CITY OF MISSION

CITY COUNCIL REGULAR MEETING
MISSION CITY HALL
SEPTEMBER 22, 2026 at 4:30 PM

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 **Tuesday, September 22, 2026 at 4:30 p.m.** at the Mission Council Chambers, 1201 E. 8th Street, Mission, Texas to consider the following matters.

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 - Constitution Week - Carrillo
2. Proclamation - Breast Cancer Awareness Month - Carrillo
3. Proclamation - National GEAR UP Week - Carrillo
4. Proclamation - Rotary Club 106th Anniversary - Carrillo
5. Proclamation - National Day of Remembrance for Murder Victims - Torres
6. Proclamation - Mission Fire Department Fire Prevention Week - Silva
7. Recognition of Mission High School FFA President Benny Garza State Champion in Natural Resources - J. Garcia
8. Report from the Greater Mission Chamber of Commerce – Brenda Enriquez
9. Departmental Reports – Terrazas / A. Garcia
10. Citizen's Participation on Specific Agenda Items – Garza

ANNOUNCEMENTS - CITY COUNCIL / CITY MANAGER

PUBLIC HEARING

11. Public Hearing on 2026 Proposed Property Tax Rate – A. Garcia
12. Public Hearing regarding Denali Water Solutions, LLC's appeal of the City's decision concerning its bid protest for RFB No. 26-523-07-23, Sludge Management Services, including consideration of the appeal and determination of whether to affirm, modify, or reverse the City's prior decision – E. Garcia

PLANNING & ZONING RECOMMENDATIONS

None

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 8, 2026

    Special Meeting – September 15, 2026

14. Acknowledge Receipt of Minutes – Terrazas / A. Garcia

    Zoning Board of Adjustments – July 22, 2026

    Accommodations Review Board – March 25, 2026

15. Discussion and possible action on matters related to continue purchases for FY 2026-2027 from vendors with forecasted expenditures exceeding the $25,000 threshold through cooperative contracts and sole source - Ramirez

16. Discussion and possible action on matters related to approval of Resolution # _____ authorizing the surplus of machinery and equipment - E. Garcia

17. Discussion and possible action to approve pre-negotiated service agreements establishing hourly labor rates and parts markups for as-needed repairs to City fleet vehicles and specialized equipment during Fiscal Year 2026–2027, and authorize their use in accordance with applicable purchasing requirements and approved budgeted funds – J. Mares

18. Discussion and possible action to authorize the purchase of tires from Hesselbein Tire and Southern Tire Mart through BuyBoard Contract No. 729-24, with aggregate expenditures anticipated to exceed $25,000 during Fiscal Year 2026–2027, subject to operational needs and available budgeted funds – J. Mares

19. Discussion and possible action to authorize the purchase of automotive parts, fluids, maintenance equipment, and supplies for City fleet preventive maintenance during Fiscal Year 2026–2027 from AutoZone through Region 4 ESC/OMNIA Partners Contract No. R211201; NAPA Auto Parts through BuyBoard Contract No. 715-23, through its current expiration date of November 30, 2026, unless formally renewed or extended; and O'Reilly Auto Parts through Sourcewell Contract No. 100124-ORA, subject to operational needs, applicable cooperative contract terms, and available budgeted funds – J. Mares

20. Discussion and possible action to authorize the purchase of janitorial supplies and equipment from Imperial Dade (formerly Gulf Coast Paper) through BuyBoard Contract No. 747-24, with aggregate expenditures anticipated to exceed $25,000 during Fiscal

Year 2026–2027, subject to departmental needs and available budgeted funds – J. Mares

21. Discussion and possible action to authorize the purchase of medical equipment and supplies from Bound Tree Medical through BuyBoard Contract No. 804-26, with aggregate expenditures anticipated to exceed $25,000 during Fiscal Year 2026–2027, subject to departmental needs and available budgeted funds – Silva

22. Discussion and possible action to authorize the purchase of medical equipment and supplies from Henry Schein through BuyBoard Contract No. 804-26, with aggregate expenditures anticipated to exceed $25,000 during Fiscal Year 2026–2027, subject to departmental needs and available budgeted funds – Silva

23. Discussion and possible action on matters related to the authorization to accept the FY 2027 General Grant from the Texas Department of Transportation (TxDOT), in the amount of $142,942.10, with a 23.47% match accepted by TXDOT via in-kind match through fringe benefits and administrative costs. - Torres

24. Discussion and possible action on matters related to the authorization to accept the FY 2027 STEP Commercial Motor Vehicle (CMV) Grant from the Texas Department of Transportation (TxDOT), in the amount of $53,010.62, with a 15.11% match accepted by TXDOT via in-kind match through fringe benefits and administrative costs. – Torres

25. Discussion and possible action on matters related to the authorization to accept the FY 2027 STEP Comprehensive Enforcement Grant from the Texas Department of Transportation (TxDOT), in the amount of $52,945.62, with a 15.01% match accepted by TXDOT via in-kind match through fringe benefits and administrative costs. - Torres

26. Discussion and Possible Action regarding the Lower Rio Grande Valley Development Council's Request to Waive Rental Fees for Leo Peña Placita Park for the 5th Annual VET Fest on Thursday, November 12, 2026 - Bentsen

27. Discussion and possible action on matters related to the Award of RFB 26-584-08-19 for Sand backfill Material for the Public Works Department to R&J Enterprises, LLC.; R.Reyes Trucking & Trailer Svcs – Gonzalez

28. Discussion and possible action on matters related to the approval of Ninth Amendment to the Interim Administrative Services Agreement with Mission Redevelopment Authority/Tax Reinvestment Zone #1 and the City of Mission – Terrazas

29. Consideration and action on matters related to approval to enter into an Election Services Contract with the Hidalgo County Elections Administrator for the November 3, 2026 General and Special Election pursuant to Texas Election Code Section 31.092(a) - Carrillo

30. Discussion and possible action on matters related to the 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 Pink 5k walk/run in October 2026 - Torres

APPROVALS AND AUTHORIZATIONS

31. Discussion and possible action to approve an ordinance # _____ amending Chapter 42, "Health and Sanitation," of the City of Mission Code of Ordinances, Article II- Weedy Lots, Unsanitary, Unsightly Conditions on Private Property by adding

definitions to Section 42-31; adding prohibited conditions and/or acts to Section 42-32; removing appeal determination and changing the time to abate the nuisance from seven days to ten days from contents of notice Section 42-39; adding authority to abate dangerous weeds to abatement procedures Section 42-40; and providing for codification, publication, severability, and an effective date - Dimas

32. Discussion and possible action on matters related to authorize the Mayor to sign an Interlocal Agreement between the City of Mission and the Sharyland Water Supply Corporation regarding water service for the proposed The Grove on Moorefield Subdivision located along the East side of Moorefield Road approximately 500 feet South of Tiffany Drive, Developer: CSL Construction and Development, Engineer: M2 Engineering, PLLC – Cervantes

33. Discussion and Possible Action on Matters Related to Adoption of Ordinance # _____ Amending Ordinance No. 5862 amending the City's fee schedule to establish a Permit Technology & Administrative Fee for a new software applicable to building permits, garage sale permits, health permits, fire permits, alarm system permits, other designated permits, licenses, inspections, and other regulatory services – Cervantes

34. Discussion and possible action on matters related to authorizing the purchase of a three-year subscription and implementation services for GovWell software from Carahsoft Technology Corporation through OMNIA Partners Contract No. R240303, in an amount not to exceed $202,000, and authorizing the City Manager or designee to execute the necessary agreements or contracts – Cervantes

35. Discussion and possible action to authorize the purchase and installation of a custom-built MCI-Flowtronex irrigation pump station for Shary Municipal Golf Course from Pump Mechanical Technical Services, LLC, through BuyBoard Contract No. 770-25, in an amount not to exceed $271,966.00, contingent upon the approval and execution of the FY 2026–2027 MEDC Reimbursement Agreement; and authorize the Co-Interim City Manager to execute all related documents – M. Fernuik

36. Discussion and possible action regarding approval of Ordinance # _____ of the City Council of the City of Mission establishing the Rates and Fees for the Shary Municipal Golf Course for Fiscal Year 2026-2027 repealing prior rate ordinances; and providing for an effective date. - Fernuik

37. Discussion and possible action on matters related to the approval of Ordinance # _____ amending the City of Mission Code of Ordinances Chapter 90, Solid Waste, Article II, Collection Regulations by adding Section 90-60, establishing requirements for the placements, removal and storage of residential garbage containers – Mendiola

38. Discussion and action regarding approval of Fiscal Year 2025-2026 year-end Budget Amendments – E. Garcia

39. Discussion and action regarding approval of amendments to the City of Mission Purchasing Policy and Procurement Manual – E. Garcia

40. Consideration and action on the Ratification of the Engagement Letter with Burton McCumber & Longoria, LLP for Professional Auditing Services for the City of Mission's Annual Financial Audit – E. Garcia

41. Consideration and action to approve Ordinance No. ____ adopting the 2026 Property Tax Rate for the City of Mission, Texas – A. Garcia

42. Discussion and action related to approval of Publicity and Tourism Agreement with the Greater Mission Chamber of Commerce, Inc. in the amount not to exceed $442,000 – A. Garcia
43. Discussion and action related to the approval of Agreement between the City of Mission and the Boys and Girls Club of Mission, Inc. for Fiscal Year 2026-2027 – A. Garcia
44. Discussion and action related to Meet and Confer Agreement with Mission Firefighters Association, IAFF Local 3609 – A. Garcia
45. Discussion and action related to approval of allowance methodology for Emergicon EMS billing – A. Garcia
46. Discussion and action related to approval of Resolution # ____ amending and restating Resolution No. 1294, as amended, establishing the City's Fund Balance Policy. – A. Garcia
47. Discussion and action related to approval of the Fiscal Year 2026-2027 Texas Citrus Fiesta Agreement – A. Garcia
48. Discussion and action related to approval of the Fiscal Year 2026-2027 National Butterfly Center Agreement – A. Garcia
49. Discussion and action related to approval of Resolution # ____ amending Resolution No. 1935 regarding reporting requirements for organizations receiving City funding– A. Garcia
50. Discussion and action related to approval of Resolution # ____ amending the existing Solid Waste Fund reimbursement authorization and related reimbursement parameters – A. Garcia
51. Discussion and action related to approval of Ordinance # _____ amending Ordinance No. 5710, as amended, as it relates to Fund 31 – Fire Replacement Fund – A. Garcia

UNFINISHED BUSINESS

None

EXECUTIVE SESSION

1. Closed session pursuant to Texas Government Code Section 551.071 (Consultation with Attorney) to receive updates regarding pending and contemplated litigation involving the City of Mission, including matters being handled through the Texas Municipal League (TML)

2. Closed session pursuant to Texas Government Code Section 551.071 (Consultation with Attorney) to receive legal advice, discuss and provide direction regarding a pending Equal Employment Opportunity Commission (EEOC) claim filed against the City of Mission.

3. Consultation and deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, compensation, resignation, complaints involving, or dismissal of public officers and employees, including discussions regarding City organizational structure, staffing matters, Council-appointed officials, and related personnel issues pursuant to Texas Government Code § 551.074.

4. Consultation with legal counsel and deliberation regarding governance matters, Council operations, duties and responsibilities of elected officials, charter interpretation, ethics matters, board and commission appointments, intergovernmental relations, and other matters involving

the official conduct or responsibilities of the City Council pursuant to Texas Government Code §§ 551.071 and 551.074.

5. Deliberation regarding the purchase, exchange, lease, value, acquisition, disposition, development, use, or potential acquisition or disposition of real property interests and related negotiations pursuant to Texas Government Code § 551.072.

6. Consultation with the City Attorney regarding pending or contemplated litigation, settlement offers, contractual matters, legal risks, privileged communications, statutory interpretation, charter interpretation, enforcement matters, and other legal issues in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings Act pursuant to Texas Government Code § 551.071.

7. Discussion regarding complaints, grievances, allegations, administrative investigations, workplace conduct matters, and related personnel or employment issues involving City officers or employees pursuant to Texas Government Code §§ 551.071 and 551.074.

POSSIBLE ACTION ON ANY ITEM(S) AS DISCUSSED IN EXECUTIVE SESSION

1. Consideration and action, if any, regarding updates on pending litigation involving the City of Mission, including matters being handled through the Texas Municipal League (TML), and any resulting direction to legal counsel.

2. Consideration and action, if any, regarding the pending Equal Employment Opportunity Commission (EEOC) claim filed against the City of Mission, including direction to legal counsel.

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 16th day of September, 2026 and will remain posted continuously for at least three business days preceding the scheduled date of said meeting, in compliance with Chapter 551 of the Government Code.

Anna Carrillo

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 **22nd day of September, 2026** 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 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 purposed 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 **16th day of September, 2026** 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 on said date and will remain posted continuously for at least three business days preceding the scheduled date of said meeting, in compliance with Chapter 551 of the Government Code.

Anna Carrillo

Anna Carrillo, City Secretary

Proclamation

City of Mission

WHEREAS: It is the privilege and duty of the American people to commemorate the two hundred and thirty-ninth anniversary of the drafting of the Constitution of the United States of America with appropriate ceremonies and activities; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week, and

NOW, THEREFORE, we the City Council of the City of Mission do hereby proclaim the week of September 17 through 23 as:

CONSTITUTION WEEK

and urge all citizens to study the Constitution and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.

Proclaimed on this the 22nd day of September, 2026.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman

Proclamation

City of Mission

WHEREAS, breast cancer is the second most commonly diagnosed form of cancer for women in the United States and remains the second leading cause of cancer death among American women; and

WHEREAS, mammography, an "X-ray of the breast," is recognized as the single most effective method of detecting breast changes long before physical symptoms can be seen or felt. Early detection and improved treatment is believed to have significantly reduced the number of deaths caused by breast cancer; and

WHEREAS, we salute the researchers, scientists, and numerous nonprofit organizations, who dedicate themselves to prevention, detection and treatment; and

WHEREAS, the 17th Annual Mission Pink Walk/Run for Breast Cancer Awareness & Treatment will be held October 10 at 7 a.m. outside of Mission Regional Medical Center, with proceeds from this event helping to provide free mammogram screenings to uninsured women in the Mission area; and

WHEREAS, Mission Pink is the first and largest 5K walk / run of its kind in Hidalgo County, with up to 2,000 people of all ages participating in this charity event sponsored by Mission Regional Medical Center, in partnership with the City of Mission year-after-year; and

NOW, THEREFORE we the City Council of the City of Mission do hereby, extend our deepest respect for survivors and those advocating for prevention and a cure and in so doing hereby proclaim October 2026 as

"BREAST CANCER AWARENESS MONTH"

PROCLAIMED on this the 22nd day of September, 2026.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman

Proclamation

City of Mission

WHEREAS, the Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) is a federally funded, competitive grant program designed to increase the number of low-income students who are prepared to enter and succeed in postsecondary education;

WHEREAS, GEAR UP serves low-income and disadvantaged students and their families from underserved communities who might be the first person in their family to go to college; and

WHEREAS, GEAR UP provides six- or seven-year grants to states or partnerships to deliver support and resources to students and their families, starting no later than the 7th grade (middle school), through high school, and onward to fulfill their dreams of attaining a postsecondary education; and

WHEREAS, GEAR UP includes interventions such as tutoring, mentoring, rigorous academic preparation, financial education, and college scholarships to improve access to higher education for low-income and disadvantaged first-generation students and their families; and

WHEREAS, GEAR UP is built around public-private partnerships, enlisting the formidable resources of government, business, and community groups to support low-income students as they prepare to enter and succeed in college; and

WHEREAS, The University of Texas Rio Grande Valley College Bound-Career Linked! GEAR UP program is a partnership of the Mission Consolidated Independent School District and The University of Texas Rio Grande Valley; and

WHEREAS, The University of Texas Rio Grande Valley College Bound-Career Linked! GEAR UP serves 5,269 students in 9th grade, and since 1999 has served over 25,000 students in our community; and

WHEREAS, the week of September 21 - 25, 2026 has been declared National GEAR UP Week; and

WHEREAS, Mission is committed to providing a quality education for all students, helping them to achieve their highest potential:

NOW, THEREFORE, we the City Council of the City of Mission, do hereby proclaim the week of September 21 - 25, 2026, as

NATIONAL GEAR UP WEEK IN THE CITY OF MISSION

and I urge all citizens to join us in this special observance.

Proclaimed on this the 22nd day of September, 2026.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman

Proclamation

City of Mission

WHEREAS, the Rotary Club of Mission, TX was officially chartered September 1st in the year 1920, with a steadfast commitment to the ideal of "Service Above Self," and is proudly celebrating 106 years of continuous, dedicated service to the betterment of our Mission community and the world; and

WHEREAS, for 106 remarkable years, the Rotary Club of Mission, TX has been a cornerstone of local civic life, bringing together business and professional leaders to provide humanitarian service, encourage high ethical standards, and build goodwill; and

WHEREAS, the members of the Rotary Club of Mission, TX have generously invested their time, talents, and resources into countless community projects, including supporting youth education, funding local literacy initiatives, and enhancing public spaces; and

WHEREAS, through its alignment with Rotary International, the Rotary Club of Mission, TX has also contributed significantly to humanitarian efforts advancing goodwill and peace globally including the historic fight to eradicate polio worldwide; and

WHEREAS, our city recognizes and highly commends the enduring impact, leadership, and generous spirit of the Rotary Club of Mission, TX members, both past and present.

NOW THEREFORE, we the City Council of the City of Mission congratulate and thank the club for 106 years of exemplary service and extending our deepest gratitude to its members for making our community a better place to live, work, and thrive.

PROCLAIMED on this the 22nd day of September 2026.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman

Proclamation

City of Mission

WHEREAS, the National Parents of Murdered Children (POMC) established September 25 as the National Day of Remembrance for Murder Victims, following the unanimous resolutions passed by the U.S. Senate on October 16, 2007, and the U.S. House of Representatives on May 14, 2007; and

WHEREAS, POMC is dedicated to honoring the memory of those lost to violence and recognizing the profound and lasting trauma that families and communities endure, alongside the work of the Rio Grande Valley Families and Friends of Murdered Children (RGVFFOMC), which has served more than 2,400 families in our region since 2013; and

WHEREAS, in 2025, 39 lives were lost to homicide across the Rio Grande Valley, affecting an estimated 390 surviving family members and loved ones, demonstrating that the impact of homicide extends far beyond each individual victim; and

WHEREAS, surviving families demonstrate extraordinary courage as they transform grief into remembrance, advocacy, compassion, violence prevention, and a continuing pursuit of healing and justice; and

WHEREAS, on September 25, 2026, RGV-FFOMC will host its **14th Annual Candlelight Vigil** at the Jose "Pepe" Salinas Memorial Recreation Center in Pharr, Texas under the message **"Every Candle Tells a Story,"** bringing families and the community together to honor the lives and legacies of those lost to homicide;

NOW, THEREFORE, We the City Council of the City of Mission, Texas, on behalf of the City Commission and the residents of the City of Mission, do hereby proclaim September 25, 2026 as the:

NATIONAL DAY OF REMEMBRANCE FOR MURDER VICTIMS

in the City of Mission, Texas. We encourage our community to remember those whose lives were taken by violence, to support their surviving families and loved ones, and to reaffirm our collective commitment to compassion, healing, remembrance, public safety, and justice. On this solemn day, the City of Mission joins surviving families in declaring that:

EVERY NAME MATTERS. EVERY LIFE HAS A STORY. EVERY LEGACY DESERVES TO BE REMEMBERED.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman

Proclamation

City of Mission

WHEREAS, Fire Prevention Week is observed each year to raise awareness about fire safety and to educate the public about actions that can help prevent fires and protect lives and property; and

WHEREAS, this year's Fire Prevention Week theme, **"Charge Into Fire Safety: Safe Charging Is a Superpower,"** focuses on everyday charging habits that can help reduce the risk of lithium-ion battery fires and keep homes and communities safer; and

WHEREAS, rechargeable batteries and electronic devices are an important part of everyday life, providing convenience and technology for communication, transportation, work, recreation, and other activities; and

WHEREAS, improperly charging or storing rechargeable batteries can create serious fire and safety hazards, making safe charging practices an important part of fire prevention and public safety; and

WHEREAS, residents can help reduce the risk of fire and injury by using the charging cord and power adapter provided with their device or equipment approved by the manufacturer; and

WHEREAS, electronic devices should be charged on a hard, flat surface, such as a table or desk, rather than on beds, couches, or other soft surfaces that can trap heat; and

WHEREAS, residents are encouraged to unplug and power down devices once they are fully charged and to remain alert for warning signs such as excessive heat, swelling, smoke, or unusual odors, and immediately discontinue use of a device exhibiting these conditions; and

WHEREAS, the City of Mission Fire Department and first responders are dedicated to promoting fire prevention, emergency preparedness, and public safety education throughout our community; and

WHEREAS, practicing safe charging habits is a simple but powerful way for everyone to help prevent fires, protect property, and keep our homes and communities safe.

NOW, THEREFORE, we, the City Council of the City of Mission, do hereby proclaim October 4–10, 2026, as

"FIRE PREVENTION WEEK"

in the City of Mission, Texas, with this year's theme, **"CHARGE INTO FIRE SAFETY: SAFE CHARGING IS A SUPERPOWER,"** and encourage all residents, families, businesses, and visitors to learn and practice safe charging habits to help prevent fires and promote a safer community.

PROCLAIMED on this the 22nd day September, 2026.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Juan Pablo "JP" Terrazas / Andy Garcia – Assistant City Managers

AGENDA ITEM: Departmental Reports – Terrazas / A. Garcia

NATURE OF REQUEST:
Mission Event Center – August 2026
Code Enforcement – August 2026
Planning – August 2026
Permits & Inspections – August 2026
Human Resources – August 2026
Police Department – August 2026
Mission Fire Department – August 2026
Emergency Response – August 2026
Mission Fire Prevention – August 2026
Public Works – August 2026

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 *JPT / AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

Event Revenue Ledger

08/01/2026 - 08/31/2026

Source: RESERVE (event management software)

Event - Name	Event Date	Room Rental Charges	Alcoholic Beverage Charges	Equipment Charges	Refundable Damage Deposit	F&B Kitchen Fee Charges	Function Total	Total Adjustments and Discounts	Total Payments Received	Balance Due
Miss Angel of Love Pageant	07/31/2026	$2,500.00				$375.00	$2,875.00	$0.00	$2,875.00	$0.00
Calvary Christian Sunday Service	08/02/2026	$1,250.00		$0.00	$500.00		$1,750.00	$0.00	$1,750.00	$0.00
Meeting - National Night Out	08/06/2026						$0.00		$0.00	$0.00
7th Annual Desserts First	08/07/2026	$2,750.00	$1,000.00	$350.00	$500.00	$375.00	$4,975.00	$0.00	$4,975.00	$0.00
Nadia & Brandon's Wedding	08/08/2026	$4,400.00	$3,640.00	$0.00	$500.00	$375.00	$8,915.00	$0.00	$8,915.00	$0.00
Mission Chamber of Commerce Buenas Tardes Luncheon	08/11/2026	$1,850.00		$0.00		$375.00	$2,225.00	$0.00	$2,225.00	$0.00
Prayer Committee Meeting	08/11/2026						$0.00		$0.00	$0.00
National Night Out	08/13/2026	$0.00					$0.00	($2,500.00)	$0.00	$0.00
City of Mission Employee - Curative Session	08/13/2026						$0.00		$0.00	$0.00
South Texas College Academic Affairs Assembly	08/14/2026	$5,300.00		$650.00	$500.00	$375.00	$6,825.00	$0.00	$6,825.00	$0.00
UMOS Meeting	08/18/2026	$13,800.00		$350.00	$500.00	$1,875.00	$16,525.00	$0.00	$16,525.00	$0.00
Greater Gold Planning Meeting	08/20/2026						$0.00		$0.00	$0.00
Midwest Dental Conference	08/27/2026	$3,800.00	$885.00	$550.00	$500.00	$375.00	$6,110.00	$0.00	$5,225.00	$885.00
Citrus Fiesta Princess Anna Rehearsal	08/29/2026						$0.00		$0.00	$0.00
Christian Conference (Randy Island)	08/31/2026	$3,800.00		$350.00	$500.00		$4,650.00	$0.00	$4,650.00	$0.00
TOTAL:		$39,450.00	$5,525.00	$2,250.00	$3,500.00	$4,125.00	$54,850.00	($2,500.00)	$53,965.00	$885.00
15 events hosted										
Aug-25										
29 events hosted										
TOTAL:		$46,853.50	$2,317.50	$2,950.00	$4,500.00	$3,750.00	$60,371.00	($1,496.50)	$60,371.00	$0.00

Code Enforcement

Monthly Report- August 2026

CASE NOTES	161
INSPECTIONS	34
IPMC HAZARDOUS STRUCTURES OR PREMISES	0
IPMC CLOSING OF VACANT STRUCTURES	0
FLOODING INTO NEIGHBORS	0
COMMERCIAL PARKING LOT MAINT.	0
DEMOLITION OF UNSAFE BUILDINGS	6
DOUBLE OCCUPANCY/HOOKED RV	0
HEALTH & SANITATION / ACCUMULATION OF ITEMS	22
HOME OCCUPATION	0
ILLEGAL DUMPING	10
ILLEGAL SIGNS (UNSAFE, RIGHT OF WAYS, BANDIT, TELEPHONE & GARAGE)	0
IPMC VIOLATIONS	5
JUNKED VEHICLES/ BOATS	9
NO GARAGE SALE PERMITS	0
NON-RESIDENTIAL PARKING/SEMI TRUCKS	4
PARKING ON LAWN	8
SIGHT OBSTRUCTION/SIDEWALKS/RIGHT OF WAY/DRIVEWAYS	11
STORAGE OF VEHICLES/BOATS/TRAILERS	2
WEEDY LOTS/ LETTERS	66
PROERTIES SENT TO MOWER'S LIST	51
PROPERTIES MOWED	36
GARAGE SALE PERMITS / NO PERMITS	312
CASES FILED IN COURT	16
CASES SEEN IN COURT	6
CASES OPENED	124
CASES CLOSED	125

MEMORANDUM

To: J.P Terrazas, P.E., Co-Interim City Manager

From: Xavier Cervantes, Director of Planning

Date: September 1, 2026

Re: Monthly Report AUGUST 2026

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

AUGUST 2026

REZONINGS:	**1**
CONDITIONAL USE PERMIT:	**8**
HOMESTEAD APPROVALS:	**0**
SUBDIVISIONS:	**2**
SINGLE LOT VARIANCES:	**0**
VARIANCES (ZBA):	**4**
SITE PLAN APPROVALS:	**0**
OTHER P&Z REQUESTS	**0**

Building Permit and Inspections Activity Report for The Month of August 2026

Total # of Building Permits	Building Permit Value	Building Permit Fee	Types of Building Permits
33	$6,553,200.00	$12,183.40	New Dwelling
5	$2,524,500.00	$11,564.28	Commercial
			Assembly
			Apartments- 4 UNITS
			Warehouse
1	$3,200.00	$105.00	Move Out Houses/Move Within
1	$16,000.00	$105.00	Move In Houses
			Move in Mobile Homes
			Schools
3	$91,000.00	$915.00	Swimming Pools
4	$12,130.00	$0.00	Sheds
6	$86,612.00	$605.56	Signs
3	$7,998.00	$0.00	Fence
			Tower
			Gas Tanks Pumps
2	$24,500.00	$110.00	Demolition
			Water Well/Recreation Const.
58	**$9,319,140.00**	**$25,588.24**	**Totals**

Additions / Remodeling

16	$846,250.20	$1,816.28	Residential Buildings
7	$668,072.56	$4,964.97	Commercial Buildings
			Apartment Buildings
			Assembly Buildings
			School Buildings
			Awnings/Decks
7	$31,500.00	$627.80	Carports/Concrete
12	$57,750.00	$588.80	Porches/Driveways/Sidewalks
			Garages/Canopies
			Hobby Shops
42	**$1,603,572.76**	**$7,997.85**	**Totals**

Total Building Permits	100
Total Building Valuation	$10,922,712.76
Total Building Permit Fees	$33,586.09

Prepared By: Rachel Alvarez
Date: 9/1/2026

Monthly Report for **August 2026**

I. Permits Issued

A. Building

Number	100
Value	$10,922,712.76
Permit Fees	$33,586.09

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

Number	191
Permit Fees	$21,290.00

C. Mechanical

Number	57
Value	$2,089,903.68
Permit Fees	$9,199.00

D. Plumbing, Gas & Sprinkler System

Number	68
Permit Fees	$6,241.50

TOTALS

Total Permits Issued	**416**
Total Valuation	**$13,012,616.44**
Total Permit Fees	**$70,316.59**

II. Number of Inspections Conducted 610

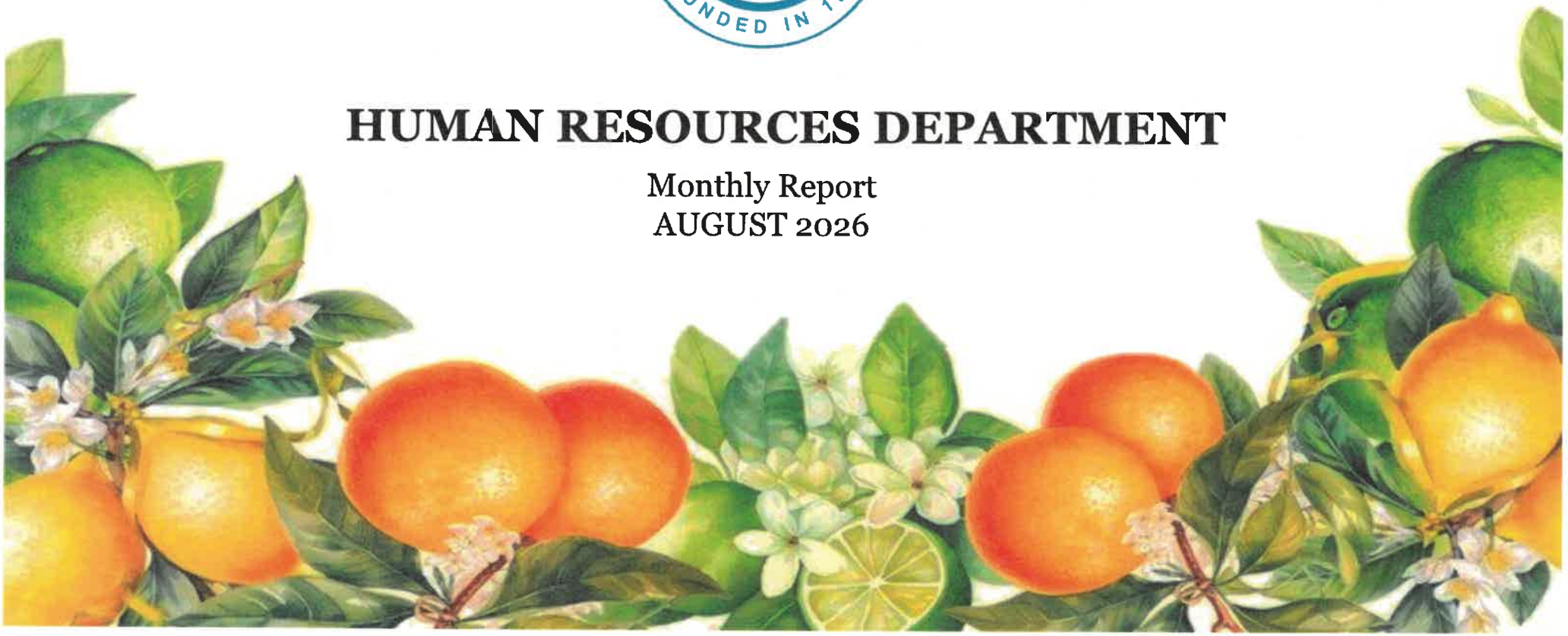
Monthly Report for **August 2026**

III. Other Fees

A. Business License Application	
Number	30
Permit Fees	$1,450.00
B. Garage Sale Permits	
Number	0
Permit Fees	$0.00
C. Health Cards	
Number	0
Permit Fees	$0.00
D. Builder Registration	
Number	20
Permit Fees	$1,775.00
E. Electrician Registration	
Number	0
Permit Fees	$0.00
F. Plumbing Registration	
Number	0
Permit Fees	$0.00
G. Mechanical Registration	
Number	0
Permit Fees	$0.00
H. House Inspections	
Number	0
Permit Fees	$0.00
I. Planning & Zoning Applications	
Number	11
Permit Fees	$2,400.00

HUMAN RESOURCES DEPARTMENT

Monthly Report
AUGUST 2026



OVERVIEW

MONTHLY REPORT
FOR PERIOD: **AUGUST 2026**

PERSONNEL - STAFFING

Regular Full Time – 632
Regular Part Time – 50
Temporary Full Time – 0
Temporary Part Time – 3
TOTAL EE's – 685

PERSONNEL - VACANCIES

Regular Full Time – 100
Regular Part Time –18
Temporary Full Time – 2
Temporary Part Time – 0
TOTAL VACANCIES – 120



EMPLOYEE BENEFITS/WELLNESS

Dependent Subscribers – 331
EE Only – 506
EE + Spouse – 13
EE + Child(ren) – 75
EE + Family – 53
TOTAL EE SUBSCRIBERS – 647
TOTAL SUBSCRIBERS – 978

RISK MANAGEMENT/SAFETY

Workers' Comp Claims – 51
General Liability Claims – 20
Auto Liability Claims – 16
Real & Personal Property – 0
Cyber – 0
TOTAL CLAIMS – 87

Personnel

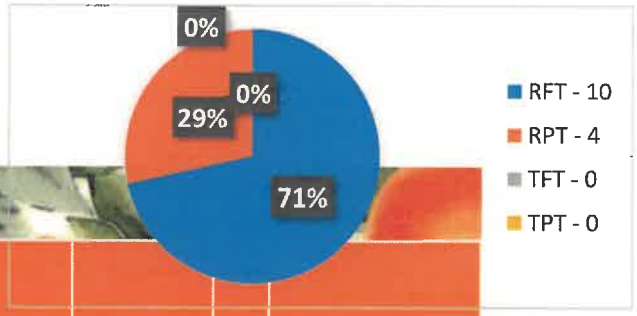
AUGUST 2026								MONTHLY TOTALS	YTD
Number of Employees, Volunteers, and Others:	**HIRED**	**TRANSFERRED**	**RESIGNED**	**DISMISSED**	**RETIRED**	**DECEASED**	**OTH**		
Regular Full-Time (804 budgeted slots for fiscal year)	10		10		1	1		632	805
Regular Part-Time (69 budgeted slots for fiscal year)	4		11			1		50	67
Temporary Full-Time								0	8
Temporary Part-Time			1	61				3	83
Monthly Totals:	**14**		**22**	**61**	**1**	**2**			
Employees Fiscal YTD Totals:	**242**		**40**	**61**	**15**	**2**		**685**	**963**
Reserve Police Officers								1	14
Volunteer Firefighters								12	12
Texas Workforce Solutions/Work Experience								0	1
AARP Participants								8	11
Volunteers							7	176	311
Volunteers Fiscal YTD Totals:							**51**	**197**	**348**

TOTAL VACANCIES: 120

DEPARTMENT	NUMBER OF VACANCIES	DEPARTMENT	NUMBER OF VACANCIES
AQUATICS	6	LEGAL	2
BOYS & GIRLS CLUB	0	LIBRARY	5
CDBG	2	MEDC	4
CITY SECRETARY	0	MEDIA	1
EVENT CENTER	2	METER READERS	1
EXECUTIVE	2	MUNICIPAL COURT	1
FACILITIES	9	MUSEUM	3
FINANCE	1	PARKS	5
FIRE	3	PLANNING	0
FIRE PREVENTION	0	POLICE	19
FLEET	1	PUBLIC WORKS	15
GOLF	12	SANITATION	7
HEALTH & CODE ENFORCEMENT	6	STREETS	5
HUMAN RESOURCES	1	UTILITY BILLING	2
INFORMATION TECHNOLOGY	0	VETERANS CEMETERY	5

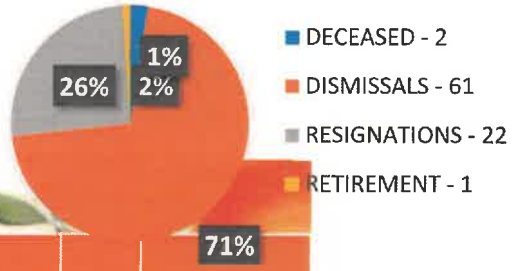
NEW HIRES: 14

RETENTION RATE: 86.02%



DEPARTMENT	NEW HIRES	YTD	RETENTION RATE	DEPARTMENT	NEW HIRES	YTD	RETENTION RATE
AQUATICS	0	29	85%	LEGAL	0	0	50%
BOYS & GIRLS CLUB	0	29	83%	LIBRARY	0	11	83%
CDBG	0	0	50%	MEDC	0	2	75%
CITY SECRETARY	0	1	85%	MEDIA	0	0	75%
EVENT CENTER	0	1	77%	METER READERS	0	4	87%
EXECUTIVE	0	0	71%	MUNICIPAL COURT	0	1	92%
FACILITIES	0	2	60%	MUSEUM	0	1	62%
FINANCE	0	1	95%	PARKS & RECREATION	0	22	91%
FIRE	7	16	91%	PLANNING	0	4	73%
FIRE PREVENTION	0	0	100%	POLICE	1	48	91%
FLEET	0	2	75%	PUBLIC WORKS	1	16	81%
GOLF	4	21	60%	SANITATION	0	8	80%
HEALTH & CODE	0	6	78%	STREETS	0	4	86%
HUMAN RESOURCES	0	5	85%	UTILITY BILLING	0	5	81%
INFORMATION TECHNOLOGY	1	1	85%	VETERANS CEMETERY	0	1	58%

SEPARATION OF EMPLOYMENT: 86
TURNOVER RATE: 12.55%



DEPARTMENT	SEPARATIONS	YTD	TURNOVER RATE	DEPARTMENT	SEPARATIONS	YTD	TURNOVER RATE
AQUATICS	27	31	73%	LEGAL	0	1	25%
BOYS & GIRLS CLUB	26	26	61%	LIBRARY	1	6	20%
CDBG	1	1	25%	MEDC	0	2	12%
CITY SECRETARY	0	1	14%	MEDIA	0	0	0%
EVENT CENTER	0	4	40%	METER READERS	0	3	37%
EXECUTIVE	0	1	14%	MUNICIPAL COURT	0	2	15%
FACILITIES	1	4	15%	MUSEUM	0	0	0%
FINANCE	1	3	15%	PARKS	16	21	48%
FIRE	0	8	6%	PLANNING	0	2	13%
FIRE PREVENTION	0	0	0%	POLICE	2	41	17%
FLEET	0	2	50%	PUBLIC WORKS	3	18	20%
GOLF	3	16	39%	SANITATION	0	9	25%
HEALTH & CODE	2	8	28%	STREETS	0	6	16%
HUMAN RESOURCES	0	2	28%	UTILITY BILLING	2	7	63%
INFORMATION TECHNOLOGY	0	1	14%	VETERANS CEMETERY	1	4	33%

PERFORMANCE MEASURES (KPI'S)

STAFFING	MONTHLY TOTAL	YTD
REQUESTS FOR ADVERTISED POSITIONS	32	203
JOB POSTINGS	42	401
APPLICATIONS FOR EMPLOYMENT	106	1,150
VOLUNTEER APPLICATIONS	7	50
INTERVIEWS	23	313
JOB OFFERS	7	236
PRE-EMPLOYMENT SCREENINGS – BACKGROUND CHECKS	14	254
PRE-EMPLOYMENT SCREENINGS – DRUG TESTS	7	243
NEW HIRE ENROLLMENTS / ONBOARDING	14	242

PERFORMANCE MEASURES (KPI'S)

FORMS	MONTHLY TOTAL	YTD
EMPLOYEES, CITIZENS, VENDORS ASSISTED	463	4,074
EMPLOYEE CHANGE OF STATUS FORMS	160	891
EMPLOYEE REQUESTS FOR PERSONNEL INFORMATION	0	15
CORRECTIVE/DISCIPLINARY ACTION NOTICES	3	21
EMPLOYMENT VERIFICATIONS	13	141
UNEMPLOYMENT CLAIMS	1	8
PUBLIC INFORMATION REQUESTS	5	72
EXIT INTERVIEWS - EMPLOYEE	12	39
EXIT INTERVIEWS - SUPERVISOR	6	60

PERSONNEL TRAINING SEMINARS

AUGUST	TRAINING SEMINARS	EMPLOYEES ATTENDED
10/22/2025 – TML Regional Cyber Tabletop	1	3
11/06/2025 – Supervisor Seminar	1	19
11/21/2025 – Leadership Retreat – Strategic Planning and Culture Initiative	1	42
12/01/2025 – Sexual Harassment Training	1	370
12/10/2025 – Sexual Harassment Training (Spanish)	1	80
01/21/2026 – Demystifying Cyber Attacks	1	38
01/23/2026 – Culture Initiative Meeting #1	1	39
02/11/2026 – Culture Initiative Meeting #2	1	33
02/12/2026 – Delivering Effective Performance Evaluations	1	79
02/25/2026 – Dignity in Leadership	1	11
04/15/2026 – TMRS Webinar	1	n/a
Fiscal YTD Totals:	**11**	**714**

EMPLOYEE RECOGNITION/EVENTS

AUGUST	EVENTS	EMPLOYEES ATTENDED
11/13/2025 – Veteran's Appreciation Luncheon	1	70
11/13/2025 – Employee Appreciation Luncheon	1	500
12/02/2025 – Service Awards Breakfast	1	100
02/10/2026 – Employee of the Month Luncheon	1	25
03/04/2026 – Employee Appreciation Luncheon	1	400
Fiscal YTD Totals:	**5**	**1,095**

EMPLOYEE BENEFITS AND WELLNESS DIVISION



PERFORMANCE MEASURES (KPI'S)

FAMILY MEDICAL LEAVE	MONTHLY TOTAL	YTD
FMLA REQUESTS	12	636
EMPLOYEE'S SERIOUS HEALTH CONDITION	7	48
FAMILY MEMBER'S SERIOUS HEALTH CONDITION	4	32
BIRTH OF A CHILD	1	14
MILITARY FAMILY LEAVE	0	0
INJURY OR ILLNESS OF COVERED SERVICEMEMBER	0	0
FMLA APPROVALS	3	66
FMLA DENIALS/WITHDRAWALS	0	12
FMLA RETURN-TO-WORK	9	56
EMPLOYEES OUT ON FMLA	18	102

FAMILY MEDICAL LEAVE (FMLA): 16

DEPARTMENT	EMPLOYEES OUT ON FMLA	YTD	DEPARTMENT	EMPLOYEES OUT ON FMLA	YTD
AQUATICS	0	0	LEGAL	0	0
BOYS & GIRLS CLUB	1	2	LIBRARY	0	1
CDBG	0	1	MEDC	0	2
CITY SECRETARY	0	1	MEDIA	0	0
EVENT CENTER	1	1	METER READERS	0	0
EXECUTIVE	0	0	MUNICIPAL COURT	1	1
FACILITIES	0	1	MUSEUM	0	0
FINANCE	1	3	PARKS	0	2
FIRE	2	13	PLANNING	0	1
FIRE PREVENTION	0	0	POLICE	6	22
FLEET	0	2	PUBLIC WORKS	1	2
GOLF	0	2	SANITATION	2	6
HEALTH & CODE ENFORCEMENT	1	3	STREETS	0	3
HUMAN RESOURCES	0	2	UTILITY BILLING	0	0
INFORMATION TECHNOLOGY	0	0	VETERANS CEMETERY	0	1

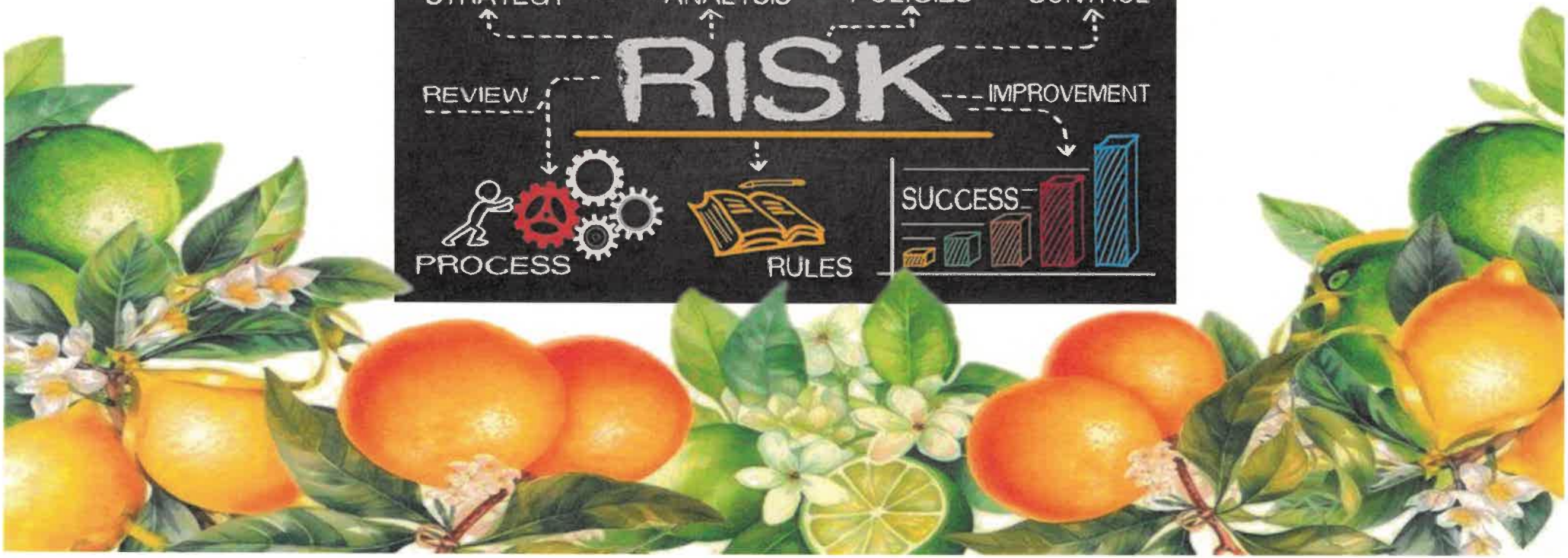
HEALTH & WELLNESS SEMINARS

AUGUST	TRAINING SEMINARS	EMPLOYEES ATTENDED
10/07/2025 – Breast Cancer Awareness Luncheon	1	87
10/16/2025 – Airrosti Webinar – Fundamentals of Safe and Effective Exercise	1	3
10/28/2025 – Airrosti Webinar – Fundamentals of Safe and Effective Exercise	1	4
10/29/2025 – Annual Employee Health Fair	1	190
11/13/2025 – Airrosti Webinar – Headaches	1	3
11/18/2025 – Airrosti Webinar – Headaches	1	3
02/20/2026 – Healthy Heart Luncheon	1	45
02/24/2026 & 02/26/2026 – CT Screenings	1	21
03/24/2026 – Health at Your Desk Lunch and Learn	1	4
04/09/2026 – Wondr Webinar	1	18
04/16/2026 – Airrosti Webinar - Carpal Tunnel Pain Management	1	5
04/22/2026 – Stress Awareness Lunch and Learn	1	17
04/28/2026 - Airrosti Webinar - Carpal Tunnel Pain Management	1	5
04/29/2026 – Bowling Tournament	1	52

HEALTH & WELLNESS SEMINARS

AUGUST	TRAINING SEMINARS	EMPLOYEES ATTENDED
05/14/2026 - Airrosti Webinar – Foot Pain	1	2
05/18/2026 – Mission Regional Hospital – Walk with A Doc	1	5
05/19/2026 – Mental Health Awareness Luncheon	1	37
05/26/2026 – Airrosti Webinar – Foot Pain	1	1
06/04/2026 – BCBS Municipal Wellness Webinar	1	n/a
06/11/2026 – Airrosti Webinar – Arthritis Pain	1	3
06/15/2026 – Mission Regional Medical Center - Walk with a Doc	1	5
06/23/2026 – Airrosti Webinar – Arthritis Pain	1	3
08/14/2026 – Open Enrollment Informational Session	1	20
08/26/2026 – Open Enrollment Informational Session	5	75
08/27/2026 – Open Enrollment Informational Session	4	80
08/28/2026 – Open Enrollment Informational Session	1	30
Fiscal YTD Totals:	**33**	**738**

RISK MANAGEMENT DIVISION



CLAIMS SUMMARY



AUGUST – 10 CLAIMS

Submission Type	Loss Date	Status	Loss Cause	Department	Total Paid	Open Reserves	Total Incurred
Workers' Compensation	8/27/2026	Open	Cut, puncture, scrape, injured by	Police	$0.00	$2,000.00	$2,000.00
Workers' Compensation	8/23/2026	Open	Cut, puncture, scrape, injured by	Police	$0.00	$800.00	$800.00
Auto Liability	8/7/2026	Open	Collision with motor vehicle	Solid Waste	$0.00	$0.00	$0.00
Workers' Compensation	8/4/2026	Open	Cut, puncture, scrape, injured by	Fire/EMS	$1,249.83	$0.00	$1,249.83
General Liability	8/2/2026	Open	All perils	Public Works & Utilities	$0.00	$5,000.00	$5,000.00
Workers' Compensation	8/1/2026	Open	Caught in, under, or between	Wastewater	$2,321.17	$15,177.99	$17,499.16
Auto Liability	8/1/2026	Open	Collision with motor vehicle	Police	$0.00	$55,000.00	$55,000.00
Auto Property	8/1/2026	Open	Collision with motor vehicle	Police	$2,793.31	$7,206.69	$10,000.00
Auto Property	8/1/2026	Open	Collision with other object	Water	$3,096.55	$6,903.45	$10,000.00
					$9,460.86	**$92,088.13**	**$101,548.99**

WORKERS' COMPENSATION CLAIMS

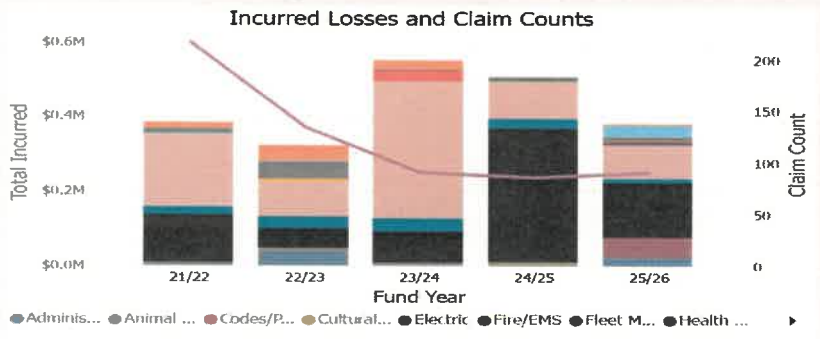
AUGUST – 51 OPEN CLAIMS

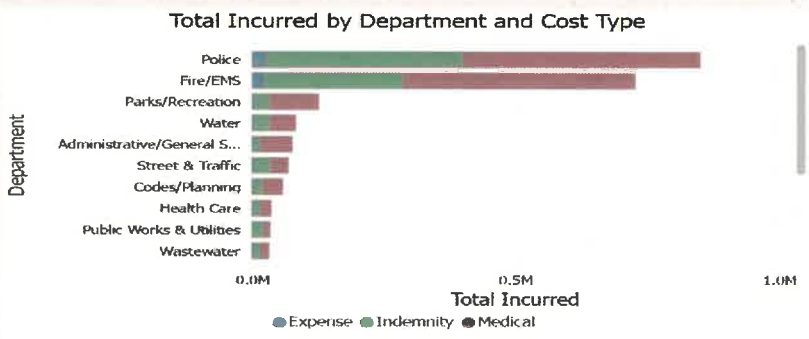
Select Filters

City of Mission

Line of Business
Workers' Comp Line

Claim Snapshot | **Workers' Comp** | Property | Liability | Auto | Cyber





PROPERTY CLAIMS

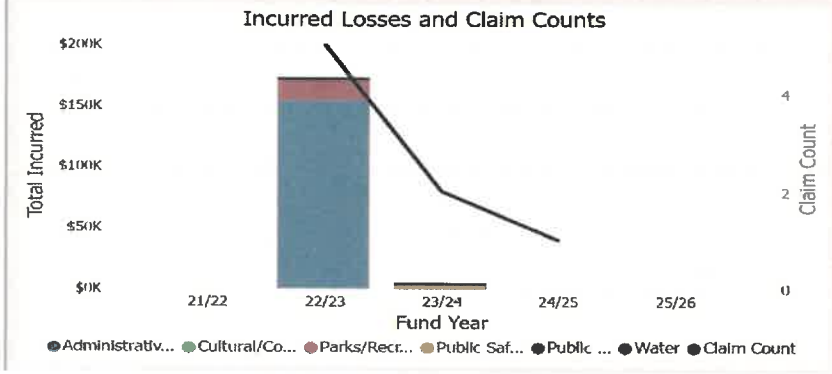
AUGUST – 0 OPEN CLAIMS

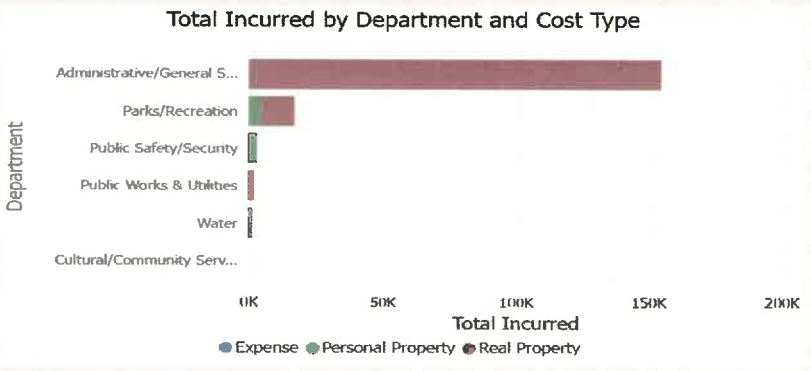
Select Filters

City of Mission

Line of Business
Property Line

Claim Snapshot | Workers' Comp | **Property** | Liability | Auto | Cyber





LIABILITY CLAIMS

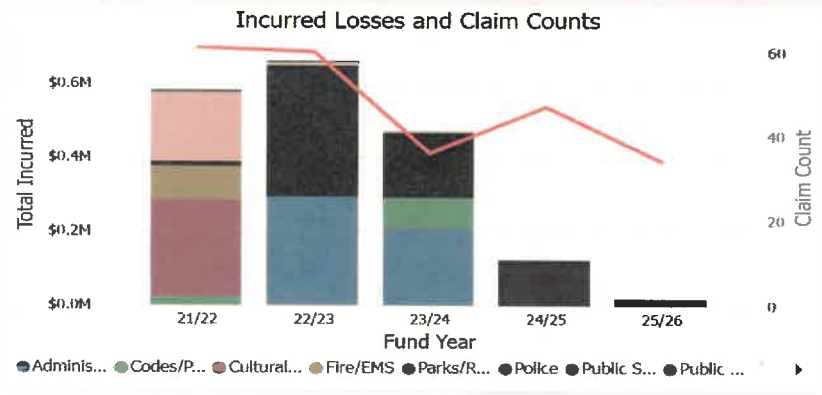
AUGUST– 20 OPEN CLAIMS

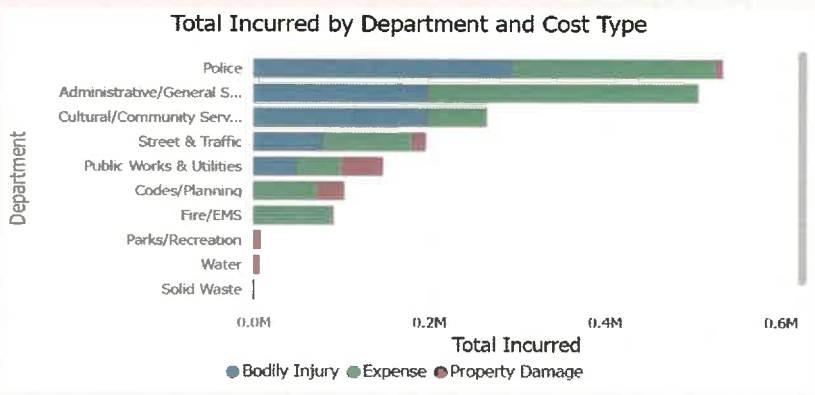
Select Filters

City of Mission

Line of Business
Liability Line

Claim Snapshot | Workers' Comp | Property | **Liability** | Auto | Cyber





AUTO LIABILITY CLAIMS

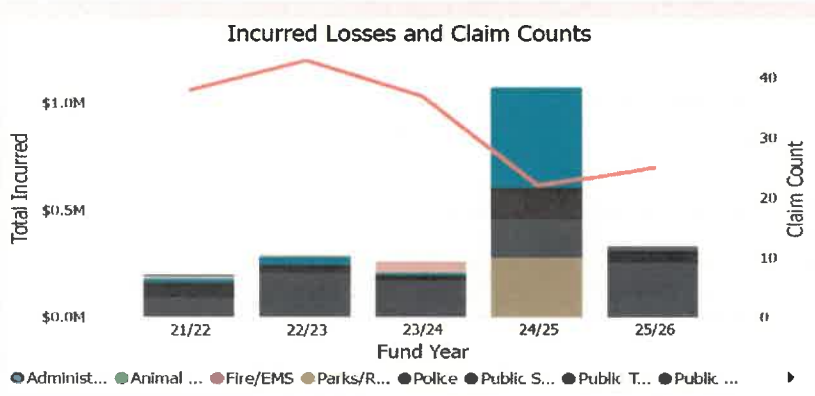
AUGUST – 16 OPEN CLAIMS

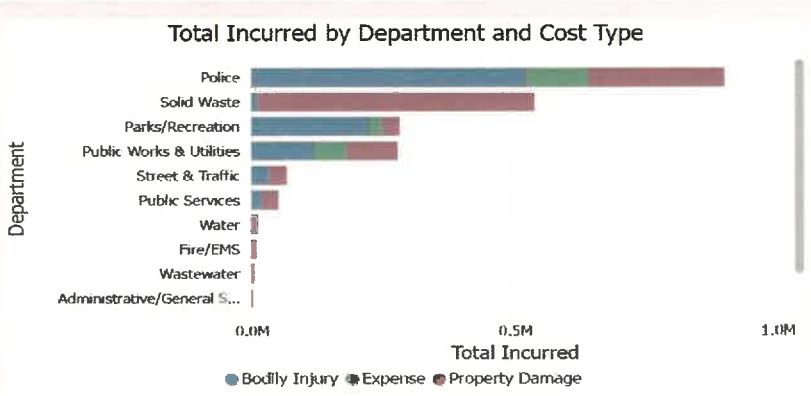
Select Filters

City of Mission

Line of Business
Auto Line

Claim Snapshot | Workers' Comp | Property | Liability | **Auto** | Cyber





CYBER CLAIMS

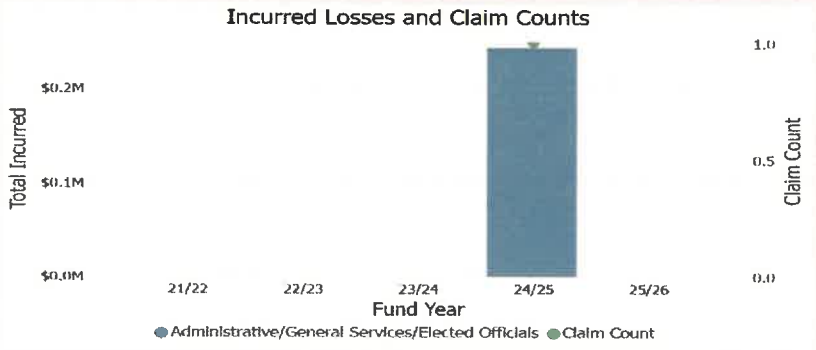
AUGUST – 0 OPEN CLAIM

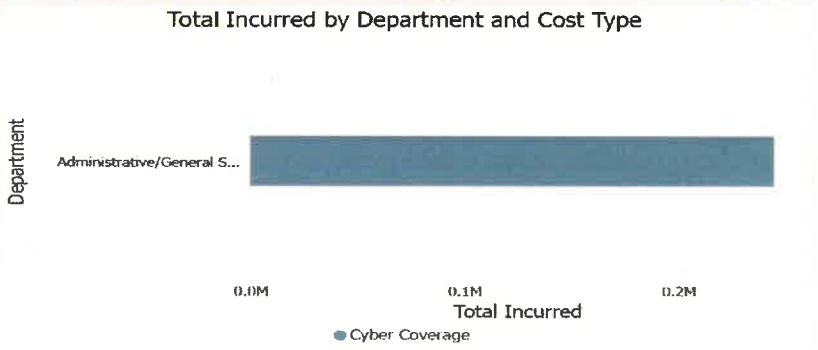
Select Filters

City of Mission

Line of Business
Cyber Line

Claim Snapshot | Workers' Comp | Property | Liability | Auto | **Cyber**





RISK MANAGEMENT/SAFETY SEMINARS

AUGUST	TRAINING SEMINARS	EMPLOYEES ATTENDED
10/15/2026 – Safety TIPS: Fire Extinguisher Safety	1	EMAIL
12/02/2025 – Safety TIPS: Smoke Detector Safety	1	EMAIL
12/17/2026 – Safety TIPS: Are You Prepared for Winter Weather?	1	EMAIL
01/20/2026 – R.O.A.D. Ready 360 Vehicle Check	1	48
01/27/2026 – R.O.A.D. Ready TIPS: 360 Walk-Around	1	EMAIL
01/27/2026 – R.O.A.D. Ready TIPS: Vehicle Preparedness	1	EMAIL
01/27/2026 – R.O.A.D. Ready TIPS: Vehicle Safety Checklist	1	EMAIL
02/04/2026 – TML Regional Seminar	1	12
03/06/2026 – Concentra Telemed Seminar	1	32
03/20/2026 – Forklift Safety	1	4
05/21/2026 – Hydration/Heat Safety Awareness	1	35
06/24/2026 – Hydration/Heat Safety Awareness	1	48
06/24/2026 – Hazardous Communication & Personal Protective Equipment Training	1	41

RISK MANAGEMENT/SAFETY SEMINARS

AUGUST	TRAINING SEMINARS	EMPLOYEES ATTENDED
06/12/2026 – Safety TIPS: Surviving the Texas Heat	1	92
06/26/2026 – Safety TIPS: Staying Hydrated	1	153
07/24/2026 – Safety TIPS: Ergonomics at Work	1	261
08/14/2026 – Safety TIPS: Avoid Safety Shortcuts	1	361


Thank You
CITY OF MISSION

Mission Police Department



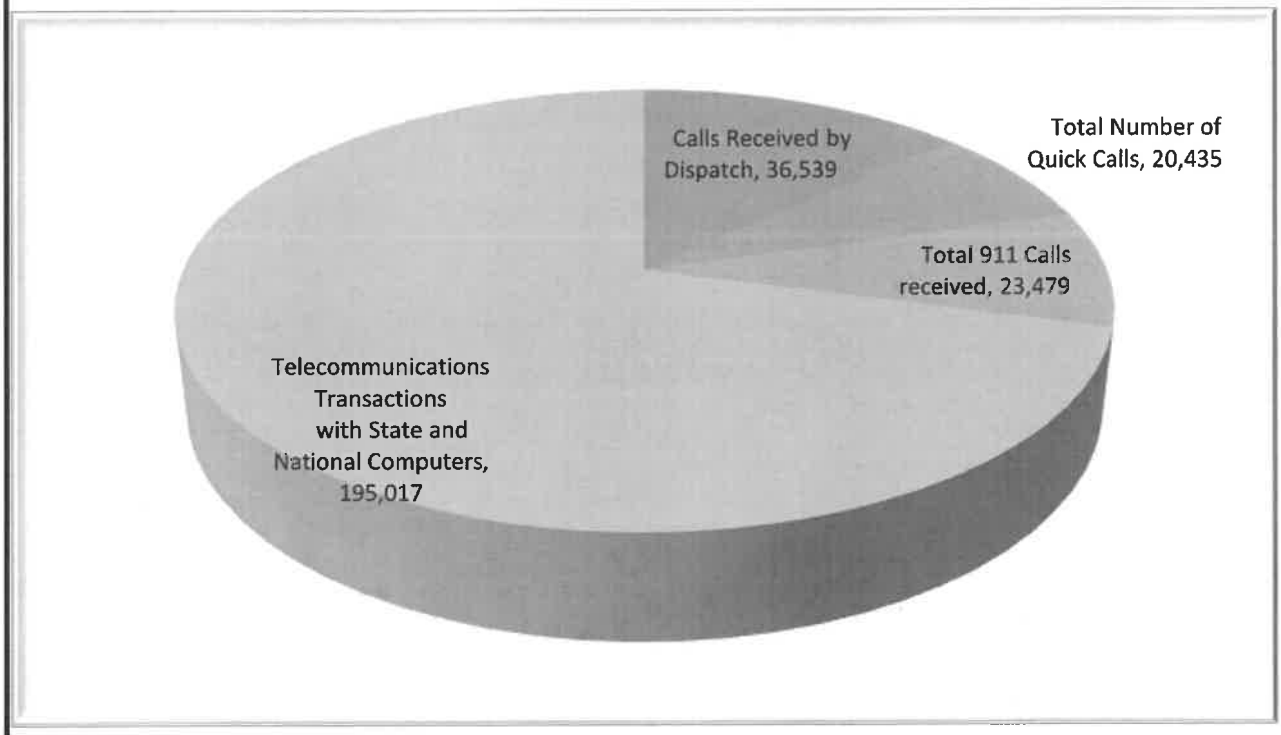
Monthly Report
Oct 2025 - Sept 2026

Mission Police Department

Monthly Report for August 2025

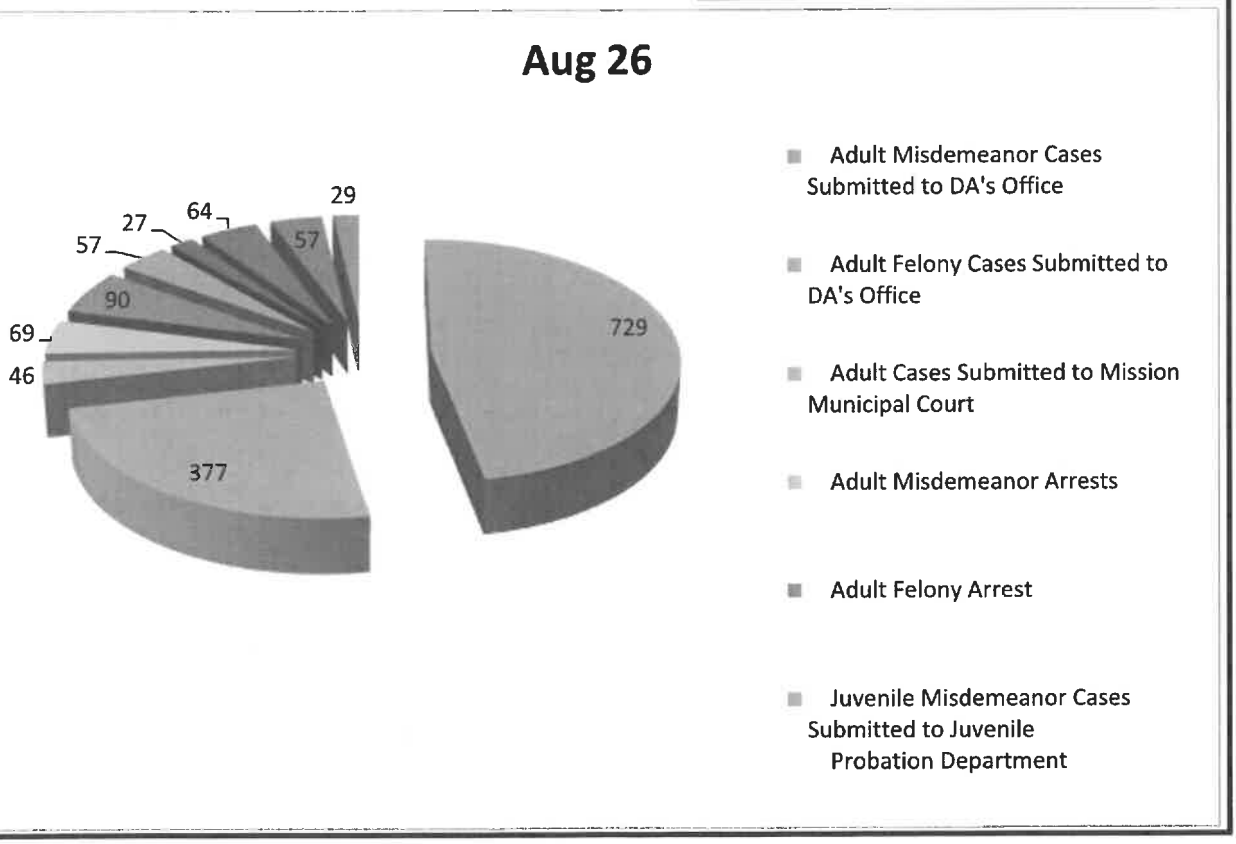
Communications Division

	Aug 26	FY 25-26 YTD
Calls Received by Dispatch	3,127	36,539
Total Number of Quick Calls	1,882	20,435
Total 911 Calls received	2,711	23,479
Telecommunications Transactions with State and National Computers	21,107	195,017



Criminal Investigations
Criminal Case Submissions

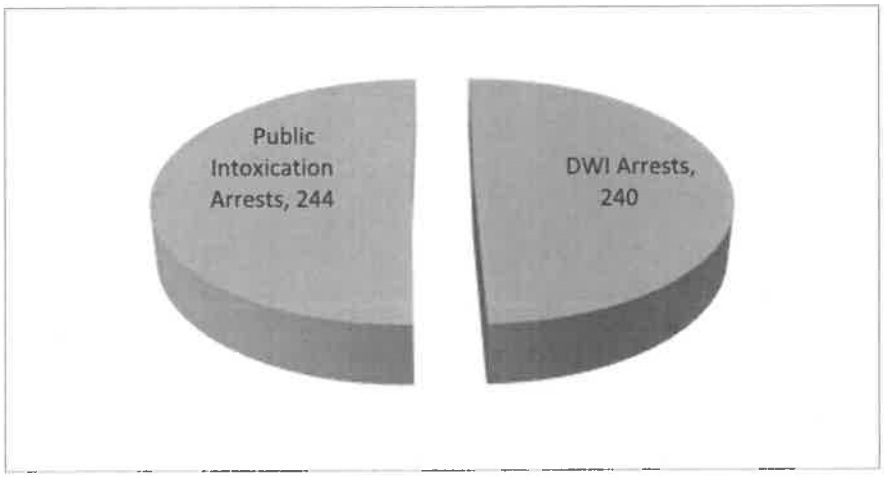
	Aug 26	FY 25-26 YTD
Adult Misdemeanor Cases Submitted to DA's Office	51	729
Adult Felony Cases Submitted to DA's Office	31	377
Adult Cases Submitted to Mission Municipal Court	4	46
Adult Misdemeanor Arrests	5	69
Adult Felony Arrest	5	90
Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department	5	57
Juvenile Felony Cases Submitted to Juvenile Probation Department	3	27
Juvenile Cases Submitted to Mission Municipal Court	0	64
Juvenile MisdemeanorArrests	5	57
Juvenile Felony Arrests	3	29
Total Open Cases	190	190



Mission Police Department
Monthly Report for August 2026

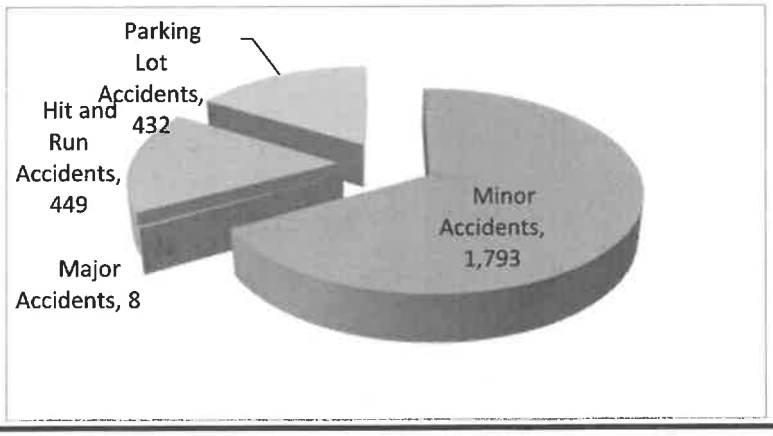
Patrol Division

	Aug 26	FY 25-26 YTD
DWI Arrests	17	240
Public Intoxication Arrests	24	244



Traffic Division

	Aug 26	FY 25-26 YTD
Minor Accidents	173	1,793
Major Accidents	1	8
Hit and Run Accidents	46	449
Parking Lot Accidents	59	432

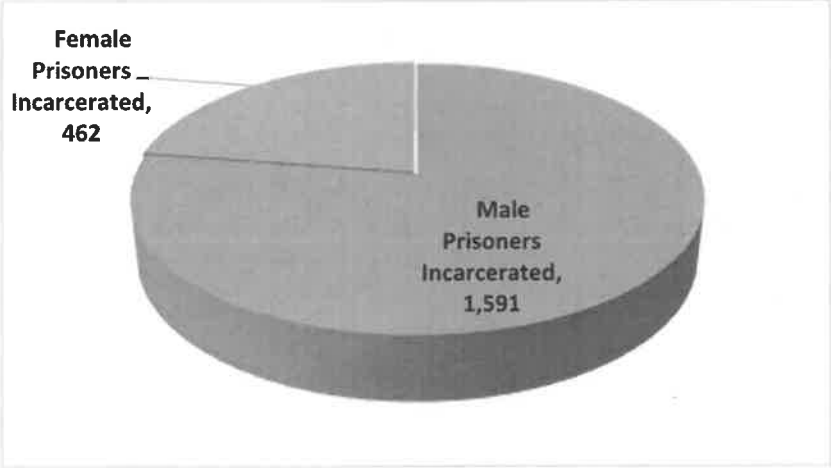


Mission Police Department

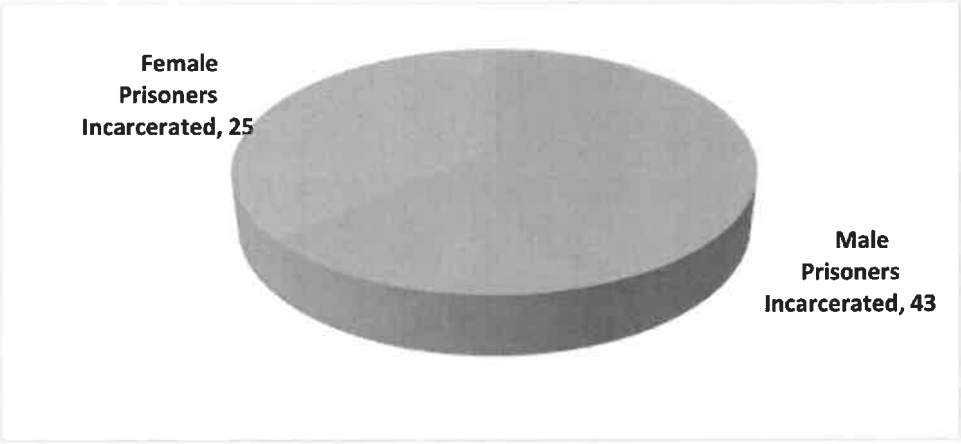
Monthly Report for August 2025

Jail Division

Adults	Aug 26	FY 25-26 YTD
Male Prisoners Incarcerated	122	1,591
Female Prisoners Incarcerated	33	462
Total	**155**	**2,053**



Juveniles	Aug 26	FY 25-26 YTD
Male Prisoners Incarcerated	3	43
Female Prisoners Incarcerated	4	25
Total	**7**	**68**



Narcotics Division -DEA

	Aug 26	FY 25-26 YTD
Seizures		
Marihuana (lbs)	0.00	6.30
(Street Value -$506.00 per pound)	$0.00	$3,187.80
Cocaine (kilos)	0	469.60
(Street Value -$21,000.00 per Kilo)	$0.00	$9,005,656.28
Fentanyl	0	0.00
(Street Value -$30,000.00 per Kilo)	$0.00	$12.00
Heroin (kilos)	0	0.00
(Street Value -$17,680.00 per Kilo)	$0.00	$0.00
Methamphetamine (kilos)	0	918.32
(Street Value -$11,925.00 per Kilo)	$0.00	$18,274,486.41
Currency Seizures:	$0.00	$354,968.00
Vehicle Seizures:	0	6
Arrest:	0	33

Narcotics Division -Immigration & Customs Enforcement

	Aug 26	FY 25-26 YTD
Seizures		
Marihuana (lbs)	0	14.61
(Street Value -$506.00 per pound)	$0.00	$7,392.66
Cocaine (kilos)	22.4	589.77
(Street Value -$21,000.00 per Kilo)	$470,400.00	$12,162,770.00
Heroin (kilos)	0	0.00
(Street Value -$17,680.00 per Kilo)	$0.00	$0.00
Methamphetamine (kilos)	0	0.00
(Street Value -$11,925.00 per Kilo)	$0.00	$0.00
Currency Seizures:	$467,980.00	$3,128,159.00
Vehicle Seizures:	0	0
Arrest:	3	53

Mission Police and Criminal Investigations

Narcotics

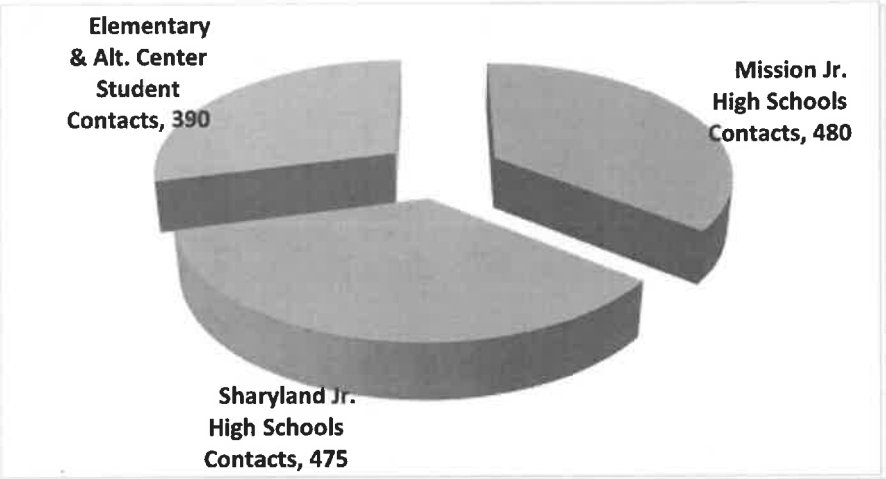
	Aug 26	FY 25-26 YTD
Marihuana (pounds)	0.683	7.58
(Street Value -$600.00 per pound)	$409.80	$3,919.08
Cocaine (kilos)	2.3	25.60
(Street Value -$13,000.00 per Kilo)	$29,900.00	$446,386.77
Currency	$0.00	$14,766.12

Mission Police Department

Monthly Report for August 2026

Educational Resource Officer Program

	Aug 26	FY 25-26 YTD
Mission Jr. High Schools Contacts	0	480
Sharyland Jr. High Schools Contacts	0	475
Elementary & Alt. Center Student Contacts	0	390



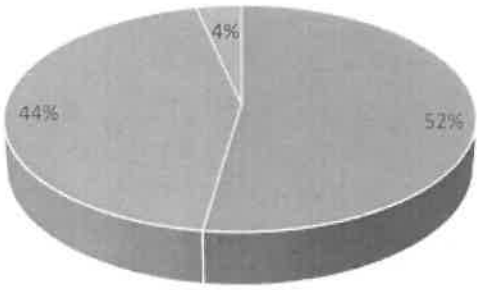
	Aug 26	FY 25-26 YTD
Mission High Schools	0	855
Sharyland High Schools	0	568

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

	Aug 26	FY 25-26 YTD
Adult Cases Submitted to Mission Municipal Court	0	45
Adult Misdemeanor Arrests	0	38
Adult Felony Arrests	0	3
Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department	0	13
Juvenile Felony Cases Submitted to Juvenile Probation Department	0	8
Juvenile Cases Submitted to Mission Municipal Court	0	139
Juvenile Cases Submitted to JP Court	0	5
Juvenile Misdemeanor Arrests	0	80
Juvenile Felony Arrests	0	8

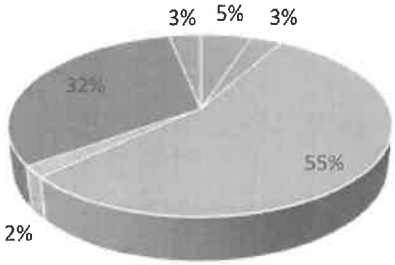
FY 25-26 YTD

- Adult Cases Submitted to Mission Municipal Court
- Adult Misdemeanor Arrests
- Adult Felony Arrests



FY 25-26 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



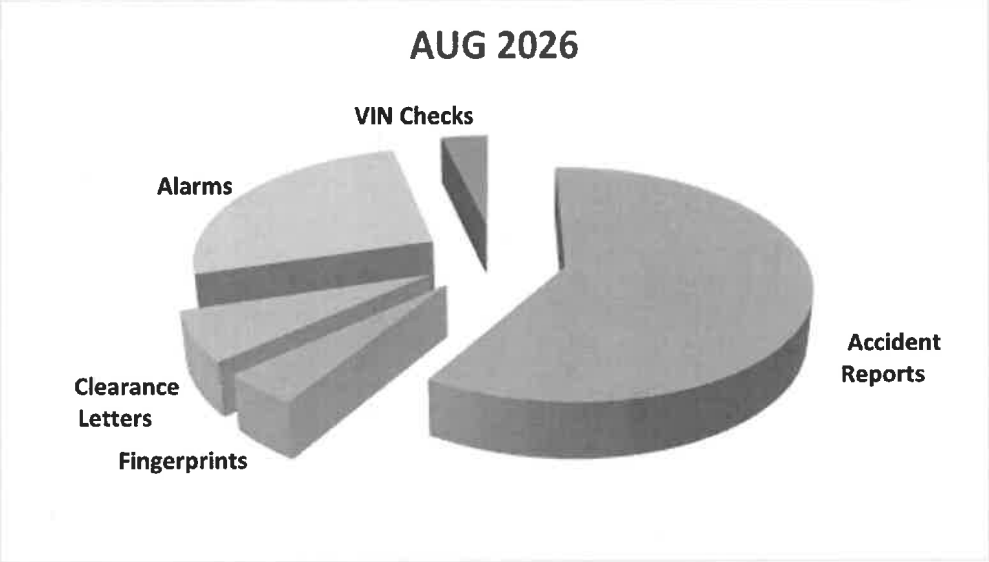
Mission Police Department

Monthly Report for August 2026

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; clearence letter for job applications; vehicle identification number clearence letters for people buying used motor vehicles; persons visiting our warrant officers, criminal investigations or administrative personnel for assistance in police related matters.

	Aug 26	FY 25-26 YTD
Accident Reports	97	1,498
Fingerprints	16	117
Clearance Letters	17	177
Alarms	16	660
VIN Checks	6	94
TOTAL	**152**	**2,546**



MISSION FIRE DEPARTMENT
MONTHLY REPORT

August 2026

"Dedicated to the Community we Protect… and Serve"

MFD First Arriving Unit Compliance (NERIS) Fire Incidents (NERIS)

Filter statement

Filters **Incident Date** Last Month **Unit on scene order** 1 **Incident status** Locked, Draft, InReview

First Arriving Unit Compliance - NERIS

Reporting Period

Date(s)

August 2026

Turnout Time - Dispatched to En Route

Average Turnout Time - All Incidents
01m:42s

Turnout Time - Medical Incidents

Total Incidents
539
Average Unit Turnout Time **01m:40s**

Turnout Time - All Other Incidents

Total Incidents
194
Average Unit Turnout Time **01m:47s**

Travel Time - En Route to Arrival

of unique Incident ID
733
Average Travel Time - All Incidents **04m:49s**

Response Time - Dispatch to Arrival

Average Unit Response Time - All Incidents
06m:31s

Response Time - Medical Incidents

Total Incidents
539
Average Unit Response Time **06m:09s**

Response Time - All Other Incidents

Total Incidents
194
Average Unit Response Time **07m:28s**

MFD Fire Station Report (NERIS)

Fire Incidents (NERIS)

Filter statement

Filters **Incident Onset Dates** Last Month **Incident status** Locked, InReview, Draft

Fire Station Report

Summarizes activity and incident data by fire station.

Station Report Details

Station	Count of Incidents	
	Aug 2026	Grand Total
Central Station	353	353
Station 3	172	172
Station 4	65	65
Station 5	117	117
Station 6	37	37
N\A	17	17
Grand Total	761	761

MFD Incident Types (NERIS) Fire Incidents (NERIS)

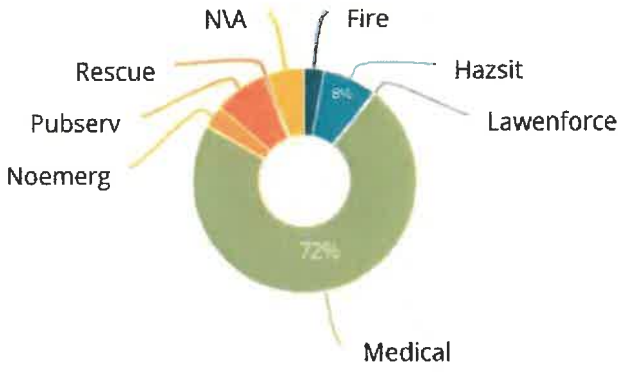
Filter statement

Filters **Incident onset** Last Month **Incident status** Locked, InReview, Draft

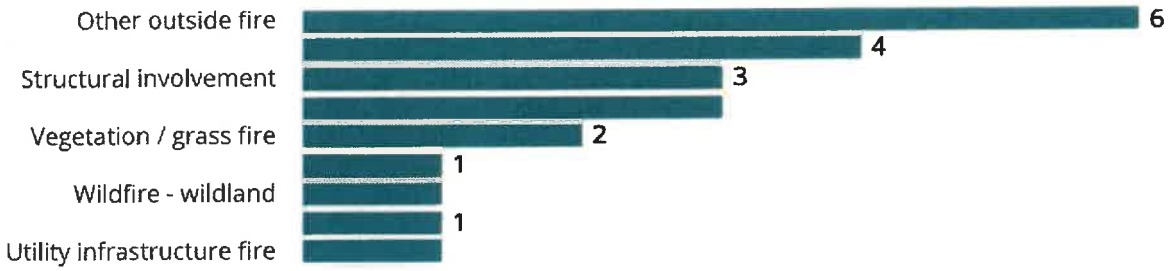
Incident Types (NERIS)

Total Incidents	Medical Incidents	Fire Incidents	Other	Mutual Aid
Total Incidents	Count of EMS Calls	Count of Fire Calls	Count of Other Calls	Aid Given
761	550	22	189	1
Count of Exposures 1	Percent of EMS Calls 72.27%	Percent of Fire Calls 2.89%	Percent of Other C... 24.84%	Aid Received 2

Primary Incident Type by Category

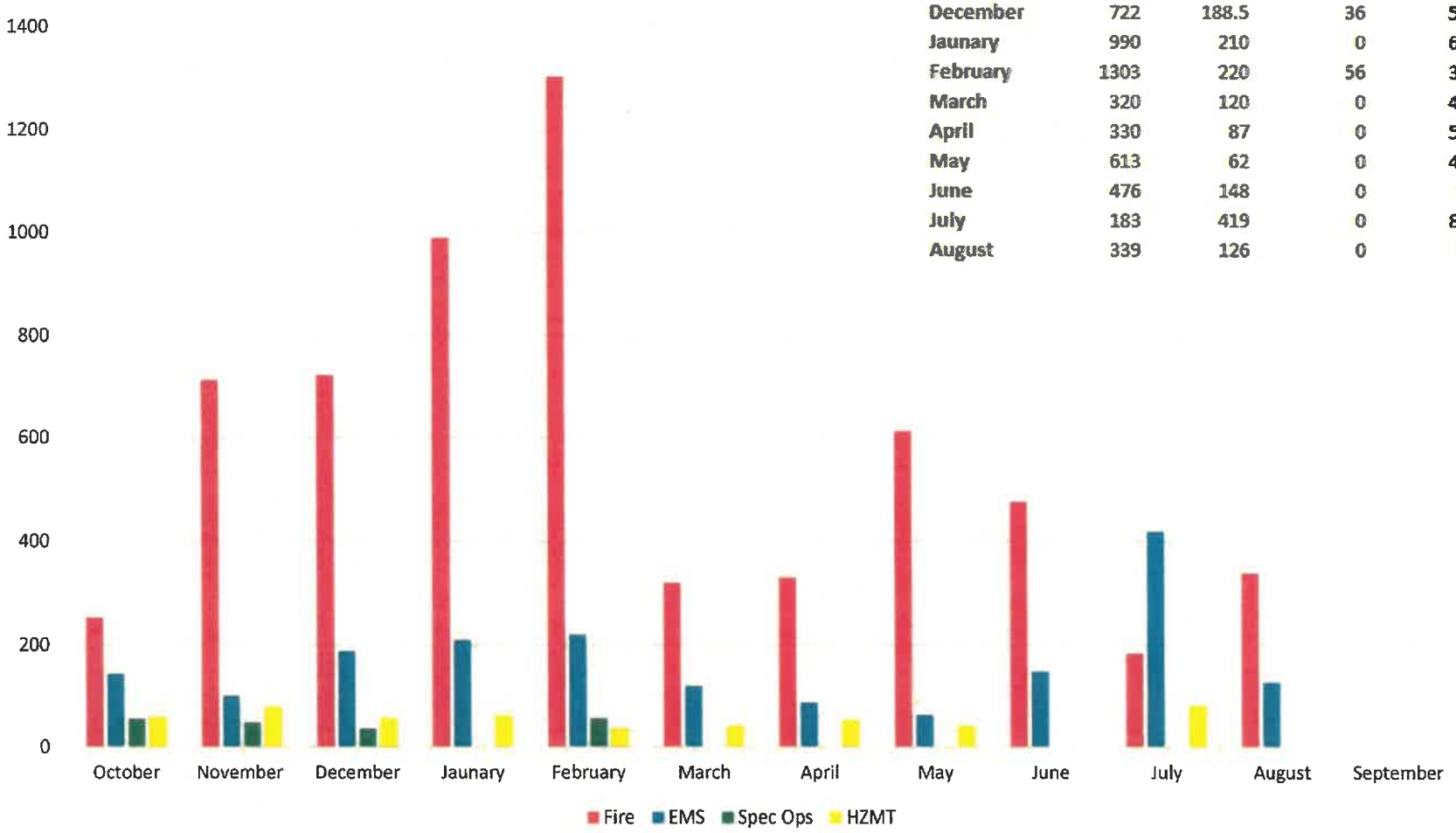


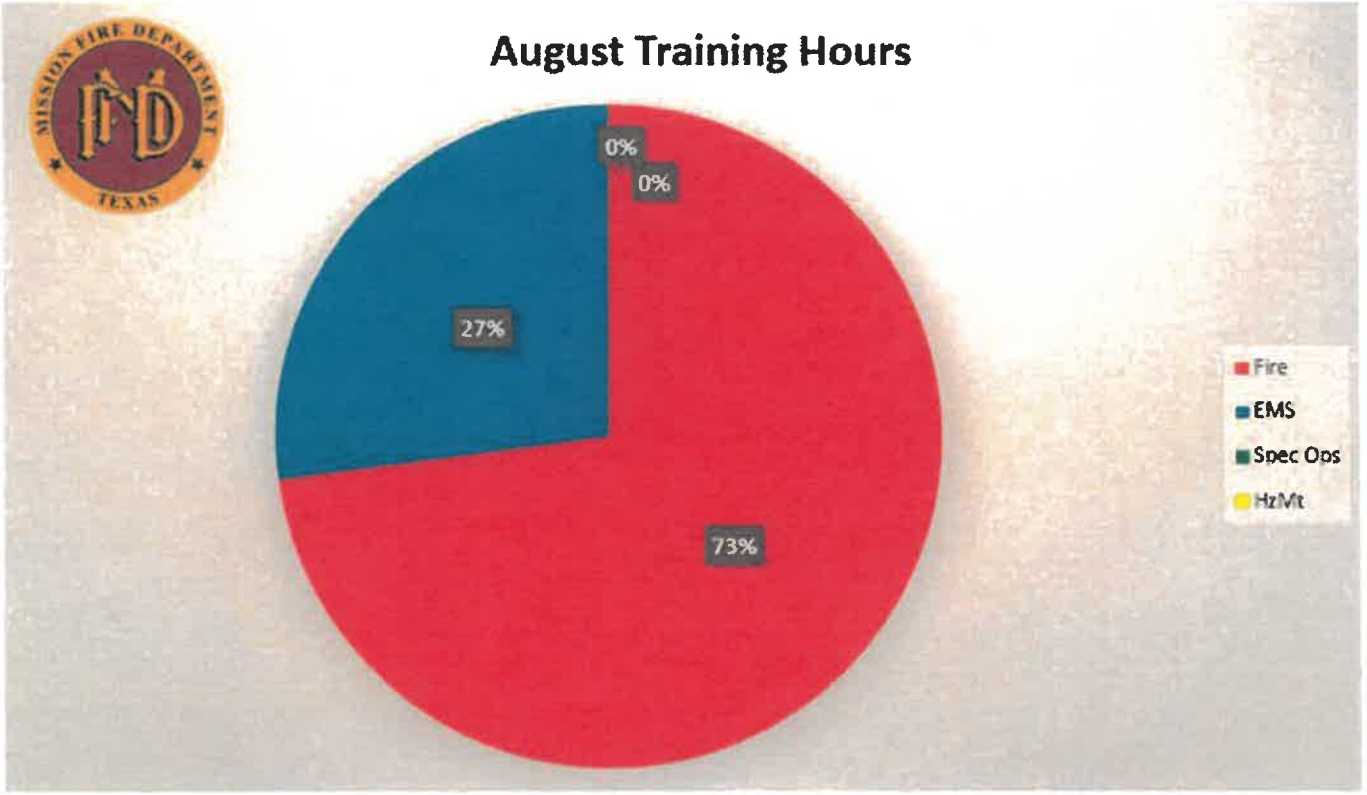
Count of Fire Incidents



Training Hours
Total Year-to-Date 2025-2026

	Fire	EMS	Spec Ops	HZMT
October	252.5	143.5	55	58
November	712	100	48	78
December	722	188.5	36	56
Jaunary	990	210	0	60
February	1303	220	56	36
March	320	120	0	40
April	330	87	0	52
May	613	62	0	40
June	476	148	0	0
July	183	419	0	80
August	339	126	0	0





	Fire	EMS	Spec Ops	HzMt
August	339	126	0	0

MISSION FIRE DEPARTMENT

Emergency Ambulance Response Report

August 2026

"Dedicated to the Community we Protect… and Serve"

eso Average Response Time

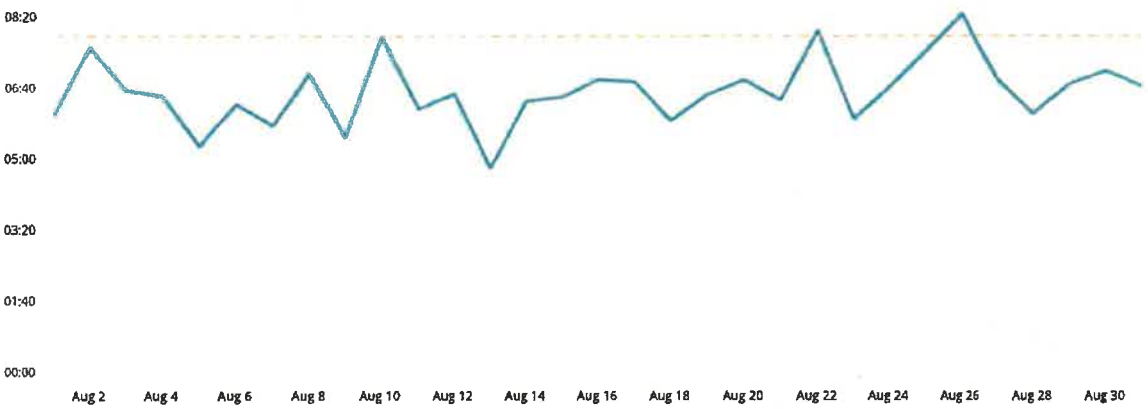
Previous Month v Aug 1, 2026 - Aug 31, 2026 v

06:48
MM:SS
Average Response Time

72%
OF RESPONSES
Response Time 08:00

31
DAYS
In Selected Time Slice

472
UNIT RESPONSES
In Selected Time Slice





Counts | % Rows | % Columns | All

Week Ending	8/2/26	8/9/26	8/16/26	8/23/26	8/30/26	9/6/26	9/13/26	9/20/26	9/27/26	10/4/26	10/11/26	10/18/26	10/25/26	Total
00:00 - 04:59	2.12%	5.72%	6.99%	4.45%	3.39%	0.64%								23.31%
05:00 - 07:59	4.24%	8.05%	10.81%	12.71%	10.59%	2.12%								48.52%
08:00 - 08:59	1.06%	1.06%	1.69%	2.75%	2.12%	0.85%								9.53%
09:00 - 09:59	1.06%	1.27%	1.06%	1.27%	2.12%	0.42%								7.2%
10:00 - 11:59	0.85%	1.69%	1.91%	1.27%	1.69%									7.42%
12:00 - 14:59	0.42%	0.64%	0.85%	0.85%	0.42%									3.18%
15:00 - 16:59			0.21%		0.42%									0.64%
17:00 - 17:59			0.21%											0.21%
18:00 - 19:59														
20:00 - 29:59														
30:00 - 59:59														
Total	9.75%	18.43%	23.73%	23.31%	20.76%	4.03%								100%
Exceptions														0%

eso Primary Impression Breakdown

Previous Month Aug 1, 2026 - Aug 31, 2026

Counts % Rows % Columns All

Week Ending	8/2/26	8/9/26	8/16/26	8/23/26	8/30/26	9/6/26	9/13/26	9/20/26	9/27/26	10/4/26	10/11/26	10/18/26	10/25/26	Total
Abdominal Pain	0.9%	1.27%	1.08%	0.36%	0.9%									4.52%
Acute Pain, not elsewhere classified			0.36%											0.36%
Acute Respiratory Distress (Dyspnea)	0.18%	0.18%	0.9%	0.72%	1.08%	0.36%								3.44%
Allergic Reaction				0.18%										0.18%
Altered Mental Status	0.18%	0.9%	0.72%	0.9%		0.18%								2.89%
Anxiety reaction/Emot... upset	0.54%	0.72%	0.9%	1.45%	0.54%									4.16%
Asthma				0.18%										0.18%
Back Pain	0.72%	0.36%	0.72%	0.9%	1.27%									3.98%
Burn		0.18%												0.18%
Cardiac arrest	0.18%		0.18%											0.36%
Cardiac arrhythmia/dy..		0.36%	0.18%	0.36%										0.9%
Chest Pain / Discomfort	0.18%	1.27%	2.71%	1.45%	1.08%									6.69%
Chest Pain, Other (Non-Cardiac)		0.18%		0.18%		0.18%								0.54%
Dehydration		0.18%			0.18%									0.36%
Diabetic Hyperglycemia		0.18%	0.18%			0.36%								0.72%
Diabetic Hypoglycemia		0.36%	0.36%	0.18%	0.18%									1.08%
Diarrhea				0.18%										0.18%
Dizziness	0.18%		0.18%	0.18%	0.54%	0.36%								1.45%
Drowning					0.18%									0.18%
Epistaxis				0.18%										0.18%
Extremity Pain	0.36%	0.54%	0.54%	1.81%	1.08%									4.34%
Eye Injury		0.18%												0.18%
Eye Pain					0.18%									0.18%
Fever	0.36%	0.72%	0.9%	0.54%	0.36%									2.89%
Gastrointestin.. hemorrhage				0.18%										0.18%

Week Ending	8/2/26	8/9/26	8/16/26	8/23/26	8/30/26	9/6/26	9/13/26	9/20/26	9/27/26	10/4/26	10/11/26	10/18/26	10/25/26	Total
Generalized Weakness	0.54%	1.81%	1.81%	3.25%	1.63%	0.36%								9.4%
Headache	0.54%	0.72%	1.27%	0.54%	0.36%	0.18%								3.62%
Heat Exhaustion	0.36%			0.18%	0.54%									1.08%
Hemorrhage		0.18%	0.36%		0.54%									1.08%
Hypertension	0.36%	0.72%	0.18%	0.36%	0.9%	0.18%								2.71%
Hypotension	0.36%			0.18%										0.54%
Injury	0.9%	2.71%	4.16%	2.35%	2.17%	0.36%								12.66%
Laceration/Ab... (minor surface trauma)	0.18%	0.18%	0.54%	0.18%	0.54%									1.63%
Malaise				0.18%										0.18%
Medical device failure			0.36%											0.36%
Metabolic disorder					0.18%									0.18%
Multiple injuries	0.54%	0.54%	0.72%		0.72%	0.36%								2.89%
Nausea	0.18%		0.36%	0.18%	0.36%									1.08%
No Complaints or Injury/Illness Noted	0.36%	1.81%	1.27%	1.08%	0.36%	0.18%								5.06%
Obvious Death		0.18%	0.18%	0.18%										0.54%
Overdose - Cannabis			0.18%											0.18%
Overdose - Other opioids		0.18%												0.18%
Overdose - Unspecified		0.18%		0.18%										0.36%
Pain (Non-Traumatic)	0.18%			0.18%	0.54%									0.9%
Palpitations		0.18%	0.18%	0.36%	0.18%									0.9%
Pelvic and Perineal Pain		0.18%			0.54%									0.72%
Poisoning / Drug Ingestion			0.18%	0.18%										0.36%
Pregnancy related conditions			0.36%		0.36%									0.72%
Respiratory disorder	0.18%	0.18%			0.18%									0.54%
Respiratory Failure				0.18%										0.18%
Seizure	0.18%		0.54%	1.27%	0.36%									2.35%
Sepsis/Septice..		0.18%	0.18%	0.18%										0.54%
Stroke	0.18%	0.36%		0.18%	0.18%	0.18%								1.08%

Week Ending	8/2/26	8/9/26	8/16/26	8/23/26	8/30/26	9/6/26	9/13/26	9/20/26	9/27/26	10/4/26	10/11/26	10/18/26	10/25/26	Total
Suicidal Ideation	0.18%		0.18%		0.72%									1.08%
Suicide attempt					0.18%									0.18%
Syncope / Fainting		0.54%	0.9%	0.54%	0.36%									2.35%
Toothache		0.18%		0.18%										0.36%
Transient Cerebral Ischemic Attack (TIA)		0.18%												0.18%
Unconscious	0.18%			0.54%	0.18%									0.9%
Urinary system disorder			0.18%	0.72%	0.18%	0.18%								1.27%
Vaginal Hemorrhage		0.54%	0.18%		0.18%									0.9%
Vomiting		0.18%		0.18%										0.36%
Total	9.22%	19.53%	24.23%	23.51%	20.07%	3.44%								100%

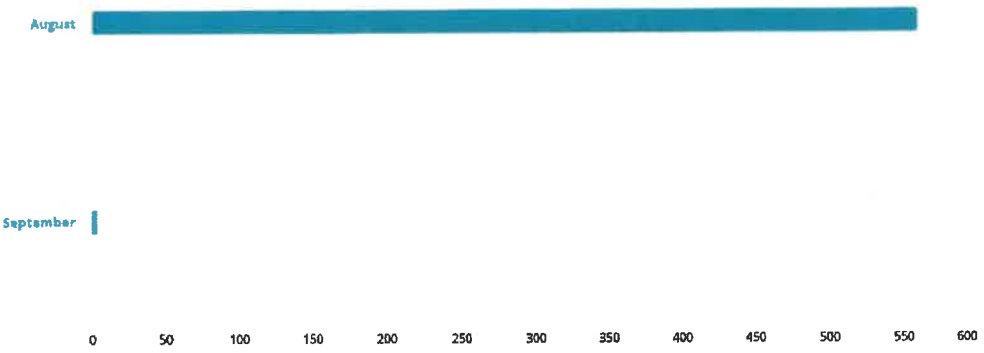
Total Volume By Month of Year

Previous Month | Aug 1, 2026 - Aug 31, 2026

84%
TRANSPORTS
Percentage of Patient Encounters

12%
NON TRANSPORTS
Percentage of Patient Encounters

4%
OTHER DISPOSITIONS
Percentage of Patient Encounters



562
RECORDS
In Selected

31
DAYS
In Selected Time Slice

Counts | % Rows | % Columns | % All

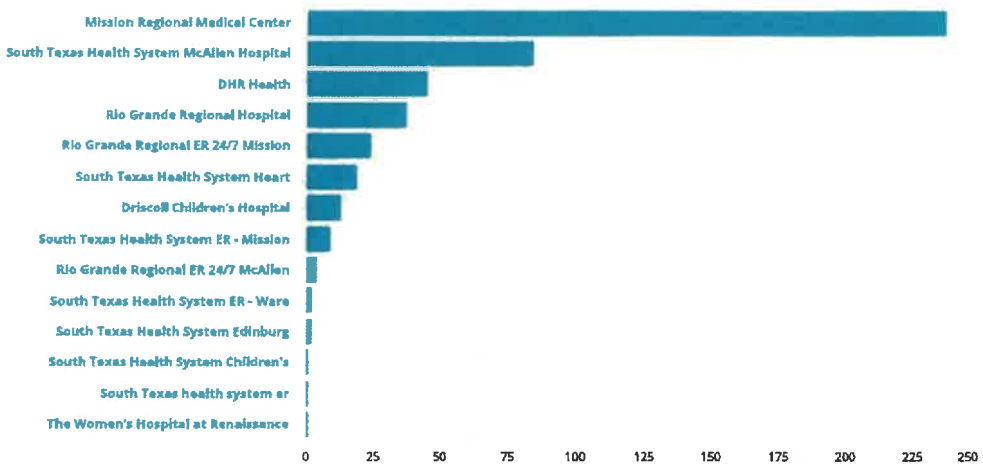
Week Ending	8/2/26	8/9/26	8/16/26	8/23/26	8/30/26	9/6/26	9/13/26	9/20/26	9/27/26	10/4/26	10/11/26	10/18/26	10/25/26	Total
August	53	115	130	130	115	16								559
September						3								3
Total	53	115	130	130	115	19								562

Transports By Destination Name (Bar)

Previous Month | Aug 1, 2026 - Aug 31, 2026

479
RECORDS
In Selected Time Slice

31
DAYS



Counts | % Rows | % Columns | All

Week Ending	8/2/26	8/9/26	8/16/26	8/23/26	8/30/26	9/6/26	9/13/26	9/20/26	9/27/26	10/4/26	10/11/26	10/18/26	10/25/26	Total
DHR Health	1.46%	2.71%	2.09%	2.71%	0.21%	0.21%								9.39%
Driscoll Children's Hospital	0.21%	0.42%	0.84%	0.63%	0.42%	0.21%								2.71%
Mission Regional Medical Center	4.59%	9.19%	11.9%	10.86%	11.06%	1.88%								49.48%
Rio Grande Regional ER 24/7 McAllen		0.21%		0.21%	0.21%	0.21%								0.84%
Rio Grande Regional ER 24/7 Mission	0.21%	0.63%	0.84%	1.67%	1.67%									5.01%
Rio Grande Regional Hospital	0.84%	1.46%	2.3%	1.88%	1.04%	0.21%								7.72%
South Texas Health System Children's					0.21%									0.21%
South Texas Health System ER - Mission	0.42%	0.63%		0.42%	0.42%									1.88%
South Texas Health System ER - Ware				0.21%	0.21%									0.42%
South Texas Health System Edinburg				0.42%										0.42%
South Texas Health System Heart		0.84%	1.67%	0.63%	0.42%	0.42%								3.97%
South Texas Health System McAllen Hospital	1.88%	2.51%	3.97%	3.76%	4.59%	0.84%								17.54%
South Texas health system er			0.21%											0.21%
The Women's Hospital at Renaissance			0.21%											0.21%
Total	9.6%	18.58%	24.01%	23.38%	20.46%	3.97%								100%

Executive Summary for 216 - Mission

EMERGICON emergency medical billing

	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Grand Total
Gross Charges	$780,083	$798,386	$748,830	$934,751	$1,000,692	$965,397	$872,718	$602,598	$788,181	$1,213,274	$967,969	$9,672,880
Cash Collections	($335,510)	($237,083)	($289,233)	($264,984)	($224,913)	($261,028)	($238,302)	($219,668)	($262,578)	($200,319)	($308,625)	($2,842,242)
Gross Charge per Trip	$1,907	$1,852	$1,867	$1,960	$1,860	$1,900	$1,922	$1,919	$1,899	$1,938	$1,932	$1,906
Cash/Txp (CPT)	$820	$550	$721	$556	$418	$514	$525	$700	$633	$320	$616	$560
Payer Mix												
Insurance	24.2%	18.1%	17.5%	16.8%	21.0%	21.3%	19.6%	22.0%	21.4%	20.6%	16.4%	19.8%
Medicaid	14.9%	12.5%	17.0%	16.1%	18.6%	13.2%	13.0%	15.6%	19.0%	15.7%	15.4%	15.5%
Medicare	47.9%	57.1%	59.6%	52.4%	49.8%	54.5%	49.3%	48.4%	47.2%	49.2%	40.3%	50.4%
Private Pay	8.8%	11.4%	12.0%	12.8%	12.6%	11.0%	17.8%	13.7%	12.3%	14.5%	9.6%	12.5%
Government Misc	1.7%	1.9%	0.2%	1.0%	1.5%	1.8%	1.5%	1.0%	2.4%	2.4%	3.0%	1.7%
Payer Research	4.2%	0.9%	0.0%	1.9%	0.0%	0.0%	0.2%	0.3%	0.0%	0.0%	18.4%	1.8%
Level of Service												
ALS Non-Emergency	0.0%	0.0%	0.0%	0.0%	0.0%	0.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
ALS Emergency	76.5%	81.2%	79.8%	72.5%	81.2%	79.9%	78.2%	79.6%	79.3%	82.6%	68.9%	78.2%
ALS-2	3.7%	1.9%	0.0%	1.9%	1.7%	1.2%	2.0%	1.3%	3.1%	1.9%	0.8%	1.7%
BLS Non-Emergency	0.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
BLS Emergency	19.6%	16.9%	20.9%	25.6%	17.1%	18.7%	19.8%	19.1%	17.6%	15.5%	30.3%	20.1%
SCT A0429	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Facility Base	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Level of Service Volume												
Trip Cnt	409	431	401	477	538	508	454	314	415	626	501	5,074
ALS Non-Emergency TXP	0	0	0	0	0	1	0	0	0	0	0	1
ALS Emergency TXP	313	350	320	346	437	406	355	250	329	517	345	3,968
ALS-2 Emergency TXP	15	8	-2	9	9	6	9	4	13	12	4	87
BLS Non-Emergency TXP	1	0	-1	0	0	0	0	0	0	0	0	0
BLS Emergency TXP	80	73	84	122	92	95	90	60	73	97	152	1,018
Sct A0429 TXP	0	0	0	0	0	0	0	0	0	0	0	0
Service Others Cnt	0	0	0	0	0	0	0	0	0	0	0	0
Facility Base TXP	0	0	0	0	0	0	0	0	0	0	0	0
Ground Mileage	2,144	2,363	2,285	2,815	3,454	3,212	2,960	1,902	2,476	3,646	2,933	30,190

9/8/2026 11:37:24 PM

Balance Report for 216 - Mission - 202608

Undefined	
Charge Adjustments	$86,158.70
Charges in Period	$881,810.00
Credits	($855,354.76)
Total AR Change for Undefined	**$112,613.94**
Mission	
AR Previous Balance for Mission	**$3,229,810.10**
Charge Adjustments	**$86,158.70**
Charges in Period	**$881,810.00**
Credits	**($855,354.76)**
Accounts Receivable Change for Mission - 202608	**$112,613.94**
Total Balance Forward for Mission	**$3,342,424.04**

MISSION FIRE PREVENTION
MONTHLY REPORT

August 2026

"Dedicated to the Community we Protect… and Serve"

FIRE INVESTIGATIONS

There were one (1) fire investigations for the month of August.

Full Investigation: 1 Total

Call out document of Incident: 0 Total

Call out document of Incident: 0 Total

Year to Date: 21 Total

SOUTH TEXAS ARSON RESPONSE TEAM FIRE INVESTIGATIONS

The Hidalgo County Fire Marshal's Office asked for our assistance in zero (0) fire investigations for the month of August.

Our assistance was requested: 0 Total

Assistance Requested by us: 0 Total

Year to Date: 0 Total

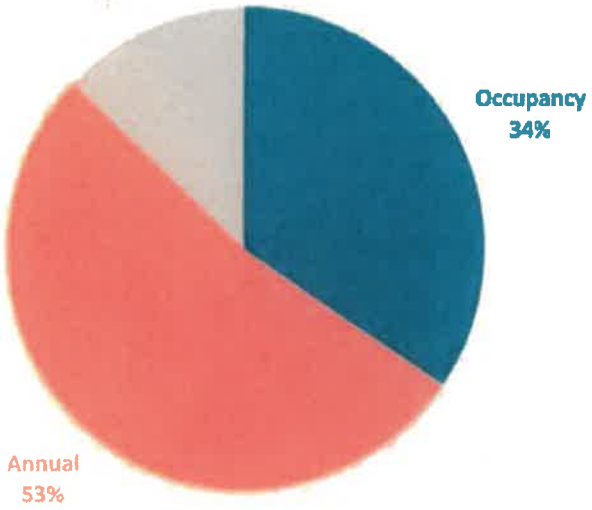
COMPLAINTS

There were one (1) complaints for the month of August.

There were one (1) complaints resolved this month.

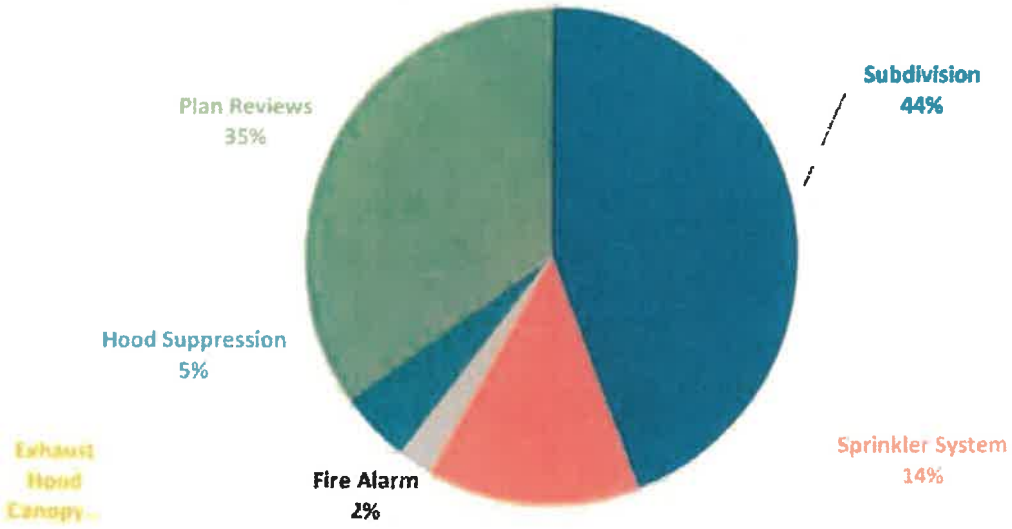
Year to Date: 22 Total

FIRE INSPECTIONS - AUGUST 2026



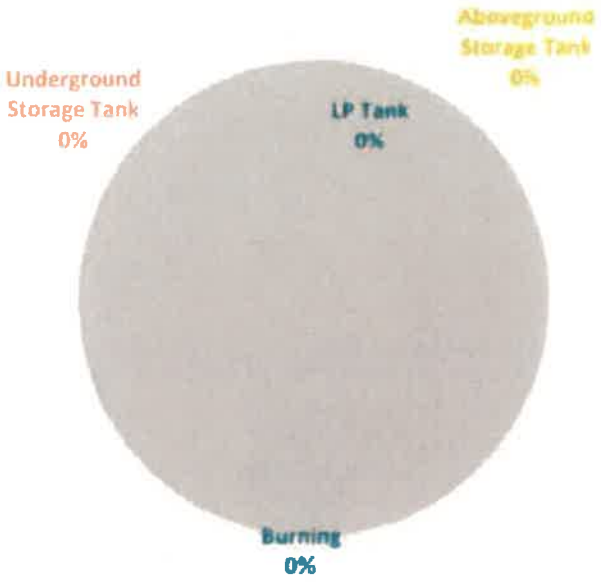
- 40 Occupancy
- 61 Annual
- 15 Other
- Year to Date: 1920 Total
- **Inspection rate to date: 71%**

PLAN REVIEWS - AUGUST 2026



- Subdivision Reviews: 19 - Year to Date: 226
- Sprinkler System Plan Reviews: 6 – Year to Date: 26
- Fire Alarm System Plan Reviews: 1– Year to Date: 28
- Exhaust Hood Canopy Plan Reviews: 0 – Year to Date: 3
- Hood Suppression Plan Reviews: 2 – Year to Date: 17
- Plan Reviews: 19 – Year to Date: 187

PERMITS - AUGUST 2026



- LP Tanks Permits: 0 – Year to Date: 8
- Underground Storage Tank Removal Permits: 0 – Year to Date: 5
- Aboveground Storage Tank Removal Permits: 0 – Year to Date: 3
- Burning Permits: 2 – Year to Date: 25

FIRE DRILLS

There were one (1) fire drills conducted for the month of August.

Year to Date: 1 Total

TRAINING

There were five (5) training courses in the month of August.

- August 7, 2026- Fire Marshal Frank Cavazos and Lt. Omar Salinas attended the Critical Incident Stress Management zoom training at Central Station.
- August 10, 2026-Fire Marshal Frank Cavozos attended Organizational Resiliency Specialist Certificate training at Central Station training room.
- August 11, 2026-Fire Marshal Frank Cavazos attended Organizational Resiliency Specialist Certificate training at the CEED building.
- August 31, 2026- Lt. Omar Salinas attended FTO Program in City of San Juan.
- August 31, 2026- Captain Mike Reyes attended FTO Program in City of San Juan.

Year to Date: 53 Total

MEETINGS ATTENDED

For the month of August there were eight (8) meetings attended by the Fire Prevention Office.

- August 3, 2026- Fire Marshal Frank Cavazos attended budget meeting at City Hall.
- August 3, 2026- Fire Marshal Frank Cavazos attended City Council meeting at City Hall.
- August 6, 2026- Fire Marshal Frank Cavazos attended Budget meeting at City Hall.
- August 13, 2026- Fire Marshal Frank Cavazos attended SCR meeting at City Hall.
- August 20, 2026- Fire Marshal Frank Cavazos attended SCR meeting at City Hall.
- August 20, 2026-Captain Mike Reyes attended Walk for Warriors at City Hall.
- August 21, 2026-Fire Marshal Frank Cavazos and Captain Joel Saenz had a meeting with Super Nova Sprinkler System at Central Admin Conference room.
- August 27, 2026- Fire Marshal Frank Cavazos attended SCR meeting at City Hall.

Year to Date: 157 Total

PUBLIC EDUCATION - AUGUST 2026



During the month of July there were five (5) presentations conducted

• Year to Date:	77 Presentations	30,643 Audience
• Year to Date w/ The Tutor:	0 Presentations	0 Audience
• Year to Date w/ F.S.T.:	5 Presentations	4893 Audience
• Year to Date w/ City Events:	10 Presentations	14,370 Audience
• Year to Date – Other:	0 Presentations	20 Audience
• **Year to Date Grand Total:**	**92 Presentations**	**49,926 Audience**

PUBLIC EDUCATION

During the month of August there were five (5) presentations conducted.

Date	Location	Fire Extinguisher w/Simulator	Fire Safety Trailer	Tours of Stations	Fire Safety Presentation	City Events/ Parade
08/01/2026	HEB Kids Event on Shary Rd.					500
08/01/2026	HEB Kids Event on Shary Rd.					300
08/06/2026	T Mobile	300				
08/13/2026	National Night Out					1000
08/18/2026	Fire Ext. Training MCISD	10				

Frank Cavazos, Deputy Chief/Fire Marshal

"Dedicated to the Community We Protect... and Serve"

Public Works

August 2026 Monthly Report











714 Francisco
Water Break Repair

Water Distribution Projects



Conway / Trinity
Water Break Repair







South Water Treatment Plant Clearwell New Fence Project



Azalea Storm Drainage Project

PUBLIC WORKS
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Animal Control	18-19

Utility Billing and Collection

ANALYTICAL STATISTICAL COMPARISON

‡ UTILITY BILLING ACCRUALS ‡

BILLING TYPE	Aug 2026	Aug 2025	FYTD 25-26	FYTD 24-25
Water Consumption (Gals.)	444,736,000	389,924,000	4,125,040,000	3,893,579,000
Number of Customers	31,654	31,085		
WATER & WASTEWATER				
Water Sales	$ 1,425,154	$ 1,279,077	$ 13,792,734	$ 13,169,478
Water Sales - *Granjeno*	2,628	2,677	25,956	25,553
Water Connections	55,493	35,132	408,944	499,166
Reconnect Fees	8,500	10,325	100,625	108,075
Sewage Service	775,863	720,232	7,811,829	7,591,105
Sewage Service - *Granjeno*	1,181	1,405	13,161	13,925
Industrial Sewer Surcharge	888	63	18,927	14,746
Wastewater Connections	14,430	8,210	124,420	132,055
Service Charge	9,145	8,050	103,427	102,663
Total	**$ 2,293,282**	**$ 2,065,171**	**$ 22,400,023**	**$ 21,656,766**
SANITATION				
Garbage Fees	$ 722,251	$ 705,735	$ 8,021,940	$ 7,701,276
Brush Fees	112,225	108,274	1,228,016	1,178,623
Total	**$ 834,476**	**$ 814,009**	**$ 9,249,956**	**$ 8,879,899**
DRAINAGE ASSESSMENT FEE				
Drainage Assessment Fee	$ 109,770	$ 108,445	$ 1,201,949	$ 1,186,588
Total	**$ 109,770**	**$ 108,445**	**$ 1,201,949**	**$ 1,186,588**
Total Billing	$ 3,237,528	$ 2,987,625	$ 32,851,928	$ 31,723,253

‡ UTILITY COLLECTIONS CASH ‡

COLLECTIONS	Aug 2026	Aug 2025	FYTD 25-26	FYTD 24-25
Total Collections	$ 2,915,537	$ 2,917,976	$ 32,487,494	$ 31,413,448

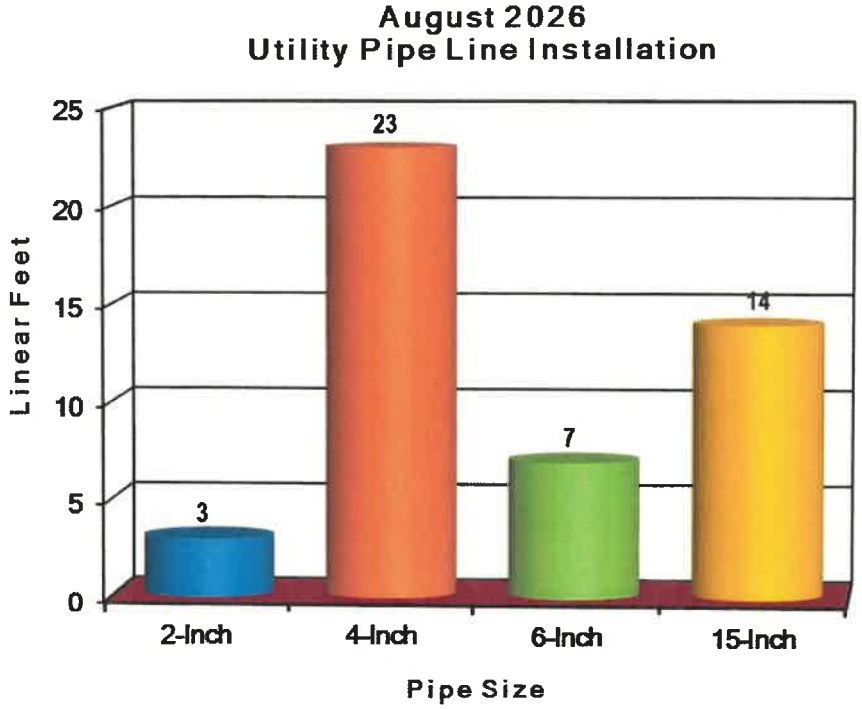
Water Distribution

Utility Line Installation

Water Distribution Crews installed 47 Linear Feet of Utility Line. Below are the locations where the broken line repairs took place. There were twenty-two (22) major water line breaks repaired.

August 2026 Utility Line Installation

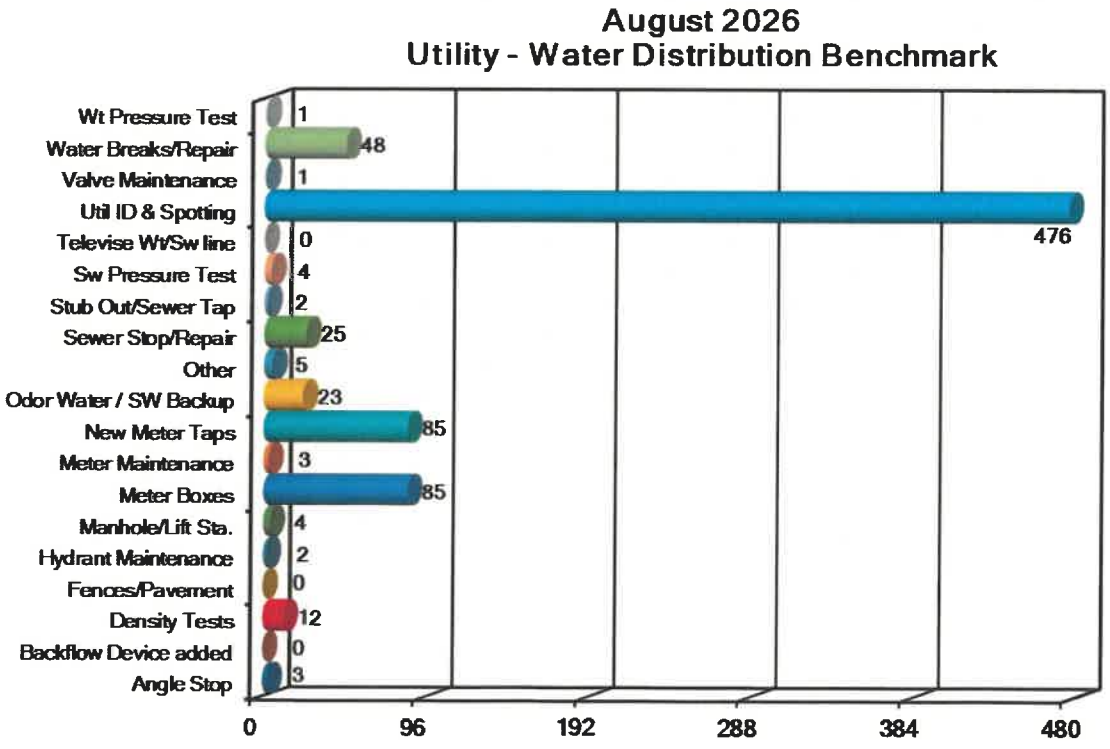
2-Inch		4-Inch		6-Inch		15-Inch	
214 Thornwood	3	San Felipe / Pamela	4	1001 Highland Park	4	Glasscock / 4th St.	14
		714 Francisco	2	1st St. / Dunlap	3		
		2605 Ponderosa	2				
		1227 E. 1st St.	15				
3 LF		23 LF		7 LF		14 LF	



Water Distribution - Maintenance Benchmark Summary

The following is the August 2026 Water Distribution's Maintenance Benchmark Summary.

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	25-26	24-25
Angle Stop	6	14	0	7	7	4	10	3	16	0	3	70	149
Backflow Device	0	0	0	0	0	0	0	0	0	0	0	0	1
Density Tests	18	20	25	21	15	20	18	15	0	15	12	179	259
Fences/Pavement	0	0	0	0	0	0	0	0	0	0	0	0	0
Hydrant Maint.	1	1	0	29	29	59	35	2	78	0	2	236	58
Manhole/Lift Station	4	4	1	1	0	1	4	0	8	4	4	31	36
Meter Boxes	77	33	45	34	40	49	54	37	72	57	85	583	713
Meter Maintenance	12	2	2	0	0	1	7	7	10	0	3	44	54
New Meter Taps	84	33	45	34	52	54	55	67	89	57	85	655	747
Odor Water	23	17	13	6	26	31	17	33	22	26	23	237	215
Other	2	10	3	6	0	2	10	1	11	0	5	50	75
Swr Stop/Repair/Tap	23	6	2	20	7	17	19	31	27	9	25	186	245
Stub Out Sewer	0	0	0	0	0	0	0	0	0	0	2	2	0
Sewer Pressure Test	4	4	2	0	5	7	0	2	3	3	4	34	133
Televise Sewer line	16	8	5	4	0	13	0	5	0	1	0	52	91
Utility ID & Spotting	419	436	541	557	648	721	649	478	541	500	476	5,966	5,551
Valve Maintenance	0	0	4	0	3	0	6	1	3	0	1	18	4
Water Break/Repair	19	43	35	31	19	19	44	8	29	1	48	296	286
Water Pressure Test	10	0	1	1	1	4	1	3	3	8	1	33	158
Totals	718	631	724	751	852	1002	929	693	912	681	779	8,672	8,775



Water Distribution - Utility Inspections

Mr. Lupe Vela and Mr. Charlie Fuentes, Utility Inspectors, conducted inspections on thirty-eight (38) sites; performed 1 Water Hydrostatic Test, 2 Sewer Air Tests, 2 Sewer Mandrel Tests and 12 Density Tests. Inspectors worked on 90 line locates.

	Site/Subdivision	Start Date	Completion Date	Location	Inspection Description
1	Anacua Village	7/2024		Mayberry / 8th St.	Under Construction
2	Anzalduas Industrial Park PH 1	4/2024		Military / Bryan	Under Construction
3	Anzalduas Industrial Park PH 7	3/2024		Military / Bryan	Under Construction
4	Augusto Contreras	2/2023		Shary / Bus 83	Under Construction
5	Bellwood Manor	7/2025	8/2026	2 ½ Trosper	Utilities Complete
6	Bentsen Grove	9/2022		Inspiration / 1 Mile South	Under Construction
7	Bentsen Palm PH III	1/2023		Inspiration / 1 Mile South	Under Construction
8	Bryan Landing	7/2024		Bryan / N. 2 Mile	Under Construction
9	Bryan Road Reconstruction/Drain Proj	8/2025		Holland / 20th St.	Under Construction
10	Camelias Plaza	9/2023		FM 495 / Bryan	Under Construction
11	Cap Storage Victoria Drive, LLC	6/2023		Shary / Victoria	Under Construction
12	Chipotle	9/2025	8/2026	Shary / Ruby Red Blvd.	Utilities Complete
13	City of Palmhurst Mayberry Sewer	4/2026		3 Mile / Mayberry	Under Construction
14	Coastal Plaza	11/2021		Expressway / Bryan Road	Under Construction
15	Conway Village	1/2025		4 Mile / Conway	Under Construction
16	Crystal Estates	9/2023		Inspiration Rd / Esperanza	Under Construction
17	Deleon-Zamora	7/2024		4 Mile / Conway	Under Construction
18	El Milagro PH I	12/2022		Los Indios / Bryan	Under Construction
19	Esmeralda Subdivision	12/2025		Moorefield / 4 Mile Line	Under Construction
20	Excel Carriers	7/2023		3 Mile / La Homa	Under Construction
21	Holland Terrace	7/2024		Holland / 25th St.	Under Construction
22	Imperio Vista Subd.	8/2025		Holland / 20th St.	Under Construction
23	Khit Chiropractic	7/2024		Bryan / Bus 83	Under Construction
24	Las Cumbres Terrace	1/2025		2 Mile / Trosper	Under Construction
25	Las Esperanzas	1/2023		Glasscock / Frontage 83	Under Construction
26	Las Misiones De San Jorge	9/2023		S Conway / Military	Under Construction
27	Lucksinger Apartments	9/2021		Lucksinger / Bus 83	Under Construction
28	MHA Conway Village	4/2026		Conway / Los Indios	Under Construction
29	Monarza Estates	9/2023		3 ½ N Mayberry	Under Construction
30	Post Oak Warehouse	7/2026		Bryan / Military	Under Construction
31	Sendero Phase I	1/2023		1 Mile South	Under Construction
32	Sendero Phase II	2/2022		1 Mile South	Under Construction
33	Sonoma Ranch	1/2025		Mayberry / 2 ½ Mile	Under Construction
34	Taylor Road Water & Sewer Plan	1/2026		Bus to 2 Mile, Taylor	Under Construction
35	Tee Time	3/2025		Mayberry / N Bolz St.	Under Construction
36	Tierra Dorada Lift Station	7/2024		Tierra Dorada	Under Construction
37	Top Site Storage	3/2025		Trinity / Commerce	Under Construction
38	Van Guard Academy Monet Campus	4/2026		Stewart / 2 Mile Line	Under Construction

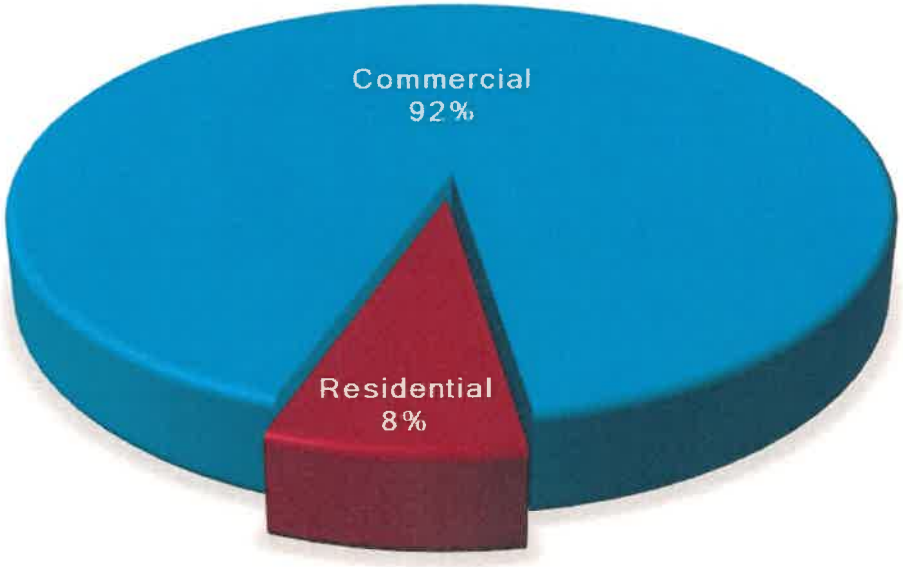
Water Distribution - Backflow Prevention Inspections

The table and graph below show the grand total of one hundred (100) Backflow Prevention Assembly Inspections performed by Mr. Ignacio Salazar through access of the Envirotrax BPAT System in order to keep our water lines free from back siphonages and water pressure backflow contamination.

2025-26 Backflow Inspections

Tests / Surveys	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	FYTD 25-26	FY 24-25
Inspection of Commercial Accts	38	16	29	40	35	66	83	52	25	25	92	501	181
Inspection of Residential Accts	9	2	5	2	7	8	2	6	4	35	8	88	143

August 2026
Backflow Prevention Inspections



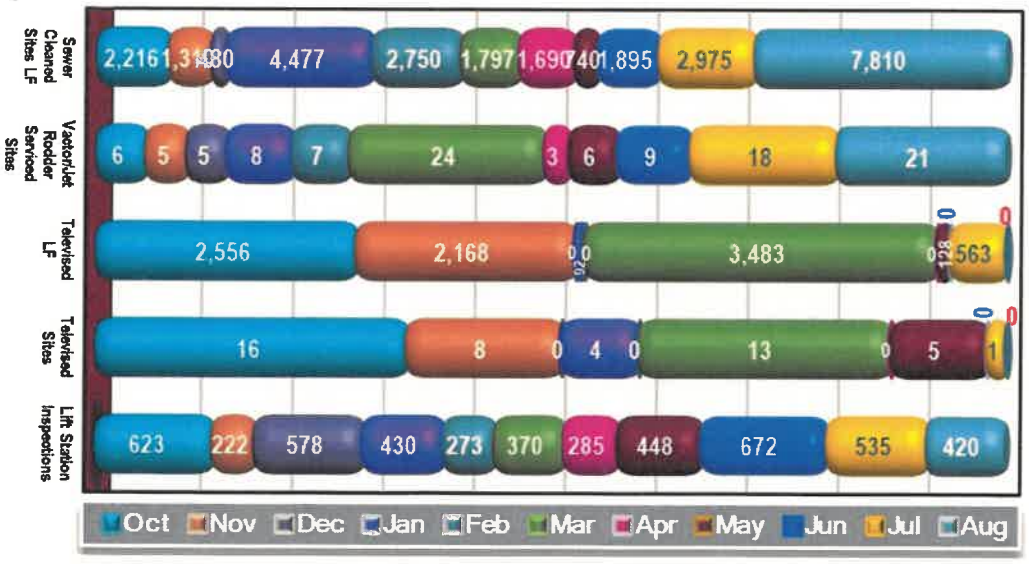
Water Distribution - Sewer Collection

Our Sewer Collection Crews inspected and maintained monthly the City's 40 active Sewer Lift Stations and approximately 380.5 miles of sewer lines by responding to 23 sewer backups, no sewer line was televised, cleaned 21 sewer line sites (15 Vactor, 6 Jet Rodder) and 420 lift station work orders for this month.

Sewer Lift Station Inspections
Vactor / Jet Rodder Cleaning Services

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	YTD 25-26	FY 24-25
Lift Stations Inspections	623	222	578	430	273	370	285	448	672	535	420	4856	4675
Televised Serviced Sites	16	8	0	4	0	13	0	5	0	1	0	47	91
Televised Linear Feet	2556	2168	0	92	0	3483	0	128	0	563	0	8990	45276
Vactor/Jet Rodder Serviced Sites	6	5	5	8	7	24	3	6	9	18	21	112	147
Vactor/Jet Rodder Serviced Linear Feet	2216	1310	480	4477	2750	1797	1690	740	1895	2975	7810	28140	56187

2025-26 Sewer Collection
Lift Station Inspections, Televised & Serviced Sites



Water Treatment Plant

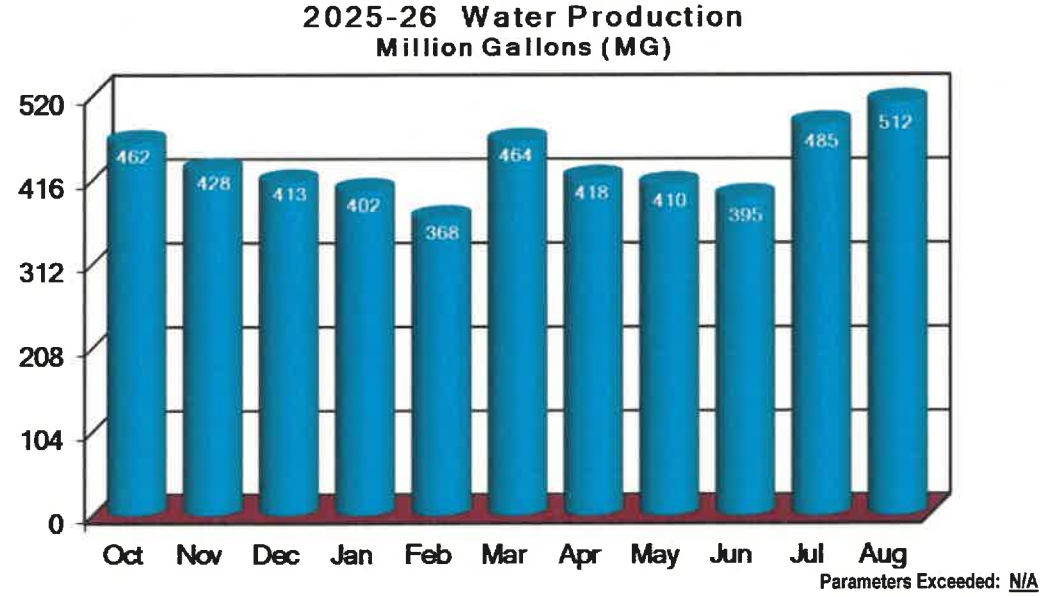
Water Production and Rainfall Water Plant Operators at our North and South Water Treatment Plants treated 512.014 million gallons (mg) of water; **North Plant Treated 333.598 mg** and **South Plant Treated 178.416 mg**. Plant Operators record the rainfall. There was 3.15 inches of rain for August.

2025-26 Treated Water Million Gallons (MG)

Avg	Max	Min	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	FYTD 25-26	FY 24-25
16	18	14	462	428	413	402	368	464	418	410	395	485	512	4.757	4,852

2025-26 Rainfall (Inches)

Description	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	FYTD 25-26	FY 24-25
Rainfall (Inches)	0.70	0.50	0.25	0.10	0.00	0.00	6.30	5.30	2.40	0.60	3.15	19.30"	19.15"



Parameters Exceeded: N/A

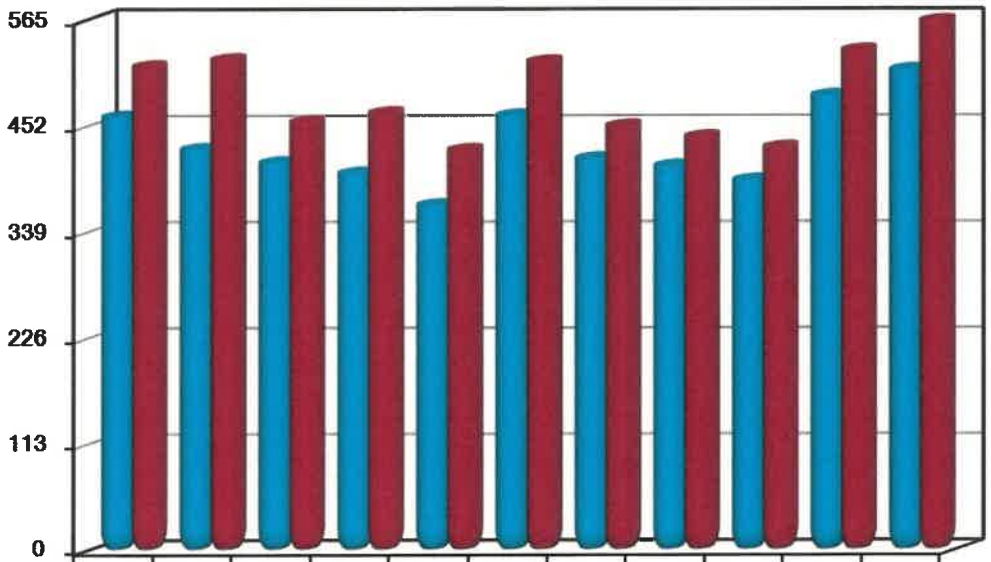
Operations and Maintenance - North Water Treatment Plant

- The International Dioxide Company (IDI) collected the monthly chlorite samples.
- Staff continued with performing maintenance on pumps and motors.
- Operators performed required daily and monthly water lab analysis, backwashed and cleaned required filters.
- To stay safe on hot days, our staff is encouraged to take breaks to cool off, wear a brimmed hat or cap and to drink plenty of water to hydrate throughout the day to prevent heat-related illnesses and accidents.
- Staff performed all duties utilizing essential Proper Protection Equipment as needed for safety measures from the effects of workplace hazards.
- Staff 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 Company (IDI) collected the monthly chlorite samples.
- At the Clear Well a 6-foot Fence was installed to secure premises.
- Operators continued with regular maintenance of pump and motors, as well as, kept up with mowing grass in the facilities and towers.
- As of September 4, 2026, the Falcon Reservoir water level is at 22.4% and the Amistad Reservoir water level is at 39.2%, respectively. According to the Brownsville Area Reservoirs Monitor, the average of both reservoir levels is at 39.2%.
- 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
2025-26 Raw & Finish Water
Million Gals. (MG)



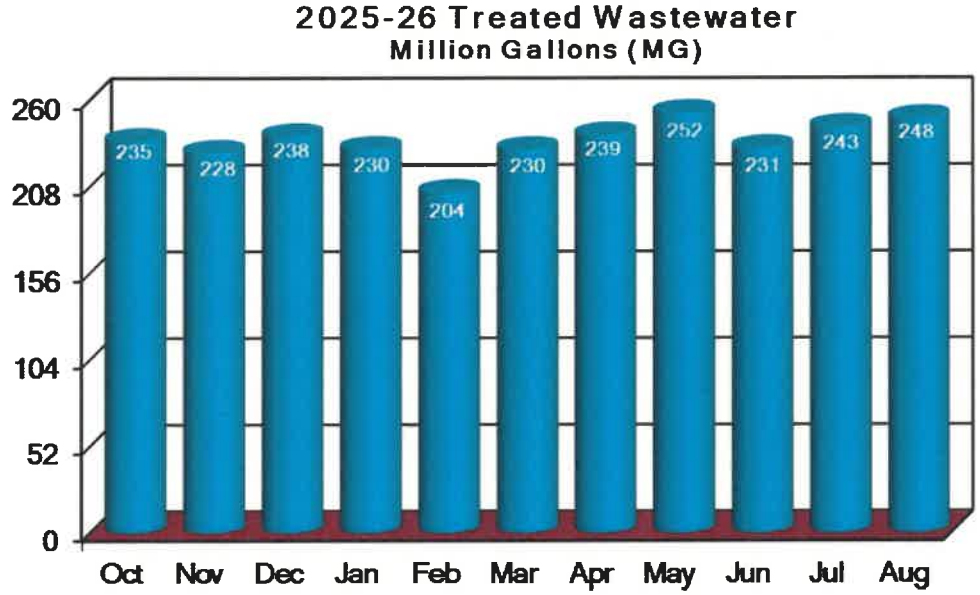
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Finish	462	428	413	402	368	464	418	410	395	485	512
Raw	516	523	457	467	427	521	453	441	430	533	564

Wastewater Treatment Plant

Wastewater - Treatment Wastewater Plant staff treated 248.390 million gallons of Wastewater.

2025-26 Wastewater Million Gallons (MG)

Avg	Max	Min	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	FYTD 25-26	FY 24-25
8.0	9.5	7.5	235	228	238	230	204	230	239	252	231	243	248	2,578	2,633



Wastewater - Wastewater Plant Status There were no violations for August. Plant operated at 56.90% capacity; Plant is rated at 13.5 mgd; and the Plant Yearly Average was 7.682 mgd. There was 3.7 inches of rainfall.

Wastewater - Risk Management Program The Plant buildings are maintained by Facilities Department. All employees received Proper Protection Equipment as they may be exposed to hazardous environments. All cleaning and disinfection are done by janitorial staff to keep Plant disinfected as possible. Risk Reducing Training was conducted for severe heat exposure to all Plant Staff and Staff are alerted of high pollen and dust due to drought conditions.

Wastewater - Staff Developments Andres Garcia and David Garza will continue to train to obtain "C" license level of operating Plant. Angel Espinoza will be testing for the "D" level exam for Wastewater Operator.

Wastewater - Facility Activities Supervisory Staff continues to support the team with training goals and best practices towards maintaining the Plant in compliance with TCEQ regulatory inspections. Other rehabilitation projects are being discussed for future developments and are pending approvals. These projects will allow the Plant to continue to provide effective sewage treatment and environmental protection of water for the State of Texas.

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

1. Odor control systems were monitored and adjusted to reduce malodorous emissions.
2. Operators continue 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 weekly basis.
5. Maintenance Crew worked on the Lift Station pumps and exercised all pumps at the Main Lift Station.
6. Maintenance worked on thickener pump leaks, repairs and adjustments.

7. Operators worked on a proper level at the Pretreatment Pond.
8. Maintenance greased bearings on schedule; worked on grit system timed controls.
9. Grounds keeping was done by all Operators and Grounds Keeper.

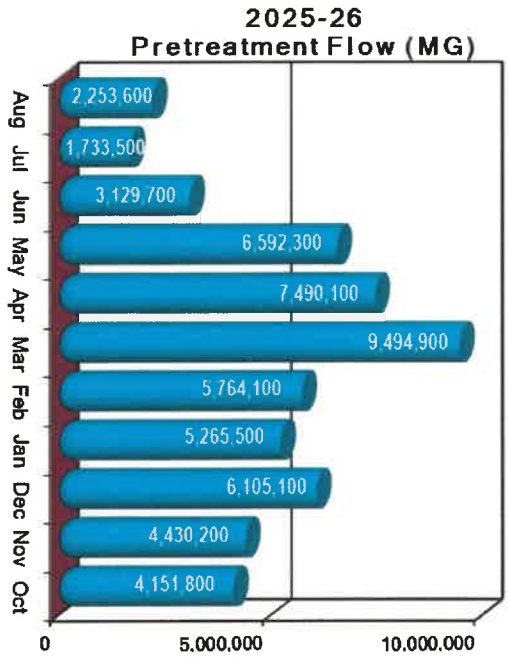
Wastewater - Contract Work

City's Contracted out electricians worked on the following.

1. Hill-Tex replaced west rotor on "old" carrousel
2. Hill-Tex rehab pumps on Thickener on old side of Plant.

Wastewater - Other Contract Work

1. CB3 provided the Plant with sludge and grit removal services.
2. Cintas provided uniform services and door mat replacement, weekly.
3. Polydine supplied us with polymer totes for aiding in sludge de-watering at Belt Press System.



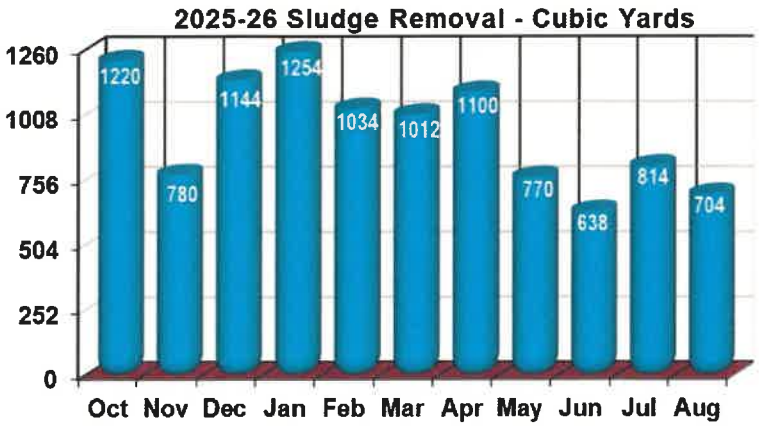
Wastewater - Lab Status All equipment and supplies met TCEQ standards for analysis and are concurrent with Standard Methods Procedures. ERA annual testing was completed and the City's Lab passed all analysis categories. Reports are pending to be finalized and sent to TCEQ for annual compliance. Plant Supervisor continues using the EPA Discharge Monitoring Report Federal Reporting System to comply with the TCEQ regulations. Plant Staff is following TCEQ rules and regulations and is dedicated to the cleaning and disinfection of water and its reintroduction back to the environment.

Wastewater - Special Projects The Capital Improvement Projects include clarifier covers for UV light protection Industrial Pond rehab, Digester Aeration upgrade and other needed projects; Being discussed are future improvements for redundancy at our Dewatering Sludge System (Belt Press). Clarifier Covers or equipment needed for algae removal, is a project that the Plant is initializing. With the removal of algae buildup at the clarifier walls and weirs, the treatment process gains a significant increase in disinfection; Equipment downstream of the Clarifier System is cleaner and decreases wear and tear of UV light bulbs and the project will eliminate Operator man hours and reduces the risk of injury.

Pretreatment Three surface Aerators and motors are operational. Clarifier at Pretreatment was cleaned up of debris on the surface. All industrial flows to the Plant continue to be accounted for by meter totalizers and truck tickets. The Lone Star Citrus Company transported 18 truckloads of 90,000 gallons of citrus wastewater to the Pretreatment System. Pretreatment flow of waste from Rio Grande Juice Company and MPI (Metal Plating Industry) was 2,253,600 million gallons. Total sludge hauled was 704 cubic yards equivalent to 32 roll off containers.

2025-26 Sludge Removal

Month	Roll Offs	Cu/Yds
Oct	61	1,220
Nov	40	780
Dec	52	1,144
Jan	57	1,254
Feb	47	1,034
Mar	46	1,012
Apr	50	1,100
May	35	770
Jun	29	638
Jul	37	814
Aug	32	704
25-26	486	10,470
24-25	525	8,508



Street Division - Benchmark Summary

Our Street Crews installed construction of 700 feet of 24-Inch RCP Storm Pipe Line, patched approximately 726 Potholes; placed a total of 28 Signs (9 stop signs) and 18 Poles (cemented), inspected and repaired 220 Traffic Lights and Street Lamps; 1,146 Street Miles was swept; Demolished 4 homes and removed 296 Tires. Street Crews cleared right-of-way tree limb obstructions. For the Collection of Debris site, there were 293 customers and a monetary collection totaling $ 7,020.

Street Improvement & Construction Projects

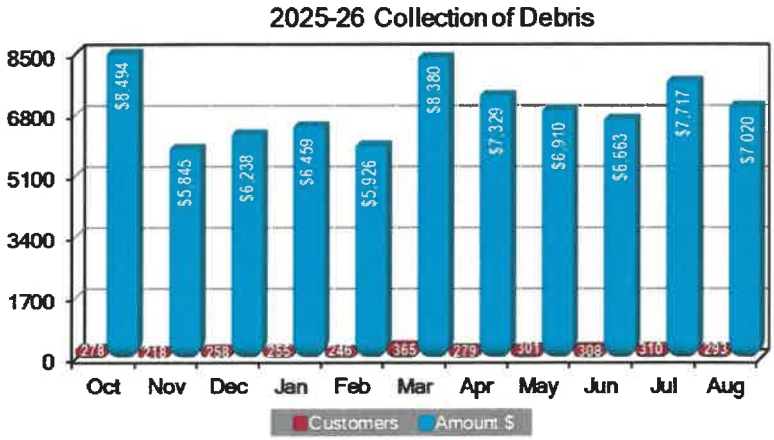
Project Name	Linear Feet	Construction % Completion	Current Status	Project Cost	Contractor
Azalia Storm Drainage Pond Outfall Project	700' 24-Inch RCP Pipe	100%	100%	$220,000	Street Department

Collection of Debris

There were 293 City of Mission customers with a monetary collection of debris totaling $ 7,020.

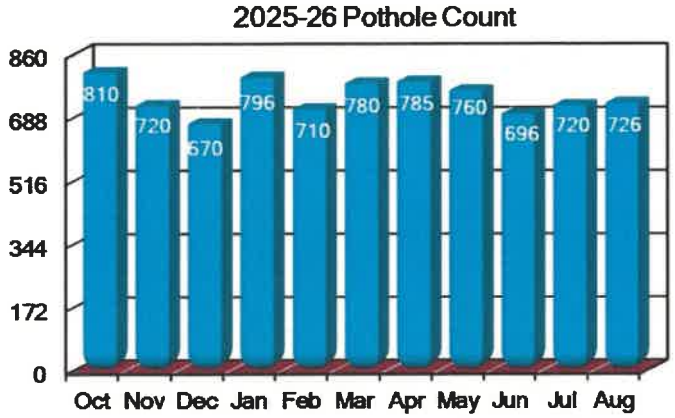
Collection of Debris

Month	Customers	Amount $
Oct	278	$ 8,494
Nov	218	$ 5,845
Dec	258	$ 6,238
Jan	255	$ 6,459
Feb	246	$ 5,926
Mar	365	$ 8,380
Apr	279	$ 7,329
May	301	$ 6,910
Jun	308	$ 6,663
Jul	310	$ 7,717
Aug	293	$ 7,020
25-26	3,111	$ 76,981
24-25	2,882	$ 87,601



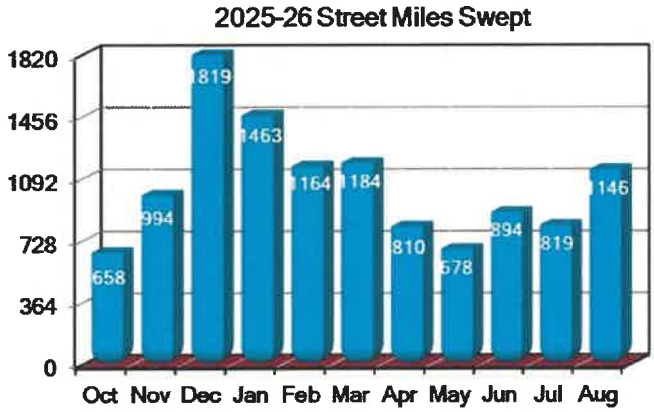
City Pothole Maintenance Street Crews filled a total of 726 potholes.

Month	24-25	25-26
Oct	726	810
Nov	785	720
Dec	726	670
Jan	670	796
Feb	675	710
Mar	780	780
Apr	775	785
May	710	760
Jun	725	696
Jul	860	720
Aug	720	726
Totals	8,152	8,173



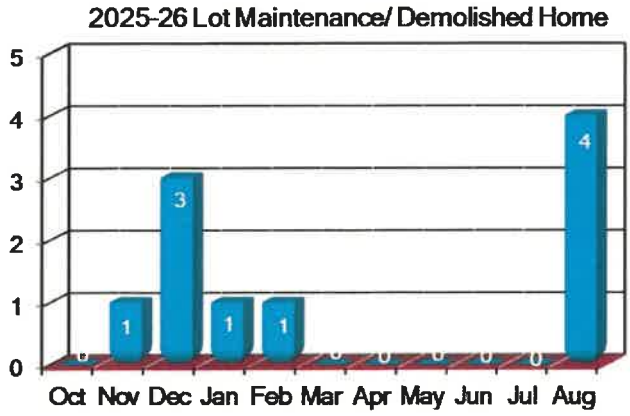
City Street Miles Swept Mr. Torres, Mr. Gutierrez, Sweeper Operators, cleaned 1,146 street miles.

Month	24-25	25-26
Oct	1,662	658
Nov	1,497	994
Dec	1,258	1,819
Jan	1,330	1,463
Feb	1,159	1,164
Mar	1,238	1,184
Apr	1,408	810
May	1,203	678
Jun	1,014	894
Jul	531	819
Aug	524	1,146
Totals	12,824	11,629



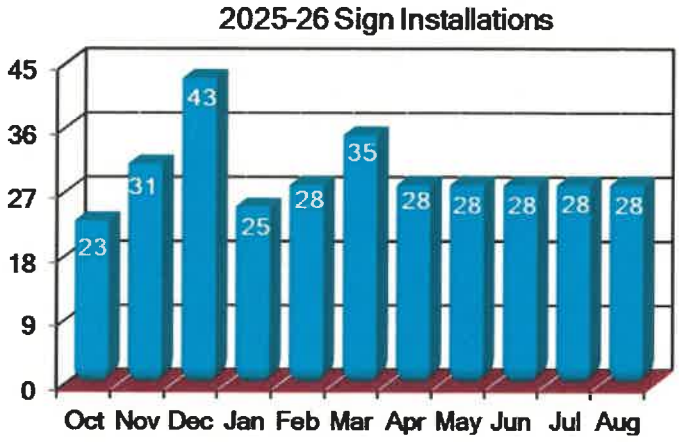
Lot Maintenance / Demolished Home There was 4 Demolished Home this month.

Month	24-25	25-26
Oct	0	0
Nov	1	1
Dec	1	3
Jan	0	1
Feb	0	1
Mar	0	0
Apr	0	0
May	2	0
Jun	5	0
Jul	4	0
Aug	0	4
Totals	13	10



Sign Shop Output Measures Street Crews installed 28 signs (9 stop signs) and 18 poles.

Month	24-25	25-26	Posts
Oct	19	23	8
Nov	48	31	19
Dec	10	43	16
Jan	10	25	20
Feb	13	28	28
Mar	42	35	31
Apr	19	28	22
May	112	28	15
Jun	36	28	28
Jul	31	28	22
Aug	46	28	18
Totals	386	325	227



Street Light Pole Maintenance Street Light inspections are maintained by AEP.

Traffic Signal Maintenance

Turned on Signal Lights at 4 intersections: 2 Mile and Glasscock, Stewart, Bryan and Trosper. The San Gabriel at Shary intersection is pending with no turn on date to turn on Signal Lights.

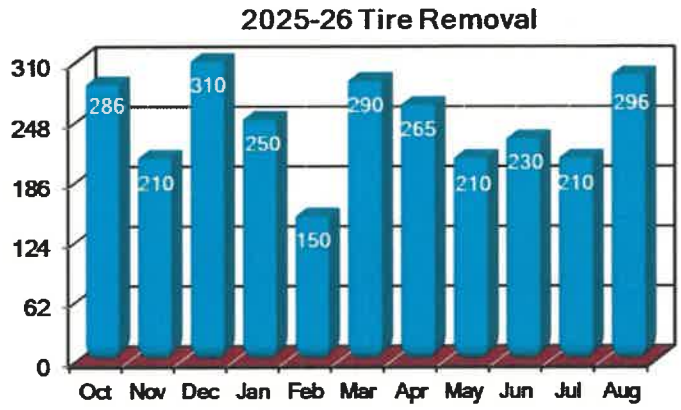
	School Zone			Traffic Signals Light Changes							
Month	Light Bulb Replace	Re-set Controller	School Maint	Green	Red	Amber	Walk / Don't Walk	Trouble shoot Controller	Reg Maint	Misc	Total
Oct	2	1	1	2	1	1	1	5	35	37	86
Nov	0	0	0	5	1	0	6	3	17	27	59
Dec	0	6	6	5	5	7	0	13	7	21	70
Jan	1	1	2	1	0	1	0	3	10	46	65
Feb	0	1	4	2	0	1	0	3	19	24	54
Mar	0	0	2	3	3	0	3	5	31	58	105
Apr	0	0	0	0	0	0	0	9	11	23	43
May	0	20	0	1	1	0	1	4	28	21	76
Jun	0	12	24	2	2	1	0	3	14	30	88
Jul	5	5	24	1	1	0	18	3	17	45	119
Aug	2	18	27	3	3	2	3	22	42	98	220
25-26	10	64	90	25	17	13	32	73	231	430	985
24-25	9	27	116	16	28	28	36	74	507	405	1,246

Storm Drainage Street Crews cleared debris from storm drains and ditches throughout the City to prepare for hurricane season.

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 Our Streets Crew removed 296 tires from the City this month.

Month	24-25	25-26
Oct	280	286
Nov	360	210
Dec	340	310
Jan	290	250
Feb	310	150
Mar	310	290
Apr	320	265
May	270	210
Jun	220	230
Jul	367	210
Aug	310	296
Totals	3,377	2,707



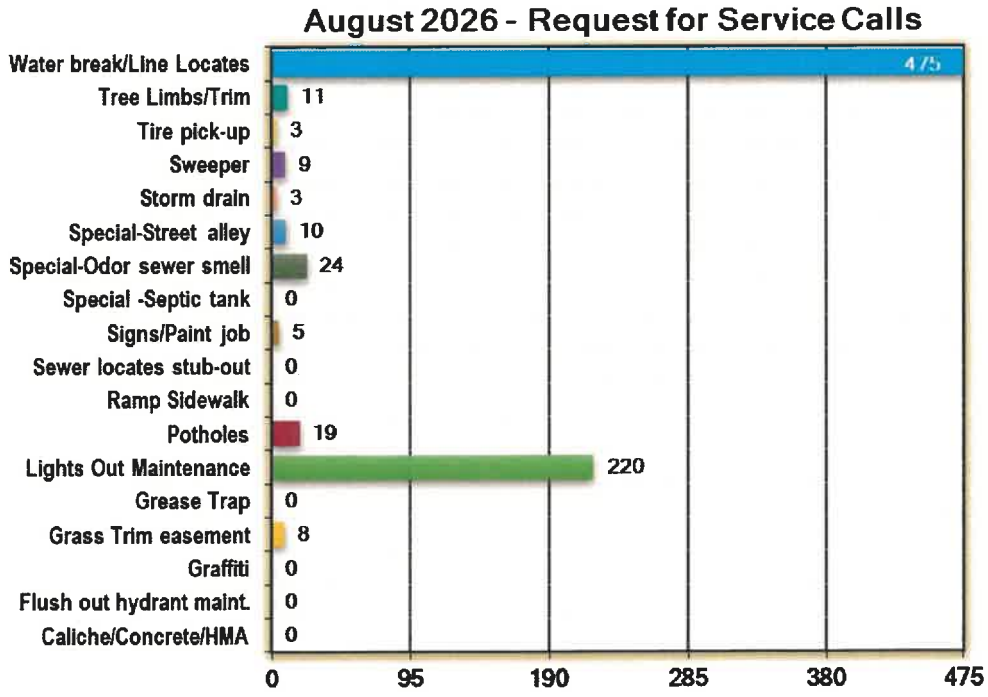
2025-26 Fleet Maintenance & Cost Summary

Charge Code	Work Orders	Preventive Maintenance	Cost $
Oil Changes / PM	20	20	$ 605
Repairs	72	0	$ 32,911
August	92	20	$ 33,516
FYTD 25-26	902	421	$ 445,271
FY 24-25	797	625	$ 484,400



Administration Request for Service Calls

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	25-26	24-25
Caliche/Concrete/HMA	1	0	1	0	0	0	1	0	1	1	0	5	1
Flush Hydrant Maint.	2	1	0	29	29	59	35	2	78	0	0	235	58
Graffiti	0	0	0	0	0	0	0	1	0	0	0	1	0
Grass Trim easement	7	2	0	0	0	0	2	13	27	20	8	79	75
Grease Trap	0	0	0	0	0	0	0	0	1	0	0	1	0
Lights Out Maintenance	86	59	70	65	54	105	43	76	88	119	220	985	1,238
Potholes	41	29	18	22	12	36	16	17	34	51	19	295	592
Ramp Sidewalk	1	1	0	1	2	3	0	1	1	0	0	10	14
Sewer locates stub-out	0	0	0	0	0	0	0	0	0	0	0	0	0
Signs/Paint job	11	8	9	4	0	0	6	10	2	3	5	58	36
Special -septic tank	0	0	0	0	0	0	0	0	0	0	0	0	0
Special-Odor smell	23	17	13	6	26	31	17	33	22	26	24	238	215
Special-Street alley	2	1	6	4	3	2	7	8	5	12	10	60	81
Storm drain	12	2	5	0	0	3	11	15	14	4	3	69	58
Sweeper	6	9	19	3	3	17	15	9	5	11	9	106	98
Tire pick-up	15	2	5	0	0	1	4	1	0	0	3	31	28
Tree Limbs/Trim	13	5	5	7	4	5	5	3	5	12	11	75	95
Water break/Line locates	438	479	541	598	648	740	693	486	570	501	475	6,169	5,761
Total	658	615	692	739	781	1002	855	675	853	760	787	8,417	8,350

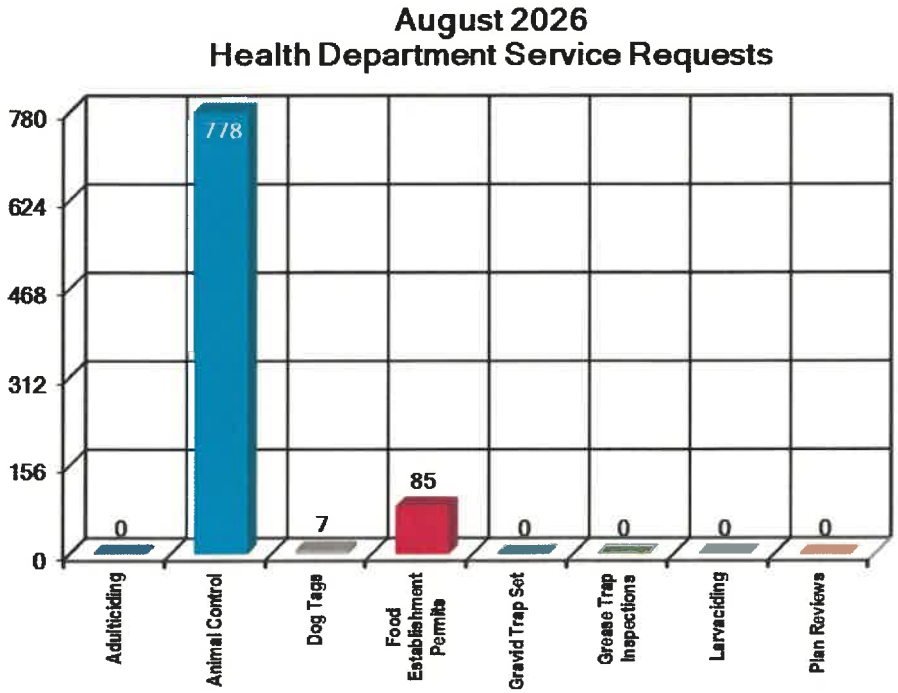


Health Department

Health Department Benchmark Summary

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

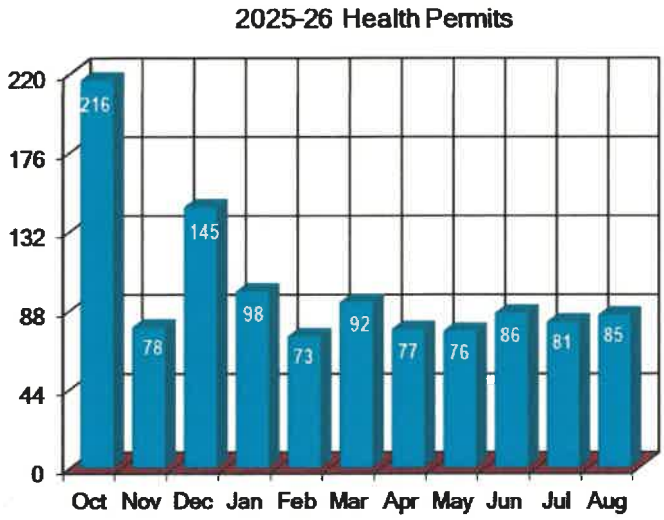
Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	25-26	24-25
Adulticiding	0	0	0	0	0	0	2	5	3	0	0	10	13
Animal Control	1048	948	977	950	793	896	1021	1095	1012	867	778	10,385	10,814
Dog Tags	5	6	2	1	3	4	0	0	3	9	7	40	33
Food Est. Permits	216	78	145	98	73	92	77	76	86	81	85	1,107	2,172
Gravid Trap Set	0	0	0	0	0	0	0	0	0	0	0	0	0
Grease Trap Inspections	0	2	1	0	0	0	0	0	0	1	0	4	3
Larvaciding	0	0	0	0	0	0	5	0	2	0	0	7	9
Plan Reviews	6	5	3	6	1	4	7	7	8	3	0	50	112
Total	1275	1039	1128	1055	870	996	1112	1183	1114	961	870	11,603	13,156



Health Department - Permits

A total of 85 Food Establishment permits were issued this month.

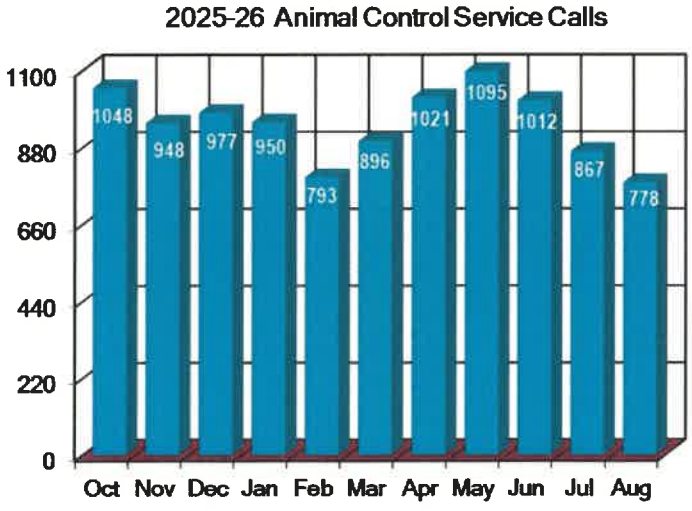
Food Establishment Permits		
Month	FY 24-25	FY 25-26
Oct	231	216
Nov	220	78
Dec	188	145
Jan	172	98
Feb	114	73
Mar	222	92
Apr	190	77
May	151	76
Jun	221	86
Jul	167	81
Aug	152	85
Totals	2,028	1,107



Health Department - Animal Control Service Calls

Citizens called (778 calls) regarding Animal Control concerns.

Animal Control Calls		
Month	FY 24-25	FY 25-26
Oct	970	1,048
Nov	770	948
Dec	791	977
Jan	748	950
Feb	761	793
Mar	852	896
Apr	1,058	1,021
May	940	1,095
Jun	895	1,012
Jul	1,051	867
Aug	927	778
Totals	9,763	10,385



Health Department - Animal Care and Control

Our City's Animal Wellness Officers, Jesus, Ivan and Manuel reported the following Animal Control for August. There were 778 requests for intake service orders completed by City staff this month.

Dogs

Description	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape Lost Euthn.	Adopted	Rescued	Trap-Neuter-Release	Return To Owner	AUG	25-26
Mission	51	0	0	0	3	14	15	40	0	0	123	1189
AUG	51	0	0	0	3	14	15	40	0	0	123	
YTD 25-26	438	29	0	92	72	143	183	221	0	11		1189
FY 24-25	374	61	1	90	24	19	24	10	0	0		603

Cats

Description	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape Lost Euthn.	Adopted	Rescued	Trap-Neuter-Release	Return To Owner	AUG	25-26
Mission	51	0	0	0	0	1	16	21	5	0	94	797
AUG	51	0	0	0	0	1	16	21	5	0	94	
YTD 25-26	281	4	0	145	10	51	121	123	62	0		797
FY 24-25	206	10	0	151	0	18	17	9	10	0		421

Wildlife

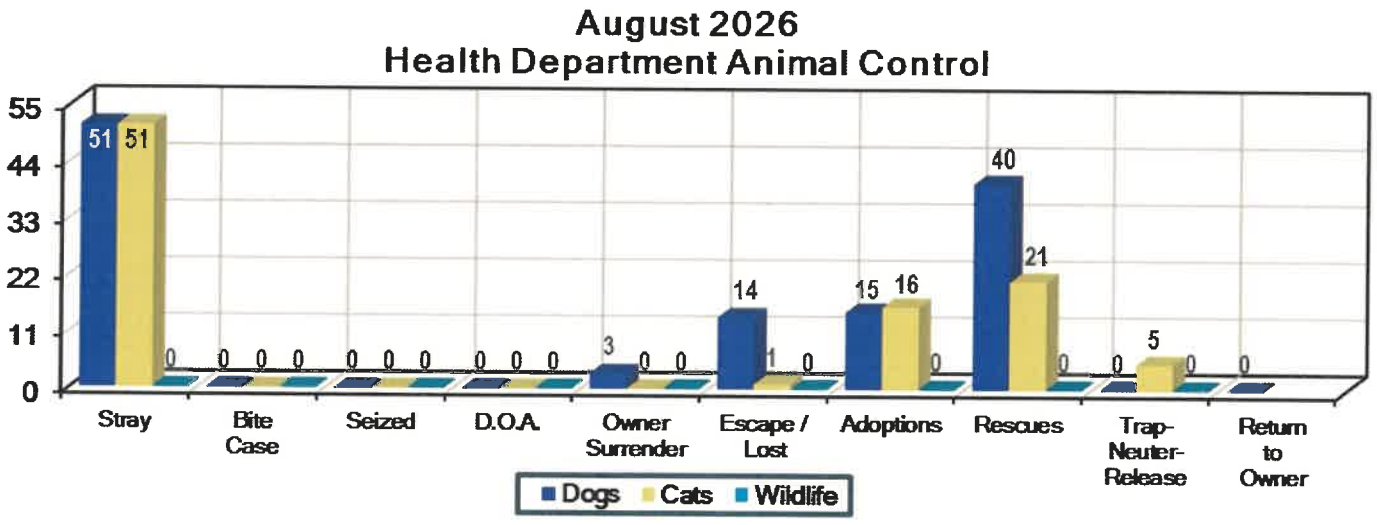
Description	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape Lost Euthn.	Adopted	Rescued	Trap-Neuter-Release	Return To Owner	AUG	25-26
Mission	0	0	0	0	0	0	0	0	0	0	0	90
AUG	0	0	0	0	0	0	0	0	0	0	0	
YTD 25-26	0	0	0	90	0	0	0	0	0	0		90
FY 24-25	0	0	0	81	0	0	0	0	0	0		81

Health Department Animal Control Summary

Below is our Health Department Animal Control Shelter Intake Summary of Dogs, Cats, and Wildlife.

August 2026
Health Department Animal Control

Animal Type	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape/ Lost/ Euthn.	Adopted	Rescues	Trap-Neuter-Release	Return To Owner	AUG	YTD 25-26
Dogs	51	0	0	0	3	14	15	40	0	0	123	1,189
Cats	51	0	0	0	0	1	16	21	5	0	94	797
Wildlife	0	0	0	0	0	0	0	0	0	0	0	90
AUG	102	0	0	0	3	15	31	61	5	0	217	
YTD25-26	719	33	0	327	82	194	305	328	77	11		2,076
FY24-25	580	71	1	322	24	37	44	13	13	0		1,105



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Andy Garcia, Co-Interim City Manager

AGENDA ITEM: Public Hearing on 2026 Proposed Property Tax Rate – A. Garcia

NATURE OF REQUEST:

The notice of 2026 Tax Year Proposed Property Tax Rate for City of Mission was published in the in the Progress Times on September 11, 2026.

The proposed 2026 tax rate is $0.5653 per $100.

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

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

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

BID AMOUNT: $ _____

STAFF RECOMMENDATION:

Public Hearing Only

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *JPT* / *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

NOTICE OF MEETING TO VOTE ON TAX RATE

A tax rate of $0.5653 per $100 valuation has been proposed by the governing body of CITY OF MISSION.

PROPOSED TAX RATE	$0.5653 per $100
NO-NEW-REVENUE TAX RATE	$0.5653 per $100
VOTER-APPROVAL TAX RATE	$0.6067 per $100

The no-new-revenue tax rate is the tax rate for the 2026 tax year that will raise the same amount of property tax revenue for City of Mission from the same properties in both the 2025 tax year and the 2026 tax year.

The voter-approval rate is the highest tax rate that City of Mission may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is not greater than the no-new-revenue tax rate. This means that City of Mission is not proposing to increase property taxes for the 2026 tax year.

A PUBLIC MEETING TO VOTE ON THE PROPOSED TAX RATE WILL BE HELD ON SEPTEMBER 22, 2026 AT 4:30 P.M AT CITY HALL COUNCIL CHAMBERS LOCATED AT 1201 E. 8TH ST, MISSION, TEXAS 78572.

The proposed tax rate is also not greater than the voter-approval tax rate. As a result, City of Mission is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the City of Mission at their offices or by attending the public hearing mentioned above.

YOUR TAXES OWED UNDER ANY OF THE RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:

Property tax amount= (tax rate) x (taxable value of your property)/100

FOR the proposal: Mayor Norie Garza Councilwoman Jessica Ortega
Mayor Pro Tem Ruben Plata
Councilwoman Marissa Gerlach
Councilman Alberto Vela

AGAINST the proposal: N/A
PRESENT and not voting: N/A
ABSENT: N/A

Visit Texas.gov/PropertyTaxes to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by City of Mission last year to the taxes proposed to be imposed on the average residence homestead by City of Mission this year.

	2025	2026	Change
Total tax rate(per $100 of value)	$0.5580	$0.5653	increase of 0.0073 per $100, or 1.31%
Average homestead taxable value	$214,413	$218,866	increase of 2.08%
Tax on average homestead	$1,196.42	$1,237.25	increase of $40.83, or 3.41%
Total tax levy on all properties	$29,637,495	$30,224,763	increase of $587,268, or 1.98%

For assistance with tax calculations, please contact the tax asses City of Mission at (956) 318-2157 or propertytax@hidalgocountytax.org, or visit www.hidalgocountytax.org for more information.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Ezeiza Garcia, Asst. Finance Director

AGENDA ITEM: Public Hearing regarding Denali Water Solutions, LLC's appeal of the City's decision concerning its bid protest for RFB No. 26-523-07-23, Sludge Management Services, including consideration of the appeal and determination of whether to affirm, modify, or reverse the City's prior decision – E. Garcia

NATURE OF REQUEST:

The City of Mission received bids for RFB No. 26-523-07-23, Sludge Management Services. Following the City's evaluation and proposed award, Denali Water Solutions, LLC submitted a formal bid protest challenging the City's evaluation and award determination. The City issued a written response to the protest, and Denali subsequently submitted written notice of its intent to proceed with an appeal.

The matter is presented to the City Council for consideration in accordance with the City's solicitation appeal procedures. The City Council may hear information presented by the appellant and City staff, review the relevant procurement records, and take appropriate action regarding the appeal.

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 *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Anna Carrillo, City Secretary

AGENDA ITEM: Approval of Minutes – Carrillo
Regular Meeting – September 8, 2026
Special Meeting – September 15, 2026

NATURE OF REQUEST:

See attached minutes

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 *JPT* / *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

CITY OF MISSION

CITY COUNCIL REGULAR MEETING
MISSION CITY HALL
SEPTEMBER 08, 2026 at 4:30 PM

MINUTES

PRESENT:
Norie Gonzalez Garza, Mayor
Ruben D. Plata, Mayor Pro-Tem
Jessica Ortega, Councilwoman
Marissa Ortega-Gerlach, Councilwoman
Alberto Vela, Councilman
Eden Ramirez Jr., City Attorney
Anna Carrillo, City Secretary
Juan Pablo Terrazas, Co-Interim City Manager
Andy Garcia, Co-Interim City Manager

ABSENT:

ALSO PRESENT:
Esther Salinas
Linda Castaneda
Daniel Tijerina
Maira Salinas
Ricardo Salinas
Christie Gonzalez
Nati Garza
Alma Santos
Manuel Pescador
Juan Cantu
Alexis Hernandez
Ricardo Saldana

STAFF PRESENT:
Anais Chapa, Assistant City Secretary
Edgar Gonzalez, Deputy City Engineer
Cesar Torres, Chief of Police
Miguel A. Rios, Executive Department
Judith Garcia, Media Relations Director
Ruben Hernandez, Media Relations
Monica Gonzalez, Grants & Strategic Dev.
Joe Salazar, MEDC
Candace Rodriguez, MEDC
Michael Silva, Fire Chief
Michael Elizalde, Dir. Of Grants & Strategic Dev.
Ezeiza Garcia, Asst. Finance Director
Brad Bentsen, Parks & Recreation Director
Yenni Espinoza, Speer Memorial Library Dir.
Belen Guerrero, MEDC
Joe Enriquez, Utility Billing & Collections Manager

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REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Gonzalez Garza called the meeting to order at 4:32 p.m.

INVOCATION AND PLEDGE ALLEGIANCE

Chief Leo Longoria led the invocation and Pledge of Allegiance

DISCLOSURE OF CONFLICT OF INTEREST

None

PRESENTATIONS

1. Proclamation - 25th Anniversary of September 11 Remembrance – Silva

Mayor Pro Tem Ruben Plata moved to approve the Proclamation – 25th Anniversary of September 11 Remembrance as presented. Motion was seconded by Councilwoman Marissa Gerlach and approved unanimously 5-0.

2. Report from Mission Economic Development Corporation - Teclo Garcia

Belen Guerrero, MEDC COO, gave an update on the overall operations of the EDC. She invited everyone to attend the first Small Business Expo that would be held on September 16th and the Mission Event Center. There is a $27 million dollar retail investment coming to Mission which will include an Academy, Burlington and Boot Barn at the Shops @ 495. The City of Mission is being recognized for bringing more retail to the area. The CEED Building has been busy with teachers, EMS, students, etc. Ms. Guerrero also shared the upgrades made by Conway Food Mart utilizing the funds they were awarded by the Downtown Assistance Program. MEDA Scholarships were awarded already to a total of 178 scholars. The Ruby Red Ventures applications would be opening up on October 1st.

3. Departmental Reports – Terrazas / A. Garcia

Mayor Pro Tem Plata moved to approve the departmental reports as presented. Motion was seconded by Councilman Alberto Vela and approved unanimously 5-0.

4. Citizen's Participation on Specific Agenda Items – Garza

Joey Flores, 2211 E. 19th Street, spoke in reference to item 26. He expressed his gratitude on behalf of himself and his family, the fire department and the community for the continued support of their EMS program. He stated that this program was built and developed with fiscal responsibility. This was not a stand alone type service but instead was integrated into the fire department. This way, the firefighters were able to play both roles as paramedics, EMTs and firefighters. The program was pretty much self sufficient, and he felt they had proven that it could co-exist with the fire program. Mr. Flores asked that the council continue to support the EMS program and vote to approve the meet and confer contract.

Rick Salinas spoke in reference to item 26. Mr. Salinas expressed his opposition to the proposed Meet and Confer contract being presented. While he was aware that an EMS service played an important role in the community, he did not agree with locking the city and new council into a three year contract. He asked that politics not be allowed to come into play when making this decision. He strongly felt that no union could “bootstrap” the city into a contract. He urged the council to do the right thing and think about everyone involved.

ANNOUNCEMENTS - CITY COUNCIL / CITY MANAGER

City Manager – 9/11 Day of Remembrance at the Mission Fire Department on Friday, 9/11/26 at 9am; Music at the Park on Friday, 9/11/26 from 6-9pm at Leo Pena Placita Park; Sandbag distribution is still on going throughout hurricane season, every Saturday from 8am-1pm at the Recycling Drop-Off Center on 15th and Perkins

City Council – No Comments.

Mayor – No Comments.

PUBLIC HEARING

5. Public Hearing on FY 2026-2027 Preliminary Budget – A. Garcia

The City’s preliminary budget for FY 2026-2027 has been made available to the public for review at the City Secretary’s office and on the City’s website as required.

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This was the opportunity for citizens to speak on the preliminary budget.

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

Esther Salinas, 719 Miller, stated that she had heard an announcement from Governor Abbott that said he was against raising property taxes and spoke about the proper procedure to do so from municipalities. Ms. Salinas stated that she was against having the taxes raised for the residents of Mission.

Manuel Pescador stated that the city should be focusing on the money that was coming and on how to manage it properly. He commented on the fact that several fire crews were present at the meeting in their uniforms with their trucks and EMS units parked outside, running. He questioned how much it was costing in OT and the fuel costs for them to be present at this meeting. He stated that if the employees of the fire department were requesting more money, they could go and work somewhere else where they offered more money. He felt that overtime was an was an eccentric waste of city funding.

No action taken; public hearing only.

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

None

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

6. Approval of Minutes – Carrillo

Regular Meeting – August 25, 2026

7. Acknowledge Receipt of Minutes – Terrazas / A. Garcia

None

8. Discussion and possible action on matters related to the approval of an Educational Experience Agreement between Texas Woman's University ("TWU") and the Speer Memorial Library – Espinoza

This Agreement applied to Student placement programs at TWU's School of Library and Information Studies (SLIS) which included: internships, fellowships, field placements, fieldwork experiences, practicums, capstones, and cooperative education (co-op) programs (collectively the "Educational Experience").

TWU provided academic courses to Students and periodically desires to provide Students in such courses with an Educational Experience by utilizing resources, staff, facilities, and personnel of the Host.

This Agreement provided the parameters for the Educational Experience between TWU and the

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Host.

Students and Texas Woman's University ("TWU") employees and agents participating in the Program must comply with Speer Memorial Library rules and regulations while on the premises

9. Discussion and possible action on matters related to approval of a Reimbursement Agreement between Mission EDC and the City of Mission regarding A-S 135 HWY 83-Bryan Rd., L.P. – T. Garcia

This item requested the approval of a Reimbursement Agreement between the Mission Economic Development Corporation (MEDC) and the City of Mission regarding the A-S 135 HWY 83-Bryan Rd., L.P. development. Under the proposed terms, the MEDC would reimburse the City for its portion of the 1/2 cent sales tax incentive generated by the project, capped at a maximum total payout not to exceed $1,750,000 over the life of the agreement. The MEDC Board approved the Reimbursement Agreement on August 27, 2026. A corresponding budget amendment would be taken before end of year.

10. Discussion and possible action on matters related to approval of a Reimbursement Agreement between Mission EDC and the City of Mission regarding Shops at 495 – Lot 1, LTD – T. Garcia

This item requested the approval of a Reimbursement Agreement between the Mission Economic Development Corporation (MEDC) and the City of Mission regarding the Shops at 495 – Lot 1, LTD development. Under the proposed terms, the MEDC would reimburse the City for its portion of the 1/2 cent sales tax incentive generated by the project, capped at a maximum total payout not to exceed $250,000 over the life of the agreement. The MEDC Board approved the Reimbursement Agreement on August 27, 2026. A corresponding budget amendment would be taken before end of year.

11. Discussion and possible action on matters related to approval of a Memorandum of Understanding between Mission EDC and the City of Mission related to Facility Maintenance Services for the CEED Building – T. Garcia

Mission EDC staff was requesting the Mayor's execution of a Memorandum of Understanding (MOU) concerning facility maintenance services for the CEED building. By approving this MOU, the City of Mission would allocate its maintenance staff to carry out general maintenance services including routine inspections, basic repairs, HVAC maintenance, floor care, minor plumbing and electrical issues, groundskeeping, building and safety checks, and exterior maintenance, along with other services as outlined in the MOU. Mission EDC would compensate the City of Mission with $65,000 annually for these services, effective upon the execution of the MOU by both parties, with the agreement set to expire on September 30, 2027. The Mission EDC Board of Directors approved the MOU on August 27, 2026. A corresponding budget amendment would be taken before end of year.

12. Discussion and possible action on matters related to the authorization to purchase Micro-Solve Grease/Odor Control via Sole Source in the amount of $56,352 from Environmental Group Southwest (EGSW) – Gonzalez

Staff was seeking authorization to purchase Micro-Solve Grease/Odor Control via Sole Source from EGSW purchase of Micro-Solve from EGSW, a sole source distributor for the state of Texas for Bio -Tech Industries. Pursuant to Texas Local Government Code Section 252.022 General Exemptions (7) a procurement of items that were available from only one source,

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including: (A) items that were available from only one source because of patents, copyrights, secret processes, or natural monopolies and (D) captive replacement parts or components for equipment.

Chemicals would be used for monthly grease and odor control treatment for Lift Stations to reduce grease and sludge buildup, control odors, and help maintain proper operation of pumps, floats, valves, and associated wastewater collection system components. Attached was a sole source letter from the manufacturer, Bio-Tech Industries Inc., granting the rights for distribution by EGSW to sell and market the products and an official quote for the acquisition of both chemicals. Micro-Solve would be purchased from EGSW Environmental Group Southwest in the amount of $56,352.00

13. Discussion and possible action on matters related to Solicit for Bids for Meter Connect Supplies for Water Distribution – Gonzalez

The City of Mission was in contract with Core and Main, LP (BID: 25-596-07-14) from August 14, 2025, through August 13, 2026. Core and Main, LP had elected not to renew the contract. Therefore, Staff was seeking authorization to solicit bids for Meter Connect Supplies.

Mayor Pro Tem Plata moved to approve all consent agenda items 6 thru 13 as presented. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

APPROVALS AND AUTHORIZATIONS

14. Discussion and possible action on matters related to presentation of unaudited Financial Statements for the month of July 2026 – E. Garcia

Unaudited Financial Statements for month of July 2026

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to approve the presentation of the unaudited Financial Statements for the month of July 2026. Motion was seconded by Councilwoman Gerlach and approved unanimously, 5-0.

15. Discussion and possible action on matters related to the Approval of Resolution # 2081 of the City Council for the City of Mission amending Resolution No. 1789 adopting the Public Funds Investment Policy and Strategy – E. Garcia

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 were no changes to the investment policy this fiscal year.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to approve Resolution #2081 of the City Council for the City of Mission amending Resolution No. 1789 adopting the Public Funds Investment Policy and Strategy. Motion was seconded by Councilman Vela and approved unanimously, 5-0.

RESOLUTION NO. 2081

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

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16. Discussion and possible action on matters related to the acceptance of a grant award from the Texas Office of the Governor for the FY27 Operation Lone Star Grant Program in the amount of $1,179,814.98 with no match requirements- Elizalde

On August 25, 2026, the city received award notice from the Texas Office of the Governor for the FY27 Operation Lone Star (OLS) grant program. The project would allow the Police Department to support approximately 6,500 hours in overtime, acquisition of four (4) Chevy Tahoe Vehicles, fifty (50) p-25 portable radios, and two (2) skywatch towers. The program would support the department to reduce border-related criminal activity and increase effectiveness of its operations. The total grant award was $1,179,814.98 and did not require a match.

Staff and Co-Interim City Managers recommended approval.

Councilwoman Gerlach moved to approve the acceptance of a grant award from the Texas Office of the Governor for the FY27 Operation Lone Star Grant Program in the amount of $1,179,814.98 with no match requirements. Motion was seconded by Councilman Vela and approved unanimously, 5-0.

17. Discussion and possible action on matters related to the acceptance of a grant award from the Texas Office of the Governor for the FY27 Youth Diversion Program in the amount of $150,420.48 with no match requirements – Elizalde

On August 25, 2026, the city received award notice from the Texas Office of the Governor for the FY27 Youth Diversion Program. The project will allow the Police Department to support overtime for law enforcement officers running after hours first offender program and provide diversion services for mental health and drug abuse services. The total grant award is $150,420.48 and does not require a match.

Staff and Co-Interim City Managers recommended approval.

Councilwoman Gerlach moved to approve the acceptance of a grant award from the Texas Office of the Governor for the FY27 Youth Diversion Program in the amount of $150,420.48 with no match requirements. Motion was seconded by Councilman Vela approved unanimously, 5-0.

18. Discussion and possible actions on matters related to the Approval of Ordinance #5866, adopting the Mission Economic Development Authority Fiscal Year 2026-2027 Annual Budget – T. Garcia

Attached was Resolution No. 2026-02 that was approved by MEDA on Thursday, August 27, 2026 recommending approval of the MEDA Budget.

Mission Economic Development Authority Appropriations - $105,000

Staff and Co-Interim City Managers recommended approval.

Councilwoman Gerlach moved to approve the Ordinance# 5866, adopting the Mission Economic Development Authority Fiscal Year 2026-2027 Annual Budget. Motion was seconded by Councilman Vela approved unanimously, 5-0.

ORDINANCE NO. 5866

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, 2026 AND ENDING SEPTEMBER 30, 2027

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19. Discussion and possible action on matters related to approval of Ordinance #5867, adopting the Mission Economic Development Corporation Fiscal Year 2026-2027 Annual Budget – T. Garcia

Attached was Resolution No. 2026-06 that was approved by MEDC on Thursday, August 27, 2026 recommending approval of the MEDC Budget.

Mission Economic Development Corporation Appropriations - $8,399,530

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plate had a couple of questions regarding the salaries on the budget as well as the travel and training budget. He was asking why the budget was being increased instead of keeping how it was.

Joe Salazar, MEDC CFO, stated that the salaries would be decreasing a small amount and Belen Guerrero, MEDC COO, addressed that they had accounted for internships and temporary help for special projects throughout the year.

Councilman Vela questioned the travel and training budget. He recommended that it be decreased from $195,000 to $100,000 instead.

Councilman Vela moved to approve the Ordinance# 5867, adopting the Mission Economic Development Authority Fiscal Year 2026-2027 Annual Budget with the adjustment to the travel and training budget to $100,000. Motion was seconded by Mayor Pro Tem Plata approved unanimously, 5-0.

ORDINANCE NO. 5867

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, 2026 AND ENDING SEPTEMBER 30, 2027

20. Discussion and possible action on matters related to providing direction to staff regarding whether to proceed with the Comprehensive Utility Rate Study and, if approved, award Line Item No. 1 to Wildan Financial Services – Enriquez

On June 22, 2026, the City of Mission received five proposals for a Comprehensive Utility Rate Study. The proposals were reviewed and evaluated by an appointed evaluation committee based on the criteria established in the solicitation. Wildan Financial Services received the highest overall evaluation score and was identified as the highest-qualified firm.

Staff was seeking direction from the City Council on whether to proceed with the Comprehensive Utility Rate Study. If the City Council elected to proceed, staff recommended awarding Line Item No. 1, Comprehensive Utility Rate Study, to Wildan Financial Services, authorizing staff to negotiate a fair and reasonable fee, and authorizing the Co-Interim City Manager to execute the resulting contract

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata inquired as to the total cost of the study.

Joe Enriquez, Utility Billing Manager, stated it would cost $104,000.

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Mayor Pro Tem Plata moved to proceed with the Comprehensive Utility Rate Study and, if approved, award Line Item No. 1 to Wildan Financial Services. Motion was seconded by Councilman Vela approved unanimously, 5-0.

21. Consideration and action regarding Supplemental Agreement No. 1 to Work Authorization No. 13 with Javier Hinojosa Engineering in the amount of $136,000 for the Bryan Road Reconstruction and Drainage Improvement project, in accordance with the approved Reimbursement Agreement – Terrazas

Supplemental Agreement No. 1, to Work Authorization No. 13 was to provide additional engineering services required for the preparation of construction plans for the additional drainage, sanitary sewer and water improvements for Bryan Road reconstruction and drainage project, in the amount of $136,000.00. The Mission Redevelopment Authority/TIRZ #1 Board approved the Reimbursement Agreement at their January 21, 2026 meeting.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata asked when the completion date was for this project.

Mr. Terrazas stated that it was set to be completed at the end of this month.

Mayor Pro Tem Plata moved to approve Supplemental Agreement No. 1 to Work Authorization No. 13 with Javier Hinojosa Engineering in the amount of $136,000 for the Bryan Road Reconstruction and Drainage Improvement project, in accordance with the approved Reimbursement Agreement. Motion was seconded by Councilwoman Ortega approved unanimously, 5-0.

At 5:44 p.m., Mayor Pro Tem Plata moved to convene into executive session to discuss Items 22, 23, 24, 25, and 26, along with the remaining executive session items. The motion was seconded by Councilman Vela and approved unanimously 5-0.

At 7:46 p.m., Mayor Pro Tem Plata motioned to reconvene into open session. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

Council proceeded to discuss items 22, 23, 24, 25, and 26, along with the executive session item.

22. Discussion and action to take a record vote on the Maintenance and Operations (M&O) tax rate for 2026 tax year, in accordance with the Texas Property Tax Code – A. Garcia

The City Council considered and took the required record vote on the proposed Maintenance and Operations tax rate of $0.4947 per $100 of taxable value for 2026, as required by the Texas Property Tax Code.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to propose the 2026 Maintenance and Operations (M&O) tax rate at $0.4947 Motion was seconded by Councilwoman Gerlach and approved as follows: Councilwoman Ortega – Aye, Mayor Pro Tem Plata – Aye, Mayor Garza – Aye, Councilwoman Gerlach – Aye, Councilman Vela – Aye and approved unanimously 5-0.

23. Discussion and action to take a record vote on the Interest and Sinking Fund (I&S) tax rate for 2026 tax year, in accordance with the Texas Property Tax Code – A. Garcia

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The City Council considered and took the required record vote on the proposed Interest and Sinking Fund tax rate of $0.0706 per $100 of taxable value for 2026, as required by the Texas Property Tax Code.

Councilwoman Ortega stated that she wanted to see available funds to be used to provide salary increases for city employees, adding they deserve fair compensation for the important work they do for our community.

Mayor Pro Tem Plata moved to propose the 2026 Interest and Sinking Fund (I&S) tax rate at $0.0706 Motion was seconded by Councilwoman Gerlach and approved as follows: Councilwoman Ortega – Aye, Mayor Pro Tem Plata – Aye, Mayor Garza – Aye, Councilwoman Gerlach – Aye, Councilman Vela – Aye and approved unanimously 5-0.

24. Discussion and action to take a record vote on the proposed 2026 Tax Rate in accordance with the Texas Property Tax Code and schedule public hearing for property tax rate on September 22, 2026 – A. Garcia

In accordance with the Texas Property Tax, Code City Council must propose a tax rate for the City of Mission and publish "Notice of Property Tax Rates," This notice provided information about tax rates used in adopting the current tax year's tax rate. The no-new-revenue tax rate would impose the same amount of taxes as last year if you compare properties taxed in both years. In most cases, the voter-approval tax rate is the highest tax rate a taxing unit can adopt without holding an election. If the proposed tax rate exceeded the no-new-revenue tax rate but did not exceed the voter-approval tax rate, one public hearing was required before the adoption of the tax rate.

The calculated no new revenue tax rate is $0.5653 per $100 valuation

The calculated voter approved tax rate not adjusted for unused increment rate is $0.6057 per $100 valuation

The calculated voter approved tax rate adjusted for unused increment rate is $0.6067 per $100 valuation

The current tax rate was $0.5580 per $100 valuation

Public Hearing was scheduled for September 22, 2026.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to propose the 2026 Tax Rate at $0.5653 and schedule the public hearing for September 22, 2026. Motion was seconded by Councilwoman Gerlach and approved as follows: Councilwoman Ortega – Aye, Mayor Pro Tem Plata – Aye, Mayor Garza – Aye, Councilwoman Gerlach – Aye, Councilman Vela – Aye and approved unanimously 5-0.

25. Discussion and possible action to direct the Internal Auditor to conduct a comprehensive internal audit of the Mission Economic Development Corporation (MEDC) including financial operations, internal controls, procurement, expenditures, contracts, incentives, and grants, assets and programs, and compliance with applicable laws, policies, agreements, and governing documents and to report the findings and recommendations to the City Council – A. Garcia

The audit would include a review of MEDC's financial operations, internal controls, procurement practices, expenditures, contracts, economic development incentives, grants, assets, programs, and related transactions. The review would also evaluate compliance with applicable federal, state, and local laws, City policies, agreements, MEDC governing documents, and established

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procedures, with the goal of identifying any areas requiring corrective action, strengthening internal controls, and ensuring accountability, transparency, and proper stewardship of public funds and resources. Any findings and recommendations would be reported to the City Council.

Mayor Pro Tem Plata moved to approve the Internal Auditor to conduct a comprehensive internal audit of the Mission Economic Development Corporation (MEDC) subject to hiring the Internal Auditor. Motion was seconded by Councilman Vela and approved unanimously 5-0.

26. Discussion and action related to Meet and Confer Agreement with Mission Firefighters Association, IAFF Local 3906 – A. Garcia

Meet and Confer Agreement with the Mission Firefighters Association, IAFF Local 3906. The proposed agreement reflects no substantive changes to the existing terms.

Councilman Vela moved to continue negotiations with the Mission Firefighters Association, IAFF, Local 3906 as presented and discussed in executive session. Motion was seconded by Mayor Pro Tem Plata and approved 4-1 with Mayor Garza voting against.

UNFINISHED BUSINESS

None

EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.072 (Deliberation regarding real property) related to 919 Rankin, Mission, Texas

2. Consultation and deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, compensation, resignation, complaints involving, or dismissal of public officers and employees, including discussions regarding City organizational structure, staffing matters, Council-appointed officials, and related personnel issues pursuant to Texas Government Code § 551.074.

3. Consultation with legal counsel and deliberation regarding governance matters, Council operations, duties and responsibilities of elected officials, charter interpretation, ethics matters, board and commission appointments, intergovernmental relations, and other matters involving the official conduct or responsibilities of the City Council pursuant to Texas Government Code §§ 551.071 and 551.074.

4. Deliberation regarding the purchase, exchange, lease, value, acquisition, disposition, development, use, or potential acquisition or disposition of real property interests and related negotiations pursuant to Texas Government Code § 551.072.

5. Consultation with the City Attorney regarding pending or contemplated litigation, settlement offers, contractual matters, legal risks, privileged communications, statutory interpretation, charter interpretation, enforcement matters, and other legal issues in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings Act pursuant to Texas Government Code § 551.071.

6. Discussion regarding complaints, grievances, allegations, administrative investigations, workplace conduct matters, and related personnel or employment issues involving City officers or employees pursuant to Texas Government Code §§ 551.071 and 551.074.

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POSSIBLE ACTION ON ANY ITEM(S) AS DISCUSSED IN EXECUTIVE SESSION

1. Consideration and action if any, regarding approval of Resolution # 2082 authorizing the sale of certain real property at 919 Rankin, Mission, Texas

Councilman Vela moved to approve Resolution 2082 authorizing the sale of real property at 919 Rankin. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

RESOLUTION NO. 2082

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AUTHORIZING THE SALE OF CERTAIN REAL PROPERTY LOCATED AT 919 RANKIN, MISSION, HIDALGO COUNTY, TEXAS; AUTHORIZING THE MAYOR AND/OR CITY MANAGER TO EXECUTE A DEED AND ALL OTHER DOCUMENTS NECESSARY TO CONSUMMATE THE SALE AND CLOSING; MAKING CERTAIN FINDINGS; AND PROVIDING AN EFFECTIVE DATE.

ADJOURNMENT

At 7:56 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilman Vela and approved unanimously 5-0.

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

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CITY OF MISSION

CITY COUNCIL SPECIAL MEETING
MISSION CITY HALL
SEPTEMBER 15, 2026 at 4:30 PM

MINUTES

SPECIAL MEETING

PRESENT:
Norie Gonzalez Garza, Mayor
Ruben D. Plata, Mayor Pro-Tem
Jessica Ortega, Councilwoman
Marissa Ortega-Gerlach, Councilwoman
Alberto Vela, Councilman
Shellie Smith, City Attorney
Anna Carrillo, City Secretary
Andy Garcia, Co-Interim City Manager

ABSENT:

ALSO PRESENT:
Emily D'Gyves
Linda Castaneda
Daniel Tijerina
Maira Salinas
Alma Santos
Ricardo Saldana
Mellie Sandana
Anthony Longoria

STAFF PRESENT:
Ezeiza Garcia, Asst. Finance Director
Edgar Gonzalez, Deputy City Engineer
Cesar Torres, Chief of Police
Miguel A. Rios, Executive Department
Judith Garcia, Media Relations Director
Miguel Rios, Program Mgmt & Performance Mgr.
Ruben Hernandez, Media Relations

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Gonzalez Garza called the meeting to order at 4:37 p.m.

DISCLOSURE OF CONFLICT OF INTEREST

None

CITIZEN'S PARTICIPATION ON SPECIFIC AGENDA ITEMS

Daniel Tijerina, 1406 Dons Drive, spoke regarding the budget and the importance of fiscal responsibility for public safety and all City departments, emphasizing that the budget should be sustainable for the taxpayers.

AGENDA ITEMS

1. Consideration and action regarding approval of Ordinance # 5868 adopting the Fiscal Year 2026-2027 Annual Budget – A. Garcia

Andy Garcia, Co-Interim City Manager, presented an overview of the budget, including the total appropriations for each fund. He stated that the proposed budget was available for the general public to review on the City's website as part of the City's commitment to fiscal transparency.

Councilwoman Jessica Ortega joined the meeting at 5:18 p.m.

FY 2026-2027 Budget	Total Appropriations
General Fund Budget	$ 70,766,115.00
Utility Fund Budget	$ 32,750,819.00
Golf Course Fund Budget	$ 2,337,973.00
Solid Waste Fund Budget	$ 13,494,704.00
Event Center Fund Budget	$ 1,139,000.00
Special Revenue Fund Budget	$ 62,190,016.00
Group Health Fund Budget	$ 8,451,700.00
Debt Service Fund Budget	$ 6,211,900.00
Total	$197,342,227.00

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to approve the 2026-2027 City Budget. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ORDINANCE NO. 5868

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, 2026 AND ENDING SEPTEMBER 30, 2027; 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 2025 – 2026 FISCAL YEAR

2. Consideration and action regarding approval of Ordinance # 5869 Authorizing Classified Positions for the Mission Fire Department for Fiscal Year 2026-27 – A. Garcia

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, 2027.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to approve Ordinance # **5869** Authorizing Classified Positions for the Mission Fire Department for FY 2026-27. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ORDINANCE NO. 5869

AN ORDINANCE ESTABLISHING THE CLASSIFICATIONS FOR THE MISSION FIRE DEPARTMENT FOR THE FISCAL YEAR 2026-27

3. Consideration and action regarding approval of Ordinance # 5870 authorizing the Base salaries and incentive package for the Mission Fire Department Fiscal Year 2026-27 – A. Garcia

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 expired on September 30, 2027.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to approve Ordinance # **5870** authorizing the Base salaries and incentive package for the Mission Fire Department FY 2026-27. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ORDINANCE NO. 5870

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

4. Consideration and action regarding approval of Ordinance # 5871 authorizing Classified Positions for the Mission Police Department for Fiscal Year 2026-2027 – A. Garcia

As per Chapter 143 of the Texas Local Government Code, classified positions have to be approved for every Fiscal Year. Ordinance would expire on September 30, 2027.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to approve Ordinance # **5871** authorizing Classified Positions for the Mission Police Department for FY 2026-27. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ORDINANCE NO. 5871

AN ORDINANCE ADOPTING THE CLASSIFICATIONS FOR THE MISSION POLICE DEPARTMENT FOR FISCAL YEAR 2026-27

5. Consideration and action regarding approval of Ordinance # 5872 authorizing the Base salaries and incentive package for the Mission Police Department Fiscal Year 2026-27 – A. Garcia

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 expired on September 30, 2027.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to approve Ordinance #5872 authorizing the Base salaries and incentive package for the Mission Police Department FY 2026-27. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5872

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

6. Discussion and action related to Meet and Confer Agreement with Mission Firefighters Association, IAFF Local 3906 – A. Garcia

No Action

ADJOURNMENT

At 5:37 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilwoman Marissa Gerlach and approved unanimously 5-0.

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Juan Pablo "JP" Terrazas / Andy Garcia – Assistant City Managers

AGENDA ITEM: Acknowledge Receipt of Minutes – Terrazas / A. Garcia
Zoning Board of Adjustments – July 22, 2026
Accommodations Review Board – March 25, 2026

NATURE OF REQUEST:

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 *JPT* / *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

ZONING BOARD OF ADJUSTMENTS
JULY 22, 2026
CITY HALL'S COUNCIL CHAMBERS

ZBA PRESENT	ZBA ABSENT	STAFF PRESENT	GUESTS PRESENT
Alberto Salazar		Xavier Cervantes	Adrian Hernandez
Humberto Garza		Susie De Luna	Maria Elizabeth M.
Heraclio Flores		Alex Hernandez	Eddie Tapuro
Dolly Elizondo		Elisa Zurita	Leonel Perez
William Ueckert Jr.		Ana Bazaldua	

CALL TO ORDER

Chairman Salazar called the meeting to order at 4:30p.m.

CITIZENS PARTICIPATION

Chairman Salazar asked if there was anyone in the audience who had anything to present or express that was not on the agenda.

There was none.

APPROVAL OF MINUTES FOR MAY 27, 2026

Chairman Salazar asked if there are any corrections to the minutes. Mr. Ueckert moved to approve the minutes as presented. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #2
PUBLIC HEARING AND CONSIDERATION OF A VARIANCE REQUEST TO ALLOW A 2-FOOT SIDE SETBACK INSTEAD OF THE REQUIRED 6 FEET, FOR A PROPOSED 40' X 15' CARPORT, BEING LOT 91, FAIRMONT ESTATES SUBDIVISION, LOCATED AT 3007 SILVER AVENUE, APPLICANT: ERIK RODRIGUEZ

Mr. Cervantes stated the request is for a variance not to comply with Section 1.371.- R-1 (Single Family Residential District), which states: Minimum Front Setback: 20 feet, minimum Side Setback: 6 feet, minimum Garage/Carport Setback: 18 feet. Where a building setback has been established by plat or ordinance and such setback requires a greater or lesser front yard setback than is prescribed by this article for the district in which the building is located, the required front yard setback shall comply with the building line so established by such plat or ordinance. The property is located at 3007 Silver Ave, being Lot 91, Fairmont Estates Subdivision, the applicant is requesting a variance to construct a 40'x15' carport within the side setback. Fairmont Estates Subdivision was recorded on November 2, 2001. The regular lot measures 72 feet in width by 103.00 feet in length for a total of 7,416 square feet. There is currently an existing 1,600 square foot single-family residence on the property. The lots to the east, west, north, and south are developed as Single-Family Residences. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out 32 legal notices to surrounding property owners. Staff notes that Z.B.A. has considered the following variances in this subdivision.

Legal Description	Variance Request	Date of Meeting	Recommendation
Lot 44	4'4 Rear, 1' Side	05-17-06	Denied

Lot 40	2' Rear	02-01-12	Approved
Lot 47	0' Carport, 4' Side and 5' Rear	06-26-24	Denied
Lot 38,	2' Carport, 0' Side to South	01-28-26	Approved

STAFF RECOMMENDATION:
Staff recommends denial.

Chairman Salazar asks if there's anyone in favor for this item, Ms. Denise Rodiguez stated Her full name and address for the record and proceeded to explain the reasoning for the petition. Explaining that the sole purpose of the carport being on the side of the residence was for the safe keeping of their vehicles in the event of hail or other inclement weather.

Ms. Elizondo asked if the home had a garage, to what Ms. Rodriguez replied, no.

Mr. Salazar asked if there was going to be cement slab on the portion proposed for the carport, to what Ms. Rodriguez pointed to the presentation exhibits that there was already cement.

Ms. Elizondo expressed her concerns of the proposed setback encroachment to be a liability that was against the recorded setbacks that are there to be a safety buffer and setbacks being there for a reason. There being no further discussion. Chairman Salazar entertained a motion. Ms. Elizondo moved to deny the variance request. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #3
PUBLIC HEARING AND CONSIDERATION OF A VARIANCE REQUEST TO ALLOW A 8' 6" FRONT SETBACK INSTEAD OF THE REQUIRED 20 FEET, AND A 1' 7" SIDE SETBACK INSTEAD OF THE REQUIRED 6' FOR A 20' X 24' EXISTING CARPORT, BEING LOT 72, TABASCO SUBDIVISION, LOCATED AT 609 W. 30TH STREET, APPLICANT: ARTURO GONZALEZ.

Mr. Cervantes stated the request is for a variance not to comply with Section 1.371(5)(e & g) of the Mission Code of Ordinances, which states: Minimum depth of front setback: 20 feet, and Minimum width of side setback: Internal lot: 6 feet Corner lot: 10 feet Minimum distance from the public right-of-way to the entrance to a garage or enclosed carport, unless otherwise approved by the Zoning Board of Adjustments: 18 feet. Where a building setback has been established by plat or ordinance and such setback requires a greater or lesser setback than is prescribed by this article for the district in which the building is located, the required setback shall comply with the building line so established by such plat or ordinance. The applicant is requesting a variance to keep a 20'x 24' existing carport within the front and side setback. The board entertained a similar request at 707 W. 30th and was

denied twice. Subsequently the applicant tore down the carport. The Special Accommodations Board approved a similar carport at 611 W. 30th due to health Reasons. The Tabasco Subdivision was recorded on May 14, 2003. The regular lot measures 60 feet in width by 107.50 feet in length for a total of 6,450 square feet. The site is located along the South side of W. 30th Street approximately 120 feet West of Peace Avenue. There is currently an existing 1,500 square foot single-family residence on the property. The applicant constructed the carport without obtaining the proper permits. The lots to the east, west, north, and south are developed as Single-Family Residences. City officials from the Code Enforcement Division noticed the carport and gave the property owner a notice of violation for the construction of the structure without a building permit.

STAFF RECOMMENDATION:
Staff recommends disapproval of the variance request as:
1. The request does not meet the standards for the issuance of a variance as described in the City of Mission Code of Ordinances;
2. The structure was built without a permit, and
3. This is a self-imposed hardship

Mr. Salazar asked if the applicant was present.

Mr. Gonzalez stated his name for the record and proceeded to explain the reason behind the carport, He detailed the carport was built to reduce the sun exposure for his elderly mother, and to make it easier to transition in and out if the vehicle as well as to have sheltered shade during the times his mother sits outdoors. Mr. Gonzalez also added that the carport was also built for the safekeeping of their vehicle as in the past they have endured strenuous expenses on car repairs due to inclement weather. Ms. Elizondo questioned Mr. Gonzalez about the existence of a garage to what Mr. Gonzalez said their garage is being used as storage and the space for a vehicle is not adequate rather small. There being no further discussion. Chairman Salazar entertained a motion. Mr. Ueckert moved to deny the variance request. Ms. Elizondo seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #4
PUBLIC HEARING AND CONSIDERATION OF A VARIANCE TO ALLOW A 1'-9" FRONT SETBACK INSTEAD OF THE REQUIRED 18' FRONT SETBACK FOR A 20'X 21'-2" EXISTING CARPORT, BEING LOT 34, VILLA ESCONDIDA SUBDIVISION, LOCATED AT 1207 SONORA STREET, APPLICANT – MAXIMO CAMPUZANO

The request is for a variance not to comply with Section 1.371 (5) (h) of the Mission Code of Ordinances, which states:
- Minimum distance from the public right-of-way to the entrance to a garage or carport, unless otherwise approved by the zoning board of adjustments: 18 feet.
- Where a building setback has been established by plat or ordinance and such setback

requires a greater or lesser garage/carport yard setback than is prescribed by this article for the district in which the building is located, the required setback shall comply with the building line so established by such plat or ordinance. The site is located along the North side of Sonora Street, approximately 200 feet East of Highland Park Avenue. The applicant is requesting a variance to keep a 20' by 21'-2" carport within the 18' front setback. The Villa Escondida Subdivision was recorded on July 20, 2006. The subject property is a regula lot with a depth of 110.00 feet and a width of 62 feet along Sonora Street. The subject lot has a total area of 6,820 square feet. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out 33 legal notices to surrounding property owners. No variances have been processed in this subdivision.

STAFF RECOMMENDATION:
Staff recommends denial. This request does not qualify as an undue hardship.

Mr. Salazar asked if the applicant was present.

Mr. Campuzano stated his name and address for the record and proceeded to explain the reason for

The violation, they had entrusted their contractor to get a permit prior but they came to realize they

had no permit. Mr. Campuzano handed over to the board members printed evidence of similar car

ports in the vicinity as well as signatures from their neighbors approving of the carport.

Ms. Elizondo states that even without imminent fire safety concerns, the precedence of the

Subdivision having no prior approvals makes it a difficult approval.

Mr. Salazar explained the importance of abiding by the plat notes and setbacks.

There being no further discussion. Chairman Salazar entertained a motion. Mr. Garza moved to

deny the variance request. Mr. Ueckert seconded the motion. Upon a vote, the motion passed

unanimously.

ITEM #5
PUBLIC HEARING AND CONSIDERATION OF A VARIANCE TO ALLOW A 0' FRONT SETBACK INSTEAD OF THE REQUIRED 18' AND A 0' SIDE SETBACK INSTEAD OF THE REQUIRED 6' FOR A 17' X 20' EXISTING CARPORT, BEING THE WEST 58' OF LOT 1, BLOCK 175, MISSION ORIGINAL TOWNSITE SUBDIVISION, LOCATED AT 1022 PERKINS AVENUE, APPLICANT – CECILIA MARIA MALDONADO

The request is for a variance not to comply with Section 1.371 (5) (h) of the Mission Code of Ordinances, which states: Minimum distance from the public right-of-way to the entrance to a garage or carport, unless otherwise approved by the zoning board of adjustments: 18 feet. Where a building setback has been established by plat or ordinance and such setback requires a greater or lesser garage/carport yard setback than is prescribed by this article for the district in which the building is located, the required setback shall comply with the building line so established by such plat or ordinance. The site is located at the Southeast corner of N. Perkins Avenue and W. 11th.

Street. The applicant is requesting a variance to keep a 17' by 20' carport within 0' front setback instead of the required 18' and 0' side setback instead of the required 6' and to be 10' within the City Right of Way. The Mission Original Townsite Subdivision was recorded in 1908. The subject property is an irregular lot with a depth of 58.00 feet and a width of 50.00 feet along Pekins Avenue. The subject lot has a total area of 2,900.00 square feet. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out 18 legal notices to surrounding property owners. Numerous variances have been processed in this subdivision.

STAFF RECOMMENDATION:
Staff recommends denial. This request does not qualify as an undue hardship

Ms. Maldonado stated her name and address for the record and a brief explanation of the needs for her carport, stating due to her elderly age and special needs the carport provides aid and comfort, elevating her living conditions. There being no further discussion. Chairman Salazar entertained a motion. Mr. Garza moved to deny the variance request. Mr. Ueckert seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #6
PUBLIC HEARING AND CONSIDERATION OF A VARIANCE TO ALLOW A 5.2 ' SIDE SETBACK INSTEAD OF THE REQUIRED 6' FOR AN EXISTING DUPLEX, BEING LOT 20, TROSPER CREEK SUBDIVISION, LOCATED AT 613 MOUNTAIN ROAD, APPLICANT – RAYMUNDO PLATAS

The request is for a variance not to comply with Section 1.371 (5) (f) of the Mission Code of Ordinances, which states: Minimum depth of the side setback: 6 feet or to the easement line, whichever is greater. Where a building setback has been established by plat or ordinance and such setback requires a greater or lesser rear yard setback than is prescribed by this article for the district in which the building is located, the required rear yard setback shall comply with the building line so established by such plat or ordinance. The site is located along the South side of Mountain Road approximately 500 feet West of Compton Road. The applicant is requesting a variance to keep an already-constructed duplex structure. The Trosper Creek Subdivision was recorded on July 21, 2025. The subject property has a depth of 141.25 feet and a width of 74.19 feet. A building permit was issued for the construction of two (2) residential duplex buildings in accordance to the zoning ordinance. A survey conducted after the buildings were erected revealed that the building along the East side is gradually encroaching to the side setback. At the North side of the East side of the property the building the encroachment to the side setback is 0.8 feet. There is no history of variances in this subdivision. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out 30 legal notices to surrounding property owners.

STAFF RECOMMENDATION:
Staff recommends approval because the separation between buildings will not be in violation of the Fire Code

Mr. Cervantes stated the builder was off during the foundation of the building and the discrepancy

was discovered after the fact. Mr, Salazar asked if the applicant was present.

Mr. Platas stated his name for the record and proceeded to explain that he sold the lots and he was there in support of the variance as the encroachment was discovered after the project was finished.

There being no further discussion. Chairman Salazar entertained a motion. Ms. Elizondo moved to approve the variance request. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #7
PUBLIC HEARING AND CONSIDERATION OF A VARIANCE TO ALLOW A 10' FRONT SETBACK INSTEAD OF THE REQUIRED 30' FRONT SETBACK FOR A 20' X 24' PROPOSED CARPORT, BEING LOT 14, VILLA DE ROMA SUBDIVISION, LOCATED AT 2010 CLAVELE STREET, APPLICANT – RAMIRO FLORES

The request is for a variance not to comply with Section 1.371 (5) (h) of the Mission Code of Ordinances, which states: Minimum distance from the public right-of-way to the entrance to a garage or carport, unless otherwise approved by the zoning board of adjustments: 18 feet. Where a building setback has been established by plat or ordinance and such setback requires a greater or lesser garage/carport yard setback than is prescribed by this article for the district in which the building is located, the required setback shall comply with the building line so established by such plat or ordinance. The site is located along the North side of Clavele Street, approximately 460 feet West of Hill Crest Drive. The applicant is requesting a variance to allow a 10' front setback instead of the required 30' front setback for a 20' by 24' carport. The Villa De Roma Subdivision was recorded on August 17, 1998. The subject property is a regular lot with a depth of 140.00 feet and a width of 61 feet along Clavele Street. The subject lot has a total area of 8,540.0 square feet. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out 31 legal notices to surrounding property owners. Staff notes that Z.B.A. has considered the following variances in this subdivision.

Legal Description	Variance Request	Date of Meeting	Recommendation
Lot 44	To allow 400ft shed	09-21-16	Denied
Lot 62	To have a 10.8ft rear	04-20-16	Approved

There is one (1) carport in the subdivision that was built without a building permit.
The carport is located at 2111 Clavele Street.

STAFF RECOMMENDATION:
Staff recommends denial. This request does not qualify as an undue hardship.

Mr. Garza inquired if the carport was built or proposed to what Mr. Hernandez clarified the request was for a proposed carport.

Mr. Garza requested the applicant to come forth. Mr. Contla spoke in representation of Mr. Flores Stating the request was to benefit and protect his children from the sun due to their eczema skin Issues, some minor heart conditions related to his son, as well as to protect his vehicles from hail

damage and other inclement weather conditions.

Mr. Contla stated Mr. Flores's dad has some health. Ms. Elizondo asked Mr. Flores the involvement of his dad at his house to what Mr. Flores stated his father would regularly babysit.

There being no further discussion. Chairman Salazar entertained a motion. Mr. Garza moved to approve the variance request due to the front setback being 30 feet as opposed to the normal 20 feet. Ms. Elizondo seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #8
PUBLIC HEARING AND CONSIDERATION OF A VARIANCE TO ALLOW A 5' FRONT SETBACK INSTEAD OF THE REQUIRED 20' FRONT SETBACK FOR A 20' X 22' PROPOSED CARPORT, BEING LOT 77, TAURUS ESTATES NO. 3 SUBDIVISION, LOCATED AT 3109 CRISANTEMA STREET, APPLICANT – MARIA FLORES

The request is for a variance not to comply with Section 1.371 (5) (h) of the Mission Code of Ordinances, which states: Minimum distance from the public right-of-way to the entrance to a garage or carport, unless otherwise approved by the zoning board of adjustments: 18 feet. Where a building setback has been established by plat or ordinance and such setback requires a greater or lesser garage/carport yard setback than is prescribed by this article for the district in which the building is located, the required setback shall comply with the building line so established by such plat or ordinance. The site is located along the West side of Crisantema Street, approximately 350 feet South of West Mile 2 Road. The applicant is requesting a variance to allow a 5' front setback instead of the required 20' front setback for a 20' by 22' carport. The Taurus Estates No 3 Subdivision was recorded on February 18, 1999. The subject property is a regular lot with a depth of 100.00 feet and a width of 62 feet along Clavele Street. The subject lot has a total area of 6,200.00 square feet. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out 35 legal notices to surrounding property owners. Staff notes that Z.B.A. has considered the following variance in this subdivision. Legal Description Variance Request Date of Meeting Recommendation Lot 3 19.5' front setback 09-11-01 Approved There are three (3) carports in the subdivision that were built without a building permit. The carports are located at 3000 Tulipan Avenue, 2916 Crisantema Street and 3003 Crisantema Street.

STAFF RECOMMENDATION:
Staff recommends denial. This request does not qualify as an undue hardship.

Mr. Contla spoke on behalf of Ms. Flores, stating that one of the property owners suffered a stroke Plus dealing with an array of other health issues and concerns. The carport is simply a way of making daily living for comfortable and elevating the quality of life.

Mr. Salazar wanted clarification from Mr. Cervantes that given the option of taking no action and doing the special accommodation request that the approval would be on a individual basis rather than

on the property. To what Mr. Cervantes verified the information to be correct.

Ms. Elizondo proposed to move towards no action and have this request move as a Special Accommodations request. There being no further discussion. Chairman Salazar entertained a motion. Ms. Elizondo moved to take no action on the variance request. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #9
PUBLIC HEARING AND CONSIDERATION OF A VARIANCE REQUEST TO ALLOW A 2.5' REAR SETBACK INSTEAD OF THE REQUIRED 10' AND A 2.5' SIDE SETBACK INSTEAD OF THE REQUIRED 6' FOR A 15' X 20' PROPOSED PATIO, BEING LOT 21, HILLCREST VALLEY SUBDIVISION, LOCATED AT 3104 HILLCREST DRIVE, APPLICANT: ALFREDO RIOS

The request is not to comply with the subdivision plat notes for the side and rear setbacks, which state the following: Front setback: 25 feet, Rear setback: 10 feet or greater for easement Interior side setback: 6 feet or greater for easement, Corner side setback: 10 feet, Garage: 20 feet The applicant is proposing to construct a 15' x 20' patio. He would like the board to consider allowing him to have reduced setbacks. The Hillcrest Valley Subdivision was recorded on November 24, 2020. The lot measures 73 feet by 121.12 feet and has a total area of 8,817.58 square feet. The property is located near the Davila Estates and Hillcrest Drive intersection. There is currently an existing 1,574 square foot single-family residence on the property. The lots to the north, south, east, and west are vacant. Staff has not received any calls regarding this variance request. Staff mailed out 25 notices to the surrounding property owners. Staff notes that no other variances have been considered in this subdivision. The City of Mission Code of Ordinances Appendix A – Zoning, Section 1.17 states ZBA may: "Permit the reconstruction, extension, or enlargement of a building occupied by a non-conforming use on the lot or tract occupied by such building provided such reconstruction does not prevent the return of such property to a conforming use", and "Authorize in specific cases a variance from the terms of a zoning ordinance if the variance is not contrary to the public interest, and due to special conditions, a literal enforcement of the ordinance would result in unnecessary hardship, and so that the spirit of the ordinance is observed and substantial justice is done". There is a new state law, HB1475, that allows variances to be granted if: The financial cost of compliance is greater than 50 percent of the appraised value of the structure as shown on the most recent appraisal roll certified to the assessors for the municipality under Section 26.01, Tax Code; Compliance would result in a loss to the lot on which the structure is located of at least 25 percent of the area on which development may physically occur; Compliance would result in the structure not being in compliance with requirement of a municipal ordinance, building code, or other department; Compliance would result in the unreasonable encroachment on an adjacent property or easement; or The municipality considers the structure to be a nonconforming structure.

STAFF RECOMMENDATION:
Staff recommends denial of the variance request.

Mr. Rios stated that as a first-time home owner they did not revise the layout or the survey of the

land and after the fact they understood why the house was built the way it was. Mr. Salazar asked if he was planning on digging, to what Mr. Rios replied he was not planning on digging more of just laying a cement slab but no digging. They were just looking into making it an area for family gatherings. There being no further discussion. Chairman Salazar entertained a motion. Ms. Elizondo moved to take no action on the variance request. Mr. Ueckert seconded the motion. Upon a vote, the motion passed unanimously.

ADJOURNMENT

There being no further business, Chairman Salazar entertained a motion, Ms. Elizondo moved to adjourn. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously at 5:43 p.m.

Alberto Salazar, Chairman
Zoning Board of Adjustments

ACCOMODATIONS REVIEW BOARD
MARCH 25, 2026
CITY HALL'S COUNCIL CHAMBERS

ARB PRESENT	ARB ABSENT	STAFF PRESENT	GUESTS PRESENT
Alberto Salazar	William Ueckert Jr	Xavier Cervantes	Adrian Hernandez
Humberto Garza		Susie De Luna	Maria Elizabeth Munguia
Heraclio Flores		Alex Hernandez	Maria Ceran
Dolly Elizondo		Jessica Munoz	Leonel Perez
		Elisa Zurita	Eddie Tapuro
		Ana Bazaldua	

CALL TO ORDER

Chairman Salazar called the meeting to order at 4:44 p.m.

ITEM #2
TO CONSIDER A SPECIAL ACCOMMODATION REQUEST TO ALLOW A 0' GARAGE SETBACK INSTEAD OF THE REQUIRED 18' FOR A 20X20 EXISITNG CARPORT, BEING LOT 146, MISSION PALM ESTATES SUBDIVISION, LOCATED AT 1729 DALOBO BOULEVARD, AS REQUESTED BY MARIA ELIZABETH MUNGUIA.

Ms. Jessica Munoz stated that the property is located at 1729 Dalobo Boulevard, being Lot 146, Mission Palm Estates East Subdivision. The applicant is seeking the Board's consideration to keep a 20' x 20' carport within the 18' front setback. The carport was constructed without obtaining a building permit. The carport was constructed for medical reasons, to prevent falls and provide protection. Due to Osteoarthritis and Hypertension. The lot measures 40' in width by 80' in depth for a total of 3,200 square feet. The lots to the north, south, east, and west are developed as Townhouse Residential. Staff notes that the Code Enforcement Department had a case in this property for construction without a permit. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed a notice to the property owner. No variances have been processed in this subdivision. The Accommodation Review Board may review the application and issue a ruling that grants the variance, grants the variance with conditions, or denies the application. If the application is approved, it is only for the person with the medical condition. Once the need is no longer there, the carport would need to be removed.

STAFF RECOMMENDATION:
Staff recommends approval subject to: 1) Sign a hold harmless agreement stating that the structure will remain perpetually "open and to its footprint" and if the structure is ever removed or the need is no longer there, the prevailing setbacks shall be complied with thereafter, 2) obtaining a building permit and assessing a double permit fee, 3) if the property is sold in the future, the applicant must disclose to the buyer that the carport structure must be removed before the sale.

Chairman Salazar asked if the applicant was present in the audience.

Ms. Maria Elizabeth Munguia Garza applicant, stated her name for the record as well as verifying her address and requested a hearing in Spanish.

Ms. Munguia stated her case and advised the board the she had on her proper documentation from her primary care physician to support her special accommodations request.

Ms. Elizondo advised Ms. Munguia that the documentation from her physician was not needed.

There being no further discussion or opposition. Chairman Salazar entertained a motion. Ms. Elizondo moved to approve the special accommodations request as per staff recommendation. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #3
TO CONSIDER A SPECIAL ACCOMMODATION REQUEST TO ALLOW A 6'10" GARAGE SETBACK INSTEAD OF THE REQUIRED 18' AND TO ALLOW A 3'10" SIDE SETBACK INSTEAD OF THE REQUIRED 6' SIDE SETBACK FOR A 19'5" X 21'8" EXISITNG CARPORT, BEING LOTS 18 & 19, BLOCK B, BUTTERFIELD ADDITION SUBDIVISION, LOCATED AT 116 S. KARELUM AVENUE, AS REQUESTED BY LEONEL PEREZ.

Ms. Susie De Luna stated the property is located 200' feet south of East 1st Street along the west side of Keralum Avenue. The applicant is seeking the Board's consideration to keep a 19'5" x 21'8" existing carport within the garage and side setbacks. The carport was constructed without obtaining a building permit. The carport was constructed to keep him and his vehicle safe during inclement weather. Mr. Perez had a spinal surgery and suffers from the following conditions: chronic pain, pure hyperglyceridemia, hyperlipidemia, acute atopic conjunctivitis, hypertension, hearing loss, knee traumatic arthropathy, among others. He uses the carport when walking outside. Butterfield Addition was recorded on September 11, 1945. The lots measure 25' in width by 150' in depth for a total of 3,750 square feet. The lots to the north, south, east, and west are developed as single-family residential. The Planning Department has not received any objections to the request from the surrounding property owners. Staff mailed a notice to the property owner. No variances have been processed in this subdivision. Supporting documentation for this request has been submitted.

STAFF RECOMMENDATION:
Staff recommends approval subject to: 1) Sign a hold harmless agreement stating that the structure will remain perpetually "open and to its footprint" and if the structure is ever removed or the need is longer there, the prevailing setbacks shall be complied with thereafter, 2) obtaining a building permit and assessing a double permit fee, 3) if the property is sold in the future, the applicant must disclose to the buyer that the carport structure must be removed prior to the sale.

Chairman Salazar asked if the applicant was present in the audience.

Mr. Lopez stated his name and address for the record.

Chairman Salazar asked if Mr. Lopez was the owner of the property.

Mr. Lopez replied his parents were the owners, as well as stating that he is undergoing the process of transferring the property to his name.

Chairman Salazar asked if the board has questions for the applicant.

Mr. Flores asked the applicant if he had any brothers or sisters that could claim the property latter on.

Mr. Lopez replied he does have brothers and sisters but none would claim the property and he stated he has been paying taxes for the property for 20+ years.

There being no further discussion or opposition. Chairman Salazar entertained a motion. Mr. Garza moved to approve the special accommodations request as per staff recommendation. Ms. Elizondo seconded the motion. Upon a vote, the motion passed unanimously.

4 ADJOURNMENT

There being no further business, Chairman Salazar entertained a motion. Mr. Garza moved to adjourn meeting. Ms. Elizondo seconded the motion. Upon a vote, the motion passed unanimously at 4: 43 p.m.

Alberto Salazar, Chairman
Accommodations Review Board

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Abram Ramirez, Information Technology Director

AGENDA ITEM: Discussion and possible action on matters related to continue purchases for FY 2026-2027 from vendors with forecasted expenditures exceeding the $25,000 threshold through cooperative contracts and sole source - Ramirez

NATURE OF REQUEST:

Authorization to continue purchases for FY 2026-2027 from vendors with forecasted expenditures exceeding the 25,000 threshold through cooperative contracts and sole source based on current and operational needs for the fiscal year. Vendors provide a range of essential goods and services, including but not limited to equipment, maintenance and support, software licensing and subscriptions, cybersecurity services, cloud services, network infrastructure support. Exhibit “A” lists all vendors and procurement method.

BUGETED: Yes **FUND:** _____ **ACCT. #:** Various

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

BID AMOUNT: $ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

The Interlocal Purchasing System

Purchasing Made Personal

SAFEGUARD FIRE

Printed: June 23, 2026

EMAIL PO & VENDOR QUOTE TO: TIPSPO@TIPS-USA.COM

PO AND QUOTE MUST REFERENCE VENDOR'S TIPS CONTRACT NUMBER
ATTACH PO AS A PDF - ONLY ONE PO (WITH QUOTE) PER ATTACHMENT

PAYMENT TO

ADDRESS	**12005 N Bryan Rd.**
CITY	**Mission**
STATE	**TX**
ZIP	**78573**

TIPS CONTACT

NAME	**Charlie Martin**
PHONE	**(866) 839-8477**
FAX	**(866) 839-8472**
EMAIL	**tips@tips-usa.com**

DISADVANTAGED/MINORITY/WOMAN BUSINESS ENTERPRISE: N HUB: Y

SERVING STATES

AL | AK | AZ | AR | CA | CO | CT | DE | DC | FL | GA | HI | ID | IL | IN | IA | KS | KY | LA | ME | MD | MA | MI | MN | MS | MO | MT | NE | NV | NH | NJ | NM | NY | NC | ND | OH | OK | OR | PA | PR | RI | SC | SD | TN | TX | UT | VT | VI | VA | WA | WI | WV | WY

Overview

Provide, install, service, and monitor fire alarm, intrusion alarm, access control, and intercom systems.

AWARDED CONTRACTS

"View EDGAR Doc" on Website

Contract	Commodity	Exp Date	EDGAR
260202	Security Systems, Products, and Services	04/30/2029	Yes

CONTACTS BY CONTRACTS

260202

Name	Title	Phone	Email
Noe Tamez	Estimating Director	(956) 618-7233	noe@teleprocommunications.com
Edgar Rodriguez	Project Estimator	(956) 618-2360	erodriguez@teleprocommunications.com

Name	Title	Phone	Email
Vanessa Muniz		(956) 618-2360	vmuniz@teleprocommunications.com

Home

Contract Number

DIR-CPO-5427

Contract Start Date: **06/12/25**
Contract Term Date: **06/12/27**
Contract Expiration Date: **06/12/30**

Vendor Information

Toshiba America Business Solutions, Inc.

Vendor ID: **13308653057**

RFO: **DIR-CPO-TMP-583**

Contract Status: **Active**

VENDOR CONTACT:

Toshiba Sales and Contracts Administrators

Vendor Website

DIR CONTACT:

Lupe Cruz

Contract Overview

Toshiba America Business Solutions, Inc. offers Toshiba, Lexmark, RISO, KIP, Brother, hardware and related services for copiers, printers, scanners, and document management. Additional products and services include: lease and rental agreements and managed print services. This contract also offers Enterprise Content Management products and services to include the following brands: Docuware, Drivve, Papercut, Psigen, Xmedius, Flashgrade, Pharos, and Printerlogic. Customers can purchase directly through this DIR contract or any of the Vendor's authorized resellers. Contracts may be used by state and local government, public education, other public entities in Texas, as well as public entities outside the state. One reseller is available for Riso products under this contract.

Contract Details & Ordering Information

Products & Services

Products & Services

This contract offers the following products and services. Please contact the Vendor for the latest information.

Copiers

Lease Agreement - Printers Copiers Scanners - MFP

Maintenance - Printers Copiers Scanners - MFP

Managed Document Output

Multifunction

Printers

Printers Copiers Scanners - MFP - Peripherals

Printers Copiers Scanners - MFP - Supplies

Scanners

The Interlocal Purchasing System
Purchasing Made Personal

Printed 25 August 2025

texas.gs.shi.com/account-home

SHI Government Solutions

B U AUTOMATED VENDOR /U (DO NOT SEND PO TO TIPS) EMAIL PURCHASE ORDER TO: texas@shi.com PO MUST REFERENCE TIPS CONTRACT NUMBER

PAYMENT TO		TIPS CONTACT	
ADDRESS	3828 Pecana Trail	NAME	Charlie Martin
CITY	Austin	PHONE	(866) 839-8477
STATE	TX	FAX	(866) 839-8472
ZIP	78749	EMAIL	tips@tips-usa.com

DISADVANTAGED/MINORITY/WOMAN BUSINESS ENTERPRISE: Y HUB: N

SERVING STATES

AL | AK | AZ | AR | CA | CO | CT | DE | DC | FL | GA | HI | ID | IL | IN | IA | KS | KY | LA | ME | MD | MA | MI | MN | MS | MO | MT | NE | NV | NH | NJ | NM | NY | NC | ND | OH | OK | OR | PA | RI | SC | SD | TN | TX | UT | VT | VI | VA | WA | WI | WY | PR

Overview

SHI Government Solutions is a provider of computer software, hardware, cloud, peripherals, networking products, accessories and a broad range of IT professional services.

AWARDED CONTRACTS "View EDGAR Doc" on Website

Contract	Comodity	Exp Date	EDGAR
230105	Technology Solutions Products and Services	05/31/2028	See EDGAR Certification Doc.

CONTACTS BY CONTRACTS

230105

Victoria Pubylski	Capture & Business	(512) 258-6724	victoria_pubylski@shi.com
Texas Team	Inside Sales	(800) 870-6079	texas@gs.shi.com

Contract Number

DIR-CPO-5237

Contract Start Date: **09/22/23**

Contract Term Date: **09/22/27**

Contract Expiration Date: **09/22/29**

Vendor Information

SHI/GOVERNMENT SOLUTIONS, INC.

Vendor ID: **1223695478500**

RFO: **DIR-CPO-TMP-570**

Contract Status: **Active**

VENDOR CONTACT:

Texas Team

Phone: (800) 870-6079
Fax: (512) 732-0232

Vendor Website

DIR CONTACT:

Cheryl Dukes

Phone: (512) 475-4717

Contract Overview

SHI Government Solutions, Inc. as a Value Added Reseller (VAR) offers Adobe and Microsoft software products and related services through this contract. Customers may purchase from the Select Plus Program or must enter into an Enterprise Agreement (EA) or have a current ELA with Microsoft. Customers can purchase directly through this DIR VAR contract. Contracts may be used by state and local government, public education, other public entities in Texas, as well as public entities outside the state. This Contract covers the entire Adobe and Microsoft Catalogue of products and Relat Services plus all government and education volume licensing MSRP special Discount programs. Resellers are not ava

for this contract. DIR has exercised the automatic renewal option for this Contract. This renewal extends the contract through 09/22/2027.

Contract Details & Ordering Information

Products & Services

Products & Services

This contract offers the following products and services. Please contact the Vendor for the latest information.

- Software
- Technical Services

MORE INFORMATION

Vendor Website

Visit this Vendor's website to view the latest product, service, and pricing information.

About File Formats Some documents on this page are in the PDF format. Please download the Adobe Reader in order to view these documents.

Texas
Department of
Information
Resources

Provide Feedback

300 W. 15th Street
Suite 1300
Austin, TX 78701
512-475-4700

About DIR
Contact DIR
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News
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SIGN IN

Program Areas

Cooperative Contracts
Open Data Portal
Communications Technology Services
Data Center Services
Information Security
Texas.gov Services

The Interlocal Purchasing System

Purchasing Made Personal

Smartcom Telephone LLC

Printed: September 9, 2026

www.smartcomtelephone.com

EMAIL PO & VENDOR QUOTE TO: TIPSPO@TIPS-USA.COM

PO AND QUOTE MUST REFERENCE VENDOR'S TIPS CONTRACT NUMBER
ATTACH PO AS A PDF - ONLY ONE PO (WITH QUOTE) PER ATTACHMENT

PAYMENT TO

ADDRESS	**600 Ash Avenue**
CITY	**McAllen**
STATE	**TX**
ZIP	**78501**

TIPS CONTACT

NAME	**Charlie Martin**
PHONE	**(866) 839-8477**
FAX	**(866) 839-8472**
EMAIL	**tips@tips-usa.com**

DISADVANTAGED/MINORITY/WOMAN BUSINESS ENTERPRISE: N HUB: N

SERVING STATES

TX

Overview

SmartCom Telephone, LLC is a locally owned telecommunications provider with more than 24 years of service in South TX. Based in McAllen, TX, SmartCom operates facilities collocated in central offices across the Rio Grande Valley, including Laredo and Corpus Christi, and provides responsive, local customer service and billing support.

SmartCom delivers high-performance network solutions for education, government, and enterprise customers, including some of the largest Internet access and data service deployments in the region.

Our customers include federal, state, and local government agencies, public libraries, school districts, cities, colleges and universities, healthcare organizations, and private businesses. Service offerings include Dedicated Internet Access, Transport, Ethernet Services, MPLS, Voice Services, and Colocation.

SmartCom is a founding partner of the One Regional Interconnected Optical Network (ORION) with the Region One Education Service Center. ORION serves 34 school districts and two municipal libraries, providing a resilient, high-availability network with secure, high-speed connectivity and DDoS mitigation services.

SmartCom is certified by the TX Public Utility Commission as a Competitive Local Exchange Carrier and holds Service Provider Certificate of Authority No. 60229, issued February 19, 1999. SmartCom is also a certified E-Rate provider under SPIN 143020929, with more than 20 years of program experience.

AWARDED CONTRACTS

"View EDGAR Doc" on Website

Contract	Commodity	Exp Date	EDGAR
240303	Telephone and Communications Data Systems and Solutions	05/31/2027	Yes
260105	Technology Solutions, Products, and Services	05/31/2031	Yes

CONTACTS BY CONTRACTS

240303

Name	Title	Phone	Email
Alan Yoder	President	(956) 687-7070	ayoder@smartcomtelephone.com
Steve Moghadam	Chief Technology Officer	(956) 213-1132	stevem@smartcomtelephone.com
Steve Moghadam	Admin Fee	(956) 213-1132	payable@smartcomtelephone.com

260105

Name	Title	Phone	Email
Alan Yoder	President	(956) 687-7070	ayoder@smartcomtelephone.com
Steve Moghadam	Chief Technology Officer	(956) 213-1132	stevem@smartcomtelephone.com
Roberto Sanchez		(956) 213-2040	tips@smartcomtelephone.com

Exhibit A

VENDOR NAME	PROCUREMENT METHOD
Safeguard	TIPS
SHI	DIR, TIPS
Toshiba	DIR
Smartcom	TIPS

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Ezeiza Garcia, Assistant Finance Director

AGENDA ITEM: Discussion and possible action on matters related to approval of Resolution # _____ authorizing the surplus of machinery and equipment - E. Garcia

NATURE OF REQUEST:

Request approval to declare identified City machinery and equipment as surplus and authorize disposition in accordance with applicable City procedures and legal requirements.

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

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

BID AMOUNT: $ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION NO. ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS DECLARING CERTAIN CITY PROPERTY SURPLUS AND AUTHORIZING THE DISPOSITION OF SAID PROPERTY TO FURTHER A PUBLIC PURPOSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Mission, as a home-rule municipality, may "lease, grant, or convey" personal property in accordance with the Texas Constitution and state law; and

WHEREAS, included among the management responsibilities of public property is the authority and duty to declare property determined to be of no further use to the City to be surplus; and,

WHEREAS, surplus property is personal property that is not needed or required for an entity's foreseeable needs but still has some usefulness for the purpose it was originally intended; and

WHEREAS, the City is authorized to dispose of personal property that is found to be surplus in any manner that does not violate the Constitution; and

WHEREAS, the City has determined that the disposition of property seen in Exhibit A of this resolution would be beneficial to the City and serve a public purpose.

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

Section 1. The City Council of the City of Mission, Texas hereby declares the property listed in the attached **Exhibit A** as surplus, authorizes the listing and sale of such property via online auction and/or disposal if the property is determined to have no resale value, and authorizes the City Manager and their staff to execute all necessary documents to complete the transfer of said property in accordance with the forgoing legislative findings.

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

Section 3. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

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

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

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

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND APPROVED this 22th day of September 2026.

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

Surplus Statistical Summary by Tab

Red-font assets and highlighted-area purchase cost and depreciation totals

Source: Surplus list 09.22.2026 (1).xlsx

Fully Depreciated Items with no asset Value

Tab	Item Count	Purchase Cost	Total Depreciation	Loss on Surplus
General Fund	6,487	$14,362,456.72	$14,357,451.27	$5,005.45
Utility	913	$3,973,044.37	$3,973,044.37	-
Solid Waste	52	$754,710.62	$754,708.62	$2.00
Event Center	28	$71,941.92	$71,941.92	-
Golf	132	$124,549.11	$124,549.11	-
Total	**7,612**	**$19,286,702.74**	**$19,281,695.29**	**$5,007.45**

Fund	Purchase Cost (Machinery and Equipment as of 09/30/2025)	
General Fund	$	39,339,656.87
Utility	$	9,140,405.00
Solid Waste	$	13,023,724.20
Event Center	$	244,746.00
Golf	$	740,798.95

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Jesse Mares, Facilities and Fleet Manager

AGENDA ITEM: Discussion and possible action to approve pre-negotiated service agreements establishing hourly labor rates and parts markups for as-needed repairs to City fleet vehicles and specialized equipment during Fiscal Year 2026–2027, and authorize their use in accordance with applicable purchasing requirements and approved budgeted funds – J. Mares

NATURE OF REQUEST:

Staff is requesting approval of pre-negotiated service agreements establishing hourly labor rates and parts markups for repairs to City fleet vehicles and specialized equipment during Fiscal Year 2026–2027, beginning October 1, 2026, and ending September 30, 2027.

The proposed agreements are with Action Hydraulic Hoses, Amigo Power Equipment, Admiral Auto Glass, Anderson Equipment Company, Bobcat of the RGV, Vermeer Equipment, Border Engine Rebuilders, Desperado Harley-Davidson, Diesel Fleet Care, Doggett Heavy Machinery, Economy All Compressors, Heil of Texas, Holt Cat, Holt Truck Centers, J's Hydraulics, Lino's Automatic Transmission, Mission Paint & Body Shop, Nueces Power Equipment, Regio Machining, Rio Hydraulics Repair Center, Rush Truck Center, Sames Ford McAllen, South Texas Buick GMC, Spikes Ford, STX Diesel, Taylor Sudden Service, Cyclone Power Solutions, Fleet Line Solutions, 1-800-Radiator & AC, Bert Ogden Chevrolet, and Kinloch Equipment & Supply.

Services and parts will be obtained on an as-needed basis according to operational requirements, vendor capabilities and availability, the approved rate schedules, and the availability of budgeted funds. Approval of the agreements does not guarantee any vendor a minimum amount of work or exempt individual purchases from applicable procurement requirements.

When a specific repair is necessary because of unforeseen damage to public machinery or equipment, the City may process that procurement under Texas Local Government Code §252.022(a)(3), subject to appropriate justification and documentation. Other repairs and purchases will be processed under the City's Purchasing Policy and other applicable procurement requirements.

BUGETED: Yes **FUND:** General Fund **ACCT. #:** Various Accounts

BUDGET: $500,000 **EST. COST:** **CURRENT BUDGET BALANCE:**

BID AMOUNT:

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: None

City Manager's Recommendation: Approval JPT

RECORD OF VOTE: **APPROVED:**

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

Action Hydraulic Hoses

301 Del Mar Mission TX, 78572

City of Mission Price Sheet - October 1st 2026 – September 30 2027

PRICE	PART NUMBER	CATEGORY
$33.26	R16-04-04FJ-04FJ-22"	HOSE ASSEMBLY
$36.96	R16-04-04FJ-04FJ-30"	HOSE ASSEMBLY
$39.75	R16-04-04FJ-04FJ-37"	HOSE ASSEMBLY
$42.97	R16-04-04FJ-04FJ-45"	HOSE ASSEMBLY
$46.16	R16-04-04FJ-04FJ-53"	HOSE ASSEMBLY
$48.95	R16-04-04FJ-04FJ-60"	HOSE ASSEMBLY
$53.74	R16-04-04FJ-04FJ-72"	HOSE ASSEMBLY
$42.77	R16-06-06FJ-06FJ-34"	HOSE ASSEMBLY
$44.50	R16-06-06FJ-06FJ-38"	HOSE ASSEMBLY
$45.36	R16-06-06FJ-06FJ-40"	HOSE ASSEMBLY
$46.23	R16-06-06FJ-06FJ-42"	HOSE ASSEMBLY
$60.92	R16-06-06FJ-06FJ-76"	HOSE ASSEMBLY
$65.67	R16-06-06FJ-06FJ-87"	HOSE ASSEMBLY
$69.12	R16-06-06FJ-06FJ-95"	HOSE ASSEMBLY
$78.20	R16-06-06FJ-06FJ-116"	HOSE ASSEMBLY
$47.85	R16-06-06FJ-06MPX-39"	HOSE ASSEMBLY
$48.50	R16-06-06MPX-06FP-38"	HOSE ASSEMBLY
$46.16	R16-08-08FJ-08FJ-26"	HOSE ASSEMBLY
$51.46	R16-08-08FJ-08FJ-36"	HOSE ASSEMBLY
$58.33	R16-08-08FJ-08FJ-49"	HOSE ASSEMBLY
$65.21	R16-08-08FJ-08FJ-62"	HOSE ASSEMBLY
$65.02	R16-12-12FJ-12FJ-27"	HOSE ASSEMBLY
$68.26	R16-12-12FJ-12FJ-32"	HOSE ASSEMBLY
$100.08	R16-12-12FJ-12FJ-76"	HOSE ASSEMBLY
$83.11	R16-16-16FJ-16FJ-27"	HOSE ASSEMBLY
$165.85	R16-16-16FJ-16MJ-145"	HOSE ASSEMBLY
$41.45	J1406-06-06FSX-06FSX-50"	HOSE ASSEMBLY
$37.74	J1406-06-06FSX-06FSX-36"	HOSE ASSEMBLY
$35.62	J1406-06-06FSX-06FSX-28"	HOSE ASSEMBLY

Shop: 956.580.9025 Cell: 956.254.7349 Email: ActionHyd@gmail.com

Action Hydraulic Hoses

301 Del Mar Mission TX, 78572

City of Mission Price Sheet - October 1st 2026 – September 30 2027

PRICE	PART NUMBER	CATEGORY
$192.00	4SH-12-12FJ-12FJ45-79"	HOSE ASSEMBLY
$122.65	4SH-12-12FJ-12FJ-50"	HOSE ASSEMBLY
$184.90	4SH-12-12FJ-12FJ-96"	HOSE ASSEMBLY
$101.20	4SH-12-12MJ-12MJ-37"	HOSE ASSEMBLY
$114.05	4SH-12-12MJ-12MJ-47"	HOSE ASSEMBLY
$183.65	4SH-16-16FJ-16FJ45-61"	HOSE ASSEMBLY
$165.00	T110-10FJ-10FJ-150"	HOSE ASSEMBLY
$0.62	C604	NYLON AIR HOSE
$1.01	C606	NYLON AIR HOSE
$1.38	C608	NYLON AIR HOSE
$2.53	C610	NYLON AIR HOSE
$2.96	C612	NYLON AIR HOSE
$7.43	DOT-AB-SL-2403-04-04	UNION AIR FITTINGS
$9.40	DOT-AB-SL-2403-06-06	UNION AIR FITTINGS
$12.70	DOT-AB-SL-2403-08-08	UNION AIR FITTINGS
$15.95	DOT-AB-SL-2403-10-10	UNION AIR FITTINGS
$4.96	DOT-AB-SL-2404-04-02	AIR FITTINGS
$5.88	DOT-AB-SL-2404-04-04	AIR FITTINGS
$6.22	*DOT-AB-SL*-2404-06-04	AIR FITTINGS
$6.97	DOT-AB-SL-2404-06-06	AIR FITTINGS
$7.08	DOT-AB-SL-2404-06-08	AIR FITTINGS
$8.77	DOT-AB-SL-2404-08-06	AIR FITTINGS
$7.82	DOT-AB-SL-2404-08-08	AIR FITTINGS
$14.13	DOT-AB-SL-2404-10-06	AIR FITTINGS
$15.25	DOT-AB-SL-2404-10-08	AIR FITTINGS
$11.72	DOT-AB-SL-2404-12-08	AIR FITTINGS
$13.10	DOT-AB-SL-2404-12-12	AIR FITTINGS
$8.80	DOT-AB-SL-2501-04-02	90 AIR FITTINGS
$8.95	DOT-AB-SL-2501-04-04	90 AIR FITTINGS
$10.45	DOT-AB-SL-2501-06-04	90 AIR FITTINGS

Shop: 956.580.9025 **Cell: 956.254.7349** **Email: ActionHyd@gmail.com**

Action Hydraulic Hoses

301 Del Mar Mission TX, 78572

City of Mission Price Sheet - October 1st 2026 – September 30 2027

PRICE	PART NUMBER	CATEGORY
$10.90	DOT-AB-SL-2501-06-06	90 AIR FITTINGS
$14.40	DOT-AB-SL-2501-06-08	90 AIR FITTINGS
$14.50	DOT-AB-SL-2501-08-06	90 AIR FITTINGS
$15.30	DOT-AB-SL-2501-08-08	90 AIR FITTINGS
$17.42	DOT-AB-SL-2501-10-06	90 AIR FITTINGS
$17.61	DOT-AB-SL-2501-10-08	90 AIR FITTINGS
$18.10	DOT-AB-SL-2501-10-12	90 AIR FITTINGS
$19.80	DOT-AB-SL-2501-12-08	90 AIR FITTINGS
$24.10	DOT-AB-SL-2501-12-12	90 AIR FITTINGS
$12.70	DOT-AB-SL-2603-04-04-04	TEE AIR FITTINGS
$13.17	DOT-AB-SL-2603-06-06-06	TEE AIR FITTINGS
$20.56	DOT-AB-SL-2603-08-08-08	TEE AIR FITTINGS

Disclaimer:

Due to ongoing tariff changes and supply chain uncertainties, the prices listed in this sheet are subject to change without notice. If your department requires prior notice of any pricing adjustments, please send instructions via email to ActionHyd@gmail.com, and we will do our best to accommodate and cooperate accordingly.

Shop: 956.580.9025 **Cell: 956.254.7349** **Email: ActionHyd@gmail.com**

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	Amigo Power Equipment		
ADDRESS: CITY, STATE & ZIP	304 W. Monte Cristo Rd. Edinburg, Texas 78541		
BUSINESS NUMBER:	956-383-6289		
BUSINESS HOURS:	7:30 AM-5:00 PM Mon-Fri 7:30-Noon Saturdays		
CONTACT PERSON:	Jeffrey Johnson		
CELL PHONE NUMBER:		EMAIL:	jeffrey@amigopowerequip.com

REPAIR SERVICE/PARTS			
Estimates/Diagnostic Testing	$ 135.00 per hour	Labor Rate for On-site repairs:	$ n/a
Labor Rate In-shop Repairs	$ 135.00 per hour	Negotiated City's Rate:	$ 135.00 per hour
Labor Rate Emergency/After Hours	$ n/ar	Parts Mark-up:	no discounts %
Shipping/freight	☐ Included in price ■ Additional Charge	Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.

MINIMUM HOURLY RATE			
Minimum Billable Hourly Rate	$ 135.00 per hour	Minimum Billable Hours per job (if applicable):	$ ONE hours

TRAVEL TIME RATES			
Travel Time Rates:	$ 145.00 per hour	Maximum Billable Travel Distance (if applicable):	$ 100 miles
Travel Time Rate (Emergency/After Hours)	$ 145.00 per hour	Additional Travel Fees (describe if any):	

Signature

9-2-26
Date

Jeffrey Johnson
Printed Name

FLEET DEPARTMENT

SERVICE AGREEMENT - AUTO GLASS

VENDOR INFORMATION		
VENDOR NAME:	ADMIRAL AUTO GLASS	
ADDRESS:	4005 W U.S. BUSINESS 83.	
CITY, STATE & ZIP	MCALLEN, TEXAS 78501	
PHONE NUMBER:	(956) 683-0900	
SHOP HOURS:	MONDAY-FRIDAY 9AM-5PM / SATURDAY 9AM-12PM	
CONTACT PERSON:	DELANEY SAENZ	
EMAIL	ADMIRALGLASS25@GMAIL.COM	(956) 627-7284

WINDSHIELD REPLACEMENT				
YEAR:	MAKE:	MODEL:	ONSITE INSTATLLATION PRICE:	
2020	Dodge	Ram 1500 2WD Crew Cab	$ $265.00	
2021	Dodge	Ram 1500 Classic	$ $265.00	
2022	Ford	Maverick 2WD Super Crew XL	$ $500.00	
2022	Ford	F-150 2WD Super Crew XL	$ $400.00	
2022	Ford	F-150 2WD Reg Cab XL	$ $400.00	
2023	Ford	F-250 Super Duty 4WD Crew Cab	$ $600.00	
2023	Ford	Ford F-150 2WD Super Cab XL	$ $450.00	
2023	Chevrolet	Silverado 1500	$ $300.00	
2023	Chevrolet	Tahoe 2WD	$ $300.00	
2024	Ford	F1-150 2WD Reg Cab	$ $600.00	
2025	Chevrolet	Tahoe 2WD	$ $500.00	
DELIVERY FEE:	■ Included in price ☐ Additional Charge		TERMS:	ONE YEAR AGREEMENT TO BEGIN ON 10/01/26 AND END ON 09/30/27.

ADMIRAL AUTO GLASS
SIGNATURE

09/04/2026
DATE

DELANEY M SAENZ
PRINTED NAME

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	Anderson Equipment Company		
ADDRESS: CITY, STATE & ZIP	700 W Interstate 2 Pharr, TX 78577		
BUSINESS NUMBER:	(956) 781-5995		
BUSINESS HOURS:	8:00AM — 5:00PM		
CONTACT PERSON:	Pedro Trejo		
CELL PHONE NUMBER:	(956)330-7661	EMAIL:	PTrejo@AMCoTX.com

REPAIR SERVICE/PARTS				
Estimates/Diagnostic Testing	$ 180.00		Labor Rate for On-site repairs:	$ 200
Labor Rate In-shop Repairs	$ 180.00		Negotiated City's Rate:	$ N/A
Labor Rate Emergency/After Hours	$ 220.00		Parts Mark-up:	25 %
Shipping/freight	☐ Included in price ☑ Additional Charge		Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.

MINIMUM HOURLY RATE				
Minimum Billable Hourly Rate	$ N/A per hour		Minimum Billable Hours per job (if applicable):	$ N/A hours

TRAVEL TIME RATES				
Travel Time Rates:	$ 200.00 per hour		Maximum Billable Travel Distance (if applicable):	$ N/A miles
Travel Time Rate (Emergency/After Hours)	$ N/A per hour		Additional Travel Fees (describe if any):	Mileage = $ 5.00

Signature

9-2-26
Date

Pedro Trejo
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	Bobcat of the Rio Grande Valley		
ADDRESS: CITY, STATE & ZIP	222 E. Frontage road, Alamo, Texas 78516		
BUSINESS NUMBER:	956-782-5580		
BUSINESS HOURS:	7:00am - 5:00pm		
CONTACT PERSON:	David Fuentes		
CELL PHONE NUMBER:	956-586-7442	EMAIL:	dfuentes@vermeertexas.com

REPAIR SERVICE/PARTS					
Estimates/Diagnostic Testing	$ 175.00 per hr		Labor Rate for On-site repairs:	$ n/a	
Labor Rate In-shop Repairs	$ 175.00 per hr		Negotiated City's Rate:	$ n/a	
Labor Rate Emergency/After Hours	$ 262.50 per hr		Parts Mark-up: n/a		%
Shipping/freight	☐ Included in price ■ Additional Charge		Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.	

MINIMUM HOURLY RATE					
Minimum Billable Hourly Rate	$ 175.00 per hour		Minimum Billable Hours per job (if applicable):	$ 175.00	hours

TRAVEL TIME RATES					
Travel Time Rates:	$ 195.00 per hour		Maximum Billable Travel Distance (if applicable):	$	miles
Travel Time Rate (Emergency/After Hours)	$ 292.50 per hour		Additional Travel Fees (describe if any):		

Signature

9/2/2026
Date

David Fuentes
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	Vermeer of Texas Louisiana		
ADDRESS: CITY, STATE & ZIP	222 E. Frontage road, Alamo, Texas 78516		
BUSINESS NUMBER:	956-782-5580		
BUSINESS HOURS:	7:00AM - 5:00PM		
CONTACT PERSON:	David Fuentes		
CELL PHONE NUMBER:	956-586-7442	EMAIL:	dfuentes@vermeertexas.com

REPAIR SERVICE/PARTS					
Estimates/Diagnostic Testing	$ 185 per hr		Labor Rate for On-site repairs:	$ n/a	
Labor Rate In-shop Repairs	$ 185 per hr		Negotiated City's Rate:	$ n/a	
Labor Rate Emergency/After Hours	$ 277.50 per hr		Parts Mark-up: n/a		%
Shipping/freight	☐ Included in price ■ Additional Charge		Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.	

MINIMUM HOURLY RATE				
Minimum Billable Hourly Rate	$ 185 per hour		Minimum Billable Hours per job (if applicable):	$ hours

TRAVEL TIME RATES				
Travel Time Rates:	$ 200 per hour		Maximum Billable Travel Distance (if applicable):	$ miles
Travel Time Rate (Emergency/After Hours)	$ 300 per hour		Additional Travel Fees (describe if any):	

Signature

9/2/2026
Date

David Fuentes
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION		
VENDOR NAME:	Border Engine Rebuilders & Diesel Services	
ADDRESS: CITY, STATE & ZIP	100 International Blvd. Mission, Texas 78572	
BUSINESS NUMBER:	956-585-4866	
BUSINESS HOURS:	8 AM - 5 PM M - F	
CONTACT PERSON:	Oscar Rios, Benito Silva, or Anthony Rios	
CELL PHONE NUMBER:	956-227-4098 or 956-212-1020	EMAIL: oscarjrios2003@yahoo.com

REPAIR SERVICE/PARTS			
Estimates/Diagnostic Testing	$ 275.00	Labor Rate for On-site repairs:	$ 150.00 HR
Labor Rate In-shop Repairs	$ 150.00 HR	Negotiated City's Rate:	$ 150.00 HR
Labor Rate Emergency/After Hours	$ 175.00 HR	Parts Mark-up:	35% GP %
Shipping/freight	☐ Included in price ☒ Additional Charge	Terms: NET 30	One year agreement to begin on 10/01/26 and end on 09/30/27.

MINIMUM HOURLY RATE			
Minimum Billable Hourly Rate	$ 150.00 per hour	Minimum Billable Hours per job (if applicable):	$ 2 hours

TRAVEL TIME RATES			
Travel Time Rates:	$ 125.00 per hour	Maximum Billable Travel Distance (if applicable):	$ N/A miles
Travel Time Rate (Emergency/After Hours)	$ 150.00 per hour	Additional Travel Fees (describe if any):	MEALS & LODGING IF APPLICABLE

Signature

9/8/2026
Date

Oscar J. Rios III
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 • ✉ Fleet@missiontexas.us

VENDOR INFORMATION		
VENDOR NAME:	DESPERADO HARLEY-DAVIDSON	
ADDRESS: CITY, STATE & ZIP	1201 S. BENTSEN RD McALLEN, TX. 78501	
BUSINESS NUMBER:	(956) 687-4646	
BUSINESS HOURS:	TUE-SAT 10:00 AM - 6:00 PM	
CONTACT PERSON:	DANIEL MARTINEZ	
CELL PHONE NUMBER:	(956) 351-7391	EMAIL: DANIEL@DESPERADOHD.COM

REPAIR SERVICE/PARTS			
Estimates/Diagnostic Testing	$ 149.00 AN HOUR	Labor Rate for On-site repairs:	$ 149.00 AN HOUR
Labor Rate In-shop Repairs	$ 149.00 AN HOUR	Negotiated City's Rate:	$ NOT APPLICABLE
Labor Rate Emergency/After Hours	$ NOT APPLICABLE	Parts Mark-up: RETAIL VALUE	0 %
Shipping/freight PICK UP AND DROP OFF	☐ Included in price ■ Additional Charge $150	Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.

MINIMUM HOURLY RATE			
Minimum Billable Hourly Rate	$ 149.00 per hour	Minimum Billable Hours per job (if applicable):	$ NOT APPLICABLE hours

TRAVEL TIME RATES			
Travel Time Rates: NOT APPLICABLE	$ NOT APPLICABLE per hour	Maximum Billable Travel Distance (if applicable):	$ NOT APPLICABLE miles
Travel Time Rate (Emergency/After Hours)	$ NOT APPLICABLE per hour	Additional Travel Fees (describe if any):	NOT APPLICABLE

Signature

09/02/2026
Date

DANIEL MARTINEZ
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

956-580-8658 * Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	DIESEL FLEET CARE LLC		
ADDRESS: CITY, STATE & ZIP	816 E. PALMA VISTA DR. PALMVIEW, TX 78572		
BUSINESS NUMBER:	(956) 271-4762		
BUSINESS HOURS:	MONDAY-FRIDAY 8am-5pm / SAT 8am-12pm		
CONTACT PERSON:	ROMAN GARCIA / ANITA GARCIA		
CELL PHONE NUMBER:	(956) 212-2478/(956) 648-9137	EMAIL:	accounting@dieselfleetcare.com

REPAIR SERVICE/PARTS			
Estimates/Diagnostic Testing	$ 165	Labor Rate for On-site repairs:	$ 165
Labor Rate In-shop Repairs	$ 175	Negotiated City's Rate:	$ 165
Labor Rate Emergency/After Hours	$ 175	Parts Mark-up:	18 %
Shipping/freight	■ Included in price ☐ Additional Charge	Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.

MINIMUM HOURLY RATE			
Minimum Billable Hourly Rate	$ 165 per hour	Minimum Billable Hours per job (if applicable):	$ 1 hr minimum hours

TRAVEL TIME RATES			
Travel Time Rates:	$ 165 per hour	Maximum Billable Travel Distance (if applicable):	$ 60 miles miles
Travel Time Rate (Emergency/After Hours)	$ 175 per hour	Additional Travel Fees (describe if any):	

Signature

9/2/2026
Date

ANITA GARCIA
Printed Name



Service Offer Summary

Diesel Fleet Care LLC would like to extend an offer to provide vehicle repairs and maintenance services to your company.

Attached you will find prices for you to review for 2026-2027. These prices are only subject to change in the event of a rate increase due to inflation. Please note that no increase will occur without prior notification and/or re-negotiation to any price agreed upon in this offer. Attached you will find Exhibit A and B.

Attachments

Exhibit A – Description of Services

Exhibit B – Fee Schedule

We look forward to the opportunity to continue doing business with you and know that we will be able to provide you with the same excellent workmanship at a competitive rate.

816 E. Palma Vista Dr. Palmview, TX 78572
P: (956) 271-4762 F: (956) 271-4768
E: accounting@dieselfleetcare.com W: www.dieselfleetcare.com

Exhibit A

DESCRIPTION OF SERVICES

Repairs & Maintenance

Service Provider will provide the following services

I. Fleet Repairs & Maintenance
   i. Preventive Maintenance
   ii. Federal / State DOT
   iii. Computer Diagnostics
   iv. Alignments
   v. Overhead Adjustments
   vi. Major / Minor Engine Work
   vii. Overhauls
   viii. Welding
   ix. DEF & DPF Specialist
   x. Hydraulic Repairs
   xi. Paint & Body Work
   xii. Truck & Trailer Wash
   xiii. Suspension Repairs
   xiv. Electrical Repairs
   xv. Brake Repairs
   xvi. A/C & Heater Repairs
   xvii. Tire Repairs
   xviii. Tire Rotations
   xix. Transmission Repairs
   xx. Differential Repairs
   xxi. Any additional services that Service Provider offers will be added as need arises for customer

2. On-Site / Road-Side Services to reduce down-time when feasible
   I. On-Site (at Customer location) services include
      i. Preventive Maintenance for multiple units
      ii. Computer Diagnostics for multiple units
      iii. Minor repairs
      iv. Extended on-site hours as need arises

   2. Roadside
      v. Minor repairs

3. Invoice Transparency
   i. Repairs will be quoted and estimated and must be approved, written or verbal, to begin work on units

ii. If new issues arise during approved repairs, an estimate for any additional work needed will be provided to Customer for approval. There will be no hidden costs added to invoice.

4. We keep Maintenance Records for each unit.

5. We can provide breakdown report of labor, parts, etc. costs per unit per month upon request

6. 1-hour check-in time frame for diagnostics upon arrival at Service Provider Facility.

7. Email updates for units with large repairs staying at facility.

816 E. Palma Vista Dr. Palmview, TX 78572
P: (956) 271-4762 F: (956) 271-4768
E: accounting@dieselfleetcare.com W: www.dieselfleetcare.com

Exhibit B

FEE SCHEDULE

Dollar values below indicate a per unit price.

Service Provider **Hourly Rate of $165/hour.**

1. IN-SHOP RATES - **$165/hour**
    a. Minor and Major Repairs
    b. Electrical Repairs
    c. Troubleshooting
    d. Computer Diagnostics
    e. All other repairs

2. ON-SITE SERVICE - **$175/hour**

3. ROAD-SIDE SERVICE - **$175/hour**

4. EMERGENCY AFTERHOURS - **$175/hour**

5. SCHEDULED MINOR REPAIRS/MAINTENANCE ON-SITE FEE - **$165** *(for multiple units)*

6. TRAVEL RATE - **$165/hour**

7. Penalty fee of 1% for invoices over 30 days. Service provider may waive this fee if need arises. Customer must inform Service Provider in writing of additional time needed not to exceed 30 days.

8. Parts will be billed at 18% mark-up of cost. Shipping, freight and/or any expediting fees will be added to invoice.

* Any other parts and/or labor not related to maintenance costs provided above will be approved by the Customer before further services are performed as stated on the Agreement. Travel Cost and Scheduled Maintenance Fee will be applied to invoice should Customer request on-site services performed at Customer location.

816 E. Palma Vista Dr. Palmview, TX 78572
P: (956) 271-4762 F: (956) 271-4768
E: accounting@dieselfleetcare.com W: www.dieselfleetcare.com

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	DOGGETT HEAVY MACHINERY SERVICES		
ADDRESS: CITY, STATE & ZIP	901 E INTERSTATE 2 SAN JUAN, TEXAS 78589		
BUSINESS NUMBER:	956-787-0001		
BUSINESS HOURS:	MONDAY - FRIDAY 730AM TO 530PM		
CONTACT PERSON:	JUAN MARTINEZ / MONICA FUENTES		
CELL PHONE NUMBER:	956-666-5123/956-904-7687	EMAIL:	SJSUPPORT@ DOGGETT.COM

REPAIR SERVICE/PARTS					
Estimates/Diagnostic Testing	$ 600.00		Labor Rate for On-site repairs:	$ 250.00	
Labor Rate In-shop Repairs	$ 200.00		Negotiated City's Rate:	$ TBD	
Labor Rate Emergency/After Hours	$ 300.00		Parts Mark-up: N/A		%
Shipping/freight	☐ Included in price ■ Additional Charge TBD		Terms: 12 months	One year agreement to begin on 10/01/26 and end on 09/30/27.	

MINIMUM HOURLY RATE				
Minimum Billable Hourly Rate	$ 200.00 per hour		Minimum Billable Hours per job (if applicable):	$ 3.00 hours

TRAVEL TIME RATES				
Travel Time Rates:	$ 150.00 per hour		Maximum Billable Travel Distance (if applicable):	$ 25 miles
Travel Time Rate (Emergency/After Hours)	$ 225.00 per hour		Additional Travel Fees (describe if any):	$25 fuel surcharge & $5 per mile

Monica Fuentes Digitally signed by Monica Fuentes Date: 2026.09.08 12:07:36 -05'00'

Signature

09/08/2026

Date

Monica Fuentes

Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	Economy A/C Compressors		
ADDRESS: CITY, STATE & ZIP	819 South Jasuha Drive Mission Tx		
BUSINESS NUMBER:	956-884-0333		
BUSINESS HOURS:	9 am to 7 PM		
CONTACT PERSON:	Adan Ortiz		
CELL PHONE NUMBER:	956-884-0333	EMAIL:	joseadanortiz@gmail

REPAIR SERVICE/PARTS			
Estimates/Diagnostic Testing	$ 40 - $60	Labor Rate for On-site repairs:	$ N/A
Labor Rate In-shop Repairs	$ 85	Negotiated City's Rate:	$ N/A
Labor Rate Emergency/After Hours	$ N/A	Parts Mark-up:	0 at cost%
Shipping/freight	☐ Included in price ☐ Additional Charge	Terms:	**One year agreement to begin on 10/01/26 and end on 09/30/27.**

MINIMUM HOURLY RATE			
Minimum Billable Hourly Rate	$ _____ per hour	Minimum Billable Hours per job (if applicable):	$ _____ hours

TRAVEL TIME RATES			
Travel Time Rates:	$ N/A per hour	Maximum Billable Travel Distance (if applicable):	$ N/A miles
Travel Time Rate (Emergency/After Hours)	$ N/A per hour	Additional Travel Fees (describe if any):	N/A

Jose A. Ortiz
Signature

09-03-2026
Date

Jose A. Ortiz
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION		
VENDOR NAME:	Texan Waste Equipment (dba) Heil of Texas	
ADDRESS: CITY, STATE & ZIP	503 Pop Gunn St. San Antonio, Tx 78219	
BUSINESS NUMBER:	(210) 224-5800	
BUSINESS HOURS:	San Antonio 7AM-4PM / Rio Grande Valley 8AM-5PM	
CONTACT PERSON:	Service: George Soto / (726) 231-5332 / georgesoto@heiloftexas.com	
CELL PHONE NUMBER:		EMAIL:

Parts: Jerry Coronado / (210) 262-7722 / jcoronado@heiloftexas.com

REPAIR SERVICE/PARTS			
Estimates/Diagnostic Testing	$ 185.00	Labor Rate for On-site repairs:	$ 185.00
Labor Rate In-shop Repairs	$ 185.00	Negotiated City's Rate:	$ 185.00
Labor Rate Emergency/After Hours	$ 325.00	Parts Mark-up:	10 %
Shipping/freight (To Be Determined)	☐ Included in price ■ Additional Charge	Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.

MINIMUM HOURLY RATE			
Minimum Billable Hourly Rate	$ 185.00 per hour	Minimum Billable Hours per job (if applicable):	$ (2) hours

TRAVEL TIME RATES			
Travel Time Rates:	$ 225.00 per hour	Maximum Billable Travel Distance (if applicable):	$ 2,025.00 miles
Travel Time Rate (Emergency/After Hours)	$ 325.00 per hour	Additional Travel Fees (describe if any):	Fuel/Misc Fee

Jerry Coronado
Signature

9/8/2026
Date

Jerry Coronado
Printed Name

CITY OF MISSION
PRICE SHEET
Repair Parts and Repair Service for Solid Waste Heavy Equipment

Special Instructions: Offerors must use this Price Submittal to submit pricing. Be advised that altering the Price Submittal or taking exceptions to any portion of the solicitation may jeopardize acceptance of your Offer.

The quantities noted below are estimates and not a guarantee of actual volume. The City does not guarantee the purchase of the quantities or items listed, actual purchases may be more or less. Quantities are provided as a guide based on historical or anticipated usage. Order quantities will be as-needed and specified by the City for each order.

A bid of "0" (zero) will be interpreted by the City as a no-charge (free) item and the City will not expect to pay for that item. A bid of "no bid" or no response (space left blank) will be interpreted by the City that the Offeror does not wish to bid on that item. Be advised, a "no bid" or no response may be considered as non-responsive and may result in disqualification of the bid.

Prices offered on the bid sheet shall be all inclusive of fees not expressly allowed in the scope of work. The Offeror shall not charge separately for administrative, overhead, per diem, and shipping or transportation costs (travel time, fuel surcharges, mileage, stop-fee, etc.) to deliver services or items to the Austin, Texas area. The Offeror shall provide all tools, labor, travel, and equipment necessary to perform the services required under this contract.

The City reserves the right to award a single contract based on overall low cost or multiple awards based on individual or categories/groups of specific line items, cost, or any criteria or combination deemed most advantageous to the City.

Part numbers that are listed here are those available to the City at the time of issuance. Offerors shall notify the City of alternate part numbers as a direct result of obsolete or superseded part numbers prior to the solicitation due date.

CATEGORY 1 - REPAIR SERVICES

Offerors must provide pricing in both Category1-SECTION A and CATEGORY1-SECTION B in order to be considered for award of Category 1.

CATEGORY 1 - SECTION A - REPAIR SERVICES

LINE ITEM	DESCRIPTION	ESTIMATED ANNUAL QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
1A.1	LABOR RATE PER HOUR FOR REPAIR SERVICES	700	HOUR	$185.00	$129,500.00
1A.2	FLAT FEE FOR ROUND TRIP	5	EA	$2,250.00	$11,250.00
1A.3	FLAT FEE FOR EXPEDITED SERVICES AND OR AFTER HOURS	15	EA	$325.00	$4,875.00

CATEGORY 1 - SECTION B - PARTS ASSOCIATED WITH REPAIRS
The City intends to purchase Heil Garbage Body parts associated with the repairs performed by the Contractor. The invoice prices for these parts shall be based off a discount applied to the Heil Garbage Body Manufacturer Suggested Retail Price (MSRP) Parts List. The percentage discount applied to the Heil Garbage Body MSRP Parts List shall be the discount offered throughout the term of the contract including any subsequent extension periods, and is not subject to change. The percentage discount given should take into consideration all costs (administrative, overhead, shipping charges, etc.) to supply the parts for repair services. These costs shall be factored into the discount to the MSRP Parts List percentage and shall not be paid separately.

The City anticipates an annual spend of approximately $200,000 Heil Garbage Body for these parts associated with Contractor repairs.

LINE ITEM	DESCRIPTION	LATEST EFFECTIVE DATE OF PRICE LIST	ESTIMATED ANNUAL SPEND	PERCENT DISCOUNT OFFERED ON MSRP	EXTENDED PRICE
1B.1	Heil Garbage Body Manufacturer Suggested Retail Price (MSRP) Parts List	Latest Price List	$75,000.00	5%	$71,250.00

TOTAL EXTENDED PRICE FOR CATEGORY 1 (SECTION A + SECTION B)	$216,875.00

CATETORY 2 - PARTS FOR CITY INVENTORY

Offerors must provide pricing in both Category 2-SECTION A to be considered for award of Category 2.

CATEGORY 2 - SECTION A- Parts for City Inventory
The City intends to purchase Heil Garbage Body parts for the City's inventory. The invoice prices for these parts shall be based off a discount applied to the Heil Garbage Body Manufacturer Suggested Retail Price (MSRP) Parts List. The percentage discount applied to the Heil Garbage Body MSRP Parts List shall be the discount offered throughout the term of the contract including any subsequent extension periods, and is not subject to change. The percentage discount given should take into consideration all costs (administrative, overhead, shipping charges, etc.) to deliver the parts to the City. These costs shall be factored into the discount to MSRP Parts List percentage and shall not be paid separately.

The City anticipates an annual spend of approximately **$328000** for these parts provided for the City's inventory.

LINE ITEM	DESCRIPTION	LATEST EFFECTIVE DATE OF PRICE LIST	ESTIMATED ANNUAL SPEND	PERCENT DISCOUNT OFFERED ON MSRP	EXTENDED PRICE
2C.1	Heil Garbage Body Manufacturer Suggested Retail Price (MSRP) Parts List	Latest Price List	$75,000.00	5%	$71,250.00

TOTAL EXTENDED PRICE FOR CATEGORY 2 (SECTIONS A)	**$71,250.00**

TOTAL EXTENDED PRICE FOR ALL CATEGORIES (CATEGORY 1 + CATEGORY 2)	**$288,125.00**

DELIVERY TERMS: DELIVERY IS TO BE FOB DESTINATION, PREPAID AND ALLOWED

DELIVERY METHOD: COMMON CARRIER (FedEx, UPS) UPS/LTL VENDOR STAFF Service Dept. / Parts Dept.

COMPANY NAME: Texan Waste Equipment (dba) Heil of Texas

EMAIL ADDRESS: jcoronado@heiloftexas.com

SIGNATURE: Jerry Coronado

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	HOLT CAT		
ADDRESS: CITY, STATE & ZIP	10701 N. HWY 281 EDINBURG, TX 78541		
BUSINESS NUMBER:	956-292-7920		
BUSINESS HOURS:	7am-5pm M-F		
CONTACT PERSON:	GUADALUPE GUAJARDO		
CELL PHONE NUMBER:	956-373-8760	EMAIL:	guadalupe.guajardo@holtcat.com

REPAIR SERVICE/PARTS					
Estimates/Diagnostic Testing	$ 195.00		Labor Rate for On-site repairs:	$ 220.00	
Labor Rate In-shop Repairs	$ 195.00		Negotiated City's Rate:	$ N/A	
Labor Rate Emergency/After Hours	$ 195.00		Parts Mark-up:	0	%
Shipping/freight	☐ Included in price ☒ Additional Charge		Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.	

MINIMUM HOURLY RATE					
Minimum Billable Hourly Rate	$ 195.00	per hour	Minimum Billable Hours per job (if applicable):	$ N/A	hours

TRAVEL TIME RATES					
Travel Time Rates:	$ 110.00	per hour	Maximum Billable Travel Distance (if applicable):	$ 5 per mi.	miles
Travel Time Rate (Emergency/After Hours)	$ 110.00	per hour	Additional Travel Fees (describe if any): Diesel surcharge	.43¢ per mi.	

Signature

9/6/26
Date

FELIX SALAZAR
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	Holt Truck Centers		
ADDRESS: / CITY, STATE & ZIP:	711 N. Cage Blvd Pharr, Tx 78577		
BUSINESS NUMBER:	956-961-9681		
BUSINESS HOURS:	Monday – Friday 8:00 A.M. – 5:00 P.M.		
CONTACT PERSON:	Danny Garces		
CELL PHONE NUMBER:	956-578-9084	EMAIL:	Danny.Garces@HoltTruckCenters.com

REPAIR SERVICE/PARTS			
Estimates/Diagnostic Testing	$ 325.00	Labor Rate for On-site repairs:	$ 210.00
Labor Rate In-shop Repairs	$ 210.00	Negotiated City's Rate:	$ 195.00
Labor Rate Emergency/After Hours	$ 210.00	Parts Mark-up:	30 %
Shipping/freight	☐ Included in price ☑ Additional Charge	Terms: *Net 30*	One year agreement to begin on 10/01/26 and end on 09/30/27.

MINIMUM HOURLY RATE			
Minimum Billable Hourly Rate	$ 195.00 per hour	Minimum Billable Hours per job (if applicable):	$ 2.5 hours

TRAVEL TIME RATES			
Travel Time Rates:	$ 110.00 per hour	Maximum Billable Travel Distance (if applicable):	$ 250 miles
Travel Time Rate (Emergency/After Hours)	$ 110.00 per hour	Additional Travel Fees (describe if any):	Fuel 4.5 per mile

Signature

9/8/2026
Date

Danny Garces
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 • ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	J'S Hydraulics Inc.		
ADDRESS:	7222 E Mile 18 Rd		
CITY, STATE & ZIP	Edinburg TX 78542		
BUSINESS NUMBER:	956. 457. 3863		
BUSINESS HOURS:	Monday – Friday 8:00Am - 6:00 PM Saturday 8:00 Am - 2:00 PM		
CONTACT PERSON:	Jesus A Solis or Maria L Solis		
CELL PHONE NUMBER:	956. 457. 4842	EMAIL:	JS.hydraulics120@gmail.com

REPAIR SERVICE/PARTS				
Estimates/Diagnostic Testing	$ 125.00		Labor Rate for On-site repairs:	$ 125.00
Labor Rate In-shop Repairs	$ 125.00		Negotiated City's Rate:	$
Labor Rate Emergency/After Hours	$ 150.00		Parts Mark-up:	20 %
Shipping/freight	☐ Included in price ☐ Additional Charge		Terms: 30 day	One year agreement to begin on 10/01/26 and end on 09/30/27.

MINIMUM HOURLY RATE				
Minimum Billable Hourly Rate	$ 125 per hour		Minimum Billable Hours per job (if applicable):	$ 125 hours

TRAVEL TIME RATES				
Travel Time Rates:	$ 125 per hour		Maximum Billable Travel Distance (if applicable):	$ 125 miles
Travel Time Rate (Emergency/After Hours)	$ 150 per hour		Additional Travel Fees (describe if any):	150

Jesus A Solis
Signature

9/2/2026
Date

Jesus A Solis
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

956-580-8658 • Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	Lino's Automatic Transmission		
ADDRESS: CITY, STATE & ZIP	214 N 29th St McAllen Tx 78501		
BUSINESS NUMBER:	(956) 971-9601		
BUSINESS HOURS:	8am-5pm		
CONTACT PERSON:	Lino Luna Jr or Alberto Luna		
CELL PHONE NUMBER:	(956) 517-0285 or (956) 458-1205	EMAIL:	cluna59@sbcglobal.net

REPAIR SERVICE/PARTS			
Estimates/Diagnostic Testing	$ 0	Labor Rate for On-site repairs:	$ 85
Labor Rate In-shop Repairs	$ 85	Negotiated City's Rate:	$ 85
Labor Rate Emergency/After Hours	$ 100	Parts Mark-up:	15 %
Shipping/freight	■ Included in price ☐ Additional Charge	Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.

MINIMUM HOURLY RATE			
Minimum Billable Hourly Rate	$ 85 per hour	Minimum Billable Hours per job (if applicable):	$ hours

TRAVEL TIME RATES			
Travel Time Rates:	$ 85 per hour	Maximum Billable Travel Distance (if applicable):	$ miles
Travel Time Rate (Emergency/After Hours)	$ 100 per hour	Additional Travel Fees (describe if any):	

Signature

9/4/2026
Date

Lino Luna Jr
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	MISSION PAINT & BODY SHOP		
ADDRESS: CITY, STATE & ZIP	212 E 11 ST MISSION TX 78572		
BUSINESS NUMBER:	956 581 2302 CELL 956 624 2521		
BUSINESS HOURS:	MON -FRI 8.00 - 6.00 SAT 9.00 12.00		
CONTACT PERSON	MIKE BALLESTEROS		
CELL PHONE NUMBER:	956 624 2521	EMAIL:	MIKE_78501@YAHOO.COM

REPAIR SERVICE/PARTS					
Estimates/Diagnostic Testing	$ 55.00		Labor Rate for On-site repairs:	$ N/A	
Labor Rate In-shop Repairs	$ 55.00		Negotiated City's Rate:	$ YES	
Labor Rate Emergency/After Hours	$ N/A		Parts Mark-up:	25% ON LKQ ONLY %	
Shipping/freight	☐ Included in price ■ Additional Charge		Terms: OK	One year agreement to begin on 10/01/26 and end on 09/30/27.	

MINIMUM HOURLY RATE				
Minimum Billable Hourly Rate	$ 55.00 per hour		Minimum Billable Hours per job (if applicable):	$ N/A hours

TRAVEL TIME RATES				
Travel Time Rates:	$ N/A per hour		Maximum Billable Travel Distance (if applicable):	$ N/A miles
Travel Time Rate (Emergency/After Hours)	$ N/A per hour		Additional Travel Fees (describe if any):	N/A

Mike Ballesteros
Signature

09/02/2026
Date

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	Nueces Power Equipment		
ADDRESS: CITY, STATE & ZIP	one industrial Way, San Benito Tx 78586		
BUSINESS NUMBER:	956-361-0066		
BUSINESS HOURS:	8:00 - 5:00		
CONTACT PERSON:	Ray Castillo		
CELL PHONE NUMBER:	956-207-1824	EMAIL:	Rayc@npetex.com

REPAIR SERVICE/PARTS					
Estimates/Diagnostic Testing	$ 175.00		Labor Rate for On-site repairs:	$ 200.00	
Labor Rate In-shop Repairs	$ 175.00		Negotiated City's Rate:	$ 200.00	
Labor Rate Emergency/After Hours	$ 200.00		Parts Mark-up:	20	%
Shipping/freight	☐ Included in price ■ Additional Charge		Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.	

MINIMUM HOURLY RATE					
Minimum Billable Hourly Rate	$ 175.00	per hour	Minimum Billable Hours per job (if applicable):	$	hours

TRAVEL TIME RATES					
Travel Time Rates:	$ 200.00	per hour	Maximum Billable Travel Distance (if applicable):	$	miles
Travel Time Rate (Emergency/After Hours)	$ 200.00	per hour	Additional Travel Fees (describe if any):	50.00 fuel surcharge	

Ramon Castillo Digitally signed by Ramon Castillo Date: 2026.09.02 13:26:10 -05'00'

Signature

09-02-2026

Date

Ramon Castillo

Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	Regio Machining		
ADDRESS: CITY, STATE & ZIP	3918 N La Homa Rd Mission Tx		
BUSINESS NUMBER:	956- 458-53-41		
BUSINESS HOURS:	Mon- Fri- 7AM-6PM		
CONTACT PERSON:	Domingo Torres		
CELL PHONE NUMBER:	956-458-5341	EMAIL:	Regio Machining@hotMail.com

REPAIR SERVICE/PARTS					
Estimates/Diagnostic Testing	$ N/A		Labor Rate for On-site repairs:	$ 90 Same	
Labor Rate In-shop Repairs	$ 90 x hour		Negotiated City's Rate:	$ N/A	
Labor Rate Emergency/After Hours	$ 140 per hour.		Parts Mark-up:	30%	%
Shipping/freight	☐ Included in price ☐ Additional Charge		Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.	

MINIMUM HOURLY RATE					
Minimum Billable Hourly Rate	$ 90 per hour		Minimum Billable Hours per job (if applicable):	$ 1 hour.	hours

TRAVEL TIME RATES					
Travel Time Rates:	$ N/A 90 per hour		Maximum Billable Travel Distance (if applicable):	$ 30	miles
Travel Time Rate (Emergency/After Hours)	$ 140 per hour		Additional Travel Fees (describe if any):	N/A	

Domingo Torres
Signature

9-02-26
Date

Domingo Torres
Printed Name

Rio Hydraulics Repair Center LLC
1213 E Tamarack Ave
TX 78501-5626
956-686-3660

Estimate

Date	Estimate #
9/4/2026	2878

Name / Address
CITY OF MISSION ATTN: FINANCE DEPT 1201 E. 8TH STREET MISSION, TX 78572

Project

Description	Qty	Rate	Total
LABOR TO REPACK CYLINDERS PER HOUR		85.00	85.00
LABOR TO FABRICATE, REPAIR RODS PER HOUR		92.50	92.50
SERVICE CALL		90.00	90.00
TRAVELING TIME PER HOUR		85.00	85.00
LABOR PER CRIMP		4.00	4.00
RUSH CHARGE		100.00	100.00
SUPER-DUTY ROD U-SEALS		165.94	165.94
URETHANE WIPER RINGS		38.49	38.49
BUFFER SEALS		136.90	136.90
BUNA-N O-RINGS		8.59	8.59
BACK-UP RINGS		15.81	15.81
BRONZE FILLED PISTON SEALS		145.84	145.84
NYLON WEAR RINGS		16.46	16.46
VEE PACKING SETS		47.51	47.51
VEE PACKING SETS		56.55	56.55
VEE PACKING SETS		64.98	64.98
VEE PACKING SETS		72.39	72.39

It's been a pleasure working with you!

Subtotal	$1,225.96
Sales Tax (8.25%)	$0.00
Total	$1,225.96

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 • ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	RUSH TRUCK CENTER PHARR		
ADDRESS: CITY, STATE & ZIP	4700 NTH CAGE BLVD PHARR TX 78577		
BUSINESS NUMBER:	956-784-7900		
BUSINESS HOURS:	MON-FRI 7AM-7PM SATURDAY 8AM-2PM		
CONTACT PERSON:	CHARLES "CHUCK" MILLER		
CELL PHONE NUMBER:	956-515-6895	EMAIL:	MILLERC3@RUSHENTERPRISES.COM

REPAIR SERVICE/PARTS			
Estimates/Diagnostic Testing	$ 244	Labor Rate for On-site repairs:	$ 244
Labor Rate In-shop Repairs	$ 244	Negotiated City's Rate:	$ 205
Labor Rate Emergency/After Hours	$ 244	Parts Mark-up:	15 %
Shipping/freight	☐ Included in price ☒ Additional Charge	Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.

MINIMUM HOURLY RATE			
Minimum Billable Hourly Rate	$ 205 per hour	Minimum Billable Hours per job (if applicable):	$ 1 HR hours

TRAVEL TIME RATES			
Travel Time Rates:	$ 99 per hour	Maximum Billable Travel Distance (if applicable):	$ DEPENDS ON MILES miles
Travel Time Rate (Emergency/After Hours)	$ 99 per hour	Additional Travel Fees (describe if any):	ALWAYS 1HR DIAG WITH MOBILE FEE

Signature

9/2/26
Date

CHARLES MILLER
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION		
VENDOR NAME:	Sames Ford McAllen	
ADDRESS: CITY, STATE & ZIP	1400 E Exp 83, Mcallen, Tx, 78501	
BUSINESS NUMBER:	956-686-7411	
BUSINESS HOURS:	7-6 M-F 7-3 Sat Closed Sun	
CONTACT PERSON:	Daniel Kaufman	
CELL PHONE NUMBER:	9567806875	EMAIL: LKAUFMAN@SAMES.NET

REPAIR SERVICE/PARTS			
Estimates/Diagnostic Testing	$ 150	Labor Rate for On-site repairs:	$ 190
Labor Rate In-shop Repairs	$ 190	Negotiated City's Rate:	$ LETS TALK
Labor Rate Emergency/After Hours	$ 225.00	Parts Mark-up:	LETS TALK %
Shipping/freight	☑ Included in price ☐ Additional Charge	Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.

MINIMUM HOURLY RATE			
Minimum Billable Hourly Rate	$ 150.00 per hour	Minimum Billable Hours per job (if applicable):	$ 1.0 hours

TRAVEL TIME RATES			
Travel Time Rates:	$ _____ per hour	Maximum Billable Travel Distance (if applicable):	$ _____ miles
Travel Time Rate (Emergency/After Hours)	$ _____ per hour	Additional Travel Fees (describe if any):	

Signature

09/04/26
Date

LAWRENCE DANIEL KAUFMAN
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	SOUTH TEXAS BUICK GMC		
ADDRESS: CITY, STATE & ZIP	4220 W EXPRESSWAY 83 MCALLEN TX 78501		
BUSINESS NUMBER:	956-661-5000		
BUSINESS HOURS:	M-F 7:30-6PM /// SATERDAY 8-3PM		
CONTACT PERSON:	JOSUE CRUZ		
CELL PHONE NUMBER:	956-414-8808	EMAIL:	JOSUEC@SOUTHTEXASGMC.COM

REPAIR SERVICE/PARTS					
Estimates/Diagnostic Testing	$ 205.95		Labor Rate for On-site repairs:	$ 205.95	
Labor Rate In-shop Repairs	$ 205.95		Negotiated City's Rate:	$ 195.	
Labor Rate Emergency/After Hours	$ 205.95		Parts Mark-up:	40.	%
Shipping/freight	☐ Included in price ☐ Additional Charge		Terms: 12 MONTHS	**One year agreement to begin on 10/01/26 and end on 09/30/27.**	

MINIMUM HOURLY RATE					
Minimum Billable Hourly Rate	$ 0.00	per hour	Minimum Billable Hours per job (if applicable):	$ 0.00	hours

TRAVEL TIME RATES					
Travel Time Rates: N/A	$ N/A	per hour	Maximum Billable Travel Distance (if applicable):	$ N/A	miles
Travel Time Rate (Emergency/After Hours)	$ N/A	per hour	Additional Travel Fees (describe if any):	N/A	

Signature

09/02/2026
Date

JOSUE L CRUZ
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 • ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	Spikes Ford		
ADDRESS: CITY, STATE & ZIP	805 E expressway 83 Mission, Tx 78572		
BUSINESS NUMBER:	956-585-1601		
BUSINESS HOURS:	7:00 am -7:00pm		
CONTACT PERSON:	Michelle Brown/Robert Hernandez		
CELL PHONE NUMBER:	956-5851-1601	EMAIL:	michelle.brown@spikesford.net

REPAIR SERVICE/PARTS			
Estimates/Diagnostic Testing	$ 217.99 Diesel 201.99 Gas	Labor Rate for On-site repairs:	$ 217.99/201.99
Labor Rate In-shop Repairs	$ 217.99/201.95	Negotiated City's Rate:	$ 217.99/201.95
Labor Rate Emergency/After Hours	$ 227.99/211.95	Parts Mark-up:	list -25 %
Shipping/freight	☐ Included in price ■ Additional Charge	Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.

MINIMUM HOURLY RATE			
Minimum Billable Hourly Rate	$ 1 per hour	Minimum Billable Hours per job (if applicable):	$ ____ hours

TRAVEL TIME RATES			
Travel Time Rates:	$ 227.95 per hour	Maximum Billable Travel Distance (if applicable):	$ n/a miles
Travel Time Rate (Emergency/After Hours)	$ 227.95 per hour	Additional Travel Fees (describe if any):	n/a

Signature

9/8/2026
Date

Michelle Brown
Printed Name

SERVICE AGREEMENT

CITY OF MISSION - FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION		
VENDOR NAME:	STX DIESEL LLC.	
ADDRESS: CITY, STATE & ZIP	311 CATHOLIC WAR VETERANS BLVD MISSION, TX 78572	
BUSINESS NUMBER:	956-561-9321	
BUSINESS HOURS:	M-F 8AM-5PM SAT 8AM-12PM	
CONTACT PERSON:	AMANDA OCHOA	
CELL PHONE NUMBER:	956-561-9321	EMAIL: adeeo8a@gmail.com

REPAIR SERVICE/PARTS			
Estimates/Diagnostic Testing	$ GAS$130-DIESEL $160	Labor Rate for On-site repairs:	$ GAS$130-DIESEL $160
Labor Rate In-shop Repairs	$ GAS $130-DIESEL $160	Negotiated City's Rate:	$ GAS $100-DIESEL$120
Labor Rate Emergency/After Hours	$ $140	Parts Mark-up:	5 %
Shipping/freight	■ Included in price ☐ Additional Charge	Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.

MINIMUM HOURLY RATE			
Minimum Billable Hourly Rate	$ 100.00 per hour	Minimum Billable Hours per job (if applicable):	$ TBD hours

TRAVEL TIME RATES			
Travel Time Rates:	$ 50.00 per hour	Maximum Billable Travel Distance (if applicable):	$ TBD miles
Travel Time Rate (Emergency/After Hours)	$ 50.00 per hour	Additional Travel Fees (describe if any):	TBD SEE NOTE ATTACHED

RM
Signature

8/8/26
Date

Rolando Mendoza
Printed Name

STX DIESEL LLC
311 Catholic War Veterans Blvd.
Mission, Texas 78572
Phone: (956) 561-9321

Date: September 8, 2026

To: City of Mission – Fleet Department

Dear City of Mission Fleet Department,

STX Diesel LLC is pleased to have the opportunity to provide service and support to the City of Mission Fleet Department. We appreciate the opportunity to establish a professional working relationship with the City and are committed to providing dependable, timely, and quality service to help keep your fleet operating safely and efficiently.

For diagnostic services, our standard diagnostic fee will be waived when the City of Mission approves and authorizes the recommended repair through STX Diesel LLC. This allows the necessary diagnostic work to be performed to accurately identify the cause of a vehicle or equipment concern without the City being charged a separate diagnostic fee when the repair is ultimately completed by our shop.

For mobile service, on-site repairs, inspections, and service calls, our standard travel time rate will be **$50.00**, as stated on the applicable service form. We understand that fleet operations can sometimes require immediate attention, and travel rates may be flexible depending on the type of emergency, location, urgency, and circumstances of the service request. Any applicable adjustment to the standard travel rate will be communicated with the appropriate City representative whenever reasonably possible prior to providing service.

STX Diesel LLC is committed to providing the City of Mission with professional workmanship, accurate diagnostics, competitive and flexible service, clear communication, and dependable support. Our experienced team understands the importance of keeping fleet vehicles and equipment operational and minimizing downtime whenever possible. We will make every reasonable effort to respond promptly to service needs, including emergency requests when available.

We sincerely appreciate the opportunity to work with the City of Mission and look forward to developing a strong and lasting relationship with the Fleet Department. We are excited about the opportunity to support the City and demonstrate the quality, professionalism, and dedication that STX Diesel LLC brings to every customer we serve.

Please feel free to reach out to us if any additional information, documentation, pricing clarification, or other requirements are needed. We are more than happy to assist and answer any questions you may have.

Thank you again for considering STX Diesel LLC. We truly look forward to working with the City of Mission and serving your fleet department.

Sincerely,

RM

SERVICE AGREEMENT

CITY OF MISSION - FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION		
VENDOR NAME:	TAYLOR SUDDEN SERVICE	
ADDRESS: CITY, STATE & ZIP	820 West Expressway 83 Donna, TX 78537	
BUSINESS NUMBER:	956-807-2347	
BUSINESS HOURS:	We are on call 24 hours 7 days a week.	
CONTACT PERSON:	Juan Gonzalez	
CELL PHONE NUMBER:	956-463-5682	EMAIL: juan_gonzalez@taylorbigred.com

REPAIR SERVICE/PARTS			
Estimates/Diagnostic Testing	$ 180.00	Labor Rate for On-site repairs:	$ 180.00
Labor Rate In-shop Repairs	$ 180.00	Negotiated City's Rate:	$ N/A
Labor Rate Emergency/After Hours	$ 270.00 - $360.00*	Parts Mark-up:	30 %
Shipping/freight	☐ Included in price ■ Additional Charge	Terms: 1 year	One year agreement to begin on 10/01/26 and end on 09/30/27.

MINIMUM HOURLY RATE			
Minimum Billable Hourly Rate	$ 180.00 per hour	Minimum Billable Hours per job (if applicable):	$ 1 hours

TRAVEL TIME RATES			
Travel Time Rates:	$ 180.00 per hour	Maximum Billable Travel Distance (if applicable):	$ N/A miles
Travel Time Rate (Emergency/After Hours)	$ 270.00 - $360.00* per hour	Additional Travel Fees (describe if any):	N/A

Signature

09/08/26
Date

Angel Lopez
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – SANITATION DEPARTMENT

105 ABELINO FARIAS
MISSION, TX 78572
☎ 956-583-2564 * ✉ sanitation@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	Cyclone Power Solution.		
ADDRESS:	1320 S. NEBRASKA AVE. SAN JUAN, TX 78589		
BUSINESS NUMBER:	956-252-0725		
BUSINESS HOURS:	8 Am - 5pm. Mon - Fri		
CONTACT PERSON:	Rosy Aguirre		
CELL PHONE NUMBER:	956-252-0725	EMAIL:	Sales@cyclonepowersolutions.c

REPAIR SERVICE/PARTS			
Estimates/Diagnostic Testing	$ N/A	Labor Rate for On-site repairs:	$ 95.00 per unit
Service Call Rate	$ 95.00 per unit	Negotiated City's Rate:	$ 95.00 per unit
Labor Rate Emergency/After Hours	$ 150.00 per unit	Parts Mark-up:	20 %
Shipping/freight	☐ Included in price ☒ Additional Charge	Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.

Signature

9/8/26
Date

Jose M. Aranda
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – SANITATION DEPARTMENT

105 ABELINO FARIAS
MISSION, TX 78572
☎ 956-583-2564 * ✉ sanitation@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	FleetLink Solutions		
ADDRESS:	1320 S. Nebraska Ave. San Juan, TX 78589		
BUSINESS NUMBER:	956-878-3666		
BUSINESS HOURS:	8 AM - 6 PM Mon - Fri		
CONTACT PERSON:	Joe Aranda		
CELL PHONE NUMBER:	956-878-3666	EMAIL:	sales@cyclonepwsolutions.com

REPAIR SERVICE/PARTS			
Estimates/Diagnostic Testing	$ 100.00	Labor Rate for On-site repairs:	$ 165.00 + Sav Call
Service Call Rate	$ 165.00 + Sav Call	Negotiated City's Rate:	$ 165
Labor Rate Emergency/After Hours	$ 250.00	Parts Mark-up:	25 %
Shipping/freight	☐ Included in price ☒ Additional Charge	Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.

Signature

9/8/26
Date

Jose M. Aranda
Printed Name

MEMO

1307 Maco Drive
PHARR / TX / 78577
Phone: (956) 475-3051
Fax: (956) 475-3055

DISTRIBUTION CENTER LOCATION & NO.	
421 - DEEP SOUTH TEXAS WAREHOUSE	
DEL. CODE	ORDER DATE / TIME
LOCAL - A	9/10/2026 6:49:31 AM
INVOICE NUMBER	CUSTOMER INFO
	(956) 584-4327
P.O. NO.	PAYMENT TERMS
	NET 25 days

SHIP TO:	BILL TO:
609 S canal MISSION / TX / 78572	900 Doherty Ave MISSION / TX / 78572

PART #	DESCRIPTION	QTY	LIST PRICE	YOUR PRICE	AMOUNT
104175CS	19-26 CHEVROLET SILVERADO 1500, 22-22 SILVERADO 1500 LTD; 25-25 GMC YUKON XL	1	$244.00	$175.00	$175.00
2120054	Radiator Cap	1	$12.00	$8.00	$8.00
2100275	Antifreeze | Domestic | Orange | Concentrate | Gallon	1	$25.00	$18.00	$18.00
2100275	Antifreeze | Domestic | Orange | Concentrate | Gallon	1	$25.00	$18.00	$18.00

Net	$219.00
Freight	$0.00
Taxes	$0.00
Total	**$219.00**

CHECK	CASH	DELIVERED BY	DATE / TIME	RECEIPT NAME (Print) / SIGNATURE

LIFETIME WARRANTY FOR RADIATORS AND CONDENSERS UNLESS SPECIFIED OTHERWISE: 1-800-Radiator hereby warrants its radiators, condensers, PARTS to be free from defects in material and workmanship under normal use and service; provided the customer has the radiator flushed once a year or provided the a/c system is properly flushed and the drier/accumulator is replaced with a new part. PART warranty does not apply to damage caused by accidents or improper installations procedures, flood, or installation by a non-approved source. Our coverage is limited to the replacement of said PART only. If the PART is damaged in shipping or does not fit properly, we will gladly exchange within 30 days of purchase. Wholesale accounts will get full credit on items returned within 30 days of the initial shipment. All returns must be adequately packed with sufficient materials to prevent any damage upon return or the customer will be charged for the part. We will not provide refunds on parts that have been installed and or broken. **RESELLER CERTIFICATION:** I hold the seller´s permit number shown above. The property purchased from 1-800-Radiator is for resale. In the event any such property is used for purposes other than resale, it is understood that I am required by Sales and Use Tax Law, to report and pay the taxes. Property purchased includes: Radiators, Heater Cores, AC Condensers, and Air Conditioning Parts. ONE YEAR WARRANTY FOR AIR CONDITIONING COMPONENTS UNLESS SPECIFIED OTHERWISE: 1-800-Radiator hereby warrants air conditioning components (PARTS) to be free from defects in material and workmanship under normal use and service; provided the a/c system is properly flushed and the following new PARTS, are replaced; Compressor, Expansion Device, Drier/Accumulator (the Condenser and or other components may need to be replaced, if recommended, by the OEM) and the proper amount and type of refrigerant and lubricant is added to the system. This warranty is offered only to the original purchaser of the PARTS. This warranty does not apply, and will be void if the auto PARTS sold have been damaged by abuse, misuse, accident, neglect, or alteration, or if it has been repaired by anyone. Warranty claims do not cover labor, refrigerant or fluids. Our coverage is limited to the replacement of the said PART if purchased from 1-800-Radiator. Your dated invoice will establish your eligibility for the warranty. COMMERCIAL/TAXI APPLICATIONS: 6 Mo. Warranty on all parts. NON-PAYMENT ON ACCOUNT: In the event payment on the account results in non-sufficient funds, a $25 NSF fee will be charged to the account in addition to interest accruing at the statutory maximum rate (not to exceed 18%) until payment is tendered in full. NON-PAYMENT ON ACCOUNT: In the event payment on the account results in non-sufficient funds, a $25 NSF fee will be charged to the account in addition to interest accruing at the statutory maximum rate (not to exceed 18%) until payment is tendered in full.

MEMO

1307 Maco Drive
PHARR / TX / 78577
Phone: (956) 475-3051
Fax: (956) 475-3055

DISTRIBUTION CENTER LOCATION & NO.	
421 - DEEP SOUTH TEXAS WAREHOUSE	
DEL. CODE	ORDER DATE / TIME
LOCAL - A	9/10/2026 6:47:04 AM
INVOICE NUMBER	CUSTOMER INFO
	(956) 584-4327
P.O. NO.	PAYMENT TERMS
	NET 25 days

SHIP TO:	BILL TO:
609 S canal MISSION / TX / 78572	900 Doherty Ave MISSION / TX / 78572

PART #	DESCRIPTION	QTY	LIST PRICE	YOUR PRICE	AMOUNT
104153PB	19-21 CHEVROLET SILVERADO 1500; 19-21 GMC SIERRA 1500	1	$268.00	$192.00	$192.00
3600194MR	Engine Coolant Thermostat	1	$33.00	$23.00	$23.00
2120054	Radiator Cap	1	$12.00	$8.00	$8.00
2100275	Antifreeze | Domestic | Orange | Concentrate | Gallon	1	$25.00	$18.00	$18.00
2100275	Antifreeze | Domestic | Orange | Concentrate | Gallon	1	$25.00	$18.00	$18.00

Net	$259.00
Freight	$0.00
Taxes	$0.00
Total	**$259.00**

CHECK	CASH	DELIVERED BY	DATE / TIME	RECEIPT NAME (Print) / SIGNATURE

LIFETIME WARRANTY FOR RADIATORS AND CONDENSERS UNLESS SPECIFIED OTHERWISE: 1-800-Radiator hereby warrants its radiators, condensers, PARTS to be free from defects in material and workmanship under normal use and service; provided the customer has the radiator flushed once a year or provided the a/c system is properly flushed and the drier/accumulator is replaced with a new part. PART warranty does not apply to damage caused by accidents or improper installations procedures, flood, or installation by a non-approved source. Our coverage is limited to the replacement of said PART only. If the PART is damaged in shipping or does not fit properly, we will gladly exchange within 30 days of purchase. Wholesale accounts will get full credit on items returned within 30 days of the initial shipment. All returns must be adequately packed with sufficient materials to prevent any damage upon return or the customer will be charged for the part. We will not provide refunds on parts that have been installed and or broken. **RESELLER CERTIFICATION:** I hold the seller´s permit number shown above. The property purchased from 1-800-Radiator is for resale. In the event any such property is used for purposes other than resale, it is understood that I am required by Sales and Use Tax Law, to report and pay the taxes. Property purchased includes: Radiators, Heater Cores, AC Condensers, and Air Conditioning Parts. ONE YEAR WARRANTY FOR AIR CONDITIONING COMPONENTS UNLESS SPECIFIED OTHERWISE: 1-800-Radiator hereby warrants air conditioning components (PARTS) to be free from defects in material and workmanship under normal use and service; provided the a/c system is properly flushed and the following new PARTS, are replaced; Compressor, Expansion Device, Drier/Accumulator (the Condenser and or other components may need to be replaced, if recommended, by the OEM) and the proper amount and type of refrigerant and lubricant is added to the system. This warranty is offered only to the original purchaser of the PARTS. This warranty does not apply, and will be void if the auto PARTS sold have been damaged by abuse, misuse, accident, neglect, or alteration, or if it has been repaired by anyone. Warranty claims do not cover labor, refrigerant or fluids. Our coverage is limited to the replacement of the said PART if purchased from 1-800-Radiator. Your dated invoice will establish your eligibility for the warranty. COMMERCIAL/TAXI APPLICATIONS: 6 Mo. Warranty on all parts. NON-PAYMENT ON ACCOUNT: In the event payment on the account results in non-sufficient funds, a $25 NSF fee will be charged to the account in addition to interest accruing at the statutory maximum rate (not to exceed 18%) until payment is tendered in full. NON-PAYMENT ON ACCOUNT: In the event payment on the account results in non-sufficient funds, a $25 NSF fee will be charged to the account in addition to interest accruing at the statutory maximum rate (not to exceed 18%) until payment is tendered in full.

MEMO

1307 Maco Drive
PHARR / TX / 78577
Phone: (956) 475-3051
Fax: (956) 475-3055

DISTRIBUTION CENTER LOCATION & NO.	
421 - DEEP SOUTH TEXAS WAREHOUSE	
DEL. CODE	ORDER DATE / TIME
LOCAL - A	9/10/2026 6:48:02 AM
INVOICE NUMBER	CUSTOMER INFO
	(956) 584-4327
P.O. NO.	PAYMENT TERMS
	NET 25 days

SHIP TO:	BILL TO:
609 S canal MISSION / TX / 78572	900 Doherty Ave MISSION / TX / 78572

PART #	DESCRIPTION	QTY	LIST PRICE	YOUR PRICE	AMOUNT
104160PD	19-26 CHEVROLET SILVERADO 1500; 22-22 GMC SIERRA 1500 LIMITED	1	$259.00	$185.00	$185.00
3501551HS	15-19 CHEVROLET SILVERADO 1500; 15-19 GMC SIERRA 1500; 15-20 CHEVROLET TAHOE	1	$47.00	$34.00	$34.00
3600194MR	Engine Coolant Thermostat	1	$33.00	$23.00	$23.00
2120054	Radiator Cap	1	$12.00	$8.00	$8.00
2100275	Antifreeze | Domestic | Orange | Concentrate | Gallon	1	$25.00	$18.00	$18.00
2100275	Antifreeze | Domestic | Orange | Concentrate | Gallon	1	$25.00	$18.00	$18.00

Net	$286.00
Freight	$0.00
Taxes	$0.00
Total	**$286.00**

CHECK	CASH	DELIVERED BY	DATE / TIME	RECEIPT NAME (Print) / SIGNATURE

LIFETIME WARRANTY FOR RADIATORS AND CONDENSERS UNLESS SPECIFIED OTHERWISE: 1-800-Radiator hereby warrants its radiators, condensers, PARTS to be free from defects in material and workmanship under normal use and service; provided the customer has the radiator flushed once a year or provided the a/c system is properly flushed and the drier/accumulator is replaced with a new part. PART warranty does not apply to damage caused by accidents or improper installations procedures, flood, or installation by a non-approved source. Our coverage is limited to the replacement of said PART only. If the PART is damaged in shipping or does not fit properly, we will gladly exchange within 30 days of purchase. Wholesale accounts will get full credit on items returned within 30 days of the initial shipment. All returns must be adequately packed with sufficient materials to prevent any damage upon return or the customer will be charged for the part. We will not provide refunds on parts that have been installed and or broken. **RESELLER CERTIFICATION:** I hold the seller´s permit number shown above. The property purchased from 1-800-Radiator is for resale. In the event any such property is used for purposes other than resale, it is understood that I am required by Sales and Use Tax Law, to report and pay the taxes. Property purchased includes: Radiators, Heater Cores, AC Condensers, and Air Conditioning Parts. ONE YEAR WARRANTY FOR AIR CONDITIONING COMPONENTS UNLESS SPECIFIED OTHERWISE: 1-800-Radiator hereby warrants air conditioning components (PARTS) to be free from defects in material and workmanship under normal use and service; provided the a/c system is properly flushed and the following new PARTS, are replaced; Compressor, Expansion Device, Drier/Accumulator (the Condenser and or other components may need to be replaced, if recommended, by the OEM) and the proper amount and type of refrigerant and lubricant is added to the system. This warranty is offered only to the original purchaser of the PARTS. This warranty does not apply, and will be void if the auto PARTS sold have been damaged by abuse, misuse, accident, neglect, or alteration, or if it has been repaired by anyone. Warranty claims do not cover labor, refrigerant or fluids. Our coverage is limited to the replacement of the said PART if purchased from 1-800-Radiator. Your dated invoice will establish your eligibility for the warranty. COMMERCIAL/TAXI APPLICATIONS: 6 Mo. Warranty on all parts. NON-PAYMENT ON ACCOUNT: In the event payment on the account results in non-sufficient funds, a $25 NSF fee will be charged to the account in addition to interest accruing at the statutory maximum rate (not to exceed 18%) until payment is tendered in full. NON-PAYMENT ON ACCOUNT: In the event payment on the account results in non-sufficient funds, a $25 NSF fee will be charged to the account in addition to interest accruing at the statutory maximum rate (not to exceed 18%) until payment is tendered in full.

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	Kinloch Equipment & Supply		
ADDRESS CITY, STATE & ZIP	2904 N. Hibiscus Pharr Tx 78577		
BUSINESS NUMBER:	956-705-0891		
BUSINESS HOURS:	7:30 am – 4:00 pm		
CONTACT PERSON:	Jose Gutierrez		
CELL PHONE NUMBER:	956 595-0628	EMAIL:	jgutierrez@Kinlocheqip.com

REPAIR SERVICE/PARTS				
Estimates/Diagnostic Testing	$_____		Labor Rate for On-site repairs:	$ 150.00 + Trvl.
Labor Rate In-shop Repairs	$ 160.00 hr		Negotiated City's Rate:	$_____
Labor Rate Emergency/After Hours	$ 248.00		Parts Mark-up:	_____ %
Shipping/freight	☐ Included in price ☑ Additional Charge		Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.

MINIMUM HOURLY RATE				
Minimum Billable Hourly Rate	$ 150.00 per hour		Minimum Billable Hours per job (if applicable):	$ 1 hours

TRAVEL TIME RATES				
Travel Time Rates:	$ 75.00 per hour		Maximum Billable Travel Distance (if applicable):	$ 15 miles
Travel Time Rate (Emergency/After Hours)	$ N/A per hour		Additional Travel Fees (describe if any):	N/A

Jose Gutierrez
Signature

9-10-26
Date

Jose Gutierrez
Printed Name

SERVICE AGREEMENT

CITY OF MISSION – FLEET DEPT.

☎ 956-580-8658 * ✉ Fleet@missiontexas.us

VENDOR INFORMATION			
VENDOR NAME:	Bert Ogden Chevrolet		
ADDRESS: CITY, STATE & ZIP	1400 E. Expressway 83. Mission Tx 78572		
BUSINESS NUMBER:	956.581.1111		
BUSINESS HOURS:	Mon-Fri. 7:30AM-6PM / Sat. 8:00AM-4:00PM		
CONTACT PERSON:	Roel Esquivel		
CELL PHONE NUMBER:	645.229.0725	EMAIL:	roeleesquivel@bertogden.com

REPAIR SERVICE/PARTS					
Estimates/Diagnostic Testing	$ 175.00		Labor Rate for On-site repairs:	$ 178.00	
Labor Rate In-shop Repairs	$ 178.00		Negotiated City's Rate:	$ 178.00	
Labor Rate Emergency/After Hours	$ 178.00		Parts Mark-up:	30	%
Shipping/freight	☐ Included in price ☑ Additional Charge		Terms:	One year agreement to begin on 10/01/26 and end on 09/30/27.	

MINIMUM HOURLY RATE					
Minimum Billable Hourly Rate	$ 175.00	per hour	Minimum Billable Hours per job (if applicable):	$ .01	hours

TRAVEL TIME RATES					
Travel Time Rates:	$ N/A	per hour	Maximum Billable Travel Distance (if applicable):	$ N/A	miles
Travel Time Rate (Emergency/After Hours)	$ N/A	per hour	Additional Travel Fees (describe if any):	N/A	

Signature

9/10/26
Date

Roel Esquivel
Printed Name

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Jesse Mares, Facilities and Fleet Manager

AGENDA ITEM: Discussion and possible action to authorize the purchase of tires from Hesselbein Tire and Southern Tire Mart through BuyBoard Contract No. 729-24, with aggregate expenditures anticipated to exceed $25,000 during Fiscal Year 2026–2027, subject to operational needs and available budgeted funds – J. Mares

NATURE OF REQUEST:

Staff is requesting authorization to purchase tires, tubes, and related products and services from Hesselbein Tire and Southern Tire Mart through BuyBoard Contract No. 729-24 during Fiscal Year 2026–2027.

Aggregate expenditures are anticipated to exceed the City's $25,000 purchasing threshold. Purchases will be made on an as-needed basis to support the maintenance and operation of the City's fleet vehicles and specialized equipment. All purchases will be subject to operational needs, applicable cooperative contract pricing, and the availability of budgeted funds.

BUGETED: Yes **FUND:** General Fund **ACCT. #:** 01-416-94810

BUDGET: $100,000 **EST. COST:** **CURRENT BUDGET BALANCE:** $

BUGETED: Yes **FUND:** General Fund **ACCT. #:** 05-410-64200

BUDGET: $325,000 **EST. COST:** **CURRENT BUDGET BALANCE:** $

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: None

City Manager's Recommendation: Approval JPT

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

FLEET DEPARTMENT

SERVICE AGREEMENT - TIRES

Buy Board #729-24

VENDOR INFORMATION		
VENDOR NAME:	HESSELBEIN TIRE SOUTHWEST, INC.	
ADDRESS:	910 BUSINESS PARK DRIVE	
CITY, STATE & ZIP	MISSION, TX. 78572	
PHONE NUMBER:	(210) 646-8448	
SHOP HOURS:	MON - FRI: 8:00AM - 5:30PM / SAT. 8:00 - 1:00	
CONTACT PERSON:	DAVID J. DOMINGUEZ	
EMAIL	DDOMINGUEZ@DKTIRE.COM	(210) 392-3283

TIRE & FOAM-FILL PRICE LIST				
SIZE	PLY	DESCRIPTION	PRICE:	PART NUMBER:
265/70R17	115T	FIRESTONE DESTINATION LE3	$141.38	005374
LT265/70R17	10	FIRESTONE TRANSFORCE HT2	$179.72	013894
225/75R15	102T	FS DESTINATION LE3	$115.05	005344
LT245/75R17	10	FIRESTONE TRANSFORCE HT2	$150.13	013889
LT245/75R16	10	FIRESTONE TRANSFORCE HT2	$130.52	013887
LT235/85R16	10	FIRESTONE TRANSFORCE HT2	$137.35	013892
205/60R16	92H	FIRESTONE ALL SEASON	$77.70	0062258
P235/55R17	98W	FIRESTONE FIREHAWK PURSUIT	$111.34	011687
P265/60R17	108V	FIRESTONE FIREHAWK PURSUIT	$120.00	011685
275/55R20	113V	FIRESTONE FIREHAWK PURSUIT	$140.00	008921
LT265/75R16	10	FIRESTONE TRANSFORCE HT2	$155.33	002762
225/60R18	99W	FIRESTONE FIREHAWK PURSUIT	$125.02	011688
11R22.5	14	HANKOOK AH37 AP HIGHWAY	$327.22	3002163
315/80R22.5	20	HANKOOK AM09+ C&C A/P	$493.34	3002789
12R22.5	16	HANKOOK AH37 AP HIGHWAY	$436.36	3002449
DELIVERY FEE:	☑ Included in price ☐ Additional Charge	COST FOR FOAM FILL: $1.95 per lb.	TERMS: Net10th *Pricing is based on BuyBoard pricing schedules.*	One year agreement to begin on 10/01/26 and end on 09/30/27.

SIGNATURE

9/4/2026
DATE

David J. Dominguez
PRINTED NAME

BuyBoard Vendor Contract Information Summary

Vendor	Hesselbein Tire Southwest
Contact	DAVID DOMINGUEZ
Phone	2106468448
Email	9001GOV@DKTIRE.COM
TIN	74-2474579
Address Line 1	4823 Corner Parkway
Vendor City	San Antonio
Vendor Zip	78219
Vendor State	TX
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	Net 30 or COD depending o
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Company Truck
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	1, 2, 3, 4, 13, 20
States	Texas
Contract Name	Tires, Tubes, Supplies and Equipment
Contract No.	729-24
Effective	03/01/2024
Expiration	02/28/2027
Accepts RFQs	Yes

Southern Tire Mart

ESTIMATE # 4310655

```
EEEEEEE SSSSSSS TTTTTTT IIIIIII M     M    A    TTTTTTT EEEEEEE
E       S          T       I    M M M M   A A      T    E
EEEEEEE SSSSSSS    T       I    M  M  M  AAAAA     T    EEEEEEE
E             S    T       I    M     M A     A    T    E
EEEEEEE SSSSSSS    T    IIIIIII M     M A     A    T    EEEEEEE
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*****DO NOT PAY FROM THIS TICKET*****

PHARR #486
SOUTHERN TIRE MART, LLC
345 W EXPRESSWAY 83
PHARR, TX 78577

PAGE: 1

956/702-9888

CUSTOMER: CITY OF MISSION-FLEET MAINTENA
0592515 609 N CANAL AVE
MISSION TX 78572

EMAIL: jmares@missiontexas.us
BUSINESS: 956/458-0940 0
SALESMAN: 07356
ESTIMATE DATE: 09/08/26 DUE: 10/08/26

PRODUCT	MECHANIC	QUANTITY	PRICE	F.E.T.	EXTENSION
11R22.5/14 ECOPIA R273 AP B004137		1	350.75	25.23	375.98
FETBGOV BRIDGESTONE FETBGOV		-1	25.23		-25.23
12R22.5/16 ECOPIA R273 AP B004145		1	406.12	36.76	442.88
FETBGOV BRIDGESTONE FETBGOV		-1	36.36		-36.36
315/80R22.5/20 M870 AP B249038		1	587.53	61.43	648.96
FETBGOV BRIDGESTONE FETBGOV		-1	61.43		-61.43
BRIDGESTONE DISCOUNTS 299		-3	15.00		-45.00

BUY BOARD CONTRACT 729-24
REQUESTED BY: CARMEN RODRIGUEZ

PLEASE REMIT To:
Dept. 143
P.O. Box 1000
Memphis, TN 38148-0143

PRINTED NAME/CUSTOMER SIGNATURE

IMPORTANT: CUSTOMER SHOULD RE-CHECK TORQUE ON LUG NUTS ON WHEELS SERVICED AFTER 25 TO 100 MILES OF OPERATION

Southern Tire Mart

ESTIMATE #	4310655

PHARR #486

PAGE: 2

CUSTOMER: CITY OF MISSION-FLEET MAINTENA

PRODUCT	MECHANIC	QUANTITY	PRICE	F.E.T.	EXTENSION

NO FEE FOR DELIVERY
CALL OSCAR DURAN AT 956-578-9372

MERCHANDISE:	1344.40
OTHER:	168.02-
F.E.T.:	123.42
ESTIMATE TOTAL:	1299.80

**********THIS IS NOT AN INVOICE**********
*******DO NOT PAY FROM THIS FORM*******

THANK YOU FOR CHOOSING SOUTHERN TIRE MART
*******WE APPRECIATE YOUR BUSINESS*******

DO NOT PULL INVENTORY

PLEASE REMIT To:
Dept. 143
P.O. Box 1000
Memphis, TN 38148-0143

PRINTED NAME/CUSTOMER SIGNATURE

IMPORTANT: CUSTOMER SHOULD RE-CHECK TORQUE ON LUG NUTS ON WHEELS SERVICED AFTER 25 TO 100 MILES OF OPERATION

Southern Tire Mart

ESTIMATE # 4310520

```
EEEEEEE SSSSSSS TTTTTTT IIIIIII M     M    A    TTTTTTT EEEEEEE
E       S          T       I    M M M M   A A      T    E
EEEEEEE SSSSSSS    T       I    M  M  M  AAAAA     T    EEEEEEE
E             S    T       I    M     M A     A    T    E
EEEEEEE SSSSSSS    T    IIIIIII M     M A     A    T    EEEEEEE
```

*****DO NOT PAY FROM THIS TICKET*****

PHARR #486
SOUTHERN TIRE MART, LLC
345 W EXPRESSWAY 83
PHARR, TX 78577

PAGE: 1

956/702-9888

CUSTOMER: CITY OF MISSION-FLEET MAINTENA
0592515 609 N CANAL AVE
MISSION TX 78572

EMAIL: jmares@missiontexas.us
BUSINESS: 956/458-0940 0
SALESMAN: 07356
ESTIMATE DATE: 09/08/26 DUE: 10/08/26

PRODUCT	MECHANIC	QUANTITY	PRICE	F.E.T.	EXTENSION
11R22.5/14 FS560 PLUS AP F156531		1	340.00	25.23	365.23
FETFGOV FIRESTONE FETFGOV		-1	25.23		-25.23
12R22.5/16 FS561A AP $ F012715		1	390.50	36.76	427.26
FETFGOV FIRESTONE FETFGOV		-1	36.36		-36.36
315/80R22.5/20 FS821 AP F003164		1	588.71	52.83	641.54
FETFGOV FIRESTONE FETFGOV		-1	52.83		-52.83
FIRESTONE DISCOUNTS 275		-3	15.00		-45.00

BUY BOARD 2026 CONTRACT 729-24
REQUESTED BY: CARMEN RODRIGUEZ

PLEASE REMIT To:
Dept. 143
P.O. Box 1000
Memphis, TN 38148-0143

PRINTED NAME/CUSTOMER SIGNATURE

IMPORTANT: CUSTOMER SHOULD RE-CHECK TORQUE ON LUG NUTS ON WHEELS SERVICED AFTER 25 TO 100 MILES OF OPERATION

Southern Tire Mart

ESTIMATE # **4310520**

PHARR #486

PAGE: 2

CUSTOMER: CITY OF MISSION-FLEET MAINTENA

PRODUCT	MECHANIC	QUANTITY	PRICE	F.E.T.	EXTENSION

NO FEE FOR DELIVERY
CALL OSCAR DURAN AT 956-578-9372

MERCHANDISE:	1319.21
OTHER:	159.42-
F.E.T.:	114.82
ESTIMATE TOTAL:	1274.61

**********THIS IS NOT AN INVOICE**********
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DO NOT PULL INVENTORY

PLEASE REMIT To:
Dept. 143
P.O. Box 1000
Memphis, TN 38148-0143

PRINTED NAME/CUSTOMER SIGNATURE

IMPORTANT: CUSTOMER SHOULD RE-CHECK TORQUE ON LUG NUTS ON WHEELS SERVICED AFTER 25 TO 100 MILES OF OPERATION

Southern Tire Mart

ESTIMATE # 4309883

```
EEEEEEE SSSSSSS TTTTTTT IIIIIII M     M    A    TTTTTTT EEEEEEE
E       S          T       I    M M M M   A A      T    E
EEEEEEE SSSSSSS    T       I    M  M  M  AAAAA     T    EEEEEEE
E             S    T       I    M     M A     A    T    E
EEEEEEE SSSSSSS    T    IIIIIII M     M A     A    T    EEEEEEE
```

*****DO NOT PAY FROM THIS TICKET*****

PHARR #486
SOUTHERN TIRE MART, LLC
345 W EXPRESSWAY 83
PHARR, TX 78577

PAGE: 1

956/702-9888

CUSTOMER: CITY OF MISSION-FLEET MAINTENA
0592515 609 N CANAL AVE
MISSION TX 78572

EMAIL: jmares@missiontexas.us
BUSINESS: 956/458-0940 0
SALESMAN: 07356
ESTIMATE DATE: 09/08/26 DUE: 10/08/26

PRODUCT	MECHANIC	QUANTITY	PRICE	F.E.T.	EXTENSION
LT265/70R17/10 DEST XT OWL F004373		1	141.38		141.38
LT265/70R17/10 TRANSFORCE HT3 F013894		1	179.72		179.72
225/75R15 DESTINATION LE 3 OWL F005344		1	115.05		115.05
LT245/75R17/10 TRANSFORCE HT3 F013889		1	150.13		150.13
LT245/75R16/10 TRANSFORCE HT3 F013887		1	130.52		130.52
LT235/85R16/10 TRANSFORCE HT3 F013892		1	137.35		137.35
205/60R16 ALL SEASON F006258		1	77.70		77.70
235/55R17 FIREHAWK PRST F011687		1	111.34		111.34

PLEASE REMIT To:
Dept. 143
P.O. Box 1000
Memphis, TN 38148-0143

PRINTED NAME/CUSTOMER SIGNATURE

IMPORTANT: CUSTOMER SHOULD RE-CHECK TORQUE ON LUG NUTS ON WHEELS SERVICED AFTER 25 TO 100 MILES OF OPERATION

Southern Tire Mart

ESTIMATE # 4309883

PHARR #486

CUSTOMER: CITY OF MISSION-FLEET MAINTENA

PRODUCT	MECHANIC	QUANTITY	PRICE	F.E.T.	EXTENSION
265/60R17 FIREHAWK PRST F011685		1	120.00		120.00
275/55R20 FIREHAWK PRST F008921		1	140.00		140.00
LT265/75R16/10 TRANSFORCE HT2 F002762		1	155.33		155.33
225/60R18 FIREHAWK PRST F011688		1	125.02		125.02
11R22.5/14 AH37 AP $ HNK3002162		1	320.03	25.23	345.26
FET HANKOOK GOV FETHNKGOV		-1	25.23		-25.23
315/80R22.5/20 AM09+ AP HNK3002789		1	493.34	61.43	554.77
FET HANKOOK GOV FETHNKGOV		-1	61.43		-61.43
12R22.5/16 AH37 AP $ HNK3002449		1	436.36	36.76	473.12
FET HANKOOK GOV FETHNKGOV		-1	36.36		-36.36

BUY BOARD 2026 CONTRACT 729-24
REQUERSTED BY: CARMEN RODRIGUEZ.
NO DELIVERY FEE.
CALL OSCAR DURAN AT 956-578-9372

MERCHANDISE:	2833.27
OTHER:	123.02-
F.E.T.:	123.42
ESTIMATE TOTAL:	2833.67

PLEASE REMIT To:
Dept. 143
P.O. Box 1000
Memphis, TN 38148-0143

PRINTED NAME/CUSTOMER SIGNATURE

IMPORTANT: CUSTOMER SHOULD RE-CHECK TORQUE ON LUG NUTS ON WHEELS SERVICED AFTER 25 TO 100 MILES OF OPERATION

Southern Tire Mart

ESTIMATE #	4309883

PHARR #486

CUSTOMER: CITY OF MISSION-FLEET MAINTENA

PRODUCT	MECHANIC	QUANTITY	PRICE	F.E.T.	EXTENSION

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DO NOT PULL INVENTORY

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Dept. 143
P.O. Box 1000
Memphis, TN 38148-0143

PRINTED NAME/CUSTOMER SIGNATURE

IMPORTANT: CUSTOMER SHOULD RE-CHECK TORQUE ON LUG NUTS ON WHEELS SERVICED AFTER 25 TO 100 MILES OF OPERATION

BuyBoard Vendor Contract Information Summary

Vendor	Southern Tire Mart LLC
Contact	Richard Conwill
Phone	877-786-4681
Email	gov-sales@stmtires.com
TIN	06-1689011
Address Line 1	800 Highway 98
Vendor City	Columbia
Vendor Zip	39429
Vendor State	MS
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	NET 30
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Company Truck
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	All Texas Regions
States	Alabama, Arizona, Arkansas, California, Colorado, Florida, Georgia, Louisiana, Mississippi, Nevada, New Mexico, Oklahoma, South Carolina, Tennessee, Texas, Utah
Contract Name	Tires, Tubes, Supplies and Equipment
Contract No.	729-24
Effective	03/01/2024
Expiration	02/28/2027
Accepts RFQs	Yes
Quote Reference Number	729-24

9/8/2026 5:09 PM

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Jesse Mares, Facilities and Fleet Manager

AGENDA ITEM: Discussion and possible action to authorize the purchase of automotive parts, fluids, maintenance equipment, and supplies for City fleet preventive maintenance during Fiscal Year 2026–2027 from AutoZone through Region 4 ESC/OMNIA Partners Contract No. R211201; NAPA Auto Parts through BuyBoard Contract No. 715-23, through its current expiration date of November 30, 2026, unless formally renewed or extended; and O'Reilly Auto Parts through Sourcewell Contract No. 100124-ORA, subject to operational needs, applicable cooperative contract terms, and available budgeted funds – J. Mares

NATURE OF REQUEST:

Staff is requesting authorization to purchase automotive parts, fluids, maintenance equipment, and supplies for the preventive maintenance of the City's fleet during Fiscal Year 2026–2027 from the following cooperative vendors:

- AutoZone through Region 4 ESC/OMNIA Partners Contract No. R211201;
- NAPA Auto Parts through BuyBoard Contract No. 715-23 (BuyBoard Contract No. 715-23 is currently scheduled to expire on November 30, 2026. Purchases from NAPA Auto Parts after that date will only be made if the contract is formally renewed or extended, or pursuant to another properly procured and approved contract.); and
- O'Reilly Auto Parts through Sourcewell Contract No. 100124-ORA.

Purchases will be made on an as-needed basis according to Fleet Department requirements, applicable cooperative contract pricing, and the availability of budgeted funds. Purchases from each vendor will be limited to the effective term and awarded scope of its applicable cooperative contract.

BUGETED: Yes **FUND:** General Fund **ACCT. #:** 01-416-64360

BUDGET: $115,000 **EST. COST:** _____ **CURRENT BUDGET BALANCE:** _____

BID AMOUNT: _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: None

City Manager's Recommendation: Approval *JP7*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

AutoZone®

SHOPPING LIST	09/02/2026
Quote Total:	$2022.92
Customer Purchase Order:	REGION4R21101
Tender Type:	AR Credit

Customer Note to Store :

Store to Store Notes :

CITY OF MISSION 140934 (956) 580-8689

VEHICLE: NO VEHICLE GIVEN FOR THE BELOW ITEMS

QTY	ITEM	DESCRIPTION	PART NO	COST	CORE	EXT COST	CHECK QOH
3	000832332	H6-DLG DURALAST GOLD BA	H6-DLG	$166.99	Deferred	$500.97	☐
12	000831642	S10060 SPIN-ON	S10060	$1.89	$0.00	$22.68	☐
2	000354165	D6107M FUEL PUMP MODULE	D6107M	$262.87	$0.00	$525.74	☐
20	000343557	DLF22N DURALAST FLEX WI	DLF22N	$7.50	$0.00	$150.00	☐
3	000319460	H6-AGM DURALAST PLATINU	H6-AGM	$206.99	Deferred	$620.97	☐
12	000248484	DEF002 DIESEL EXHUAST FL	DEF002	$14.99	$0.00	$179.88	☐
12	000006190	S10590 SPIN-ON	S10590	$1.89	$0.00	$22.68	☐

OMNIA® PARTNERS

NATIONALIPA EXPERIENCED · FOCUSED · TRUSTED U.S. COMMUNITIES

AUTOMOTIVE PARTS AND SUPPLIES
Executive Summary

Lead Agency: REGION 4 ESC

Solicitation: RFP 21-12

RFP Issued: June 30,2021

Pre-Proposal Date: July 13, 2021

Response Due Date: August 31, 2021

Proposals Received: #5

Awarded to: AutoZone Parts, Inc. – Contract #R211201

The Board of Directors of Region 4 Education Service Center (ESC) issued RFP 21-12 on June 30, 2021, to establish a national cooperative contract for Automotive Parts and Supplies.

The solicitation included cooperative purchasing language in Sections I. Scope of Work:

NATIONAL CONTRACT:

Region 4 ESC, as the Principal Procurement Agency, defined in APPENDIX D, has partnered with OMNIA Partners, Public Sector ("OMNIA Partners") to make the resultant contract (also known as the "Master Agreement" in materials distributed by OMNIA Partners) from this solicitation available to other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit ("Public Agencies"), through OMNIA Partners' cooperative purchasing program. Region 4 ESC is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. Use of the Master Agreement by any Public Agency is preceded by their registration with OMNIA Partners (a "Participating Public Agency") and by using the Master Agreement, any such Participating Public Agency agrees that it is registered with OMNIA Partners, whether pursuant to the terms of a Master Intergovernmental Cooperative Purchasing Agreement, a form of which is attached hereto on APPENDIX D, or as otherwise agreed to. APPENDIX D contains additional information about OMNIA Partners and the cooperative purchasing program.

Notice of the solicitation was sent to potential offerors, as well as advertised in the following:

- Region 4 ESC website
- OMNIA Partners website
- USA Today, nationwide
- Arizona Business Gazette, AZ
- San Bernardino Sun, CA
- Honolulu Star-Advertiser, HI
- The Advocate – New Orleans, LA
- New Jersey Herald, NJ
- Times Union, NY
- Daily Journal of Commerce, OR
- The State, SC
- Houston Community Newspapers, Cy Creek Mirror, TX
- Deseret News, UT
- Richmond Times, VA
- Seattle Daily Journal of Commerce, WA

- Helena Independent Record, MT
- Kennebec ME Journal
- The Herald-News, IL
- Las Vegas Sun, NV

On August 31, 2021 proposals were received from the following offerors:

- AutoZone Parts, Inc.
- Factory Motor Parts
- Lawson Products, Inc.
- Liftnow Automotive Equipment Corp.
- O'Reilly Auto Enterprises, LLC.

The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee elected to enter into negotiations with AutoZone Parts, Inc., and Lawson Products, Inc. and proceeding with contract award upon successful completion of negotiations.

Region 4 ESC, OMNIA Partners and AutoZone Parts, Inc. successfully negotiated a contract, and Region 4 ESC executed the agreement with a contract effective date of January 1, 2022.

Contract includes:

- Automotive parts, related equipment, and services
- Price published on www.autozonepro.com
- Oil and Battery Recycling

Term:
Initial three (3) year agreement effective January 1, 2022 through December 31, 2024 with the option to renew for two (2) additional one-year periods through December 31, 2026.

Pricing/Discount: All categories set at 50% off published on www.autozonepro.com.

OMNIA Partners Web Landing Page: AutoZone Cooperative Contract | Contract Documentation (omniapartners.com)

800006163
NAPA Auto Parts
NAPA Auto Parts #163
1921 North Conway Avenue
MISSION, TX 78572
(956) 692-1791

QUOTE

Date : 09/02/2026 Time : 17:03 Page : 1 / 1 Order # 234075

Quote For

22050
CITY OF MISSION / FLEET MAINT
1201 E 8TH ST.
MISSION, TX 78572-0000

Quote By

Quote By : 1695 , Veronica
Sales Rep : 46 , GENARO
Quote Date : 09/02/2026
Quote : 3505

Part Number	Line	Description	Quantity	Price	Net	Total	Taxable
7565	BAT	2YR WTY BAT (T34-73)	1.00	248.23	157.99	157.99	R
7565	BAT	Core Deposit (T34-73)	1.00	18.00	18.00	18.00	D
7565	BAT	2YR WTY BAT (T34-73)	1.00	248.23	157.99	157.99	R
7565	BAT	Core Deposit (T34-73)	1.00	18.00	18.00	18.00	D
8822	NFD	NAPA OIL DRY ()	4.00	10.21	7.99	31.96	
7216	MAC	PREM START FL 11OZ (200-140)	12.00	12.84	6.16	73.92	
FT-7654	FLT	DISC BRAKE PAD ()	2.00	272.00	119.68	239.36	
213-8349	RAY	REMAN/ALTERNATOR ()	1.00	397.88	198.99	198.99	R
213-8349	RAY	Core Deposit ()	1.00	55.00	55.00	55.00	D
244-8305	RAY	REMAN/STARTER ()	1.00	456.49	196.99	196.99	R
244-8305	RAY	Core Deposit ()	1.00	50.00	50.00	50.00	D
4800	MAC	NON-CHLOR BRAKE CLNR (200-59)	12.00	9.74	2.99	35.88	
		Above Item on Sale					
1GAL	NAF	NAPA ANTIFREEZE GAL (351-21)	12.00	26.34	12.64	151.68	
ZX-3030	NFR	30LB134A ()	1.00	771.68	327.99	327.99	
		Above Item on Sale					
		Technician Name: JOSE M. RANGEL					
NPF002	NAF	2.5 DEF (205-37)	1.00	36.98	17.75	17.75	
9801	PSF	PWRSTEERING FL-GAL ()	3.00	42.04	20.18	60.54	
7237	BAT	18MO WTY BAT ()	2.00	260.71	167.99	335.98	R
7237	BAT	Core Deposit ()	2.00	27.00	27.00	54.00	D
7236	BAT	18MO WTY BAT (T34-79)	2.00	260.71	167.99	335.98	R
7236	BAT	Core Deposit (T34-79)	2.00	27.00	27.00	54.00	D
		*****buy board # 715-23****					

** Prices and Taxes Subject to Change Without Notice **

Attention :

PO# :

Subtotal	2,572.00
Tax Estimated Using	
TAXTABLE 1 8.2500%	0.00
Quote Total	**2,572.00**

BuyBoard Vendor Contract Information Summary

Vendor	NAPA Auto Parts
Contact	Don Lachance
Phone	4043864157
Email	don_lachance@genpt.com
Vendor Website	www.genpt.com
TIN	58-0254510
Address Line 1	15935 Sellers Rd
Vendor City	Houston
Vendor Zip	77060
Vendor State	TX
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	net 30 days
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Company Truck
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	All Texas Regions
States	All States
Contract Name	Automotive Parts, Fluids, Equipment, Maintenance Services
Contract No.	715-23
Effective	12/01/2023
Expiration	11/30/2026
Accepts RFQs	Yes
Quote Reference Number	4043864157
Return Policy	All items can be returned in the original package to the Servicing NAPA store within 90 days of delivery.

O'Reilly AUTO PARTS

DEDICATED TO THE PROFESSIONAL

Store 498, 110 W INTERSTATE 2,
MISSION, TX 78572 (956) 519-0550

Bill To:

CITY OF MISSION
1201 E 8TH ST

MISSION, TX 78572
(956) 580-8650

* QUOTE *

Invoice	** QUOTE **
Sale Type	QUOTE
Date	09/02/2026 4:35 PM
Ship Via	
PO Number	

Counter #	Customer #	Ordered By	Special Instructions
531713	2486511		Quote

Qty	Line	Item Number	Description	Warr	Unit	Tax	List	Each	Extended
1	SSB	31-5T	BATTERY	1G	EA	N	305.07	147.36	147.36
		31-5T	Core Charge		EA	N		22.00	22.00
		BATTERY FEE	Battery Fee		EA	N	5.08	3.00	3.00
1	MTC	CP5104	WATER PUMP	LT	EA	N	257.61	119.37	119.37
2	BOS	B2202	WIPER BLADE	1Y	EA	N	47.44	20.17	40.34
1	SSB	48EXT	BATTERY	3Y	EA	N	372.86	173.45	173.45
		48EXT	Core Charge		EA	N		22.00	22.00
		BATTERY FEE	Battery Fee		EA	N	5.08	3.00	3.00
1	SSB	65EXT	BATTERY	3Y	EA	N	372.86	175.99	175.99
		65EXT	Core Charge		EA	N		22.00	22.00
		BATTERY FEE	Battery Fee		EA	N	5.08	3.00	3.00
1	MTC	CP6741	WATER PUMP	LT	EA	N	227.10	85.71	85.71
1	GAT	K060640	MICRO-V BELT	3Y	EA	N	61.00	23.67	23.67
1	ULT	R112083	ALTERNATOR	LT	EA	N	406.76	144.63	144.63
		R112083	Core Charge		EA	N		40.00	40.00
1	ULT	R110452	ALTERNATOR	LT	EA	N	881.34	243.43	243.43
		R110452	Core Charge		EA	N		40.00	40.00
1	OSP	100124-ORA			EA	N		0.00	0.00

** Quote Only - Prices Subject to Change **

11 Items

Offer customers a Nationwide Warranty on Super Start batteries. Ask for details.

Sub-Total	1,308.95
Sales Tax	0.00
Quote Total	**1,308.95**

Scanned with CamScanner

MASTER AGREEMENT #100124
CATEGORY: Aftermarket Vehicle Parts and Supplies
SUPPLIER: O'Reilly Auto Enterprises, LLC

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and O'Reilly Auto Enterprises, LLC, 233 South Patterson Ave., Springfield, MO 65802 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

Article 1:
General Terms

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.

2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.

3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction.

4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.

5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on January 10, 2029, unless it is cancelled or extended as defined in this Agreement.

   a) **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.

   b) **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances.

6) **Survival of Terms.** Notwithstanding the termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the termination date.

7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in (Solicitation #100124) to Participating Entities. In Scope solutions include:

   a) Aftermarket repair, replacement, and maintenance parts, supplies, and services for gasoline, diesel, compressed natural gas (CNG), propane, hybrid, and electric automobiles, sport utility vehicles (SUV), light duty trucks, medium duty trucks, heavy duty and vocational trucks, buses, and motorcycles.

8) **Included Solutions.** Supplier's Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier's Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.

9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible Participating Entities.

10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier's Proposal is incorporated into this Master Agreement.

11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcewell when offering Included Solutions to Participating Entities. Participating Entities may request adjustments to pricing directly from Supplier during the negotiation and execution of any transaction.

12) **Open Market.** Supplier's open market pricing process is included within its Proposal.

13) Supplier Representations:

   i) **Compliance.** Supplier represents and warrants it will provide all Included Solutions under this Agreement in full compliance with applicable federal, state, and local laws and regulations.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Jesse Mares, Facilities and Fleet Manager

AGENDA ITEM: Discussion and possible action to authorize the purchase of janitorial supplies and equipment from Imperial Dade (formerly Gulf Coast Paper) through BuyBoard Contract No. 747-24, with aggregate expenditures anticipated to exceed $25,000 during Fiscal Year 2026–2027, subject to departmental needs and available budgeted funds – J. Mares

NATURE OF REQUEST:

Staff is requesting authorization to purchase janitorial supplies and equipment from Imperial Dade (formerly Gulf Coast Paper) through BuyBoard Contract No. 747-24 during Fiscal Year 2026–2027.

The supplies and equipment will be purchased on an as-needed basis by various City departments to support the maintenance and upkeep of City facilities. Aggregate expenditures are anticipated to exceed the City's $25,000 purchasing threshold. All purchases will be subject to applicable cooperative contract pricing, departmental needs, and the availability of budgeted funds.

BUGETED: Yes **FUND:** General Fund **ACCT. #:** 01-415-64230

BUDGET: $60,000 **EST. COST:** _____ **CURRENT BUDGET BALANCE:** _____

BID AMOUNT: _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: None

City Manager's Recommendation: Approval JPT

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Quote #10928450

Date: 09/09/2026

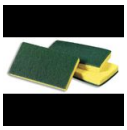
Quote For:

Account: CITY OF MISSION
Cust #: GC03991
CITY OF MISSION
CITY OF MISSION 609 N. CANAL AVE.
MISSION , TX 78572
956-580-8682

Sales Consultant:

Name: RON DELEON
Email: RON.DELEON@IMPERIALDADE.COM
Phone:

Comment: BuyBoard 747-24

Item		Description	Pack Size	UOM	Price	Qty	Ext.
VBUB6711B		VB URINAL SCREEN FABULOUS 30 DAYS DEODORIZER 10/BX	10	BX	25.69	10	256.90
3764B		JAN 3764 RAYON 32OZ WHITE 12CA CUT END WET MOP 1" HB	1	EA	12.07	12	144.84
32SHINEP		SHINE PLUS ALL PURP CLEANER QT RTU	12	CS	158.33	1	158.33
.6068		AIRLIFT TROPICAL SCENT 20 OZ 12/CS	12	CS	49.32	1	49.32
743M		SPONGE SCUBBING 6X3.5	20	CS	44.62	1	44.62
NABC		CLNR BATHROOM NABC QT RTU NON-ACID DISINFECTANT D20099	12	CS	28.86	10	288.60
VBUB5302B		VB BOWL CLIP CUCUMBER MELON 30 DAYS DEODORIZING 12/BX	12	BX	29.96	10	299.60
SP6099		SP-6099 DUST MOP/CLOTH TREATMENT 12/CS	12	CS	81.01	1	81.01

Thank you for the opportunity to provide you with this quote.

Quote #10928450

Date: 09/09/2026

Item		Description	Pack Size	UOM	Price	Qty	Ext.
612000		612000 CITRO SHIELD FURNITURE POLISH 12/20 OZ	12	CS	47.81	1	47.81
7003/5		DETERGENT LAUNDRY PL CLOTHESLINE FRESH 3 5GAL	1	PL	94.76	1	94.76
4BBF012I144M20		12-4BB BOWL BLOCK W/HANG 12/1 DZ	1	DZ	16.28	6	97.68
1LAUNDET		DETERGENT LAUNDRY GAL CLOTHESLINE FRESH 3	4	CS	77.35	1	77.35
M95		M*95 RESTROOM CLEANER QT S/O 711503	12	CS	32.96	1	32.96
PURELL775302		HAND SANITIZER FOAM PURELL ES8 HC ADV L05967 1200ML	2	CS	80.40	10	804.00
7110		CLNR TILE & GROUT REJUVENATOR QT RTU RJ8	12	CS	41.53	4	166.12
RTUF&A		FAST & EASY ALL PURP CLEANER QT RTU	12	CS	30.71	1	30.71

Thank you for the opportunity to provide you with this quote.

Quote #10928450

Date: 09/09/2026

Item		Description	Pack Size	UOM	Price	Qty	Ext.
GLASCLNA		GLASS CLEANER AERO 20 OZ NON-AMMONIATED	12	CS	40.88	1	40.88
VBRT350K		VB ROLL TOWEL NAT 350FT 7.9IN X 350FT 12/ CS	12	CS	31.54	10	315.40
7580RM		BUCKET AND WRINGER YELLOW SIDE PRESS 35QT WAVEBRAKE	1	EA	106.81	1	106.81
VBG1NML		VB GLOVES NITRILE MED BLUE GP PF FOOD CONTACT 10/100	1000	CS	48.31	10	483.10
VBG1NXLL		VB GLOVES NITRILE XL BLUE GP PF FOOD CONTACT 10/100	1000	CS	48.31	10	483.10
3764		3764 32 OZ RAYON CUT END 1NH CLAMP MOP HEAD 12/CS	1	DZ	144.84	1	144.84
LUBEALLA		LUBE-ALL HIGH TECH LUBRICANT POLISH AERO 20 OZ	12	CS	70.32	1	70.32
PALLQ28		PALMOLIVE DISH DETERGENT 28OZ 9/CASE	9	CS	29.69	1	29.69

Thank you for the opportunity to provide you with this quote.

Quote #10928450

Date: 09/09/2026

Item		Description	Pack Size	UOM	Price	Qty	Ext.
1070WFS		CAUTION SIGN WET FLOOR SPANISH/ENGLISH	1	EA	20.73	1	20.73
3763MOP		24 OZ RAYON 1 INCH NARROW CUT END MOP	12	CS	97.73	1	97.73
VB20NTBP		VB PAD HOGS HAIR NAT TAN 20 IN 3500N BURNISHING	5	CS	21.20	1	21.20
107204		PROFECT 128 HDQ NEUTRAL GAL DISINFECTANT CLNR ONE STEP	4	CS	72.27	1	72.27
AIROMABERGAM		AIROMA-BERGAMOT 3000 BERGAMOT & SANDALWOOD MTRD REFILL	12	CS	55.43	1	55.43
7320S		CLEANSER SPARCREME CREAM LIQ QT	12	CS	36.68	1	36.68
3151		LITE N FOAMY FOAMING PEARLUX HANDWASH FOAM 4 X GAL	4	CS	61.23	1	61.23
VBG1NLL		VB GLOVES NITRILE LG BLUE GP PF FOOD CONTACT 10/100	1000	CS	48.31	10	483.10

Thank you for the opportunity to provide you with this quote.

Quote #10928450

Date: 09/09/2026

Item		Description	Pack Size	UOM	Price	Qty	Ext.
20204		TOWEL MULTIFOLD 9.2X9.4 WHT ACCLAIM 16PK/CS WHITE	16	CS	37.85	10	378.50
30310		TOWEL ROLL NAT 8X350 UNIV 12/CS 5L 60/P	12	CS	27.72	10	277.20
4716		CLNR DISINFECTANT CLEAN ON THE GO NABC CONC 1 2L CONC	4	CS	101.94	1	101.94
WOWSTEEL6		SS CLEANER WOW 6/ 16 OZ RTU BIODEGRADABLE CITRUS	6	CS	57.47	1	57.47
VB20RBFP		VB PAD BUFFING RED 20 IN 5100N	5	CS	15.09	1	15.09
3761MOPB		3761 16 OZ RAYON CUT END 1NH CLAMP MOP HEAD 12/CS	1	EA	5.82	12	69.84
						Subtotal: $	6,097.16
						Tax: $	.00

Total For Quote 10928450: $ 6,097.16

Thank you for the opportunity to provide you with this quote.

Vendor Contract Information Summary

Vendor	Imperial Bag & Paper Co., LLC dba Imperial Dade (formerly Gulf Coast Paper)
Contact	ANNA LANDA
Phone	361-852-5252
Email	ANNA.LANDA@IMPERIALDADE.COM
Vendor Website	IMPERIALDADE.COM
TIN	20-5963953
Address Line 1	1101 SOUTH PADRE ISLAND DRIVE
Vendor City	CORPUS CHRISTI
Vendor Zip	78416
Vendor State	TX
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	NET 30 DAYS
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Company Truck
Designated Dealer	No
EDGAR Received	No
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	No
No Israel Boycott	Yes
MWBE	No
ESCs	1, 2, 3, 4, 5, 6, 10, 11, 12, 13, 20
States	Texas
Contract Name	Custodial Supplies and Equipment
Contract No.	747-24
Effective	10/01/2024
Expiration	09/30/2027
Accepts RFQs	Yes

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Michael Silva, Fire Chief

AGENDA ITEM: Discussion and possible action to authorize the purchase of medical equipment and supplies from Bound Tree Medical through BuyBoard Contract No. 804-26, with aggregate expenditures anticipated to exceed $25,000 during Fiscal Year 2026–2027, subject to departmental needs and available budgeted funds – Silva

NATURE OF REQUEST:

The Mission Fire Department is requesting authorization to purchase medical equipment and supplies from Bound Tree Medical through BuyBoard Contract No. 804-26 during Fiscal Year 2026–2027.

Aggregate expenditures are anticipated to exceed the City's $25,000 purchasing threshold. Purchases will be made on an as-needed basis to support departmental operations and emergency medical services. All purchases will be subject to operational needs, applicable cooperative contract pricing, and the availability of budgeted funds.

BUGETED: Yes FY 26-27 **FUND:** General **ACCT. #:** 01-431-64285

BUDGET: $ **EST. COST:** 100,000 **CURRENT BUDGET BALANCE:** $

BID AMOUNT: $

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: None

City Manager's Recommendation: Approval *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

Bound Tree

Quotation

Quotation#:

9/11/2026

Account Number: **240168_SHIP001**

BILL-TO
1201 E 8TH ST, MISSION, TX, 78572-5812

SHIP-TO
415 W TOM LANDRY ST, MISSION, TX, 78572-3709

Ship Method: BEST WAY
Payment Terms:

Buy Board Contract #804-26

Contact Name
Phone Number

Item	UOM	Description	List Price	Your Price	Qty	Total price	Exp. Date
3680-31310	EACH	Cricalot Surgical Cric Trainer Kit	$354.99	319.99	1	319.99	
0128	EACH	Magill Forceps, Child	$7.49	5.39	1	5.39	
0129	EACH	Magill Forceps, Adult	$7.79	7.19	1	7.19	
020400	EACH	Thomas ET Tube Holder, Pediatric, Pink	$9.39	8.59	1	8.59	
020631	EACH	Aluminum Oxygen Compact Flowmeter, 0 to 15LPM, Ohmeda Quick Connector	$64.99	58.99	1	58.99	
028056	EACH	Curaplex® Fixed Flange Nasopharyngeal Airway Kit, Set of 5	$35.49	32.29	1	32.29	
028295	EACH	Rusch® Safety Clear® Cuffed Endotracheal Tube, 9.5mm ID	$4.69	4.19	1	4.19	
0318-02	BOX	Adenosine, 6mg/2mL, Vial	$83.99	75.99	1	75.99	
0507-25	BOX	Thiamine, 100mg/mL, 2mL Vial	$322.99	290.99	1	290.99	
0587-58	BOX	Acetaminophen Suspension, Child, 160mg/5mL, Oral Prefilled Syringe	$535.49	427.39	1	427.39	
0616-03	Pack	Amiodarone, 50mg/mL, 3mL Vial	$158.99	153.99	1	153.99	
064-03	BOX	Magnesium Sulfate 50%, 500mg/mL, 2mL Vial	$138.99	132.99	1	132.99	
065-540212000EA	CASE	Ambu® Infant SPUR® II BVM Bag Reservoir, Infant Mask, Medi-Port	$299.88	256.68	1	256.68	
080110	BOX	Cloth Adhesive Tape, 10yd L x 1in W	$20.69	17.99	1	17.99	
080210	BOX	Cloth Adhesive Tape, 10yd L x 2in W	$20.29	17.19	1	17.19	
080891	EACH	Porous Duct Tape, White, 60yd L x 2in W	$10.89	10.19	1	10.19	
085590	CASE	Combine Abdominal Pad, 5in x 9in	$132.64	119.84	1	119.84	
			List price	**Your Price:**		1939.87	

Item	UOM	Description	List Price	Your Price	Qty	Total price	Exp. Dat
085810	TRAY	Combine Abdominal Pad, 8in x 10in	$12.59	10.69	1	10.69	
101-25	BOX	Diphenhydramine 50mg/mL, 1ml Vial	$60.59	56.79	1	56.79	
1015-45102	CASE	Micro-Touch® NitraFree™ Exam Gloves, Pink, Medium	$214.99	194.99	1	194.99	
1015-45103	CASE	Micro-Touch® NitraFree™ Exam Gloves, Pink, Large	$214.99	194.99	1	194.99	
1015-45104	CASE	Micro-Touch® NitraFree™ Exam Gloves, Pink, X-Large	$214.99	194.99	1	194.99	
1061-17517	CASE	PDI Super Sani-Cloth® Quat Alcohol Disinfecting Wipes, Large, 6in x 6in, Canister of 160	$161.88	141.48	1	141.48	
1071-10204	CASE	Curaplex® Emesis Bag, Standard, Thicker LDPE Material,	$172.74	161.94	1	161.94	
16383	CASE	Curaplex® Select Multi-Function Defibrillator Pads, Infant/Child < 22lb, Physio-Control, Leads In	$479.90	442.9	1	442.9	
16382	CASE	Curaplex® Select Multi-Function Defibrillator Pads, Adult > 22lb, Cardiac Science, Leads Out	$514.90	465.9	1	465.9	
1633-02995	CASE	Syringe Luer-Lok™, 10mL	$136.00	112.0	1	112.0	
1612-74622	BOX	Safelet™ Peripheral IV Catheter, 22ga x 1in, Blue	$184.50	144.5	1	144.5	
1515272	CASE	3M™ Transpore™ Surgical Tape, Clear, 10yd L x 2in W	$197.90	181.9	1	181.9	
151527	CASE	3M™ Transpore™ Surgical Tape, Clear, 10yd L x 1in W	$399.90	369.9	1	369.9	
150026	CASE	Curity™ Sterile Stretch Bandages, 6in x 75in	$129.96	121.16	1	121.16	
150024	CASE	Curity™ Sterile Stretch Bandages, 4in x 75in	$180.72	165.52	1	165.52	
150022	CASE	Curity™ Sterile Stretch Bandages, 2in x 75in	$115.12	104.72	1	104.72	
1460-11440	BOX	Infant Head Warmer, 2-ply Barrier, White	$32.09	29.09	1	29.09	
14363	EACH	Oxygen Regulator, CGA 870 Standard, 0 to 25lpm, with Hose Barb and 2 DISS	$74.99	67.99	1	67.99	
138626	BOX	Highway Safety Warning Triangles	$60.89	51.49	1	51.49	
1360-62022	BOX	Safetec® Ammonia Inhalant Towelettes	$6.59	5.89	1	5.89	
1340-40000	BOX	Curaplex® Lubricating Jelly, Tube, 4oz	$49.08	41.88	1	41.88	
1340-27000	CASE	Curaplex® Lubricating Jelly, Foil Packet, 2.7g	$251.88	214.68	1	214.68	
13027	Pack	Curaplex® Berman Oral Airway Kit	$7.49	5.79	1	5.79	
1214-35034	EACH	QuikClot Combat Hemostatic Gauze, Black, 3in x 4yd	$54.99	49.79	1	49.79	
			List price	**Your Price:**		5470.84	

Item	UOM	Description	List Price	Your Price	Qty	Total price	Exp. Dat
1212-09725	CASE	Curity™ Gauze Sponges, White, 2in L x 2in W	$164.70	149.7	1	149.7	
1212-09723	CASE	Curity™ Gauze Sponges, White, 4in L x 4in W	$167.76	134.16	1	134.16	
1211-03020	CASE	Multi-purpose Trauma Dressing, Sterile, 10in x 30in	$84.75	62.25	1	62.25	
118043	CASE	Curaplex® Emergency Blanket, Poly-laminate Urethane Foam, 90in x 58in, Yellow	$208.62	188.82	1	188.82	
115349	CASE	Graham Flex-Air Disposable Pillow, White	$64.50	59.5	1	59.5	
1122-14960	BOX	Curaplex® Fabric Adhesive Bandage, 1in x 3in	$3.39	3.09	1	3.09	
11187	BAG	Swivel Barb Adaptor, Green, Xmas Tree Shape	$46.50	31.0	1	31.0	
2113-36024	BOX	Cuffed Endotracheal Tube with Stylette, 24fr, 6.0mm	$64.90	59.9	1	59.9	
2113-34518	BOX	Cuffed Endotracheal Tube with Stylette, 18fr, 4.5mm	$64.90	59.9	1	59.9	
2113-34016	BOX	Cuffed Endotracheal Tube with Stylette, 16fr, 4.0mm	$64.90	59.9	1	59.9	
2113-33514	BOX	Cuffed Endotracheal Tube with Stylette, 14fr, 3.5mm	$64.90	59.9	1	59.9	
2113-33012	BOX	Cuffed Endotracheal Tube with Stylette, 12fr, 3.0mm	$64.90	59.9	1	59.9	
2113-10325	BOX	Curaplex® Select Endotracheal Tube with Stylet, Uncuffed, Size 2.5mm	$46.90	41.9	1	41.9	
1921-16217	CASE	Dextrose 10%, 250mL Bag	$431.64	275.4	1	275.4	
1880-71426	CASE	SensiLance™ Fixed Depth Safety Lancet, 26ga x 1.8mm D	$174.90	157.9	1	157.9	
1880-23315	EACH	Combat Application Tourniquet, Orange	$44.49	42.29	1	42.29	
1880-13022	EACH	Combat Application Tourniquet, Tactical Black	$44.49	42.29	1	42.29	
1841-14000	BAG	Curaplex® Tourniquet, Blue	$58.99	53.99	1	53.99	
1812-19243	BOX	SwabCap® XT Luer Access Valve Disinfection Cap with 70% IPA	$173.49	135.09	1	135.09	
1812-02001	CASE	Curaplex® Needle-Free Male Adapter Plug	$219.00	209.0	1	209.0	
177268	BOX	Microstream™ Advanced, Oral/Nasal Cannula Filter Line, Female O2 Connector, Adult, Short-Term Use, 6.5ft	$1,599.00	1449.0	1	1449.0	
174620	BOX	Microstream™ Advanced, Intubated Filter Line, Adult/Pediatric, Short-Term Use, 6.5ft	$1,239.00	1089.0	1	1089.0	
1714-31213	CASE	BD MaxPlus™ Pressure Rated IV Extension Set, (1) MaxPlus™ Clear Needle-free Connector, Pressure Rated at 325psi, 8.5in	$235.19	156.49	1	156.49	
1712-62031	CASE	B Braun Medical Infusomat® Space Pump IV Administration Set, 15 Drop, Vented/Non-vented, (1) CARESITE® Luer Access Device,	$258.96	230.16	1	230.16	
			List price	**Your Price:**		10281.37	

Item	UOM	Description	List Price	Your Price	Qty	Total price	Exp. Date
1712-60830	CASE	Curaplex® IV Administration Set, 60 Drop, Non-vented, (1) Pre-Pierced Y-site, (1) Sure-Lok® Needle-Free Y-site, 83in	$169.50	164.5	1	164.5	
1712-52631	CASE	B Braun Medical IV Administration Set, 10 Drop, Vented/Non-vented, (1) SAFEDAY™ Injection Site, (1) SAFELINE® Injection Site, Removable	$204.50	179.5	1	179.5	
17100MS	CASE	Curaplex® Blanket, Fleece, 90in x 60in, Navy Blue	$62.90	62.9	1	53.46	
1650-14916	EACH	NIO® Intraosseous Device, 18ga, Pediatric	$232.99	209.99	1	209.99	
1650-14902	EACH	NIO-Infant™ Intraosseous Device, Infant	$239.39	148.88	1	148.88	
1650-14901	EACH	NIO® Intraosseous Device, 15ga, Adult	$232.99	209.99	1	209.99	
16384	CASE	Curaplex® Select Multi-Function Defibrillator Pads, Adult > 22lb, Physio-Control, Leads In	$454.90	442.9	1	442.9	
2521-03518	EACH	G3+ Responder, Red	$475.99	427.99	1	427.99	
2430-36106	CASE	CPAP Circuit With Large Mask	$1,657.14	1493.34	1	1493.34	
2430-36006	CASE	CPAP Circuit With Medium Mask	$1,657.14	1493.34	1	1493.34	
232560	CASE	Red Dot™ Monitoring Electrodes with Foam Tape and Sticky Gel, 1.36in L x 1.60in W, Adult	$413.80	375.8	1	375.8	
2305-05	BOX	Midazolam, 1mg/mL, 5mL Vial	$46.59	36.59	1	36.59	
2231-00425	CASE	Nasogastric Sump Tube, Standard, 18F, 48in	$279.50	254.5	1	254.5	
2222-17000	EACH	SEADUC™ Suction Easy™ with SSCOR DuCanto Catheter®	$61.99	38.37	1	38.37	
2211-00002	CASE	SSCOR SDC Catheter™ Suction Catheter	$284.50	249.5	1	249.5	
2161-60514	CASE	SAM ThoraSite	$379.95	354.95	1	354.95	
2160-90430	EACH	QuickTrach II Cuffed Cricothyrotomy Set, Plastic Tube	$545.99	454.69	1	454.69	
2130-42560	CASE	Thomas Select ET Tube Holder, Adult	$167.25	149.75	1	149.75	
2120-17010	BOX	Endotracheal Tube Introducer, Pediatric, Coudé Tip, 10FR x 70cm	$138.90	125.9	1	125.9	
2114-87303	CASE	i-gel®O2 Resus Pack, Size 5, Large Adult	$233.94	211.74	1	211.74	
2114-87302	CASE	i-gel®O2 Resus Pack, Size 4, Medium Adult	$233.94	211.74	1	211.74	
2114-87301	CASE	i-gel®O2 Resus Pack, Size 3, Small Adult	$233.94	211.74	1	211.74	
2114-08215	CASE	i-gel® Supraglottic Airway, Size 1.5, Infant	$239.90	217.9	1	217.9	
2114-08202	CASE	i-gel® Supraglottic Airway, Size 2, Small Pediatric	$239.90	217.9	1	217.9	
			List price	**Your Price:**		18216.33	

Item	UOM	Description	List Price	Your Price	Qty	Total price	Exp. Dat
2114-08201	CASE	i-gel® Supraglottic Airway, Size 1, Neonatal	$239.90	217.9	1	217.9	
2113-39538	BOX	Cuffed Endotracheal Tube with Stylette, 38fr, 9.5mm	$64.90	59.9	1	59.9	
2113-38534	BOX	Cuffed Endotracheal Tube with Stylette, 34fr, 8.5mm	$64.90	59.9	1	59.9	
2113-38032	BOX	Cuffed Endotracheal Tube with Stylette, 32fr, 8.0mm	$64.90	59.9	1	59.9	
2113-37530	BOX	Cuffed Endotracheal Tube with Stylette, 30fr, 7.5mm	$64.90	59.9	1	59.9	
2113-37028	BOX	Cuffed Endotracheal Tube with Stylette, 28fr, 7.0mm	$64.90	59.9	1	59.9	
36010	EACH	Curaplex® Manual Reusable Sphygmomanometer, Infant	$15.29	13.69	1	13.69	
354432	BOX	Veni-Gard® TM Jr IV Stabilization Dressing, Pediatric Omega Shape	$115.49	105.59	1	105.59	
354431	BOX	Veni-Gard® TM IV Stabilization Dressing, Adult	$84.19	76.99	1	76.99	
357953	CASE	Lactated Ringers, 1000mL Bag	$137.88	123.48	1	123.48	
35108306	CASE	Primary IV Administration Set, 10 Drop, Non-vented, (1) Pre-Pierced Y-Site, (1) Sure-Lok® Needle-Free Y-Site, 83in	$239.50	214.5	1	214.5	
350310	BOX	Curaplex® Infu-Stat™ Pressure Infuser, 1000mL	$134.95	121.45	1	121.45	
3271-62602	CASE	Curaplex® Disposable Fitted Sheet for Stryker® XPS, Elastic Ends, Polypropylene, 90in x 36in, Blue	$126.99	114.99	1	114.99	
3246-12345	CASE	Curaplex® Patient Transporter	$337.90	307.9	1	307.9	
301-203EA	CASE	Curaplex® Select Nebulizer, Small-Volume, Hand-held, 7ft Tubing, Pediatric Aerosol Mask	$114.50	104.5	1	104.5	
301-202EA	CASE	Curaplex® Select Nebulizer, Small-Volume, Hand-Held, 7ft Tubing, Adult Aerosol Mask	$114.50	104.5	1	104.5	
301-200EA	CASE	Curaplex® Select Nebulizer, Small-Volume, Hand-held, T-Piece, Mouthpiece, Flextube, 7ft Tubing	$69.50	64.5	1	64.5	
301-107EA	CASE	Curaplex® Nasal Cannula, Clear, Adult	$54.50	54.5	1	54.5	
30061MS	CASE	Curaplex® Burn Sheet, 60in x 90in	$399.50	374.5	1	374.5	
279-1501BX	BOX	Nail Polish Remover Pad	$17.89	16.09	1	16.09	
2745-10108	CARTON	Curaplex® ECG Chart Paper, Thermal, Red Grid, for LifePak 11, 12, 15 and 35	$335.40	305.4	1	305.4	
2733-53175	BOX	Probe Covers, For SureTemp 690 Thermometers, Disposable	$22.29	20.29	1	20.29	
2712-69170	EACH	Carrying Case for Nonin 9590 Pulse Oximeter with Belt Clip	$28.39	27.89	1	27.89	
260281	CASE	Perfit ACE® Extrication Collar, Adult, White/Light Grey	$308.70	278.7	1	278.7	
			List price	**Your Price:**		21163.19	

Item	UOM	Description	List Price	Your Price	Qty	Total price	Exp. Dat
260280	CASE	Mini Perfit ACE® Extrication Collar, Pediatric, Yellow/Light Grey	$308.70	278.7	1	278.7	
2530-20402	EACH	McGRATH™ MAC Video Laryngoscope Bag	$53.99	49.49	1	49.49	
2530-03122	EACH	G3 Universal Cell, Black	$128.99	116.99	1	116.99	
2524-03402	EACH	G3+ IV Cell	$147.99	133.99	1	133.99	
2524-00318	EACH	G3+ Medicine Cell, Red	$185.99	166.99	1	166.99	
2523-03107	EACH	G3+ Airway Cell, Standard	$174.99	156.99	1	156.99	
533-MS-001MAB1	EACH	Standard Macintosh Laryngoscope Blade, Size 1	$44.39	30.59	1	30.59	
530025	BOX	Nellcor™ Colorimetric CO2 Detector, Pediatric	$86.94	78.54	1	78.54	
530024	BOX	Nellcor™ Colorimetric CO2 Detector, Adult	$86.94	78.54	1	78.54	
520-RD630RL	CASE	Biohazardous Waste Bag, Red with Black, 2 to 3gal, 14.5in x 19in, 1.25mil Gauge	$41.90	33.9	1	33.9	
50131P	EACH	The Original Spider-Strap™ Polypropylene Spineboard Strap, Multi-color	$197.39	158.59	1	158.59	
488512	EACH	Cruiser-Mate II Aluminum Storage Clipboard, Letter Size, 8.5in x 12in	$63.79	43.79	1	43.79	
444006	EACH	MABIS® Sterile Foil Baby Bunting Emergency Baby Blanket	$8.99	7.09	1	7.09	
4440010-B	CASE	Curaplex® Obstetrical Kit, Sealed, Standard with Head Warmer	$780.15	710.15	1	710.15	
400004	EACH	Curved Stainless Steel Kelly Forceps, 5-1/2in L	$4.82	3.37	1	3.37	
379104	BOX	Dopamine, 40mg/mL, 10mL Vial	$869.99	609.99	1	609.99	
377515	BOX	Dextrose 50%, 0.5g/mL, 50mL Ansyr Prefilled Syringe	$411.99	389.99	1	389.99	
373390	Pack	Lidocaine 2%, 100mg/5mL, 5mL Luer-Jet™ Luer-Lock Prefilled Syringe	$151.99	133.99	1	133.99	
373369	CASE	Naloxone, 1mg/mL, 2mL Luer-Jet™ Luer-Lock Prefilled Syringe	$459.99	359.99	1	359.99	
373316	Pack	Epinephrine 0.1mg/mL (1:10,000), 10mL Luer-Jet™ Prefilled Syringe	$241.99	218.99	1	218.99	
372339	BOX	Labetalol, 5mg/mL, 4mL Carpuject™ Cartridge with Luer Lock (Requires Carpuject Holder #D250)	$413.99	337.99	1	337.99	
371006	Pack	Atropine, 0.1mg/mL, 10mL Luer Jet Prefilled Syringe	$199.99	179.19	1	179.19	
36093	CASE	Curaplex® Suction Catheter, White, 12fr	$30.50	30.5	1	30.5	
36090	CASE	Curaplex® Suction Catheter, Teal, 6fr	$30.50	30.5	1	30.5	
			List price	**Your Price:**		25502.03	

Item	UOM	Description	List Price	Your Price	Qty	Total price	Exp. Dat
360-19	Pack	Calcium Gluconate 10%, 100mg/mL, 10mL Vial	$604.99	549.99	1	549.99	
36014	EACH	Curaplex® Manual Reusable Sphygmomanometer, Thigh	$17.39	15.59	1	15.59	
36013	EACH	Curaplex® Manual Reusable Sphygmomanometer, Large Adult	$15.29	13.69	1	13.69	
36012	EACH	Curaplex® Manual Reusable Sphygmomanometer, Adult	$15.29	13.69	1	13.69	
36011	EACH	Curaplex® Manual Reusable Sphygmomanometer, Child	$15.29	13.69	1	13.69	
660030	EACH	K.E.D.® Extrication Device, with Ked, Head Straps, Carrying Case	$224.99	213.19	1	213.19	
64250	CASE	Curaplex® Sharps Solo, Compact Size, 6.5in	$81.36	74.16	1	74.16	
625211	BOX	BD™ Blunt Fill Needle and Blunt 5 Micron Filter Needle, 18ga x 1.5in	$89.00	79.0	1	79.0	
62241518S	EACH	Intraosseous (IO) Infusion Kit with Jamshidi Needle, 18ga	$82.99	74.59	1	74.59	
62241515S	EACH	Intraosseous (IO) Infusion Kit with Jamshidi Needle, 15ga	$82.99	74.59	1	74.59	
6130-05	BOX	Ondansetron, 4mg/2mL, Vial	$75.99	72.99	1	72.99	
607113	CASE	Sterile Water Solution For Irrigation, 500mL *Non-Returnable*	$145.62	131.22	1	131.22	
6044-25	BOX	Lorazepam, 2mg/mL, 1mL Vial	$172.99	129.29	1	129.29	
6013-10	BOX	Diltiazem Hydrochloride, 5mg/mL, 5mL Vial	$74.99	70.99	1	70.99	
601306	EACH	Sodium Chloride 0.9%, 50mL Partial Fill Bag	$6.99	4.79	1	4.79	
600062	CASE	Dextrose 5%, 250mL Bag	$302.04	273.24	1	273.24	
590101	EACH	Neotech Meconium Aspirator, Clear	$9.49	8.39	1	8.39	
590031	CASE	Bulb Syringe, 2oz, Blue	$114.50	89.5	1	89.5	
5833-02	Pack	Auvi-Q (Epinephrine Auto-Injector) 0.3mg Adult 2pk	$499.99	450.99	1	450.99	
560000	Stack	Padded Board Splint Set with Carrying Case	$75.99	68.99	1	68.99	
5402211	EACH	Adscope® 641 Sprague Stethoscope, 30in L Overall, 22in L Tubing, Neon Green	$28.19	19.29	1	19.29	
540047	BOX	Gallant Preparation Razors, Platinum Coated Stainless Steel Blade	$39.50	39.5	1	39.5	
5381-02	Pack	Auvi-Q (Epinephrine Auto-Injector) 0.15mg Junior 2pk	$499.99	450.99	1	450.99	
533-MS-YK20EA	CASE	Yankauer Suction Bulb Tip and Control Vent, 6ft Tube	$101.80	87.8	1	87.8	
			List price	**Your Price:**		28522.18	

Item	UOM	Description	List Price	Your Price	Qty	Total price	Exp. Dat
533-MS-25060EA	CASE	Curaplex® Non-Rebreather Oxygen Mask, Total, High Concentration, Elongated Adult	$169.50	149.5	1	149.5	
533-MS-25058EA	CASE	Curaplex® Non-Rebreather Oxygen Mask, Total, Elongated Pediatric	$169.50	149.5	1	149.5	
533-MS-001MIB4	EACH	Standard Miller Laryngoscope Blade, Size 4	$44.39	30.59	1	30.59	
533-MS-001MIB1	EACH	Standard Miller Laryngoscope Blade, Size 1	$44.39	30.59	1	30.59	
F490625	BAG	Curity™ Non-Sterile Non-Woven Sponge, 2in x 2in, 4-ply	$10.89	8.29	1	8.29	
F165626	Pack	Sterile Oval Eye Pads, 1-5/8in x 2-5/8in	$12.59	9.89	1	9.89	
D250	EACH	Carpuject Holder	$9.99	8.99	1	8.99	
9801-30	BOX	Ipratropium Bromide, 0.5mg/2.5mL, 2.5mL Vial (5 Vials/Foil Pouch)	$31.99	28.99	1	28.99	
9594-20	CASE	Lidocaine HCl, 4mg/mL, in 5% Dextrose, 250mL Bag	$535.49	363.29	1	363.29	
911316	Batch	Aspirin Chewable Tablets, 81mg, Orange Flavor, 36/BT	$2.09	1.58	1	1.58	
9-01212-70	Pack	Endotracheal Tube Introducer, Adult, Coudé Tip, 15FR x 70cm	$138.90	125.9	1	125.9	
8881850815	BOX	Magellan™ Hypodermic Safety Needle, 18ga x 1-1/2in	$39.09	31.19	1	31.19	
8881850558	BOX	Magellan™ Hypodermic Safety Needle, 25ga x 5/8in	$39.09	31.19	1	31.19	
8881850015	BOX	Magellan™ Hypodermic Safety Needle, 20ga x 1-1/2in	$39.09	31.19	1	31.19	
8600-01344	CASE	Curaplex® Suction Kit with the SSCOR SDC Catheter™	$434.50	384.5	1	384.5	
792-1-7343-90EA	BOX	Cuffed Endotracheal Tube with Stylette, 36fr, 9.0mm	$64.90	59.9	1	59.9	
792-1-7343-65EA	BOX	Cuffed Endotracheal Tube with Stylette, 26fr, 6.5mm	$64.90	59.9	1	59.9	
792-1-7343-55EA	BOX	Cuffed Endotracheal Tube with Stylette, 22fr, 5.5mm	$64.90	59.9	1	59.9	
792-1-7343-50EA	BOX	Cuffed Endotracheal Tube with Stylette, 20fr, 5.0mm	$64.90	59.9	1	59.9	
7820	Pack	Pull-Tite II® Seal, 1-Piece, Consecutively Numbered with Self-Lock, 9in L, Red	$57.79	51.99	1	51.99	
759-15546RB	EACH	Curaplex® Cervical Collars Utility Duffel Bag, Blue	$84.49	66.79	1	66.79	
750667	BOX	Syringe, Luer Lock, 60cc	$52.25	46.0	1	46.0	
750657	BOX	Syringe Only, 5 cc, Luer Lock	$26.19	23.99	1	23.99	
750656	BOX	Syringe Only, 3 cc, Luer Lock	$22.09	19.79	1	19.79	
			List price	**Your Price:**		30355.52	

Item	UOM	Description	List Price	Your Price	Qty	Total price	Exp. Dat
720061-048	EACH	Carry Bag, For Use with LSP Infant/Pediatric Immobilization Board	$108.89	86.89	1	86.89	
665567	EACH	SAM Pelvic Sling™ II, Orange/Blue, Large, 36 to 54in Hip	$89.99	83.99	1	83.99	
665565	EACH	SAM Pelvic Sling™ II, Orange/Blue, Small, 27 to 47in Hip	$89.99	83.99	1	83.99	
660035	EACH	Model 65 Scoop™ Stretcher with Nylon Straps and Metal Buckles, Orange Straps	$880.99	880.99	1	880.99	
PK12-110	BOX	FIRST AID ONLY® Alcohol Wipes, Box of 100	$4.09	3.69	1	3.69	
NARZZ-0056	EACH	ARS® Needle Decompression Kit, 14 Gauge	$15.99	14.39	1	14.39	
NAR300033	EACH	Combat Application Tourniquet Trainer, Blue	$44.49	42.29	1	42.29	
NAR10-0037	Pack	HyFin Vent Chest Seal, Twin Pack	$23.29	17.29	1	17.29	
J2560	CASE	Curity™ Non-woven Sponge, 4in x 4in, 4-ply	$239.90	158.9	1	158.9	
GW71203	EACH	Serpent® Cap Style Vented Hard Hat with Ratchet Adjustment, Blue	$20.19	16.89	1	16.89	
FER0819928	EACH	Head/Chin Strap, 2 of Each Strap	$49.99	49.99	1	49.99	
			List price	**Your Price:**		31794.82	

Comments:

DAVID LONGORIA
Phone: 210.380.2077
DAVID.LONGORIA@boundtree.com

Sales tax will be applied to customers who are not exempt.
Shipping charges will be prepaid and added to the invoice unless otherwise stated.
This quotation is valid until the quote expires or the manufacturer's price to Bound Tree Medical increases.

To place an order, please visit our website at www.boundtree.com, login and add to your shopping cart
or call (800) 533-0523
fax (800) 257-5713

BuyBoard Vendor Contract Information Summary

Vendor	Bound Tree Medical, LLC
Contact	Customer Service
Phone	800-533-0523
Email	ordersoh@boundtree.com
Vendor Website	www.boundtree.com
TIN	31-1739487
Address Line 1	5000 Bradenton Ave
Vendor City	Dublin
Vendor Zip	43017
Vendor State	OH
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	Net 30
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Common Carrier
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	No
No Israel Boycott	No
MWBE	No
ESCs	All Texas Regions
States	All States
Contract Name	First Aid, Emergency Medical, and Athletic Trainer Supplies and Equipment
Contract No.	804-26
Effective	06/01/2026
Expiration	05/31/2029
Accepts RFQs	Yes

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Michael Silva, Fire Chief

AGENDA ITEM: Discussion and possible action to authorize the purchase of medical equipment and supplies from Henry Schein through BuyBoard Contract No. 804-26, with aggregate expenditures anticipated to exceed $25,000 during Fiscal Year 2026–2027, subject to departmental needs and available budgeted funds – Silva

NATURE OF REQUEST:

The Mission Fire Department is requesting authorization to purchase medical equipment and supplies from Henry Schein through BuyBoard Contract No. 804-26 during Fiscal Year 2026–2027.

Aggregate expenditures are anticipated to exceed the City's $25,000 purchasing threshold. Purchases will be made on an as-needed basis to support departmental operations and emergency medical services. All purchases will be subject to operational needs, applicable cooperative contract pricing, and the availability of budgeted funds.

BUGETED: Yes FY 26-27 **FUND:** General **ACCT. #:** 01-431-64285

BUDGET: $ **EST. COST:** $140,000 **CURRENT BUDGET BALANCE:** $

BID AMOUNT: $

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: None

City Manager's Recommendation: Approval *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

HENRY SCHEIN®
EMS

Remittance Address:
Henry Schein Inc.
Dept. CH 10241
Palatine, IL 60055-0241

Sent: Joe Jefferies
Note:
BuyBoard Contract # 804-26

TO: Mission Fire Dept.
City of Mission
1201 E. 8th St.
Mission, TX 78572

Total Price: $ 26,162.34

9/11/2026

Item Code	Description	Quantity	Price
4995402	100% Cotton Bandage 40x40x56" Triangular	1	$ 6.49
1432162	Acetaminophen Oral Solution 160mg/5mL Unit Dose 20.3mL Case 100/Ca	1	$ 195.03
1491525	Acetaminophen Solution 160mg/5mL Grape Unit Dose 5mL 100/Case	1	$ 96.52
1400262	Actidose Aqua Oral Suspension 25gm 120mL/Tube	1	$ 19.44
8900257	Adrenalin Injection 1mg/mL SDV 1mL 25/Package	1	$ 291.39
1083291	Adscope 641 Sprague Rappaport Stethoscope Adult/Pediatric Neon Green Double Lumen Tubing Each	1	$ 10.70
9004822	Adscope Pro Sprague Rappaport Stethoscope Black 2-Tube Each 20 EA/CA	1	$ 10.71
7001184	Advanced Transfer Patient Mover White 10 EA/CA	1	$ 136.20
7006302	Airway Single I-Gel Size 1 Each 10 EA/CA	1	$ 184.10
7006303	Airway Single I-Gel Size 1.5 Each 10 EA/CA	1	$ 184.10
1140077	AkroBins Storage Bin Yellow Polymer With Label Holder 7-3/8x4-1/8x3" Each	1	$ 5.91
1481446	Albuterol Inhalation Solution 0.083% Vial 3mL 30/Box	1	$ 6.34
1487282	Albuterol Inhalation Solution 0.083% Pack 3mL 60/Package	1	$ 13.89
1487584	Amiodarone HCl Injection 50mg/mL SDV 3mL 25/Box	1	$ 26.80
1022336	Aspirin Adult NSAID Chewable Tablets 81mg Orange Twist Cap 36/Bottle 12 BT/CA	1	$ 9.60
1481959	Auvi-Q Injection 0.15mg Auto-Injector 2/Package	1	$ 278.44
1481960	Auvi-Q Injection 0.3mg Auto-Injector 2/Package	1	$ 278.44
4995179	Backboard Strap Polypropelyne Plastic Buckle 3/Package 25 PK/CA	1	$ 6.00
1218135	Battery Pack, McGrath Diagnostic Battery Pack	1	$ 44.63
1358841	Battery Procell AAA 24/Box 6 BX/CA	1	$ 6.86
7192079	Battery Procell D Alkaline 12/Box 6 BX/CA	1	$ 10.86

7021803	BC Catheter 18 Gauge 1-1/4" Sterile Anti-Stick 50/Box 4 BX/CA	1	$	292.84
7021802	BC Catheter 20 Gauge Anti-Stick 50/Box 4 BX/CA	1	$	292.84
7021800	BC Catheter 22 Gauge 1" Sterile Anti-Stick 50/Box 4 BX/CA	1	$	73.21
7021799	BC Catheter 24 Gauge 0.75" Sterile Anti-Stick 50/Box 4 BX/CA	1	$	73.21
1269660	Beanie Warm-Up Infant Unisex Pink / Blue Knit 50/Package	1	$	38.97
1301495	Berman Airway Color Coded Pediatric/Adult Size 1-6 Oral 6/Set Disposable	1	$	2.18
4992555	Blood Pressure Sphygmomanometer Black Arm Dial Display Each	1	$	7.87
4992488	Blood Pressure Sphygmomanometer Black Each	1	$	7.87
4992489	Blood Pressure Sphygmomanometer Black Each	1	$	8.76
4992556	Blood Pressure Sphygmomanometer Black Each	1	$	7.87
3315336	Board Immobilize Board Pediatric Each	1	$	429.64
7004679	Board Splint Set Orange	1	$	35.74
1106384	Bougie Introducer 10Fr 70cm 10 EA/BX	1	$	77.04
7000566	Bougie-To-Go Endotracheal Tube Introducer 10 EA/BX	1	$	61.30
7004489	Braun Catheter Cannula Safety 16 Gauge 1.25" 50/Bx, 4 BX/CA	1	$	98.21
1243558	Braun ThermoScan Pro 6000 Digital Thermometer Dual Scale Tympanic Probe Each	1	$	197.42
7004173	Briefcase Drug Box Gray	1	$	57.92
2580500	Calcium Gluconate Injection 100mg/mL SDV 10mL/Vl	1	$	10.67
1413832	Cannula O2 Softech Adult Vinyl 7' Star Lumen Tubing Nasal With Universal Oxygen Connector 50/Case	1	$	40.53
7003834	Cannula O2/eTCO2 Adult 7' O2 line/6' ETCO2 Line Oral/Nasal Filtered Each 25 EA/CA	1	$	220.75
1594899	Carpuject Syringe Holder 2mL/5mL Clear Ea, 50 EA/CA	1	$	6.59
4997818	CAT Tourniquet Black	1	$	28.02
4997780	CAT Tourniquet Orange	1	$	28.02
4995327	Catheter Suction 12Fr 50ca Ea, 50 EA/CA	1	$	13.50
6813699	Cohesive Bandage Elastic 2"x5yd Tan Non-Sterile 36/Box	1	$	65.93
1126145	Cold Compress 6x9"	1	$	17.16
1237558	Compressing Device Tourniquet 18x1" Blue Rolled/Banded Disposable Strap 100/Case	1	$	32.29
6226663	Cotton Pad 1-5/8-2-5/8" Sterile Oval 12 BX/CA	1	$	4.51
1205576	Cotton Trauma Dressing 10x30" Sterile	1	$	0.71
1118537	Criterion N100 Nitrile Exam Gloves Large Standard Blue Non-Sterile Chemo Tested 10 BX/CA	1	$	81.70
1118536	Criterion N100 Nitrile Exam Gloves Medium Standard Blue Non-Sterile Chemo Tested 10 BX/CA	1	$	81.70
1118535	Criterion N100 Nitrile Exam Gloves Small Standard Blue Non-Sterile Chemo Tested 10 BX/CA	1	$	81.70

1118539	Criterion N100 Nitrile Exam Gloves X-Large Standard Blue Non-Sterile Chemo Tested 10 BX/CA	1	$	81.70
1048665	Criterion Rayon/Polyester Blend Non-Woven Sponge 4x4" 4 Ply Sterile Square LF, 24 PK/CA	1	$	73.44
8904579	Curity 100% Cotton Gauze Sponge 4x4" 12 Ply Sterile Not Made With Natural Rubber Latex 24 BX/CA	1	$	84.24
8905786	Curity Conforming Bandage Cotton/Polyester 6x82" 1 Ply Sterile 12/Box 4 BX/CA	1	$	57.16
8901929	Curity Rayon/Polyester Blend Gauze Sponge 4x4" 4 Ply Non-Sterile Non-Woven Not Made With Natural Rubber Latex 10 PK/CA	1	$	44.30
7023078	Decompression 10G Needle With Hard Shell Case 50 EA/BX	1	$	6.85
7023077	Decompression 14G Needle With Hard Shell Case 50 EA/BX	1	$	6.85
1205553	Detector CO2 Nellcor Adult Disposable Each 6 EA/CA	1	$	65.28
4999300	Device Optimum Traction Street Orange Each	1	$	137.32
2480983	Dextrose 25% Infant Prefilled Syringe 10mL Each	1	$	36.05
1046862	Dextrose 50% Injection PF Prefilled Syringe 50mL 10/Package 5 PK/CA	1	$	314.19
1493207	Diltiazem HCl Injection 5mg/mL SDV 5mL 10/Box	1	$	40.66
3759452	Diphenhydramine HCl Injection 50mg/mL SDV 1mL 25/Package, 40 BX/CA	1	$	42.42
1190412	Discofix 3-Way Stopcock Priming Volume 0.26mL Female Luer Lock/Spin Connector Port Cover Non-DEHP/Non-PVC Sterile Not Made With Natural Rubber Latex Disposable 1/Each 100 EA/CA	1	$	70.00
1135423	Disinfectant Surface Wipe Super Sani-Cloth Large 6 in x 6.75 in Canister 160/Can 12 CN/CA	1	$	71.76
1487987	Dopamine HCl Injection 40mg/mL SDV 10mL 25/Package	1	$	187.25
7005330	Ducanto 9.3" Catheter Disposable Non-Sterile .26x.55" Rigid Suction Each 50 EA/CA	1	$	3.59
6309799	Duct Tape White 24 EA/CA	1	$	10.27
9063909	Duracell 3.0 Volt Lithium Medical Battery 2032 1/Pk	1	$	1.14
1358847	Duracell AA Battery Procell Alkaline 24/Box 6 BX/CA	1	$	6.86
1842334	Easy Cap CO2 Detector Each	1	$	10.09
3407793	Edge System Pad Electrode Pediatric New 4x3-1/2" Conductive Adhesive Gel Multicolor 1Pr	1	$	52.65
4992557	Emergency Penlight 50 PK/CA	1	$	5.48
4995710	Emergency/Rescue Blanket Yellow Poly Foam 58x90" 18 EA/CA	1	$	88.02
5701178	Emesis Bag 8.5x5x5" Translucent Blue Plastic 24/Pk, 6 PK/CA	1	$	35.58
7001496	Endotracheal Tube 6.0 Cuffed 10/Box	1	$	35.49
7001497	Endotracheal Tube 6.5 Cuffed 10/Box	1	$	34.87
8575419	Endotracheal Tube 7.0 Cuffed Each 10 EA/PK	1	$	36.40

7000220	Endotracheal Tube 7.5 Cuffed 10/Package	1	$	34.87
4999427	Endotracheal Tube 8.0 Cuffed Each 10 EA/BX	1	$	19.20
4999191	Endotracheal Tube 9.5 Cuffed Each 10 EA/BX	1	$	10.20
4999751	Endotracheal Tube Cuffed 5.5mm Ea, 10 EA/BX	1	$	19.20
4994850	Endotracheal Tube Cuffed 7mm Ea, 10 EA/BX	1	$	19.20
4999338	Endotracheal Tube Cuffed 8.5mm Ea, 10 EA/BX	1	$	19.20
4990708	Endotracheal Tube Holder Pediatric	1	$	3.88
1471959	Auvi-Q Epinephrine Injection 0.15mg Auto-Injector 2/Package	1	$	278.44
1435799	Epinephrine Injection 0.1mg/mL Abboject Lifeshield Syringe 10/Box	1	$	193.41
1471960	Auvi-Q Epinephrine Injection 0.3mg Auto-Injector 2/Package	1	$	278.44
7020459	ETCO2 Sampling Cannula For Cpngrph Sdstrm Monitering Sys Adult DEHP Free Ea, 25 EA/BX	1	$	135.50
4992379	EVAC-U-SPLINT Immobilization Mattress Full Body Extremity Adult Aluminum/Polyester/Vinyl 78.75x29.5x2.5"	1	$	1,002.06
1477564	IV Injection Solution Sodium Chloride 0.9% 500mL Each 24 EA/CA	1	$	79.68
2480927	Furosemide Injection 10mg/mL SDV 4mL/Vl	1	$	2.36
4992575	Gazelle Basket Stretcher Each	1	$	634.29
6025401	Glutose 15 Lemon Gel Gel 15gm Lemon Tube 3/Pk	1	$	13.79
4998226	Head Wedge	1	$	76.36
9004331	Henry Schein Bandage Non-Woven Fabric 2"x5yd Assorted 36/Box 6 BX/CA	1	$	150.06
9007980	Henry Schein Incision Device Lancet 21g 2.2mm Safety Orange Disposable 100/Box 10 BX/CA	1	$	61.50
5700327	Henry Schein TRUEmetrix Blood Glucose Test Strip CLIA Waived NFRS 50/Box	1	$	14.53
7002160	Holder Endotracheal Tube Thomas Select Blue/Yellow Adult Reusable Each 25 EA/CA	1	$	111.50
5703418	HSB TRUE METRIX Multi Patient Use Meter Kit CLIA Waived EACH	1	$	10.77
1414236	Hudson RCI Micro Mist Nebulizer Kit Adult Each 50 EA/CA	1	$	102.50
7006304	I-Gel Single Airway 2.0 Each 10 EA/CA	1	$	184.10
1532988	Illinois Biopsy Needle 15G 1-7/8"	1	$	14.29
1534549	Illinois Intraosseous Biopsy Needle 18gx1-7/16" 10 EA/CA	1	$	14.29
1311741	Infusomat IV Infusion Administration Set 15 Drops/mL 120" Universal Spike With Caresite 24/Case	1	$	174.50
4990469	Infu-Stat Pressure Infusion Bag 1000cc Each 5 EA/PK	1	$	63.70
1311002	Injection Solution Sodium Chloride 0.9% 1000mL E3 IV Container 12/Case	1	$	46.85
5077712	Introcan Safety IV Catheter 14 Gauge 2" Teflon Orange Disposable Safety Straight w/o Wings Each 50 EA/BX	1	$	92.50

5070044	Introcan Safety IV Catheter 18 Gauge 1-1/4" Polyurethane Closed End Green Disposable Safety With Wings 50/Box 4 BX/CA	1	$	392.84
5070043	Introcan Safety IV Catheter 20 Gauge 1-1/4" Polyurethane Closed End Pink Disposable Safety With Wings 50/Box 4 BX/CA	1	$	392.84
5070035	Introcan Safety IV Catheter 22 Gauge 1" Polyurethane Thinwall Closed End Blue Disposable Safety With Wings 50/Box 4 BX/CA	1	$	392.84
1418242	Ipratropium Bromide Inhalation Solution 0.02% Vial 2.5mL 30/Cr	1	$	7.36
5075001	Irrigation Solution Sodium Chloride 0.9% 250mL Plastic Pour Bottle USP Sterile Not Made With Natural Rubber Latex Cap Closure Each 24 EA/CA	1	$	2.89
5075201	Irrigation Solution Sodium Chloride 0.9% 500mL Plastic Injection Container USP DEHP-Free Sterile Not Made With Natural Rubber Latex Cap Closure Each 16 EA/CA	1	$	46.24
1024985	IV Extension Set Needleless Priming Volume 0.6mL 8" Slide Clamp Bonded ULTRASITE Valve Sterile Small Bore 100/Case	1	$	314.50
5075102	IV Injection Solution Dextrose 5%/Water 250mL Excel IV Bag Container USP DEHP-Free Sterile Not Made With Natural Rubber Latex Port Closure Each 24 EA/CA	1	$	78.24
1002435	IV Injection Solution Lactated Ringers 1000mL Plastic Injection Container USP DEHP-Free Sterile Not Made With Natural Rubber Latex Port Closure Each 12 EA/CA	1	$	40.92
1533897	IV Injection Solution Sodium Chloride 0.9% 50mL Viaflex Each 96 EA/CA	1	$	3.18
2883184	IV Kit Gauze/ChloraPrep Frepp 1.5mL 100 EA/CA	1	$	180.00
1392522	IV Set Safeline Split Septum Injection Site 10 Drops SPIN-LOCK Connector Roller Clamp/Slide Clamp Back Check Valve DHEP-Free With 1 Safeline/1 Safeday 50/Case	1	$	78.23
3872214	Kendrick Extraction Device 500lb Capacity	1	$	207.21
4990890	Kit Extremity Deluxe Each	1	$	683.90
4993368	Kit Intubation Tube-Pro Deluxe Black/Blue Vinyl Velcro Closure Top Handle Deluxe With Blade Slots For Scope Handles/Masks/Gloves/Lubricant Each	1	$	159.07
7021693	Kit Isolation Disposable Each	1	$	7.10
1049653	Labetalol HCl Injection 5mg/mL Carpuject 4mL 10x4ml	1	$	204.92
4995073	Laryngoscope Blade Macintosh #3	1	$	8.63
4997732	Laryngoscope Blade Macintosh #4	1	$	8.63
1135099	Laryngoscope Handle Pediatric Reusable	1	$	12.05
4995074	Layngoscope Blade #4	1	$	8.63
1191697	Lidocaine HCl Injection 2% Preservative Free Prefilled Syringe 5mL 10/Box	1	$	126.16
4996886	LIFEPAK Electrocardio Leadwire New Ea	1	$	244.30

4990588	Limb Holder Wrist/Ankle Hook & Loop Fastener Each	1	$	3.20
1338962	Lorazepam Injection 2mg/mL SDV 1mL 25/Package	1	$	86.89
7005969	Luer Lock Syringe 10cc No Dead Space 100/Bx 10 BX/CA	1	$	15.69
7006313	Luer Lock Syringe 3mL Low Dead Space 100/Box 24 BX/CA	1	$	8.37
7005970	Luer Lock Syringe 60cc Low Dead Space Disposable 25/Box 10 BX/CA	1	$	16.84
4997826	MAC#1 Laryngoscope Blade	1	$	8.63
4997171	MAC#2 Laryngoscope Blade	1	$	13.72
4991845	Magill Catheter Forcep 8" Stainless Steel Each 12 EA/CA	1	$	7.01
4991850	Magill Catheter Forcep 9" Stainless Steel Autoclavable Each 12 EA/CA	1	$	7.01
1497846	Magnesium Sulfate Injection 50% 1gm SDV 2mL 25/Box	1	$	37.71
4995609	Mask Nebulizer Adult With Medication Chamber Each 50 EA/CA	1	$	60.00
4996737	Mask Oxygen Adult Elongated Non-Rebreather Clear 7' Star Lumen Tubing Not Made With Natural Rubber Latex With Strap/Swivel Tubing Adapter/Reservoir Bag Each 50 EA/CA	1	$	42.50
4996154	Mask Oxygen Pediatric Elongated Non-Rebreather Clear 7' Star Lumen Tubing Not Made With Natural Rubber Latex With Strap/Swivel Tubing Adapter/Reservoir Bag Each 50 EA/CA	1	$	68.00
1376689	Meconium Aspirator Each 40 EA/CA	1	$	7.66
1135098	Medsource Laryngoscope Handle Adult	1	$	12.05
1465843	Methylprednisolone Sodium Succinate Injection 1gm/vl MDV 30mL	1	$	51.55
4999428	MIL#0 Laryngoscope Blade	1	$	8.63
4995539	MIL#1 Layngoscope Blade	1	$	8.63
4999074	MIL#2 Laryngoscope Blade	1	$	8.63
4998286	MIL#3 Laryngoscope Blade	1	$	8.63
9856604	MiniPerfit Ace Extrication Collar Cervical Pediatric Polyethylene One Size	1	$	5.50
6724224	Model 441 Traction Splint Adult/Pediatric	1	$	1,057.33
6662496	Monoject Sharps Container 1qt Red _ Vertical Entry Screw Cap Polypropylene Transportable Autoclavable Disposable Each 20 EA/CA	1	$	88.40
4260012	Multikuf System 5 Blood Pressure Cuff Kit Size 9-13 Orange Not Made With Natural Rubber Latex Each	1	$	124.50
1465725	Naloxone HCl Injection 1mg/mL No Needle Luer-Jet Prefilled Syringe 2mL 10/Box	1	$	127.58
1127098	Needle Henry Schein 18g 1-1/2" Hypodermic Blunt With 5-Macron Filter Sterile Not Made With Natural Rubber Latex Disposable Filtered 100/Box 10 BX/CA	1	$	26.53
6940018	Needle Magellan Hypodermic 20g 1-1/2" Yellow Shielded Disposable Safety 10 BX/CA	1	$	20.07

8479130	Needle SafetyGlide Hypodermic 18g 1-1/2" Disposable Low Dead Space Safety 10 BX/CA	1	$	13.39
9875901	Needle SafetyGlide Hypodermic 25g 5/8" Blue Low Dead Space Safety 10 BX/CA	1	$	13.39
7023107	NIO+ Intraosseous Infusion Needle	1	$	150.14
1534438	Nitroglycerin in 5% Dextrose Injection 50mg/Bag 200mcg/mL Bottle 250mL 12/Case	1	$	406.75
1490204	Nitroglycerin Lingual Spray 400mcg Bottle 60 Sprays 4.9gm/Bottle	1	$	251.01
1259100	Ondansetron Injection 2mg/mL SDV 2mL 25/Box	1	$	10.87
1357985	OnyxVantage Model 9590 LED Pulse Oximeter Adult/Pediatric AAA Battery Each	1	$	204.29
6780606	Oxygen No Crush Tubing Each 50 EA/CA	1	$	24.50
7006293	Pack O2 Resus I-Gel Size 3 Disposable Kit Each 6 EA/CA	1	$	200.76
7006294	Pack O2 Resus I-Gel Size 4 Disposable Kit Each 6 EA/CA	1	$	200.76
7006292	Pack O2 Resus I-Gel Size 5 Disposable Kit Each 6 EA/CA	1	$	200.76
7023210	PediaTape Measuring Emergency Tape Pediatric	1	$	40.02
8601201	Pedicap CO2 Detector Each 6 EA/CA	1	$	62.46
2037054	Pedi-Padz II Multifunction Pad Pediatric New Gel White Pair	1	$	130.93
9851122	Perfit Ace Extrication Collar Cervical Adult Polyethylene One Size 30 EA/CA	1	$	162.90
9204738	Physio-Control Defibrillator Pads Adult New 5.95x5.24" Conductive Adhesive Gel Pair	1	$	49.69
9856621	Physio-Control Defibrillator Pads Infant/Child New 10-1/5x8-9/10cm Multicolor Each	1	$	138.18
7187703	Powerheart G3 Defibrillator Pad Adult New Black Each	1	$	83.28
5702219	Prep Pads Alcohol Medium Sterile 20 BX/CA	1	$	27.20
1277841	Procainamide HCl Injection 100mg/mL Luer-Jet Prefilled Syringe 10mL 5/Package	1	$	603.79
7192949	Procell C Alkaline Battery 12/Box 6 BX/CA	1	$	7.71
5703222	Pulse Oximeter Battery Operated Each 100 EA/CA	1	$	30.15
1377898	Purell Advanced Gel Sanitizer 12 oz Pump Bottle 70% Ethyl Alcohol Each 12 EA/CA	1	$	37.80
7001273	Rainbow DCI Sensor Adult Not Made With Natural Rubber Latex Ea	1	$	802.38
4999933	Rainbow DCIP Sensor Pediatric Not Made With Natural Rubber Latex Ea	1	$	802.38
1186479	Rainbow RC-4 Patient Cable For Rainbow/M-LNCS Sensors Each	1	$	152.38
7001685	Ready Fit Stretcher Sheet Non-Sterile Blue 30/Case	1	$	52.48
7006155	Recording Chart Paper New 5/Bx 20 BX/CA	1	$	11.67
7006159	Recording Chart Paper New 5/Package 20 PK/CA	1	$	300.00
7779475	Red Dot Electrocardio Electrode Adult 4x3-1/2cm 4x3-1/2cm Foam 50/Bag 20 BG/CA	1	$	132.40
4992820	Resuscitator Bag SPUR II Neonatal/Infant Disposable With Bag Reservoir/Pop Off Valve Each 12 EA/CA	1	$	80.76

4996431	Resuscitator Bag SPUR II Pediatric Disposable Not Made With Natural Rubber Latex With Mask/Oxygen Reservoir Bag Each 12 EA/CA	1	$	81.24
3782372	Ring Cutter Stainless Steel Reusable Each	1	$	6.03
8577506	Robertazzi Airway Adult Disposable Ea	1	$	47.66
3601359	SAM Emergency Splint Limb Aluminum/Foam 4.25x36" 60 EA/CA	1	$	8.09
4998845	SAM II Sling Pelvic 27-47" Size Small 24 EA/CA	1	$	69.90
4998846	SAM II Sling Pelvic 36-60" Size Large 24 EA/CA	1	$	69.90
7003830	Sampling Line EtCO2 SalterSTAT For Oridion ST Capnography Orange Pediatric/Adult 6' Tubing 6' Tubing Disposable Filtered With Inline Adapter Each 25 EA/CA	1	$	259.00
1018187	Scoop Stretcher Each	1	$	598.14
1071748	Secure-Gard Surgical Combination Mask / Shield Blue Disposable Not Made From Natural Rubber Latex ASTM Level 3 25/Box 4 BX/CA	1	$	49.60
7001260	Sharps Dart Sharps Container 6 Needle Translucent/Red 1.2x6.7" Vertical Entry lid Snap Cap Plastic Non-Sterile Each 192 EA/CA	1	$	1.73
1378534	Shelf Bin Yellow Polymer With Label Holder 12x4x4" Each	1	$	3.72
7001328	Slishman Traction Splint _	1	$	202.04
7000698	Sodium Chloride IV Flush Solution 0.9% Prefilled Syringe 10mL 100/Box 4 BX/CA	1	$	194.76
9321096	Solu-Medrol Injection 1gm MDV 16mL/VI 48 VL/CA	1	$	63.69
4998333	Spider-Strap Immobilization Strap Nylon Velcro Each	1	$	134.22
7002846	SPUR II Bag Resuscitator Adult With Manometer 6 EA/CA	1	$	53.16
7002488	Sscor III Suction Unit Portable Each	1	$	822.89
1119986	Stat-Padz CPR Electrode Adult New High Viscosity Polymer Gel White Each	1	$	121.95
2033856	SureTemp Plus 690 Electronic Thermometer Reusable Dual Scale Oral Probe 3 AA Battery Each	1	$	216.18
5660460	SureTemp Thermometer Probe Cover Disposable For SureTemp 690/692 250/Box 30 BX/CA	1	$	9.04
1183321	SwabCap Cap Connector Cap _ With 70% IPA 200/Box 10 BX/CA	1	$	88.12
7021697	Swaddler Baby Blanket Silver Foil	1	$	5.97
6940001	Syringe/Needle Magellan Hypodermic 25g 1" Red 1cc Self-Leveling Needle Cap Tri-Beveled Oriented For Infection With Or Immunity To Tuberculosis Sterile Not Made With Natural Rubber Latex Disposable Safety 50/Box 1 BX/CA	1	$	44.33
9875903	Syringe/Needle SafetyGlide Hypodermic 25g 5/8" Blue 1cc For Infection With Or Immunity To Tuberculosis Sterile Safety 50/Box 8 BX/CA	1	$	26.68

7003324	System CPAP Mask Flow-Safe II Adult Large With Ports and EZflow MAX Nebulizer Each 5 EA/BX	1	$	403.75
7003325	System CPAP Mask Flow-Safe II With Ports and EZflow MAX Nebulizer Each 5 EA/BX	1	$	403.75
4990468	Tag Triage ID Synthetic Multi-Color 30 in 50/Package	1	$	47.50
5660557	Thermoscan Thermometer Probe Cover Disposable For Braun ThermoScan Pro 6000 20Ea/Package 10 PK/BX	1	$	13.60
1467678	Thiamine HCl Injection 100mg/mL MDV 2mL/Vl 25/Package	1	$	234.13
4995372	Tip Suction Clear/Blue-Tinted Sterile Each 20 EA/CA	1	$	35.00
4995379	Tissue Fiber Burn Dressing 60x90" Sterile Sheet Each 50 EA/CA	1	$	118.00
4997780	Tourniquet Orange Combat Each	1	$	28.02
4997782	Tourniquet Blue Trainer CAT Each	1	$	28.02
1246672	Transcend Glucose Gel 15gm Strawberry Squeeze Pouch 3/Pk, 12 PK/CA	1	$	6.78
7777305	Transpore Surgical Tape Plastic/Polyethylene 1"x10yd Clear Non-Sterile 12/Box 10 BX/CA	1	$	10.21
1012968	Ultra-Loc Spine Backboard Yellow Adult	1	$	182.38
1262996	UltraSite Ultrasite Valve 100/Case	1	$	198.10
4995729	Utility EMS Shears Stainless Steel Autoclavable Each 50 EA/CA	1	$	54.00
1357642	Vecuronium Bromide Injection 10mg/Vl Vial 10mL 10/Box	1	$	63.12
5202732	Veni-Gard TM JR Foam IV Stabilization Dressing Sterile Adhesive White 5 BX/CA	1	$	120.95
8310273	Vixone Kit Nebulizer Disposable Each 50 EA/CA	1	$	78.50
7023303	Zoll X-Series 3-lead Cable New For Zoll X Series Each	1	$	121.14
7023304	Zoll X-Series 12-lead Cable New For Zoll X Series Each	1	$	120.03
		Total Price:		**$ 26,162.34**

BuyBoard Vendor Contract Information Summary

Vendor	Henry Schein, Inc.
Contact	Lisa Young
Phone	631-454-3629
Email	athleticsandschools@henryschein.com
Vendor Website	www.henryschein.com
TIN	11-3136595
Address Line 1	135 Duryea Road
Vendor City	Melville
Vendor Zip	11747
Vendor State	NY
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	Net 30
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Common Carrier
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	All Texas Regions
States	Texas
Contract Name	First Aid, Emergency Medical, and Athletic Trainer Supplies and Equipment
Contract No.	804-26
Effective	06/01/2026
Expiration	05/31/2029
Accepts RFQs	Yes

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Discussion and possible action on matters related to the authorization to accept the FY 2027 General Grant from the Texas Department of Transportation (TxDOT), in the amount of $142,942.10, with a 23.47% match accepted by TXDOT via in-kind match through fringe benefits and administrative costs. - Torres

NATURE OF REQUEST:

The Mission Police Department requests authorization to the FY2027 General Grant from the Texas Department of Transportation (TxDOT). This grant will continue to fund our current nurse phlebotomy program, which allows for an in-house nurse to assist with blood search warrant blood draws. The amount awarded is $142,942.10. Total project costs will be $109,400.00. There is a 23.47% match amount from the city, totaling $33,542.10. The match amount is accepted by TXDOT via in-kind match through fringe benefits and administrative costs. By matching with in-kind, the City of Mission's cash match will be zero.

BUDGETED: FY 26-27 **FUND:** Designated Purpose **ACCT. #:** 15-300-33490

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

BID AMOUNT: $

STAFF RECOMMENDATION:

Approval.

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval JPT

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

Texas Traffic Safety eGrants

Fiscal Year 2027

Organization Name: City of Mission Police Department

Legal Name: City of Mission

Payee Identification Number: 17460017381012

Project Title: Mission Police Phlebotomy Program

ID: 2027-Mission-G-1YG-0117

Period: 10/01/2026 to 09/30/2027

Texas Department Of Transportation - Traffic Safety
Electronic Signature Authorization Form

This form identifies the person(s) who have the authority to sign grant agreements and amendments for the Grant ID listed at the bottom of the page.

Name Of Organization: City of Mission

Project Title: Mission Police Phlebotomy Program

Authorizing Authority
The signatory of the Subgrantee hereby represents and warrants that she/he is an officer of the organization for which she/he has executed this agreement and that she/he has full and complete authority to enter into the agreement on behalf of the organization. I authorize the person(s) listed under the section "Authorized to Electronically Sign Grant Agreements and Amendments" to enter into an agreement on behalf of the organization.

Name:	
Title:	
Signature:	
Date:	
Under the authority of Ordinance or Resolution Number (if applicable)	

Authorized to Electronically Sign Grant Agreements and Amendments
List Subgrantee Administrators who have complete authority to enter into an agreement on behalf of the organization.

	Print Name of Subgrantee Administrator in TxDOT Traffic Safety eGrants	Title
1.		
2.		
3.		

Texas Traffic Safety eGrants

Fiscal Year 2027

Organization Name: City of Mission Police Department

Legal Name: City of Mission

Payee Identification Number: 17460017381012

Project Title: Mission Police Phlebotomy Program

ID: 2027-Mission-G-1YG-0117

Period: 10/01/2026 to 09/30/2027

BUDGET SUMMARY

Budget Category		TxDOT	Match	Program Income	Total
Category I - Labor Costs					
(100)	Salaries:	$0	$4,080.00	$0	$4,080.00
(200)	Fringe Benefits:	$0	$862.10	$0	$862.10
	Sub-Total:	$0	$4,942.10	$0	$4,942.10
Category II - Other Direct Costs					
(300)	Travel:	$0	$0	$0	$0
(400)	Equipment:	$0	$0	$0	$0
(500)	Supplies:	$0	$0	$0	$0
(600)	Contractual Services:	$109,400.00	$0	$0	$109,400.00
(700)	Other Miscellaneous:	$0	$28,600.00	$0	$28,600.00
	Sub-Total:	$109,400.00	$28,600.00	$0	$138,000.00
Total Direct Costs:		$109,400.00	$33,542.10	$0	$142,942.10
Category III - Indirect Costs					
(800)	Indirect Cost Rate:	$0	$0	$0	$0
Summary					
	Total Labor Costs:	$0	$4,942.10	$0	$4,942.10
	Total Direct Costs:	$109,400.00	$28,600.00	$0	$138,000.00
	Total Indirect Costs:	$0	$0	$0	$0
Grand Total:		$109,400.00	$33,542.10	$0	$142,942.10
	Fund Sources: (Percent Share)	76.53%	23.47%	0.00%	

Salary and cost rates will be based on the rates submitted by the Subgrantee in its grant application in eGrants.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Discussion and possible action on matters related to the authorization to accept the FY 2027 STEP Commercial Motor Vehicle (CMV) Grant from the Texas Department of Transportation (TxDOT), in the amount of $53,010.62, with a 15.11% match accepted by TXDOT via in-kind match through fringe benefits and administrative costs. – Torres

NATURE OF REQUEST:

The Mission Police Department requests authorization to the FY STEP 2027 Commercial Motor Vehicle (CMV) Grant from the Texas Department of Transportation (TxDOT), in the amount of $53,010.62. This grant will assist the police department to focus on enforcement of commercial vehicle regulations, which is crucial for maintaining road safety and compliance. Total project costs will be $45,000.00. There is a 15.11% match amount from the city, totaling $8,010.62. The match amount is accepted by TXDOT via in-kind match through fringe benefits and administrative costs. By matching with in-kind, the City of Mission's cash match will be zero.

BUDGETED: FY26-27 **FUND:** Designated Purpose **ACCT. #:** 15-300-33622

BUDGET: $129,000 **EST. COST:** $45,000 **CURRENT BUDGET BALANCE:** $129,000

BID AMOUNT: $

STAFF RECOMMENDATION:

Approval.

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval JP7

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

Texas Traffic Safety eGrants

Fiscal Year 2027

Organization Name: City of Mission Police Department

Legal Name: City of Mission

Payee Identification Number: 17460017381012

Project Title: STEP CMV

ID: 2027-Mission-S-CMV-00026

Period: 10/01/2026 to 09/30/2027

Texas Department Of Transportation - Traffic Safety
Electronic Signature Authorization Form

This form identifies the person(s) who have the authority to sign grant agreements and amendments for the Grant ID listed at the bottom of the page.

Name Of Organization: City of Mission

Project Title: STEP CMV

Authorizing Authority
The signatory of the Subgrantee hereby represents and warrants that she/he is an officer of the organization for which she/he has executed this agreement and that she/he has full and complete authority to enter into the agreement on behalf of the organization. I authorize the person(s) listed under the section "Authorized to Electronically Sign Grant Agreements and Amendments" to enter into an agreement on behalf of the organization.

Name:	
Title:	
Signature:	
Date:	
Under the authority of Ordinance or Resolution Number (if applicable)	

Authorized to Electronically Sign Grant Agreements and Amendments
List Subgrantee Administrators who have complete authority to enter into an agreement on behalf of the organization.

	Print Name of Subgrantee Administrator in TxDOT Traffic Safety eGrants	Title
1.		
2.		
3.		

Texas Traffic Safety eGrants

Fiscal Year 2027

Organization Name: City of Mission Police Department

Legal Name: City of Mission

Payee Identification Number: 17460017381012

Project Title: STEP CMV

ID: 2027-Mission-S-CMV-00026

Period: 10/01/2026 to 09/30/2027

Budget Summary

Budget Category		TxDOT	Match	Total
Category I - Labor Costs				
(100)	Salaries	$45,000.00	$1,825.00	$46,825.00
(200)	Fringe Benefits	$0	$6,185.62	$6,185.62
	Category I Sub-Total	$45,000.00	$8,010.62	$53,010.62
Category II - Other Direct Costs				
(300)	Travel	$0	$0	$0
(400)	Equipment	$0	$0	$0
(500)	Supplies	$0	$0	$0
(600)	Contractual Services	$0	$0	$0
(700)	Other Miscellaneous	$0	$0	$0
	Category II Sub-Total	$0	$0	$0
Total Direct Costs		$45,000.00	$8,010.62	$53,010.62
Category III - Indirect Costs				
(800)	Indirect Cost Rate	$0	$0	$0
Summary				
	Total Labor Costs	$45,000.00	$8,010.62	$53,010.62
	Total Direct Costs	$0	$0	$0
	Total Indirect Costs	$0	$0	$0
	Grand Total	$45,000.00	$8,010.62	$53,010.62
	Fund Sources (Percent Share)	84.89%	15.11%	

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Discussion and possible action on matters related to the authorization to accept the FY 2027 STEP Comprehensive Enforcement Grant from the Texas Department of Transportation (TxDOT), in the amount of $52,945.62, with a 15.01% match accepted by TXDOT via in-kind match through fringe benefits and administrative costs. - Torres

NATURE OF REQUEST:

The Mission Police Department requests authorization to the FY27 STEP Comprehensive Enforcement Grant from the Texas Department of Transportation (TxDOT), in the amount of $52,945.62. This funding will enhance our traffic enforcement measures and contribute to safer roadways for our community members. Total project costs will be $45,000.00. There is a 15.01% match amount from the city, totaling $7,945.62. The match amount is accepted by TXDOT via in-kind match through fringe benefits and administrative costs. By matching with in-kind, the City of Mission's cash match will be zero.

BUDGETED: FY26-27 **FUND:** Designated Purpose **ACCT. #:** 15-300-33622

BUDGET: $129,000 **EST. COST:** $45,000 **CURRENT BUDGET BALANCE:** $129,000

BID AMOUNT: $

STAFF RECOMMENDATION:

Approval.

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval JPT

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Texas Traffic Safety eGrants

Fiscal Year 2027

Organization Name: City of Mission Police Department

Legal Name: City of Mission

Payee Identification Number: 17460017381012

Project Title: STEP Comprehensive

ID: 2027-Mission-S-1YG-00065

Period: 10/01/2026 to 09/30/2027

Budget Summary

Budget Category		TxDOT	Match	Total
Category I - Labor Costs				
(100)	Salaries	$45,000.00	$1,825.00	$46,825.00
(200)	Fringe Benefits	$0	$6,120.62	$6,120.62
	Category I Sub-Total	$45,000.00	$7,945.62	$52,945.62
Category II - Other Direct Costs				
(300)	Travel	$0	$0	$0
(400)	Equipment	$0	$0	$0
(500)	Supplies	$0	$0	$0
(600)	Contractual Services	$0	$0	$0
(700)	Other Miscellaneous	$0	$0	$0
	Category II Sub-Total	$0	$0	$0
Total Direct Costs		$45,000.00	$7,945.62	$52,945.62
Category III - Indirect Costs				
(800)	Indirect Cost Rate	$0	$0	$0
Summary				
	Total Labor Costs	$45,000.00	$7,945.62	$52,945.62
	Total Direct Costs	$0	$0	$0
	Total Indirect Costs	$0	$0	$0
	Grand Total	$45,000.00	$7,945.62	$52,945.62
	Fund Sources (Percent Share)	84.99%	15.01%	

Texas Traffic Safety eGrants

Fiscal Year 2027

Organization Name: City of Mission Police Department

Legal Name: City of Mission

Payee Identification Number: 17460017381012

Project Title: STEP Comprehensive

ID: 2027-Mission-S-1YG-00065

Period: 10/01/2026 to 09/30/2027

Texas Department Of Transportation - Traffic Safety
Electronic Signature Authorization Form

This form identifies the person(s) who have the authority to sign grant agreements and amendments for the Grant ID listed at the bottom of the page.

Name Of Organization: City of Mission

Project Title: STEP Comprehensive

Authorizing Authority
The signatory of the Subgrantee hereby represents and warrants that she/he is an officer of the organization for which she/he has executed this agreement and that she/he has full and complete authority to enter into the agreement on behalf of the organization. I authorize the person(s) listed under the section "Authorized to Electronically Sign Grant Agreements and Amendments" to enter into an agreement on behalf of the organization.

Name:	
Title:	
Signature:	
Date:	
Under the authority of Ordinance or Resolution Number (if applicable)	

Authorized to Electronically Sign Grant Agreements and Amendments
List Subgrantee Administrators who have complete authority to enter into an agreement on behalf of the organization.

	Print Name of Subgrantee Administrator in TxDOT Traffic Safety eGrants	Title
1.		
2.		
3.		

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Brad Bentsen, Director

AGENDA ITEM: Discussion and Possible Action regarding the Lower Rio Grande Valley Development Council's Request to Waive Rental Fees for Leo Peña Placita Park for the 5th Annual VET Fest on Thursday, November 12, 2026 - Bentsen

NATURE OF REQUEST: Seeking discussion and possible action for approval for the waiving of rental fees for Lower Rio Grande Valley Development Council for Leo Pena Placita Park Thursday, November 12, 2026. Purpose of the event is for the 5th Annual VET Fest hosted by the Health and Human Services Department through the Area Agency on Aging and RIO-Net Aging & Disability Resource Center. Cost of rent for this event would be $800.00.

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

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

BID AMOUNT: $ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Legal, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation:

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Lower Rio Grande Valley Development Coun

Judge Aurelio Guerra, Willacy County ..... President
Mayor John Cowen, City of Brownsville ..... 1st Vice President
Mayor Norma Sepulveda, City of Harlingen ..... 2nd Vice President
Mayor Omar Ochoa, City of Edinburg ..... Secretary
Mayor Norie Gonzalez Garza, City of Mission ..... Treasurer

BOARD MEMBERS

Adrian Gonzalez
Mayor, Weslaco

Joey Lopez
Commissioner, Cameron County

Ellie Torres
Commissioner, Hidalgo County

Pablo Morales
Mayor, Lyford

David Moreno
Mayor, Donna

Sylvia Castillo
Mayor, Sullivan City

Oscar Montoya
Mayor, Mercedes

Javier Villalobos
Mayor, McAllen

Aarin Hartwell
Councilwoman, SPI

Ambrosio "Amos" Hernández
Mayor, Pharr

Edward Gonzales
Commissioner, Raymondville

Pete Galvan
Mayor, San Benito

Marco "Markie" Villegas
Commissioner, San Juan

Veronica Gonzales
UT Rio Grande Valley

Paul Hernandez
South Texas College

Luke Lucio
Texas State Technical College

Troy Allen
Delta Lake Irrigation District

Ernesto "Lefty" Cavazos
Willacy County Navigation Dis.

Jim Darling
Member-at-Large

Oscar Garcia
Member-at-Large

Andres Chavez
Member-at-Large

Lupita Sanchez Martinez
Grassroots Organizations

EXECUTIVE DIRECTOR
Manuel "Manny" Cruz

September 9, 2026

Brad Bentsen
Parks & Recreation Director
City of Mission
721 North Bryan Road
Mission, Texas 78572

RE: Request for Complimentary Use of Leo Peña Placita Park – 5th Annual VET Fest

Dear Mr. Bentsen:

On behalf of the Lower Rio Grande Valley Development Council (LRGVDC), I respectfully request the complimentary use of Leo Peña Placita Park on Thursday, November 12, 2026, from 7:30 a.m. to 4:30 p.m. for our 5th Annual VET Fest, hosted by our Health & Human Services Department through the Area Agency on Aging and RIO-Net Aging & Disability Resource Center.

VET Fest is a free community event dedicated to honoring and supporting the men and women who have served in our nation's armed forces. Each year, the event brings together veterans, their families, community members, service organizations, government agencies, healthcare providers, and community partners to connect attendees with benefits assistance, health and wellness information, resources, and other support services.

An important part of VET Fest is recognizing our veterans and their service. The event begins with a formal opening ceremony, including the presentation of colors, Pledge of Allegiance, and recognition of those who have served, followed by the community resource portion of the festival. For this reason, Leo Peña Placita Park is especially meaningful to us because of its recognition of our veterans and the significance it brings to the spirit and purpose of VET Fest.

Last year, VET Fest was held on the grounds of the Iwo Jima Monument and Museum, which provided a meaningful setting for the event and its opening ceremony. We hope to continue that tradition by selecting a venue that reflects the purpose of VET Fest while providing a welcoming environment for veterans, their families, and the community.

Over the past four years, VET Fest has welcomed approximately 200 to 400 attendees annually and has received strong participation and support from organizations throughout the Rio Grande Valley. As we prepare to celebrate our fifth year, we would be honored to bring VET Fest to the City of Mission.

Because VET Fest is offered at no cost to attendees and is centered on honoring veterans and connecting them and their families with valuable services and resources, we respectfully request that the City of Mission consider waiving the rental and use fees for Leo Peña Placita Park for this community event.

We greatly appreciate the City of Mission's consideration and support of our veterans. We would be happy to provide any additional information or documentation needed to coordinate the event.

Thank you for your consideration. We look forward to the opportunity to host the 5th Annual VET Fest at Leo Peña Placita Park.

Sincerely,

Manuel Cruz
Executive Director
Lower Rio Grande Valley Development Council

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Edgar Gonzalez, EIT., Deputy City Engineer

AGENDA ITEM: Discussion and possible action on matters related to the Award of RFB 26-584-08-19 for Sand backfill Material for the Public Works Department to R&J Enterprises, LLC.; R.Reyes Trucking & Trailer Svcs – Gonzalez

NATURE OF REQUEST:
The City of Mission received and publicly opened two (2) responses for RFB No. 26-584-08-19, Sand Backfill Material for the Public Works Department.
After review of the submitted responses, staff recommends awarding the contract to R&J Enterprises, LLC.; R.Reyes Trucking & Trailer Svcs, as the lowest responsive and responsible bidder meeting all specifications.
The recommendation is based on estimated quantities only. Services will be utilized and purchased on an as-needed basis throughout the contract term. The contract will consist of a one (1) year base term, with two (2) additional one-year renewal options, subject to mutual agreement and approval in accordance with the contract terms.

BUGETED: Yes **FUND:** Streets **ACCT. #:** 01-440-64370

BUDGET: $400,000 **EST. COST:** $30,000 **CURRENT BUDGET BALANCE:** $37,490

BID AMOUNT: $101,250

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *JPT.AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

BID NAME/NUMBER: 26-584-08-19 / Purchase of Sand Backfill Material for the Public Works Department

OPEN DATE: August, 21, 2026 2:00 PM CST

Vendor Name:	Terra Firma Materials, LLC.	R&J Reyes Enterprises, LLC., dba: R Reyes Trucking & Tractor Svcs.	
Street address:	9312 E. Curve Rd.	23770 US Hwy 281	
City, State:	Edinburg, TX 78542	San Benito, TX 78586	
Phone:	(956) 348-8215	(956) 399-5050	
Fax:		(956) 341-0505	
Contact:	Nancy Davenport	Reynaldo Reyes	
Email:	accounting@terrafirmamaterials.com	rreyestrucking@gmail.com	

	DESCRIPTION:	UOM	Qty.	Unit Price	Ext.	Unit Price	Ext.	Unit Price	Ext.
1	**Purchase of Sand Backfill Material for Public Works Department**	Tons	7,500	$15.00	$112,500.00	$13.50	$101,250.00		
	1st Year Renewal Term Increase Purchase of Sand Backfill Material			3.00%		5.00%			
	2nd Year Renewal Term Increase Purchase of Sand Backfill Material			3.00%		10.00%			
	Addendums			Yes		Yes			
	Number of Hours/Days to Deliver product			48 Hours		24 Hours			

Please Note:

Apparent lowest responsible bidder for Purchase of Sand Backfill Material: R&J Enterprises, LLC.; dba: R.Reyes Trucking & Trailer Svcs.

BID NAME/NUMBER: 26-584-08-19 / Purchase of Sand Backfill Material for the Public Works Department

OPEN DATE: August, 21, 2026 2:00 PM CST

Vendor Name:	Terra Firma Materials, LLC.		R&J Reyes Enterprises, LLC., dba: R Reyes Trucking & Tractor Svcs.		
Street address:	9312 E. Curve Rd.		23770 US Hwy 281		
City, State:	Edinburg, TX 78542		San Benito, TX 78586		
Phone:	(956) 348-8215		(956) 399-5050		
Fax:			(956) 341-0505		
Contact:	Nancy Davenport		Reynaldo Reyes		
Email:	accounting@terrafirmamaterials.com		rreyestrucking@gmail.com		
DESCRIPTION of FORMS:					
	Solicitation Signed		Yes	Yes	
	Terms & Conditions Included		Yes	Yes	
	Non-Collusive Bidding		Yes	Yes	
	S.B. 252 Certification		Yes	Yes	
	Pricing Schedule		Yes	Yes	
	Addenda(s)		Yes	Yes	
	Gen. Business Questionare		Yes	Yes	
	References		Yes	Yes	
	CIQ				

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: J.P. Terrazas, Executive Director, Mission RA/TIRZ Zone #1

AGENDA ITEM: Discussion and possible action on matters related to the approval of Ninth Amendment to the Interim Administrative Services Agreement with Mission Redevelopment Authority/Tax Reinvestment Zone #1 and the City of Mission – Terrazas

NATURE OF REQUEST:

The MRA/TIRZ Zone #1 Board of Directors seeks approval of a Ninth Amendment to Interim Administrative Services by the City Manager's Office. Under this Amendment, the MRA/TIRZ Zone #1 will compensate the City of Mission $9,649.00 per month for the duration of the agreement to cover costs associated with administrative services and support. Upon approval, the ninth amendment will be effective through December 31, 2026. The MRA/TIRZ #1 Board's approved the amendment at their special meeting of September 10, 2026.

BUGETED: Yes **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: $ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: Approval MRA/TIRZ #1

City Manager's Recommendation: Approval JPT

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

NINTH AMENDMENT TO THE
INTERIM ADMINISTRATIVE SERVICES AGREEMENT

THIS NINTH AMENDMENT (this "Amendment") to the Agreement for Interim Administrative Services by and between the **CITY OF MISSION, TEXAS** (the "City" and/or the "Interim Administrator") and **MISSION REDEVELOPMENT AUTHORITY/MISSION TAX INCREMENT REINVESTMENT ZONE NUMBER ONE** (the "TIRZ") for interim administrative services provided by the City to the TIRZ. The TIRZ and Interim Administrator, in consideration of the mutual promises and conditions herein contained, agree as follows.

WHEREAS, the City and TIRZ entered into an agreement for interim administrative services effective on January 1, 2023 (the "Original Agreement"), as thereafter amended on eight (8) different occasions (the "Amendments") (with the Original Agreement and the Amendments being collectively referred to herein as the "Agreement"), for interim administrative services to be provided by the City to the TIRZ; and

WHEREAS, the City and TIRZ now desire to amend the Agreement as described herein.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, and for good and valuable consideration, the TIRZ and the City agree as follows:

Section 1. The foregoing recitals are incorporated into this Ninth Amendment by reference as findings of fact as if expressly set forth and incorporated herein.

Section 2. Article I of the Agreement is hereby amended to read as follows:

SCOPE OF SERVICES

> In regard to the work and services to be performed under this Agreement, the CITY, by and through the Executive Director of the TIRZ (or any Acting or Interim Executive Director), including any other City employees as may be assigned by the City Manager, shall provide all financial and administrative services to the TIRZ as described in Exhibit A, 'Interim Administrator's Scope of Services', which is attached and incorporated by reference."

Section 3. Article II of the Agreement is hereby amended to replace the term "**TWELVE THOUSAND THREE HUNDRED SEVENTY-SIX AND NO/100THS DOLLARS ($12,376.00)**" with the term "**NINE THOUSAND SIX HUNDRED FORTY-NINE AND NO/100THS DOLLARS ($9,649.00)**".

Section 4. Article III of the Agreement is hereby amended to replace the term "**The term of this Agreement shall commence on the Effective Date and shall terminate on December 31, 2026, unless otherwise extended by a written agreement executed by both parties.**".

Section 5. The Agreement, as amended and supplemented by this Amendment is ratified and shall remain in full force and effect. In the event of a conflict between this Amendment and the Agreement, this Amendment shall control.

TIRZ:

MISSION REDEVELOPMENT AUTHORITY/TAX INCREMENT REINVESTMENT NO. 1

By: _____
MARTIN GARZA, Chairman

Date: _____

CITY:

CITY OF MISSION, TEXAS

By: _____
ANDY GARCIA, Interim City Manager

Date: _____

EXHIBIT A

INTERIM ADMINISTRATOR'S SCOPE OF SERVICES

- Manage the oversight of all documents related to development projects;
- Prepare all documents necessary to taxing jurisdictions, public officials, and staff related to any TIRZ project plan;
- Communications liaison on all TIRZ matters to the City of Mission, the Mayor and City Council of the City of Mission;
- Coordinate the preparation of repo1ts required by governing laws and ordinances;
- Coordinate the preparation of engineering design cost estimates for infrastructure improvements by an independent contractor;
- Oversee the implementation of the reinvestment zone financial plan for the City and the TIRZ Board of Directors;
- Facilitate all public hearings on behalf of the TIRZ with the City of Mission, Hidalgo County, and other taxing entities as required by law;
- Facilitate meetings with the general public regarding the TIRZ;

  Recommend policy matters to the TIRZ Board of Directors;
- Assist the TIRZ Board of Directors in drafting project plan and reinvestment zone financing plan amendments for approval by the Board and the Mission City Council;
- Assist the City of Mission and the TIRZ in drafting pa1ticipation agreements with other taxing entities;
- Assist the TIRZ in the preparation and negotiations of development agreements among the TIRZ, the City of Mission and other entities as appropriate;
- Manage the TIRZ revenue accounts, process all required payments, maintain accounting of the public funds received by the TIRZ;
- Assist with the preparation of required audits of the TIRZ;
- Assist in the preparation of annual budgets required for submission to the City of Mission;
- Assist the City of Mission with the procedural requirements related to other taxing entities in matters related to the project plan and TIRZ financing plan;
- Provide management services for special projects financed with revenues other than tax incremental revenues, including the acquisition of financing for projects through the negotiation of debt facilitates or contract revenue or contract tax increment revenue bonds;
- Any and all other matters as directed by the TIRZ Board of Directors;

- Provide staff support to the TIRZ Board of Directors;
- Prepare meeting agendas and ensure proper notification is made in accordance with state statutes and such other governing documents as may be applicable;
- Prepare Board of Director informational packets for presentations at meetings; Prepare board minutes for presentation at meetings;
- Maintain records and files of the TIRZ;
- Receive inquires and respond to property owners, developers, real estate agents, brokers and other interested parties as related to development matters that pertain to the TIRZ;
- Coordinate and assist with developer reimbursement agreements;
- Provide coordination, oversight, and assistance to other consultants retained by the TIRZ;
- Provide management oversight for public infrastructure construction contractors;
- Meet with developers on development, financing and property acquisition matters;
- Provide management oversight for the bond sale process;
- Provide communications and technical support with regard to the production of bond documents;
- Work with zone consultants, underwriters, rating agencies, and bond insurance companies related to the effective pricing and sale of contract revenue bonds;
- Produce economic base data to support the sale of bonds;
- Identify lenders and negotiate note and loan facilities on behalf of the TIRZ Board of Directors; and
- Complete an Amended and Restated Zone Project and Financing Plan with a targeted completion date of June 30, 2026 and outside date of July 31, 2026

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Anna Carrillo, City Secretary

AGENDA ITEM: Consideration and action on matters related to approval to enter into an Election Services Contract with the Hidalgo County Elections Administrator for the November 3, 2026 General and Special Election pursuant to Texas Election Code Section 31.092(a) - Carrillo

NATURE OF REQUEST:
Contract for election services between the City of Mission and Hidalgo County Elections Administrator to conduct and supervise the General and Special Election to be held on November 3, 2026.

BUDGETED: Yes **FUND:** General Fund – FY 26-27 **ACCT. #:** 01-419-34499

BUDGET: $135,000.00 **EST. COST:** $ **CURRENT BUDGET BALANCE:** $135,000.00

BID AMOUNT: $

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval JPT

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

THE STATE OF TEXAS §
§ CONTRACT FOR ELECTION SERVICES
COUNTY OF HIDALGO §

This Contract is entered into by and between the HIDALGO COUNTY ELECTIONS ADMINISTRATOR, **Hilda A. Salinas**, hereinafter referred to as **"ELECTIONS ADMINISTRATOR"**, on behalf of Hidalgo County, a political subdivision of the State of Texas, and the **CITY OF MISSION**, hereinafter referred to as the "ENTITY", pursuant to Texas Election Code Section 31.092.

RECITALS

WHEREAS, the ENTITY, by appropriate action of its governing body acting in accordance with all applicable laws, has called a **GENERAL AND SPECIAL ELECTION** to be held on **NOVEMBER 3, 2026**;

WHEREAS, pursuant to Section 31.092(a) of the Texas Election Code, the County Election Officer may contract with the governing body of a political subdivision situated wholly or partly in the county served by the officer to perform election services in any one or more elections ordered by an authority of the political subdivision; and

WHEREAS, pursuant to Section 31.091(1) of the Texas Election Code, the County Election Officer means the Elections Administrator for Hidalgo County; and

WHEREAS, the ENTITY is a political subdivision in Hidalgo County that desires the County to conduct and supervise the **NOVEMBER 3, 2026**, election of the ENTITY (the "Election"); and

WHEREAS, the ENTITY and the COUNTY, through the ELECTIONS ADMINISTRATOR, desire to enter into a contract setting out the respective responsibilities of the parties; and

WHEREAS, the COUNTY agrees to perform election services for the ENTITY; and

WHEREAS, pursuant to Section 271.002(b) of the Texas Election Code, if an election ordered by the governor and the elections ordered by the authorities of one or more political subdivisions, the commissioners court of a county and governing bodies of the other political subdivisions may enter into an agreement to hold elections jointly in the election precincts that can be served by common polling places; and

WHEREAS, pursuant to Sections 271.003(a)(b) of the Texas Election Code, a regular county polling place may be used for a common polling place in a joint election, where the voters of a particular election precinct or political subdivision may be served in a joint election by common polling places located outside the boundary of the election precinct or political subdivision if the location can adequately and conveniently serve the affected voters and will

facilitate the orderly conduct of the election; and

WHEREAS, pursuant to Section 43.007 of the Texas Election Code, the COUNTY has approved participation in a **countywide** polling place program, Therefore, **countywide** polling places will be used for the election held on **NOVEMBER 3, 2026**, and any resulting runoff; and

WHEREAS, pursuant to Section 43.007(e), each countywide polling place must allow a voter to vote in the same elections in which the voter would be entitled to vote in the county election precinct in which the voter resides; and

WHEREAS, ELECTIONS ADMINISTRATOR has provided costs for election services to be rendered by the ELECTIONS ADMINISTRATOR'S office pursuant to the terms of this Contract, which costs are set out in Article VI hereof; and

NOW, THEREFORE, the COUNTY, through the ELECTIONS ADMINISTRATOR, and the ENTITY for good and valuable consideration, the adequacy and receipt of which is hereby acknowledged, do hereby agree to hold contract, covenant and agree as follows:

ARTICLE I
PURPOSE

1.01. The parties hereto have entered into this Contract for election services described in Article II to be provided to the ENTITY for its election to be held on **NOVEMBER 3, 2026**, and any resulting runoff.

1.02. If applicable, acknowledgement of Shared Common Polling Places. The ENTITY acknowledges that the ELECTIONS ADMINISTRATOR, as the County's Contracting Officer in accordance with Section 31.092 of the Texas Election Code, may enter into similar Election Services Contracts with any other entity in the same county that may be conducting their election concurrently. In such event, the ENTITY agrees to share common polling places with the other entities. It is not the intent of this paragraph to establish a joint election, but rather to share services, equipment, and the costs when it is appropriate, efficient, and economical to do so.

ARTICLE II
SERVICES

2.01. The COUNTY, through the ELECTIONS ADMINISTRATOR, agrees to provide to the ENTITY the following:

(A) Procure, provide, code and distribute HART Hybrid voting systems, election equipment, and transport equipment to and from the polling places, including Early Voting and countywide Election Day, for the ENTITY;

(B) Prepare and provide training for election workers on the HART Hybrid voting equipment, Election paperwork and the EViD electronic pollbook;

(C) Prepare and provide Logic and Accuracy testing on ENTITY's election ballot for HART Hybrid voting machines to be utilized by the ENTITY during Early Voting and countywide Election Day;

(D) Procure, provide, prepare and code the EViD Electronic Pollbooks per polling places with the Voter Registration Database;

(E) Provide and prepare all mail-in ballot supplies, paper ballots, envelopes and postage;

(F) Procure, provide, prepare, and distribute all necessary election supplies, including:
1. Election kits and election paperwork;
2. Laptop(s);
3. Voting Equipment;

(G) Provide cages and covers, cage kit, to include, but not limited to surge protectors, tape, printer, headphones and scanner as well as supplies such as bags, aprons, clipboards, pens, pencils, rulers, magnifiers, inkpads, screen cloths, sanitizers, provisional ballot bags, ballot boxes, custom signs, flags, badges and one hundred sample ballots;

(H) Procure Early Voting and countywide Election Day polling places;

(I) Provide signage to be placed at each polling place regarding the Texas Penal Code Section 46.03(a)(2) prohibition of firearms on the premises of a polling place;

(J) Prepare Writ of Election to Presiding judges and notice of appointment to Presiding judges/ alternate judges for countywide Election Day, as required by law;

(K) Prepare, distribute, and publish Notice of Election (Texas Election Code Section 4.003(1)(A)) and Early Voting and countywide Election Day schedules;

(L) Post Notice of Election and Early Voting and countywide Election Day schedules (Texas Election Code Section 4.003(b), 4.009(a) and 172.1112(a)) on the county's Internet website;

(M) Procure and pay election workers for Early Voting and countywide Election Day voting;

(N) Provide general supervision during the contracted Election period. Advisory services in connection with the decisions to be made and the actions to be taken by the ENTITY may be provided on an as needed basis;

(O) Procure and pay Early Voting Ballot Board members;

(P) Provide such incidental related services as may be necessary to conduct the election;

(Q) Serve as the Early Voting Clerk;

(R) Establish a Central Counting Station for the purpose of tabulating ballots and election media;

(S) Tabulate election results in preparation for ENTITY's canvassing;

(T) Preserve locked ballot boxes and ballot transport bags containing voted ballots securely in a locked room for 60 days as required by Texas Election Code Section 66.058, at which time, the records will be retained by the Hidalgo County Elections Administrator to serve as custodian for the remainder of the twenty-two months preservation period;

(U) The ELECTIONS ADMINISTRATOR shall be the agent of the ENTITY for the purposes of contracting with third parties with respect to the election expenses within the scope of the County Elections Administrator's duties;

(V) The COUNTY shall file copies of this Contract with the County Treasurer and the County Auditor;

(W) If applicable, the COUNTY agrees to provide the election services described herein for a Runoff election.

1) The County may combine polling places in accordance with Section 42.0051 of the Texas Election Code, in order to properly supervise and conduct a Runoff election.

2) The ENTITY hereby agrees to the combining of polling places, in accordance with Section 42.0051 of the Texas Election Code.

3) The COUNTY, through the ELECTIONS ADMINISTRATOR, agrees to provide to the ENTITY the costs for any Runoff Election services to be rendered by the ELECTIONS ADMINISTRATOR'S office pursuant to the terms of this Contract as soon as practicable.

4) In accordance with Section 31.100(b) of the Texas Election Code, only actual expenses directly attributable to this Contract and any resulting runoff may be paid. The ELECTIONS ADMINISTRATOR shall submit the actual costs for items contracted pursuant to the Contract with the ENTITY as soon as all invoices from third party vendors are received;

2.02. The ENTITY shall be responsible for performing the following:

(A) Payment of all necessary election supplies as required by the COUNTY, including but not limited to ballots, election kits, mail-in ballot supplies, EViD electronic pollbook and laptop rentals;

(B) Pay the proportionate cost of election workers for training at the rate of $10.00 per hour per person.

(C) Pay the proportionate cost of election workers submitted by the County Elections Administrator at the rate of $19.00 per hour and Delivery/Pickup fee of $50.00 for Election Judges, and $17.00 per hour for Alternate Judges and $15.00 per hour for Clerks for both Early Voting and countywide Election Day;

(D) Reimburse the COUNTY for the cost for liability insurance coverage for election workers employed for both Early Voting and countywide Election Day;

(E) Canvass the Election Results for the ENTITY'S governing body;

(F) As stated in Section 31.096 of the Texas Election Code, this Contract may not change:

1) the authority with whom applications of candidates for a place on a ballot are filed; and
2) the authority with whom documents are filed under Title 15.

(G) Reimburse the COUNTY for any and all costs associated with recounts and/or election contests;

(H) Confirm and/or correct the boundaries of the political subdivision holding the election on a map provided by the County. Once confirmed and/or corrected, Entity certifies the veracity of the boundaries and geographical area that represents the Entity and the area subject to the election.

(I) If applicable, in consideration for the services provided for a Runoff Election by the COUNTY, the ENTITY agrees to pay ELECTIONS ADMINISTRATOR for the costs of services for a Runoff election.

(J) Create the appropriate ballot and candidate placement for the Entity's election. Once confirmed and/or corrected Entity shall verify the appropriateness of their ballot under the law.

ARTICLE III
SCHEDULE FOR PERFORMANCE OF SERVICES

3.01. Specific services to be provided related to the general services identified in Article II shall be performed in accordance with the time requirements set out in the Texas Election Code.

ARTICLE IV
SERVICES NOT PROVIDED BY COUNTY

4.01. ELECTIONS ADMINISTRATOR shall have no responsibility for ensuring the passage of the appropriate Election Order by the ENTITY, publishing and (or) posting the Election Order as required by the Texas Election Code section 3.004(3), or Texas Election Code 67.002(2) which is canvassing election results. In addition, ELECTIONS ADMINISTRATOR shall have no responsibility for creating the appropriate ballot and candidate placement for the Entity's election.

ARTICLE V
TERM

5.01. Except as hereinafter set out, the term of this Contract shall be from the time of execution until all items with respect to this Contract and the election held hereunder have been completed.

ARTICLE VI
COST OF SERVICE AND BILLING

In consideration for the services provided hereunder by ELECTIONS ADMINISTRATOR, the ENTITY agrees to pay ELECTIONS ADMINISTRATOR for the following costs of services:

6.01. HART Hybrid:

(A) One base charge of $475.00 for Coding ballot for voting machines;
(B) A $10.00 recording fee for Audio Files;
(C) Cost of creating election media, such as but limited to V-drives, Activators; etc. at $100.00 per polling place.
(D) The amount of $465.00 per Verity Controller, $447.00 per Verity Touch Duo Machine, $610.00 per Verity Scan/Ballot Box, and $150 per Verity Duo Go Carrier (curbside);
(E) Cost of rentals and delivery/pick-up of Elections Equipment for both Early Voting and countywide Election Day to include fuel charge and mileage at the COUNTY's cost;

6.02. EViD Electronic Pollbook:

(A) Voter Registration Database access at $100.00 per day;
(B) To include but not limited to EViD and laptop rentals at $150.00 per polling place for both Early Voting and countywide Election Day;
(C) Printed Barcode fee of $.03 per vote (price subject to change);
(D) Creation of separate Username and password for each polling place at $20.00;

6.03. Fee for both Early Voting and countywide Election Day election kits, Thermal code and ballot paper, 'I VOTED' stickers, maps, additional sample ballots at twenty cents per copy and Personal Protective Equipment (PPE);

6.04. Reimbursement of mail-in ballot supplies, paper ballots, envelopes kit, ballot postage (per request) and correspondence postage at the COUNTY's cost;

6.05. Reimbursement fee for publications of all notices and newspaper advertisements, (if applicable);

6.06. (A) Cost of election workers for time worked to be submitted to the ENTITY by the ELECTIONS ADMINISTRATOR. The ENTITY shall reimburse the COUNTY for the cost of payroll for election workers at the rate of $16.00 per hour for Election Judges and Delivery/Pickup fee of $50.00 and $14.00 per hour for Alternate Judges and $12.00 per hour for Clerks for both Early Voting and countywide Election Day; includes cost of payroll for training of election workers at $10.00 per hour per person;

(B) Reimburse the County for the cost of payroll overtime incurred by the County for regular full time County employees who work during the contracted election (cost to be shared with each contracted entity);

6.07. Pay for the cost of the Early Voting Ballot Board judge at the rate of $16.00 per hour, alternate judge at the rate of $14.00 and clerks at the rate of $12.00 per hour;

6.08. Reimbursement to the COUNTY for the cost of liability insurance coverage as set by the County for all election workers employed for the elections;

6.09. Reimbursement to the COUNTY for the cost of the use of wireless cell phones at polling places with the rate set by the wireless vendor at the time of usage which includes an additional per minute fee as charged by the vendor, a service charge of $10.00 per phone line and a vendor base fee of $4.99 per phone line;

6.10. Billing:

(A) The form of the invoice to be used in the final invoice by the COUNTY, includes a good faith estimate of costs and is attached hereto as Exhibit A.

(B) After the election and as soon as practicable, upon receiving final invoice from third party vendors, the ELECTIONS ADMINISTRATOR shall prepare and will send to the ENTITY, a final itemized invoice with the actual costs of the Election and will include the 10% Administrative Fee of the actual costs as set forth by Texas Election Code Section 31.100(d).

(C) Full payment shall be made by the ENTITY within thirty (30) days of receipt of the final invoice.

(D) Payment shall be made by check payable to the Hidalgo County Elections Department.

(E) Costs to be shared between contracting ENTITIES will be rounded to the nearest dollar.

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

Hilda A. Salinas
Elections Administrator
Hidalgo County Elections Department
P.O. Box 659
Edinburg, Texas 78540

Juan Pablo Terrazaz
Co-Interim City Manager
City of Mission
1201 E. 8th Street
Mission, Texas 78572

(G) Any balances, if any remain after the payment of all costs of election bills, shall be the property of the ENTITY and returned to it.

ARTICLE VII

7.01. IF ANY OF THE ELECTION EQUIPMENT IS LOST, STOLEN, DESTROYED, OR DAMAGED THE ENTITY IS LIABLE FOR THE DAMAGE AND AGREES TO PAY THE ELECTIONS ADMINISTRATOR THE COST OF THE REPLACEMENT OR REPAIR OF THE ELECTION EQUIPMENT.

ARTICLE VIII
GENERAL PROVISIONS

8.01. This Contract shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Hidalgo County, Texas.

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

8.03. This Contract constitutes the sole and only agreement of the parties hereto and supersedes any prior understanding or written or oral agreement between the parties respecting the written subject matter.

8.04. No amendment, modification, or alteration of the term hereof shall be binding unless the same be in writing, dated subsequent to the date hereof and duly executed by the parties hereto.

SIGNED this _____ day of _____, 2026

APPROVAL COUNTY OF HIDALGO:

BY: _____
RICHARD F. CORTEZ
COUNTY JUDGE

ATTEST:

BY: _____
ARTURO GUAJARDO, JR.
COUNTY CLERK

_____
City of Mission

BY: _____
Juan Pablo Terrazas
Co-Interim City Manager

ATTEST:

BY: _____

PRINT: _____

TITLE: _____

ELECTIONS ADMINISTRATOR

BY: _____
HILDA A. SALINAS

APPROVED AS TO LEGAL FORM:

OFFICE OF CRIMINAL DISTRICT ATTORNEY
TORIBIO "TERRY" PALACIOS

BY: _____
LEIGH ANN TOGNETTI,
ASSISTANT DISTRICT ATTORNEY

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Discussion and possible action on matters related to the 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 Pink 5k walk/run in October 2026 - 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 and rerouting traveling vehicular traffic. The Pink 5k walk/run event is scheduled for Saturday, October 10, 2026, from 7:00 AM to 12:00 PM.

BUDGETED:_____ **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 *JPT*

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 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 10, 2026.

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 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 Pink 5k walk/run.

READ, CONSIDERED AND APPROVED on this, the 22nd day of September, 2026.

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

Agreement No._____

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."

W I T N E S S E T H

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 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 22nd day of September 2026, 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:
City of Mission 1201 East 8th Street, Mission, Tx	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 10th, 2026
TIME OF CLOSURE: 7:00 am to 12:00 pm

(SEE ATTACHED ROUTE MAP AND ROAD CLOSURES)

Agreement No._____

Exhibit B

RESOLUTION

Agreement No._____

Exhibit C

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Irasema Dimas, Code Enforcement Supervisor

AGENDA ITEM: Discussion and possible action to approve an ordinance # _____ amending Chapter 42, "Health and Sanitation," of the City of Mission Code of Ordinances, Article II- Weedy Lots, Unsanitary, Unsightly Conditions on Private Property by adding definitions to Section 42-31; adding prohibited conditions and/or acts to Section 42-32; removing appeal determination and changing the time to abate the nuisance from seven days to ten days from contents of notice Section 42-39; adding authority to abate dangerous weeds to abatement procedures Section 42-40; and providing for codification, publication, severability, and an effective date - Dimas

NATURE OF REQUEST:

This amendment will bring the city's health and sanitation ordinance consistent with the Texas State Health and Safety code for local governments.

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

BUDGET: $ N/A **EST. COST:** $ N/A **CURRENT BUDGET BALANCE:** $ N/A

BID AMOUNT: $

STAFF RECOMMENDATION:

Approval

Departmental Approval: Approval

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval JP

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 42 "HEALTH & SANITATION," "ARTICLE II- WEEDY LOTS, UNSANITARY, UNSIGHTLY CONDITIONS ON PRIVATE PROPERTY" OF THE CITY OF MISSION CODE OF ORDINANCES; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Mission, Texas is a home-rule municipality with the full power of local self-government; and

WHEREAS, the City Council of the City of Mission finds it necessary to update its health and sanitation Chapter, Article II. Weedy Lots, Unsanitary, Unsightly Conditions on Private Property to be consistent with the Texas State Health and Safety Code for local governments; and

WHEREAS, upgrading the established health and sanitation code serves the public interest and promotes efficient municipal administration

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

SECTION 1: That the Code of Ordinances of the City of Mission, Chapter 42- Health & Sanitation, Article II – Weedy Lots, Unsanitary, Unsightly Conditions on Private Property are hereby amended by adding the language (added) and deleting the language that is (~~stricken~~) to read in full as follows. *The remaining sections are to remain in force.*

Sec. 42-31. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Abate means to eliminate or remedy:

a) By removal, repair, rehabilitation, or demolition;

b) In the case of a nuisance, by prohibition or control of access; and

c) In the case a nuisance, by removal, remediation, storage, transportation, disposal, or other means of waste management.

Any and all other objectionable, unsightly or unsanitary matter of whatever nature all uncultivated vegetation, grass, and plant growth this term shall apply to objects and matters not included within the meanings of the other terms used in this article, which are liable to produce or tend to produce an unhealthy, unwholesome or unsanitary condition to the premises within the general locality where the same are situated, and shall also include any species of weed, grass or vegetation and plant growth which might or may tend to be unhealthy to individuals residing within the general locality of where the same are situated.

Brush means all trees, including palm and citrus trees, but not limited to, all shrubbery, hedge trimmings, tree limbs, branches and trimmings, plant and shrub trimmings, leaves and limbs, yard cleanings, and other similar items which are not cultivated nor cared for by persons owning or controlling the premises.

Building means a structure built for the support, shelter, or enclosure of a person, animal, chattel, machine, equipment, or other moveable property.

Garbage means decayable waste from a public or private establishment or restaurant. The term includes vegetables, animal and fish offal and animal and fish carcasses, but does not include sewage, body waste, or an industrial by-product.

Lot or parcel of real estate means, in addition to those grounds within their respective boundaries, all lots or parcels of ground lying and being adjacent thereto and extending beyond the property line of any such lot or parcel of real estate to the curbline of adjacent streets where a curbline has been, and 14 feet beyond the property line where no curbline has been established.

Neighborhood means:

a) A platted subdivision or

b) Property contiguous to and within 300 feet of a platted subdivision.

Platted Subdivision means a subdivision that has its approved or unapproved plat recorded with the county clerk of the county in which the subdivision is located.

Premises means all privately-owned property, including vacant land or a building designed or used for residential, commercial, business, industrial, or religious purposes. The term includes a yard, ground, walk, driveway, fence, porch, steps, or other structure appurtenant to the property.

Public Street means the entire width between property lines of a road, street, way, thoroughfare, or bridge if any part of the road, street way, thoroughfare, or bridge is open to the public for vehicular or pedestrian traffic.

Refuse means garbage, rubbish, paper, and other decayable and nondecayable waste, including vegetable matter and animal and fish carcasses.

Rubbish means nondecayable waste from a public or private establishment or residence.

Trash means all refuse, rubbish, rejected tin cans, old vessels of all sorts, and, in general, all litter and all other things usually included within the meaning of such term.

Weeds means all rank and uncultivated vegetation, grass or plant matter which has grown to more than 12 inches in height or which, regardless of height, is liable to produce an unhealthy, unsightly, unwholesome, or unsanitary condition or become a harboring place for mosquitos, vermin, or ~~vectors~~ or other disease-carrying pests, regardless of the height of the weeds.

Sec. 42-32. Prohibited conditions and/or acts.

(a) It shall be unlawful for any person, as the owner, tenant, or agent, and/or both, of any premises to allow or permit any filth, grass, weeds, brush, trimmings, plants that are not cultivated, plant growth, rubbish, trash, and all other objectionable, unsightly or unsanitary matter of whatever nature, or any other impure or unwholesome matter of any kind to accumulate, remain, or exists thereon, covering or partly covering the surface of any lot or parcel of real estate situated within the city, including the city's street's and alley's rights-of-way fronting or rearing the property.

(c) It shall be unlawful for any person, as owner, tenant, or agent, and/or ~~occupant~~ both, of any lot or premises in the city, to allow or permit the existence of any ~~palm~~ tree ~~or similar type tree~~ on such premises when such tree is dead or damaged and in such condition poses a serious

threat to property or life on such premises or an adjacent lot of an adjacent public right-of-way, and such condition is hereby declared to be a nuisance in the city.

(d) It shall be unlawful for any person, as owner, tenant, or agent, and/or ~~occupant~~ both, of any lot or other premises in the city, to allow or permit holes or places where water may accumulate and become stagnant to be or remain on such lot or premises or to allow or to permit the accumulation of stagnant water thereon, or to permit stagnant water to remain thereon.

(e) It shall be unlawful for any person, as owner, tenant, or agent, and/or both of any lot or other premises in the city, to keep, store, or accumulate refuse on premises in a neighborhood unless the refuse is entirely contained in a closed receptacle.

(f) It shall be unlawful for any person, as owner, tenant, or agent, and/or both of any lot or other premises in the city to maintain premises in a manner that creates an unsanitary condition likely to attract or harbor mosquitoes, rodents, vermin, or other disease-carrying pests.

(g) It shall be unlawful for any person, as owner, or agent, and/or both of any agricultural zoned property in the city to allow weeds to grow on premises if the weeds are located within 50 feet of a developed property or any public street or ROW.

Sec. 42-34. Duty to remove after cutting.

(a) It shall be unlawful on any premises for any person, as the owner, tenant, or agent, and/or both, including commercial maintenance firms and landscapers or any combination thereof, within the city to leave any unsightly piles, windrows of debris or weeds, grass or brush which would serve as habitat for rodents, snakes or other vectors of disease on such premises after the same has been cut from the premises.

(b) Any such grass, weeds, or brush so cut shall be removed and or hauled from such premises promptly and be disposed of, in an appropriate manner. If the brush is to be burned, such burning shall be done under the supervision of and with the permission of the Fire Marshal of the city. Commercial maintenance firms and landscapers shall be liable and responsible for all such material as caused by their business.

Sec. 42-35. Right of entry.

(a) The code enforcement officer, city health officer, or any other appropriate city official shall, after proper notification, have the right and authority to go onto any premises within the city at any reasonable time for the purpose of making inspections to ascertain if the premises are free from weeds, trash, rubbish, or other noxious or unhealthy matter. It shall be unlawful for any person to prevent such official from making such inspections or to interfere therewith in any manner.

(b) If any person ~~shall~~ refuse to allow the city official to enter onto any property in the city for the purposes of conducting the inspection as provided in this section, the city official shall make application to the municipal judge for an administrative search warrant to be issued by the judge. Such application shall contain an affidavit from the city official stating the reason for entry upon the premises and shall also state the time and general condition for entry. The municipal court judge for the city is hereby authorized to issue administrative search warrants to allow the code enforcement officer, city health officer, or any other appropriate city official

to enter any premises within the city under the terms and conditions as deemed by the municipal court judge. The judge may also request that the chief of police furnish police officers of the city to assist in the enforcement of any warrant issued under the provisions of this section. It shall be unlawful for any person having control of any premises for which an administrative search warrant has been issued to prohibit entry onto the premises by the person ~~as~~ authorized under this administrative search warrant.

Sec. 42-38. Notice to abate.

(a) Whenever the existence of any nuisance on any lot or parcel of real estate or property situated in the city shall come to the knowledge of the code enforcement officer, it shall be the duty of such city official to cause a written notice to be issued forthwith to the person owning or having possession or control of the same, identifying such property and requiring such person to abate such nuisance by removing such weeds, brush, rubbish, or other objectionable, unsightly, unhealthy, unsafe, or unsanitary matter of whatever nature, as the case may be. Such notice will be sent by ~~certified~~ **regular** mail, in which case such notice shall inform the owner that if the owner commits another violation of the same kind or nature as provided in this section, which violation occurs on or before the first anniversary day from the date of such notice, the city shall, without further written notice, correct the violation at the owner's expense and assess the expense against the owner.

(c) Such notice shall require the abatement of such nuisance by mowing and removing such weeds, brush, rubbish or other objectionable, unsightly or unsanitary matter of whatever nature as the case may be, within ~~48 hours~~ ten (10) calendar days from the date of service of such notice. Such notice shall further state that, in default of the performance of such condition, the city may, at once, cause such abatement to be done and charge the cost and expense incurred in doing or having such work done or improvements made, to the owner of such property.

Sec. 42-39. Contents of notice.

(a) The notice to the owner, tenant, or to the person owning or having possession and control of a lot, property, or parcel of real estate, where a public nuisance has been found to exist shall contain the following items:

(1) A statement identifying such property.

(2) A statement requiring the abatement of such nuisance within ~~seven~~ ten (10) calendar days from the date of ~~receipt~~ of ~~such~~ notice;

(3) ~~A statement notifying such person that they can appeal the determination of a public nuisance made by the code enforcement officer with the city manager for the city within five days from the date of receipt of such notice, and if so appealed, the city manager shall hold the hearing and render his decision no later than the end of such seven-day period.~~

(4) A statement notifying such owner that if such nuisance is not abated, within the ~~seven-day~~ ten (10) calendar day period, the city will cause, at once, the same to be done and charge the owner with the costs and expenses incurred in doing or having such work done.

(5) Such notice shall require the abatement of such nuisance by mowing and removing such weeds, brush, rubbish or other objectionable, unsightly or unsanitary matter of whatever nature as the case may be, within ~~48 hours~~ ten (10) calendar days from the date of service of such notice. Such notice shall further state that, in default of the performance of the above condition, the city may, at once, cause such abatement to be done and charge the cost and expense incurred in doing or having such work done or improvements made, to the owner of such property.

Sec. 42-40. Abatement procedures.

a) If the owner ~~shall~~ fail or refuse to abate a nuisance, the city may, at its option, elect to cause such nuisance to be abated at its expense. When the abatement is done, the code enforcement officer shall compile the cost of such work done or improvements made in abating such nuisance and shall provide such list to the finance director.

b) **Authority to Abate Dangerous Weeds.** The City of Mission may abate, without notice, weeds that: have grown higher than 48 inches; and are an immediate danger to the health, life, or safety of any person.

(1) Not later than the 10th day after the date the city abates under this section, the city shall give notice to the property owner.

The notice shall contain: 1) an identification, which is not required to be a legal description, of the property, 2) a description of the violations of the ordinance that occurred on the property, 3) a statement that the city abated the weeds, and 4) an explanation of the property owner's right to request an administrative hearing about the city's abatement of the weeds.

(2) The city shall conduct an administrative hearing on the abatement of weeds under this section if, not later than the 30th day after the date of the abatement of the weeds, the property owner files with the city a written request for a hearing.

(3) An administrative hearing conducted under this section shall be conducted not later than the 20th day after the date a request for a hearing is filed. The owner may testify or present any witnesses or written information relating to the city's abatement of the weeds.

(4) The city may assess expenses and create liens under this section as it assesses expenses and creates liens.

Sec. 42-41. Billing for rendered services and costs.

(a) When any work is done or improvements are made by the city under the provisions stated in this article, the finance director shall provide a bill to such property owner, at his last known address, listing the following:

(1) Description of property sufficient to identify the same, and where property has been subdivided, a description by lot and block number of any particular subdivision shall be sufficient;

(2) Statement of the particular violation;

(3) Services or improvements rendered by the city or anyone authorized by the city;

(4) All costs and expenses incurred for such abatement of such nuisance plus $100.00 for an administrative fee;

(5) That payment is due and payable within 30 days of notice date of rendered services;

(6) Penalties which may be imposed for nonpayment.

SECTION 2. SAVINGS AND REPEALER.

All ordinances or parts of ordinances not amended by this Ordinance shall remain in full force and effect.

SECTION 3. SEVERABILITY.

If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions, which shall remain in full force and effect.

SECTION 4. CODIFICATION.

The City Secretary is authorized to codify this Ordinance in the City of Mission Code of Ordinances and to make non-substantive formatting and numbering changes necessary for codification.

SECTION 5. PUBLICATION.

The City Secretary is authorized and directed to publish this Ordinance as required by law.

SECTION 6. EFFECTIVE DATE.

This Ordinance shall take effect immediately upon adoption and publication as required by law.

PASSED, APPROVED, AND ADOPTED this ___ day of _____, 2026.

_____

Norie Gonzalez Garza, Mayor

ATTEST:

_____

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

_____

City Attorney

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Xavier Cervantes, AICP, CPM, Director of Planning

AGENDA ITEM: Discussion and possible action on matters related to authorize the Mayor to sign an Interlocal Agreement between the City of Mission and the Sharyland Water Supply Corporation regarding water service for the proposed The Grove on Moorefield Subdivision located along the East side of Moorefield Road approximately 500 feet South of Tiffany Drive, Developer: CSL Construction and Development, Engineer: M2 Engineering, PLLC – Cervantes

NATURE OF REQUEST:

The request is to allow the proposed The Grove on Moorefield Subdivision that is within the Water CCN of the Sharyland Water Supply Corporation (SWSC) to connect to the City of Mission's water main lines on a temporary basis due to the SWSC not having adequate water infrastructure in the area at this time.

The proposed subdivision is within the city limits and is designed to have 52 single-family lots after it gets recorded.

The subdivision got plat approval by the City Council subject to conditions on July 28, 2025 and is under construction at this time.

As per the agreement the SWSC shall provide sixty (60) days written notice to the City of Mission that it intends to disconnect the water line from the city's system to provide water service to the customers. The transfer of the water meters will take place after the sixty (60) days notice.

Our legal department has expressed concern about the long-term obligations of this agreement in case of city water capacity issues in the future, but because this is a small subdivision with only 52 lots, city staff does not see any potential future problems.

STAFF RECOMMENDATION:

Approval.

Departmental Approval: Approval

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval JP7

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

INTERLOCAL AGREEMENT BETWEEN SHARYLAND WATER SUPPLY CORPORATION AND THE CITY OF MISSION, TEXAS

Sharyland Water Supply Corporation ("SWSC"), whose address is P. O. Box 1868, Mission, Hidalgo County, Texas 78573, and the City of Mission, Texas ("City"), whose address is 1201 E. 8th Street, Mission, Hidalgo County, Texas 78572, in consideration of the mutual promises contained herein and none other, hereby agree as follows:

WHEREAS, SWSC holds Certificate of Convenience and Necessity ("CCN") No. 10558; and

WHEREAS, SWSC has a water distribution system designed for potable water distribution to rural communities; and

WHEREAS, land described as an 11.34 -acre tract of land out of Lot 12, New Caledonia Subdivision Unit 1, Hidalgo County, Texas, as per map recorded in Volume 6, Page 19, Map Records of Hidalgo County, Texas, also known as The Grove on Moorefield Subdivision, ("Property") is located within SWSC's CCN **(Exhibit "A-1**"); and

WHEREAS, Lugo Property Ventures, LLC is the owner of the Property ("Owner"); and

WHEREAS, SWSC's system is not currently capable of supporting both the domestic potable water service and the fire hydrants on the Property; and

WHEREAS, City has a water main nearby; and

WHEREAS, City is willing to allow the Owner to connect the subdivision to its water main on a temporary basis until such time as SWSC extends a water main sized to support both the domestic potable water service and the fire hydrants on the Property; and

WHEREAS, Owner has agreed to construct the required on-site potable water infrastructure and to connect it to the City's water main pursuant to SWSC's standards and as shown in **Exhibit "A-2";** and

WHEREAS, the water line shall become the property of SWSC; and

WHEREAS, City will maintain its own facilities and meters, as further provided herein, during the term of this agreement; and

WHEREAS, the City, Owner, and SWSC will execute a Waterline Access Agreement for the Property; and

WHEREAS, SWSC will provide sixty (60) days advance notice to City of its intent to disconnect its water line from the City's water main.

NOW THEREFORE, in consideration of the recitals and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, SWSC and City agree as follows:

I. City shall provide potable water service to the Property on a temporary basis, conditioned upon Owner's payment of all required fees to SWSC and completion of all SWSC development requirements.

II. SWSC shall retain the uninstalled developer-paid SWSC meters in its inventory until SWSC has constructed sufficient infrastructure as provided herein.

III. City shall allow Owner to connect to its water main via a water line, on a temporary basis and only until such time as SWSC extends a water main sufficient in size to support the provision of domestic potable water service to customers within the Property as well as operation of the fire hydrants.

IV. Owner shall be responsible for the installation of the water line from the Property to the City's water main and shall install such water line pursuant to SWSC's standards.

V. Upon completion of its installation, the fire hydrant shall become the property of the City pursuant to a Waterline Access Agreement between Owner, City, and SWSC, and the water line shall become the property of SWSC.

VI. City will maintain and repair the waterline during the term of this Agreement.

VII. City will install and maintain its own meters for the provision of potable water service to the customers within the Property ("Customers") during the term of this Agreement.

VIII. Customers receiving temporary service from the City shall be subject to the City's then-current water rates, fees, deposits, penalties, surcharges, service policies, disconnection rules, drought restrictions, and all applicable City ordinances, as amended from time to time.

IX. This Agreement shall remain in effect until SWSC has constructed infrastructure sufficient to provide domestic potable water service to the Property and has given the City sixty (60) days advance notice of SWSC's intent to disconnect its water line from the City's water main.

X. Upon SWSC's advance notice of its intent to disconnect its water line from the City's water main, SWSC and City will coordinate Customer information along with the removal of the City meters and the installation of the SWSC meters. City shall provide the list of active service accounts and customer information to SWSC. Upon establishing the service accounts, SWSC will install its meters and begin providing potable water service on or before the date its water line is disconnected from the City's water main. The City shall provide customer information to SWSC only to the extent permitted by applicable law and only for purposes of transitioning service from the City to SWSC. SWSC shall maintain the confidentiality of such information and shall not use or disclose it for any unrelated purpose.

XI. It is further understood and agreed that OWNER shall cover any legal, administrative and engineering fees incurred by SWSC as a result of processing and executing this Agreement in an amount not to exceed $750.00.

XII. This Agreement contains the entire agreement between the parties with respect to the rights granted and obligations assumed by the parties hereto. Any oral representations or modifications concerning this instrument shall be of no force or effect unless contained in a subsequent writing signed by the party to be charged.

XIII. This Agreement has been approved by the appropriate bodies of SWSC and City as evidenced by copies of the resolutions and/or minutes of the governing bodies of each, attached hereto as **Exhibits "B"** and **"C",** respectively, which have been executed by the appropriate officers thereof.

XIV. Notwithstanding any other provisions of this Agreement, the City's obligations under this Agreement shall not commence unless and until Owner has executed the Waterline Access Agreement, paid all applicable City and SWSC fees, provided all required easements and access rights, completed the water infrastructure to the satisfaction of the City Engineer and SWSC, and provided all required conveyance, warranty, as-built, and acceptance documents.

XV. Any connection to the City's water system shall be subject to review and written approval by the City Engineer and shall comply with all applicable City standards, ordinances, specifications, and operational requirements, in addition to SWSC standards. The City shall not be deemed to have accepted ownership, maintenance responsibility, or operational responsibility for any facility unless expressly accepted in writing by the City.

XVI. This agreement is temporary and shall not create a permanent service obligation by the City. The City may terminate this Agreement upon reasonable written notice if: (1) Owner or SWSC fails to comply with any material obligation under this Agreement or the related Waterline Access Agreement and fails to cure after written notice; or (2) any regulatory approval necessary for this temporary arrangement is denied, withdrawn, or determined to be required but not obtained. Nothing herein limits the City's authority to apply its ordinances, rates, service policies, drought restrictions, billing procedures, or disconnection rules to individual Customers receiving city service.

XVII. Nothing in this Agreement shall be construed as amending, transferring, decertifying, or modifying any Certificate of Convenience and Necessity or retail service area. The parties shall be responsible for obtaining any regulatory approval required for this temporary service arrangement before service commences.

XVIII. Nothing in this Agreement waives or limits any governmental immunity, defense, limitation, or protection available to the City under Texas law. This Agreement does not create any third-party beneficiary rights in favor of Owner, Customers, or any other person or entity.

SHARYLAND WATER SUPPLY CORPORATION

Date: _ _ _ _ _ _ _ _ _ _ _ _ _

By:_ _ _ _ _ _ _ _ _ _ _ _ _ _ _
Mark Moseley, President
P. 0. Box 1868
Mission, Texas 78573

Attest:

_____
Mario Reyna, Secretary-Treasurer

CITY OF MISSION

Date: _ - - - - - - - - - - - - -

By:_ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _
Norie Gonzalez Garza, Mayor
1201 E. 8th Street
Mission, Texas 78572

Attest:

_____
Anna Carrillo, City Secretary

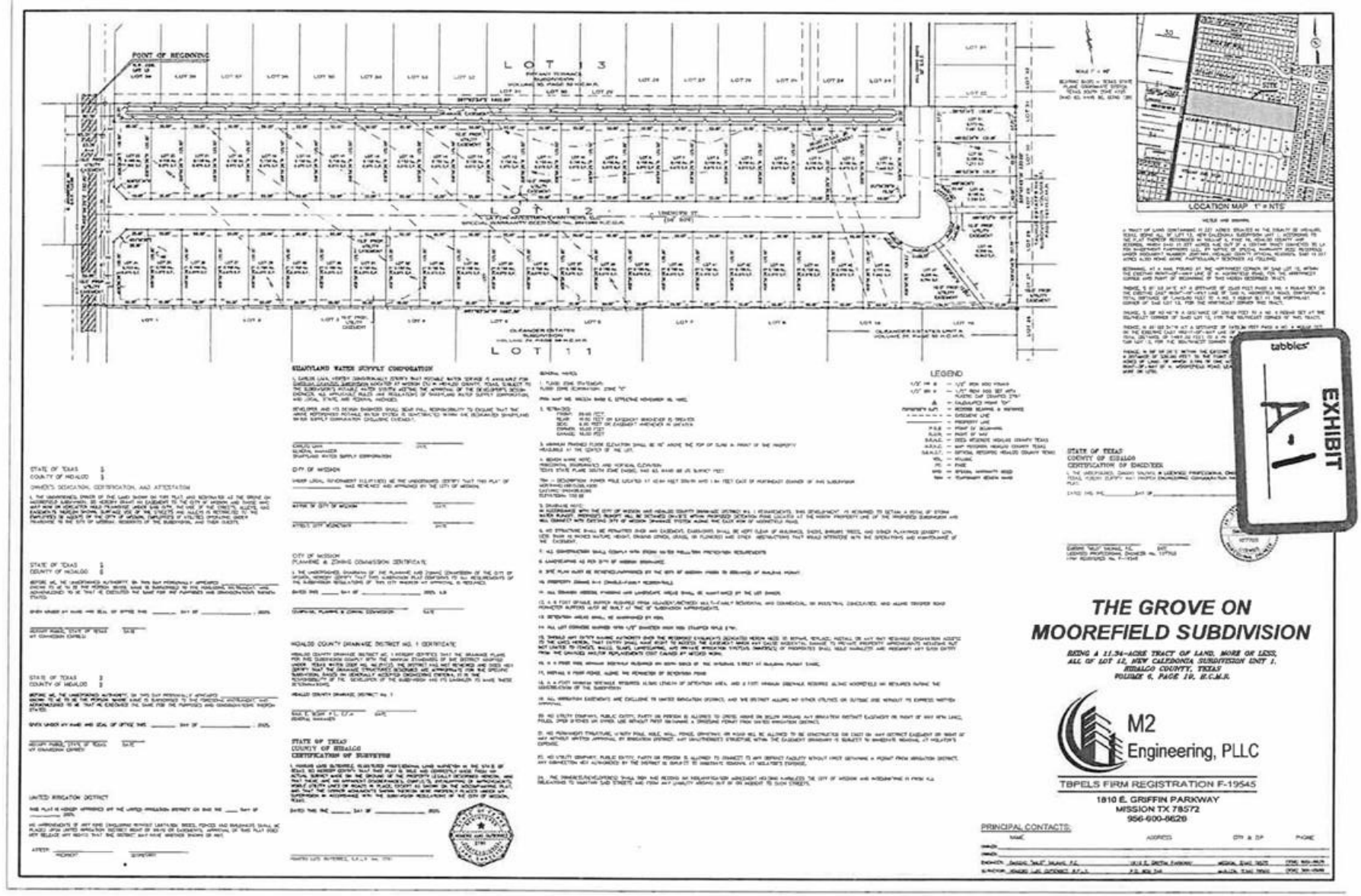
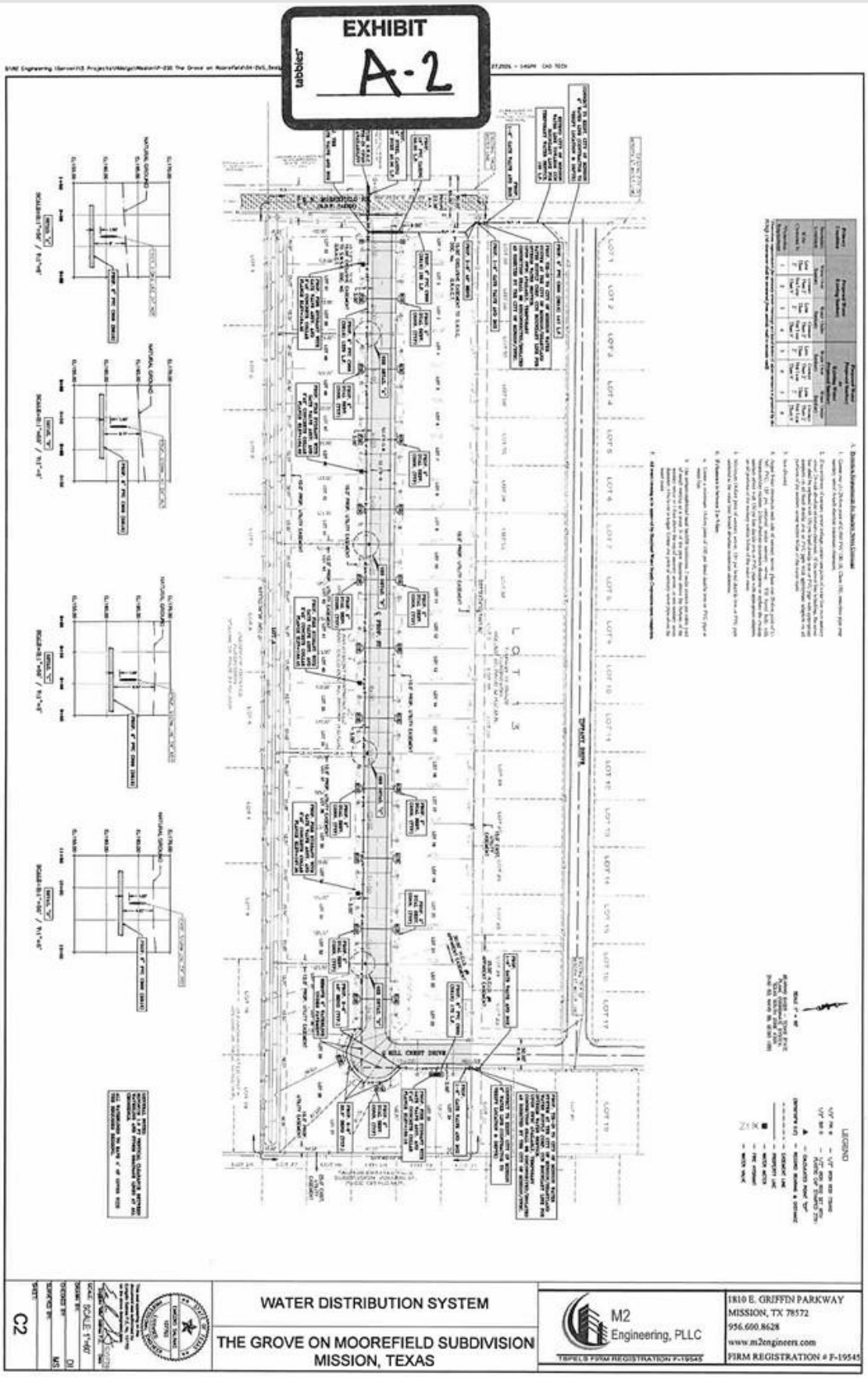

POINT OF BEGINNING
LOT 13
LOT 12
LOT 11
LOCATION MAP 1" = NTS
EXHIBIT
A-1
tabbies
LEGEND
THE GROVE ON
MOOREFIELD SUBDIVISION
BEING A 11.34-ACRE TRACT OF LAND, MORE OR LESS,
ALL OF LOT 12, NEW CALEDONIA SUBDIVISION UNIT 1,
HIDALGO COUNTY, TEXAS
VOLUME 6, PAGE 10, H.C.M.R.
M2
Engineering, PLLC
TBPELS FIRM REGISTRATION F-19545
1810 E. GRIFFIN PARKWAY
MISSION TX 78572
956-600-6626
PRINCIPAL CONTACTS:
NAME
ADDRESS
CITY & ZIP
PHONE
OWNER
ENGINEER
SURVEYOR

EXHIBIT
tabbies
A-2





MINUTES OF THE REGULAR BOARD MEETING OF SHARYLAND WATER SUPPLY CORPORATION JULY 24, 2025

The Board of Directors, staff and attendees were present at the Corporation Business Office located at 321 S. Shary Blvd., Alton, Tx, 78573.

AGENDA ITEM 1: Call to Order:

President Sosebee called the meeting to order at 6:30 p.m.

AGENDA ITEM 2: Pledge of Allegiance

President Sosebee led those present in the pledge of allegiance.

AGENDA ITEM 3: Confirm Posted Meeting Notice and Establish Quorum:

Manager Lima confirmed the meeting was properly posted and the Directors present acknowledged their attendance and quorum was established.

Directors Present:

President M. Danny Sosebee, Vice President Mark A. Moseley, Secretary-Treasurer Isidro Quintero, Lisa B. Helle, Mario Reyna and Ruben Alaniz.

Directors Absent:

None.

Also Present:

Carlos R. Lima, General Manager, Jose G. Ibarra, James Johnson, Rainier Terrazas, Gerardo Gracia, Gerardo Aguilera, Elizabeth Llamas, Jose Garza, Isidro Gutierrez, Doricia Maldonado, Julissa Rosales, Claudia Cantu and Ancira Hernandez, Brian Hansen (Attorney), Fryer and Hansen LLC, and Jeff Heckler, Principle of Solutions Group Via Teams.

AGENDA ITEM 4: Welcome Visitors:

Bonnie Smith, Member, Carlos Lugo, Developer and Hector Moreno, M2 Engineering, PLLC

AGENDA ITEM 5: Public Comments:

None.

AGENDA ITEM 6: Approve June 2025 Regular Meeting Minutes

Director Helle made a motion to approve the June 2025 Regular Meeting Minutes. Secretary-Treasurer Quintero seconded the motion. All present voted "aye". The motion passed unanimously.

AGENDA ITEM 7: Status Reports and Possible Action on:

A TxDOT Waterline Improvement Projects

Jose Garza, Grad. Engineer/Water Utility Coordinator, presented on item 7A. No Action Taken

AGENDA ITEM 8: Update Regarding Water Treatment Plant 1 Rerate Amendment No. 1 For Additional Chemical Improvements

Gerardo Gracia, Operations Manager, presented on Agenda Item 8. No Action Taken.

AGENDA ITEM 9: Discussion and Possible Action to Authorize the General Manager to Negotiate an Interlocal Agreement with the City of Mission for the Groves on Moorefield Subdivision

Jose Ibarra, Planning Manager and Isidro Gutierrez, EIT/Development Coordinator, presented on Agenda Item 9. Vice President, Moseley made a motion to Amend the Interlocal Agreement to include a timeline commitment and work with the City of Mission on the Interlocal Agreement. Director Reyna seconded the motion. All present voted "aye". The motion passed unanimously.

AGENDA ITEM 10: Consider and Possibly Approve SWSC Mid-year Operating Budget Amendment

James Johnson, Finance Analyst, presented on Agenda Item 10. Director Reyna made a motion to Approve SWSC Mid-year Operating Budget Amendment. Director Helle seconded the motion and upon vote, the motion passed unanimously.

AGENDA ITEM 11: Consider and Possible Approve SWSC Mid-year Capital Improvement Plan (CIP) Budget Amendment

James Johnson, Finance Analyst presented on Agenda Item 11. Director Reyna made a motion to Approve SWSC Mid-year Capital Improvement Plan (CIP) Budget Amendment. Director Helle seconded the motion and upon vote, the motion passed unanimously.

AGENDA ITEM 12: Consider and Possibly Approve Uniform Non-Standard Water Service Agreements

A. Rhodes Development, Inc. – Bradley K. Frisby, Aqualina at Tres Lagos Ph IV Subdivision, Ware N 9 ¼ (W), 44 Lots
B. A & J Development, LLC – Miguel L. Barboza, The Gardens of Alton Subdivision, Glasscock N 5 E 1/8 (N), 28 Lots
C. Red Land Developers, LLC – Evan A. Clenfuegos Bermudez, Mayberry Reserve Subdivision, Mayberry N 2 ¾ (W), 9 Lots
D. Ediel I. Barrera and Rosa B. Barrera, Villas on Rogers Subdivision, 10th N 9 ½ (E), ¼ (S), 33 Lots

After review, Vice President Moseley made a motion to approve the Uniform Non-Standard Service Agreements 12A through 12D as presented. Director Quintero seconded the motion and upon vote, the motion passed unanimously.

AGENDA ITEM 13: Committee Reports and Possible Action on:

A. Corporation Policy Review Committee

No Action Taken.

B. Credentials Committee

No Action Taken.

C. Executive Directors Committee

No Action Taken.

D. Finance and Development Committee
   i. Interlocal Agreement with the City of Mission
   ii. Mid-year Capital Improvement Plan (CIP) Budget Amendment
   iii. SWSC Mid-year Capital Improvement Plan (CIP) Budget Amendment

E. Scholarship Program Committee

No Action Taken.

AGENDA ITEM 14: Review and Possibly Approve June 2025 Financial Reports:

After discussion, Director Helle made a motion to approve the June 2025 Financial Reports. Director Reyna seconded the motion and upon vote, the motion passed unanimously.

AGENDA ITEM 15: General Manager Report:

A. 89th Texas Legislature's Session Bill Updates
B. TWDB Emerging Contaminants Intent to Apply Submitted
C. TWBD SRF Funding Update – Test Wells
D. Next Board Meeting, August 21, 2025

A. Holiday Office Closing, July 4, 2025, Independence Day
B. Next Board Meeting, July 17, 2025

Jeff Heckler, Principal of Solutions Group, reported on Agenda Item 15A. No Action Taken.
Carlos Lima, General Manager, reported on Agenda Item 15B through 15D. No Action Taken.

AGENDA ITEM 16: Executive Session

A. Update on WTP 3 Structural Concerns
B. Employee Grievance Regarding General Manager

PRESIDENT SOSEBEE ADJOURNED THE OPEN MEETING TO ENTER EXECUTIVE SESSION AT 7:36 PM

PRESIDENT SOSEBEE ENTERED EXECUTIVE SESSION AT 7:39 PM TO DISCUSS:

AGENDA ITEM 16: Executive Session

A. Update on WTP 3 Structural Concerns
B. Employee Grievance Regarding General Manager

PRESIDENT SOSEBEE ADJOURNED EXECUTIVE SESSION TO ENTER OPEN MEETING AT 8:16 PM

PRESIDENT SOSEBEE RETURNED TO THE OPEN MEETING AT 8:18 PM

AGENDA ITEM 16: Executive Session

A. Update on WTP 3 Structural Concerns

No Action Taken.

B. Employee Grievance Regarding General Manager

Director Alaniz made a motion to proceed as discussed in executive session. Director Reyna seconded the motion and upon vote, the motion passed unanimously.

No Action Taken.

Agenda Item 17: Adjournment:

There being no further business, Director Reyna made a motion to adjourn the meeting. Director Alaniz seconded the motion, and upon vote President Sosebee adjourned the meeting at 8:19 p.m. on July 24, 2025.

Attested:

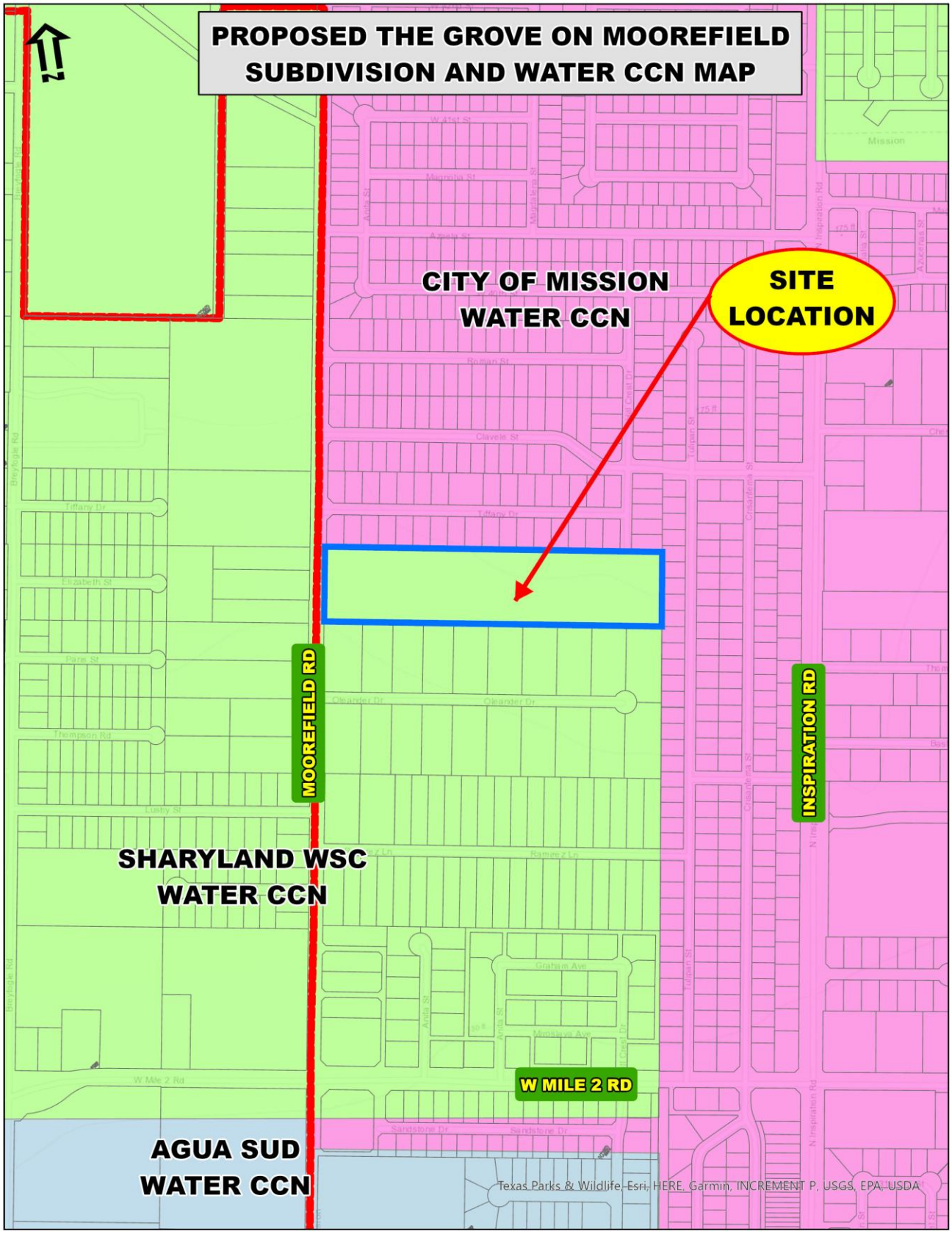
Isidro Quintero
Secretary-Treasurer

Approved:

M. Danny Sosebee
President

EXHIBIT "C"

This will be the Mission City Council meeting minutes of the approval of the Interlocal Agreement


PROPOSED THE GROVE ON MOOREFIELD
SUBDIVISION AND WATER CCN MAP
CITY OF MISSION
WATER CCN
SITE
LOCATION
MOOREFIELD RD
INSPIRATION RD
SHARYLAND WSC
WATER CCN
W MILE 2 RD
AGUA SUD
WATER CCN
Texas Parks & Wildlife, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Xavier Cervantes, AICP, CPM - Director of Planning

AGENDA ITEM: Discussion and Possible Action on Matters Related to Adoption of Ordinance # _____ Amending Ordinance No. 5862 amending the City's fee schedule to establish a Permit Technology & Administrative Fee for a new software applicable to building permits, garage sale permits, health permits, fire permits, alarm system permits, other designated permits, licenses, inspections, and other regulatory services – Cervantes

NATURE OF REQUEST:

The City of Mission uses various software applications and technology systems to administer building permits, inspections, garage sale permits, fire permits, alarm system permits, payments, and other regulatory services for the community. The new software will allow city staff to process these tasks online.

These systems require ongoing expenditures for software licensing, subscriptions, maintenance, technical support, hosting upgrades, cybersecurity, data storage, equipment, system integration, and other technology-related services.

As the City's reliance on technology continues to increase, staff recommends establishing a Permit Technology & Administrative Fee to recover a portion of the City's costs for the software and infrastructure used to provide these services.

The proposed fee is not intended to fund or be limited to any particular software vendor or software platform. Rather, the revenue would help support the City's overall technology and administrative needs associated with any permitting, inspections, and related regulatory services.

The proposed ordinance amendment would amend and establish a technology and administrative fee applicable to designated permits and inspection services, including: building permits, garage sale permits, health permits, fire permits, alarm system permits and other permits or inspections designated by the City Council.

The funds generated from the proposed fees would go into the Planning Technology fee account to fund the new software.

The proposed Permit Technology & Administrative Fee for New Software are the following:

Building Permits - $5.00 + $0.05 for each square foot of construction

Garage Sale Permits - $2.50 + permit fee

Health Permits - $10.00 for annual permits & $5.00 for temporary permits + permit fee

Fire Permits -$10.00 + permit fee

Alarm System Permit - $10.00 + permit fee

The funds generated from the proposed fees would go to the Permit Technology Fee to fund the new software & administrative personnel.

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

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

BID AMOUNT: $_____

STAFF RECOMMENDATION:

Approval of ordinance amendment.

Departmental Approval: Approval

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *JPT*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING ORDINANCE NO. 5862 AMENDING THE CITY'S FEE SCHEDULE TO ESTABLISH A PERMIT TECHNOLOGY & ADMINISTRATIVE FEE FOR A NEW SOFTWARE APPLICABLE TO BUILDING PERMITS, GARAGE SALE PERMITS, HEALTH PERMITS, FIRE PERMITS, ALARM SYSTEM PERMITS, INSPECTIONS, AND OTHER DESIGNATED PERMITS, LICENSES, INSPECTIONS, AND REGULATORY SERVICES; PROVIDING FOR THE ASSESSMENT, COLLECTION, ADMINISTRATION, AND USE OF THE FEE TO SUPPORT PERMITTING, INSPECTION, LICENSING, RECORDS MANAGEMENT, SOFTWARE, ELECTRONIC PLAN REVIEW, ONLINE SERVICES, AND RELATED TECHNOLOGY SYSTEMS; PROVIDING FOR EXEMPTIONS, SEVERABILITY, PUBLICATION, EFFECTIVE DATE, AND OTHER RELATED MATTERS.

WHEREAS, the City of Mission, Texas is a home-rule municipality possessing the full power of local self-governance pursuant to Article XI, Section 5 of the Texas Constitution; and

WHEREAS, Pursuant to the laws of the State of Texas, including Section 51.001 of the Texas Local Government Code, the City Council has the authority to adopt an ordinance that, among others things, is for good government, peace, or order of Mission; and

WHEREAS, the City administers numerous permitting, inspection, licensing, code enforcement, fire prevention, regulatory, and development-related programs for the benefit and protection of the public; and

WHEREAS, the City utilizes technology systems and software to receive applications, issue permits, schedule inspections, conduct electronic plan review, process payments, maintain records, communicate with applicants, document inspections, manage code enforcement activities, and administer other municipal regulatory services; and

WHEREAS, the City's use of such technology requires ongoing expenditures for administrative personnel and software licensing, subscriptions, hosting, maintenance, technical support, implementation, upgrades, cybersecurity, hardware, integration, training, electronic records, and related services; and

WHEREAS, the City Council finds that applicants and permit holders who utilize the City's permitting and regulatory services should bear a reasonable portion of the costs associated with the technology & administrative used to administer those services; and

WHEREAS, the City Council further finds that a fixed permit technology & administrative fee provides an efficient, predictable, and transparent method of recovering a portion of the City's technology & administrative-related costs; and

WHEREAS, the City Council intends that revenues generated by the fee established by this Ordinance be used to support the administrative personnel, technology and systems necessary

to provide, administer, document, and maintain the City's permitting, inspection, licensing, and related regulatory services; and

WHEREAS, the City Council has determined that adoption of this Ordinance is in the best interests of the citizens of Mission and promotes efficient administration of municipal services.

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

SECTION 1. PERMIT TECHNOLOGY & ADMINISTRATIVE FEE ESTABLISHED

A Permit Technology & Administrative Fee is hereby established to recover a reasonable portion of the City's costs associated with administrative personnel, technology, software, electronic systems, and related administrative infrastructure used in the City's permitting, inspection, licensing, and regulatory programs.

The fee shall be assessed in addition to all other applicable permit, inspection, license, application, plan review, and administrative fees.

SECTION 2. APPLICABLE SERVICES AND FEES.

The Permit Technology & Administrative Fee shall be assessed as follows:

- Building Permit Fee: $5.00 + $0.05 for each square foot of construction
- Garage Sale Permit Fee: $2.50 + permit fee
- Health Permit Fees: $10.00 annual permit & $5.00 temporary permit + permit fee
- Fire Permit Fee: $10.00 + permit fee
- Alarm System Permits: $10.00 + permit fee
- Other permits or inspections designated by City Council as established by ordinance or fee schedule

The City Council may establish different permit technology and administrative fee amounts for additional permit, inspection, license, or regulatory categories by ordinance or amendment to the City's official fee schedule.

SECTION 3. BUILDING PERMITS

The technology fee shall apply to each building permit issued by the City, including, but not limited to:

A. New Construction
B. Additions
C. Alterations and remodeling
D. Accessory structures
E. Residential construction
F. Commercial/industrial construction
G. Tenant finish-out or build-out
H. Demolition permits administered as building permits

I. Other building permit categories administered through the City's permitting system

The technology fee shall be charged once for each building permit issued unless otherwise provided by the City's adopted fee schedule.

SECTION 4. GARAGE SALE AND HEALTH PERMITS

The technology fee shall apply to each garage sale and health permit issued by the City.

The technology fee shall be collected at the time the garage sale and health permit are issued and shall be in addition to any other fee established by the City.

The technology fee shall support the technology used to process, issue, track, document, and administer garage sale permits, including electronic applications, databases, customer portals, payment systems, mapping systems, record management, and related technology.

SECTION 5. FIRE PERMITS

The technology fee shall apply to fire inspections performed or administered by the City, including, as applicable:

A. Fire code inspections
B. Certificate of occupancy-related fire inspections
C. Commercial fire inspections
D. Inspection requests associated with occupancy or business operations
E. Re-inspections when otherwise subject to a City inspection fee
F. Other fire inspections or permits designated by the Fire Marshal or City Council

The permit technology and administrative fee shall be assessed in addition to any applicable permit fee, inspection or reinspection fee established by the City.

Nothing in this Ordinance shall be interpreted to limit or supersede any requirement imposed by state law concerning fire inspections, fire prevention, or fire protection.

SECTION 6. PURPOSE AND USE OF REVENUES

Revenues collected under this Ordinance shall be deposited into the Planning Technology Fee account and shall be used to support administrative, technology, and electronic systems associated with the City's permitting, inspection, licensing, and regulatory services.

Eligible expenditures may include:

1. Administrative Personnel
2. Permit management software
3. Fire inspection software
4. Garage sale and health permit software and databases
5. Electronic plan review
6. Online permitting and application portals

7. Inspection scheduling systems
8. Mobile inspection applications and equipment
9. Electronic payment systems
10. Software licensing and subscriptions
11. Cloud hosting and data storage
12. Electronic records management
13. Geographic information systems and mapping associated with permits and inspections
14. Software integration between City departments
15. Cybersecurity and data protection
16. Computer hardware and related equipment
17. Software implementation and configuration
18. System upgrades and replacement
19. Technical support and maintenance
20. Employee training related to permitting and inspection technology, and
21. Other technology expenditures directly related to the administration, processing, inspection, tracking, documentation, or enforcement of City permits, inspections, licenses, and related regulatory programs.

SECTION 7. COLLECTION

The appropriate City department shall collect the Permit Technology and Administrative Fee at the time the applicable permit, inspection, or service is processed.

The fee shall be identified as a separate line item on the applicable application, invoice, receipt, permit, inspection record, or electronic transaction whenever practicable.

No permit or other service subject to the fee shall be issued or completed until all applicable fees have been paid or otherwise lawfully deferred or waived.

SECTION 8. NONREFUNDABLE FEE

The Permit Technology and Administrative Fee shall be nonrefundable after issuance of the applicable permit or completion of the applicable inspection, except when:

A. The fee was collected in error
B. The permit or inspection was processed in error by the City
C. A refund is otherwise authorized under City policy

SECTION 9. EXEMPTIONS

The following may be exempt from the Permit Technology and Administrative Fee:

A. Permits and inspections performed solely for City of Mission-owned property or City construction projects.
B. Emergency inspections or emergency permits when the applicable department determines that immediate action was necessary to protect life or property; and
C. Other categories specifically exempted by the City Council

SECTION 10. ADMINISTRATIVE AUTHORITY

The City Manager, Finance Director, Building Official, Fire Marshal, and other appropriate department heads are authorized to establish administrative procedures necessary to implement this Ordinance.

Such procedures may include administrative personnel, the modification of application forms, permit software, inspection systems, accounting systems, payment systems, and other technology necessary to administer the fee.

Any change to the amount of a technology fee established by this Ordinance shall require authorization by the City Council unless otherwise permitted by law.

SECTION 11. NO DUPLICATIVE CHARGE

The permit technology and administrative fee established by this Ordinance is intended to recover a reasonable portion of the City's costs associated with administrative personnel, technology and electronic systems used to administer the applicable service.

Nothing in this Ordinance shall be construed to authorize a fee that is prohibited by state law or duplicates a fee prohibited by state law.

SECTION 12. PERIODIC REVIEW

The City Manager or designee shall periodically review revenues and expenditures with the Permit Technology and Administrative Fee to determine whether the fee remains reasonably related to the City's technology and administrative costs.

The City Council may modify the fee by ordinance when appropriate.

SECTION 13. STATE LAW

This Ordinance shall be administered consistently with all applicable provisions of the Texas Constitution, Texas statues, adopted building and fire codes, and other applicable state law.

If any provision of this Ordinance conflicts with mandatory state law, the state law shall control to the extent of the conflict.

SECTION 14. FEE SCHEDULE

The City's official fee schedule is hereby amended to include the following:

- Building Permit Fee: $5.00 + $0.05 for each square foot of construction
- Garage Sale Permit Fee: $2.50 + permit fee
- Health Permit Fees: $10.00 annual permit & $5.00 temporary permit + permit fee
- Fire Permit Fee: $10.00 + permit fee

- Alarm System Permits: $10.00 + permit fee
- Other permits or inspections designated by City Council as established by ordinance or fee schedule

These fees shall be listed separately from the underlying permit or inspection fee.

SECTION 15. SEVERABILITY. If any section, subsection, sentence, clause, phrase, or portion of this ordinance 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 any remaining provision shall continue in effect notwithstanding the invalidity of such section, subsection, clause, phrase or portion.

SECTION 16. PUBLICATION AND EFFECTIVE DATE. This ordinance shall take effect immediately upon its passage and publication as required by law.

PASSED, APPROVED, AND ADOPTED THIS _____ day of _____, 2026, 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 TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF MISSION

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

APPROVED AS TO FORM:

_____
City Attorney

Estimated Revenues from a Proposed Permit Technology
&
Administrative Fee for New Software

Residential Building Permits (367 permits @ 2000 sq.ft. x $0.05)	$36,700
Commercial Building Permits (17 permits @ 5000 sq.ft. x $0.05)	$4,250
Apartments (431 units @ 1000 sq.ft. x $0.05)	$21,550
Fire Inspections (1699 inspections x $10) **Permit Fee $50**	$16,990
Garage Sale Permits (350 permits x $2.50) **Permit Fee $2.50**	$875
Health Permits (550 permits x $10) **Health Permit Fee $50 - 10 employees or less** **Health Permit Fee $100 - 11+ employees**	$5,500
Temporary Permits (1585 permits x $5) **Permit Fee $20**	$7,925
Alarm Permits (750 Permits x $10) **Permit Fee $20**	$7,500
Grand Total	**$101,290**
Less 10%	$10,129
Grand Total	**$91,161**

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Xavier Cervantes, AICP, CPM - Director of Planning

AGENDA ITEM: Discussion and possible action on matters related to authorizing the purchase of a three-year subscription and implementation services for GovWell software from Carahsoft Technology Corporation through OMNIA Partners Contract No. R240303, in an amount not to exceed $202,000, and authorizing the City Manager or designee to execute the necessary agreements or contracts – Cervantes

NATURE OF REQUEST:

The City of Mission is seeking to purchase and implement GovWell software to modernize and streamline the City's permitting, licensing, inspections, and related development services. The software will provide a centralized platform intended to improve workflow efficiency, reduce manual processes, enhance communication between City departments, and provide residents and businesses with improved online access to City services.

The proposed purchase includes a three-year software subscription, implementation, configuration, data migration, training, integrations, and support. The purchase will be made from Carahsoft Technology Corporation through OMNIA Partners Contract No. R240303.

The total three-year cost is $202,000, consisting of $82,000 for the first year, including implementation and data migration services, and $60,000 annually for years two and three.

BUGETED: FY26-27 **FUND:** Permitting Technology **ACCT. #:** 33-414-44640

BUDGET: $80,000 **EST. COST:** $82,000 **CURRENT BUDGET BALANCE:** $80,000

BID AMOUNT: $

STAFF RECOMMENDATION:

Staff recommends that the City Council authorize the purchase and implementation of GovWell software and authorize the City Manager or designee to execute the necessary agreements and contracts.

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval JP7

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

The OS for Modern Government

60 Madison Avenue, Fl 8
New York, NY 10010
info@govwell.com

GovWell Order Form

This Order Form, dated as of the Effective Date, is entered into by and between GovWell Technologies Inc. (**"GovWell"**) and the customer identified below (**"Customer"**), and is subject to the Terms of Service (as defined below), which are incorporated by reference herein.

Customer: City of Mission, TX	**Effective Date:**
Customer Contact Name: Xavier Cervantes	**Customer Contact Email:** xcervantes@missiontexas.us
Customer Contact Phone: (956) 580-8671	**Billing Contact Name:** Carahsoft
Billing Contact Email: GovWell@carahsoft.com	**Quote Number:** 67544418
Contract Number: Carahsoft and OMNIA Partners Contract No. R240303	

1. Software Modules and Services

The table below outlines the GovWell software modules and services included in Customer's purchase:

Software Module	Description	Annual Subscription Fee	Deployment Services Fees	Data Migration Services	Data Migration Fees
Building Permits and Inspections	Manage building permits, inspections, plan review, and certificates of occupancy for vertical construction. Does not include site development, engineering permits, or contractor licensing.	$20,000	$10,000	Data and Files	$4,000
Contractor Registration	Manage contractor registrations/licenses and renewals for contractors seeking to pull building permits. Tracks insurance verification and license status.	Included	Included	N/A	N/A
Planning and Zoning	Manage discretionary land use applications requiring staff review or public hearings. Does not include building permits or engineering permits.	$15,000	$7,000	Data and Files	$3,000
Code Enforcement	Manage code enforcement cases for property maintenance, nuisance, and zoning violations. Does not include lien tracking, parking tickets or rental registration programs.	$10,000	$4,000	Included	Included
Business Licenses	Manage business licenses and collect revenue for the right to operate within the jurisdiction. Covers general business registration and annual renewals. Does not include contractor licenses, liquor licenses, cannabis licenses or health permits.	$10,000	$4,000	Data and Files	$2,000
Liquor Licenses	Manage liquor license applications and renewals for alcohol sales permits requiring state coordination and public hearings.	Included	Included	Included	Included
Engineering & Land Development	Manage site development permits including grading, erosion control, drainage, utilities, and sewer connections. Covers construction-phase stormwater controls. Does not include building permits, public works street permits, or post-construction stormwater maintenance.	$10,000	$4,000	Data and Files	$3,000
Public Work Permits	Manage right-of-way permits for work in public streets, including street cuts, utility excavation, driveway approaches, and temporary street closures. Does not include building permits, engineering site development, or land disturbance permits.	Included	Included	Included	Included

Health Permits	Manage health department permits for food safety and public health, including restaurants, food trucks, pools, and similar establishments. Does not include business licenses, building permits, or liquor licenses.	$5,000	$1,000	Included	Included
Garage Sale Permits	Manage garage sale permits for the Code Enforcement department.	Included	Included	Included	Included
AI Community Assistant - Premium (1 year trial)	Provide 24/7 support to your community in 80+ languages.	~~$5,000~~ $0	N/A	N/A	N/A
One-Time Discount	GovWell approves the following discounts for Mission TX, **contingent on signature by September 23, 2026.**	($10,000)	($10,000)		($10,000)
TOTALS		**~~$70,000~~ $60,000**	**~~$30,000~~ $20,000**		**~~$12,000~~ $2,000**

2. Scope of Work

By signing this Order Form, the Customer agrees to the Scope of Work ("SOW") attached as Exhibit A. The SOW outlines the specific services GovWell will provide, as well as the responsibilities of the Customer with respect to Deployment Services, Data Migration Services, Continuous Deployment Services, and Product Support. The Customer acknowledges that GovWell's obligations are limited to the hours and scope defined in the table below. Any services requested beyond these limits may incur additional fees, as described in the SOW.

Item	Quantity / Scope
Deployment Services	110 hours, conducted via Zoom, with one (1) onsite visit at a mutually agreeable time during implementation/training.
Data Migration Services	60 hours
Staff Training	12 (twelve) 60-minute sessions conducted via Zoom
Continuous Deployment Services	20 hours / year
Product Support	Included for free

3. Initial Term

For AI Community Assistant: One (1) year, beginning on Effective Date. For all other modules: Three (3) years, beginning on the Effective Date.

4. Summary of Fees and Terms

Item	Description
Deployment & Data Migration Services Fees (one-time)	~~$42,000~~ **$22,000, contingent on signature by September 23, 2026.**
Annual Subscription Fees	~~$70,000~~ **$60,000, contingent on signature by September 23, 2026.**
Total Year 1 Cost	~~$112,000~~ **$82,000, contingent on signature by September 23, 2026.**
Annual Uplift	5% (not applicable during initial term)
Initial Term Invoice Schedule	Annual, invoiced on signing. Invoice schedule: - $82,000 invoiced on Effective Date - $60,000 invoiced on Anniversary of Effective Date 2027 - $60,000 invoiced on Anniversary of Effective Date 2028
Renewal Procedure	Automatic 1 year renewal term, unless 30 days notice provided prior to renewal date

The discount shown above applies only during the Initial Term described in Section 3. The discount ends when the Initial Term ends and does not apply to any Renewal Term, unless both parties agree otherwise in writing.

5. Terms of Service

The parties expressly acknowledge and agree that this Order Form, any appendices attached, and any amendments hereto signed by the parties, is subject to and conditioned upon Customer's agreement to the Terms of Service located at https://www.govwell.com/terms (as amended from time to time, the **"Terms of Service"**). By signing below, Customer expressly acknowledges and agrees that it has reviewed the Terms of Service and agrees to be bound thereby. In the event of any inconsistency or conflict between the terms of this Order Form and the Terms of Service, the terms of this Order Form shall take precedence and govern solely with respect to the specific services, fees, and terms outlined herein, unless otherwise stated in the Terms of Service. All other provisions of the Terms of Service shall remain in full force and effect. Customer further acknowledges and agrees that by signing below, the person signing this Order Form has the authority to execute this Order Form on behalf of Customer. This Order Form may not be amended or modified, except in a writing signed by both Customer and GovWell.

AGREED AND ACCEPTED on behalf of the parties by their duly authorized representatives as of the Order Form Effective Date.

CUSTOMER	GOVWELL TECHNOLOGIES INC.
By (Signature):	By (Signature):
Name (Printed):	Name (Printed):
Title:	Title:
Date signed:	Date signed:

City of Mission Contract Addendum

Applicable to Vendor Order Form and Incorporated Online Terms

Vendor	GovWell Technologies Inc.
Underlying Agreement	GovWell Order Form and Exhibit A Scope of Work for City of Mission, Texas
Effective Date	Date of the last signature below
Cooperative Purchase	Carahsoft Quote No. 67544418 under OMNIA Contract No. R240303

This Contract Addendum (the "Addendum") is entered into by and between the City of Mission, Texas (the "City"), and GovWell Technologies Inc. ("GovWell"). The "Agreement" consists of the GovWell Order Form for the City, Exhibit A Scope of Work, GovWell's online Terms of Service located at https://www.govwell.com/terms, Carahsoft Technology Corp. Quote No. 67544418, and any document incorporated into them. This Addendum is incorporated into and made part of the Agreement. Carahsoft Technology Corp. joins only for the purposes stated in its acknowledgment below.

1 Order of Precedence

If this Addendum conflicts with any other part of the Agreement, this Addendum controls. The Order Form and Scope of Work then control over the online Terms of Service. The Agreement controls only to the extent it does not conflict with this Addendum.

2 Indemnification and Governmental Protections

Section 11.2 of the online Terms of Service, titled By Customer, is deleted and has no force or effect. The City is not required to indemnify, defend, hold harmless, release, reimburse, or insure GovWell or any other person. This change does not limit GovWell's obligations under Section 11.1. Nothing in the Agreement waives or limits the City's governmental immunity, statutory protections, defenses, limitations of liability, or other rights under the Texas Constitution or Texas law.

3 Future Funding and Nonappropriation

The City's obligations for each fiscal year are subject to the lawful appropriation and availability of funds. If sufficient funds are not appropriated or become unavailable for a future fiscal period, the City may terminate the Agreement by written notice without penalty, acceleration of future subscription fees or other charges, or early termination fee. Notwithstanding Section 12.3 of the online Terms of Service or the multi-year language in Carahsoft Quote No. 67544418, only authorized amounts attributable to services properly provided before termination become due, subject to applicable law.

4 Texas Law and Venue

Section 13.1 of the online Terms of Service is deleted. The Agreement is governed by Texas law, without regard to conflict-of-law rules. Exclusive venue for an action arising from or relating to the Agreement lies in a court of competent jurisdiction in Hidalgo County, Texas, or, if federal jurisdiction exists, in the federal district court having jurisdiction over Hidalgo County, Texas. Any contrary forum-selection or mandatory dispute-resolution provision has no force or effect.

5 No Unilateral Amendments

The language in the Order Form and online Terms of Service permitting GovWell to amend online terms from time to time is deleted. GovWell may not modify the Agreement by changing or posting online terms, providing electronic notice, or relying on the City's continued use. A change binds the City only through a written amendment that specifically identifies the change and is signed by GovWell and an authorized City representative after completion of required City approvals. The online Terms of Service last updated June 21, 2023 apply only as modified by this Addendum.

6 City Records and Data

All Customer Content, City records, and City-provided data remain under the City's ownership or control. GovWell may use them only as necessary to perform the Agreement and shall maintain reasonable administrative, technical, and physical safeguards. GovWell shall promptly notify the City of suspected or confirmed unauthorized access, use, disclosure, loss, or destruction. Notwithstanding Section 5.1 of the online Terms of Service, GovWell shall not sell City records or data or use them, including Derived Data traceable to the City, for advertising, profiling, promotional materials, or training an artificial-intelligence or machine-learning model without the City's prior written approval.

Notwithstanding Section 5.2 of the online Terms of Service, GovWell shall maintain regular, secure, recoverable backups of City records, data, and attachments held in the GovWell system and test restoration at reasonable intervals. GovWell shall promptly restore lost, corrupted, or unavailable records from those backups. These services are included in the contracted fees and shall continue during the Agreement and the retrieval period under Section 7, subject to the deletion requirements in that section.

7 Access Retrieval Return and Deletion

During the Agreement and for at least ninety days after termination or expiration, GovWell shall provide the City continued access to and export of all City records and data in a commonly readable, nonproprietary format. The twenty-day limitation in Section 12.4 does not apply. GovWell shall not withhold City records or data because of a payment or other dispute. Upon the City's request, GovWell shall assist with export and return; after the City confirms successful retrieval and subject to applicable retention requirements, GovWell shall securely delete remaining copies and confirm deletion in writing. Any retained archival copy remains protected by this Addendum until deleted.

8 Public Information and Records Retention

The City is subject to the Texas Public Information Act, Chapter 552 of the Texas Government Code, and applicable records-retention laws. No confidentiality provision restricts a disclosure required by law. GovWell shall reasonably assist the City in promptly locating, retrieving, and producing records relating to the Agreement. GovWell may identify information it believes is confidential but is responsible for asserting any applicable exception through the process established by Texas law. GovWell shall not destroy, withhold, or restrict access to a City record contrary to law or an approved City retention schedule.

9 Additional Charges and AI Trial

The fees for the contracted scope during the initial three-year term are $202,000: $82,000 in year one, including implementation and migration, and $60,000 in each of years two and three. No additional services, overages, expenses, or other charges outside that scope or those annual amounts are authorized without an advance written change order stating the scope and price, signed by an authorized City representative and GovWell or Carahsoft, as applicable, after required City approvals. An end-user request or continued platform use does not constitute approval. Third-party payment-processing fees require separate written City approval.

Notwithstanding the renewal provisions in the Order Form or online Terms of Service, the AI Community Assistant trial expires without charge at the end of its one-year trial period unless the

City affirmatively approves continued service and its price in a signed written agreement. Expiration of the trial shall not interrupt or terminate the other contracted GovWell services.

10 Continuing Effect

Except as modified by this Addendum, the Agreement remains unchanged. If a provision of this Addendum is held unenforceable, the remaining provisions remain effective to the fullest extent permitted by law. Sections concerning governmental protections, City records and data, retrieval, return, deletion, public information, and records retention survive expiration or termination as necessary to fulfill their purpose.

AGREED AND ACCEPTED by the authorized representatives below.

CITY OF MISSION, TEXAS

By: _____
Name: _____
Title: _____
Date: _____
Approved as to form: _____

GOVWELL TECHNOLOGIES INC.

By: _____
Name: _____
Title: _____
Date: _____

CARAHSOFT ACKNOWLEDGMENT

Carahsoft Technology Corp., as seller under Quote No. 67544418 and the related City purchase order, agrees to be bound by Sections 1, 3, 4, and 9 of this Addendum as they apply to its quote, invoicing, collection, and the City's payment obligations. Those provisions control over inconsistent quote or purchase-order terms, including multiyear commitment, noncancellation, acceleration, and termination-charge provisions. Carahsoft shall honor a termination under Section 3 and shall not claim future subscription fees or termination penalties contrary to that section. This acknowledgment does not transfer GovWell's software, hosting, implementation, or data-protection duties to Carahsoft.

CARAHSOFT TECHNOLOGY CORP.

By: _____
Name: _____
Title: _____
Date: _____

Exhibit A: Services, Data Migration Services, & Ongoing Support)

This Scope of Work (“SOW”) outlines the services to be provided by GovWell in connection with the implementation of its software platform for the Customer, as well as the ongoing support and maintenance services that follow. It also defines the responsibilities of both the Customer and GovWell to ensure a smooth and effective onboarding experience and continued successful use of the platform. This SOW is incorporated into and governed by the terms of the applicable Order Form.

1. Deployment Services

GovWell and the Customer will collaborate to deploy the GovWell software platform for the Customer’s use. A dedicated GovWell Deployment Strategist will be assigned to the Customer to coordinate the deployment process and manage the activities necessary to ensure successful go-live of the platform (the “Deployment Services”).

1.1 Scope

The following outlines the services and responsibilities included within the scope of this engagement. These items define the core activities that GovWell and the Customer will undertake to successfully deploy the GovWell platform.

- **Regular meetings with GovWell Deployment Strategist.** Mutual consultations between Customer and the GovWell Deployment Strategist will be conducted via Zoom to define and document Customer’s goals, timelines, and workflows; demonstrate deployment progress; and gather and incorporate Customer feedback throughout the deployment process.

- **System configuration.** GovWell will configure the software to reasonably align with the Customer’s expressed needs, including setup of the online portal, relevant modules, workflows, forms, document templates, fee structures, inspection settings, user roles and permissions, and other applicable system components. While every effort will be made to reflect the Customer’s requirements, configurations will be based on a commercially reasonable interpretation of those needs within the capabilities of the platform.

- **Staff training.** GovWell to conduct virtual training sessions for Customer staff via Zoom. Training sessions are limited to the quantity and duration specified in the Order Form. GovWell will also provide a library of digital training materials and guides, including video demonstrations of key functionality.

- **Integration with Geographic Information System (GIS).** GovWell will configure a one-way, read-only integration that pulls GIS data from the Customer's GIS system into GovWell. No data will be written back to the Customer's GIS system. GovWell will coordinate directly with the Customer's designated GIS contact to initiate the

integration. The Customer is responsible for providing accurate contact information, facilitating introductions, and ensuring their GIS team provides all necessary data and access in a timely manner. GovWell's ability to complete the integration is dependent on the completeness and responsiveness of the Customer's GIS team.

- **Configuration of online payment processing through GovWell.** The Customer is responsible for completing all onboarding forms required by GovWell's integrated payment processor, Finix. GovWell does not support the use of alternative payment processors.

1.2 Timeline

GovWell is committed to bringing the Customer live as quickly as possible and will make commercially reasonable efforts to do so. While the deployment timeline will be discussed and generally targeted during the deployment kickoff meeting, the inherently variable nature of deployment processes means that no specific timeline is guaranteed. GovWell is not responsible for delays resulting from incomplete or inaccurate inputs, delayed responses, or changes in the availability of key Customer personnel, including due to vacations, leave, or other time off.

1.3 Customer Responsibilities

Customer acknowledges that active, timely participation from Customer is necessary to achieve a smooth and effective deployment. Customer responsibilities include, but are not limited to:

- Assign a primary point of contact for each software module to coordinate deployment activities.
- Participate in scheduled virtual meetings with the GovWell Deployment Strategist.
- Submit all requested information and materials in the required formats and within specified timeframes.
- Review and test configurations, provide feedback and approvals to GovWell promptly
- Complete all onboarding forms required by GovWell's integrated payment processor, Finix (GovWell does not support alternative payment processors).
- Facilitate an introduction to a point of contact responsible for GIS.

1.4 Exclusions & Terms

- Deployment Services do not include custom application development or third-party integrations (other than the ones specified in Section 1.1 (Scope).

- Additional Deployment Services beyond the initial scope may be subject to additional fees specified in section 4 of this SOW.

2. Data Migration Services

GovWell and the Customer will collaborate to migrate the Customer's data into the GovWell software platform for the modules specified in the Order Form. A dedicated GovWell Data Expert will be assigned to coordinate the data migration process and manage the activities necessary to prepare the Customer's data for use within the platform (the "Data Migration Services").

2.1 Scope

The following outlines the services and responsibilities included within the scope of this engagement. These items define the core activities that GovWell and the Customer will undertake to successfully migrate data into GovWell.

- Review and consultation with a GovWell Data Expert to determine project goals, which legacy data is relevant for migration, and appropriate mappings from into GovWell database model.

- Preparation of a written data migration plan for Customer approval.

- One-time import of structured tabular data into GovWell.

2.2 Customer Responsibilities

Customer acknowledges that active, timely participation from Customer is required to achieve a smooth and effective data migration. Customer responsibilities include, but are not limited to:

- **Primary point of contact.** Assign a primary point of contact to coordinate data migration activities in collaboration with GovWell representatives.

- **Data extraction and transfer.** Customer will extract or export source data from legacy systems and transfer to GovWell in structured file formats (e.g., CSV, Excel). GovWell requires two main exports: one export for analysis and planning, and a final export immediately prior to migration. If files are included in the Order Form, Customer will extract and transfer files and attachments to GovWell via SSH File Transfer Protocol or Secure File Transfer Protocol (SFTP). If Customer cannot export source data independently, Customer will be solely responsible for coordinating with their current software vendor to obtain the necessary data.

- **Meeting participation.** Participate in scheduled virtual meetings with a GovWell Data Expert to consult on project goals, answer questions, and facilitate the mapping of source data to the GovWell data model.

- **Migration Plan Approval.** The Customer is responsible for carefully reviewing the written data migration plan and must digitally approve it prior to execution. By approving the plan, the Customer acknowledges that the accuracy, completeness, and alignment of the migration with their expectations are their sole responsibility. GovWell is not liable for any errors, omissions, or outcomes resulting from decisions made or information provided by the Customer. In the event of adverse consequences arising from the approved plan, GovWell will make commercially reasonable efforts to remediate the issue; however, additional costs may apply.

- **Complete migration tasks.** GovWell will make reasonable efforts to place migrated records in the appropriate steps within workflows and minimize the work required by Customer. However, limitations in the source data — such as missing or incompatible information — may prevent certain records from being automatically mapped into the current workflows. In these cases, Customers may be responsible for manually moving records to the correct workflow steps, validating data accuracy, and relocating attachments as needed.

2.3 Exclusions & Terms

In connection with GovWell's standard data migration services, the following are not in scope:

- Verification of source data accuracy, completeness, or quality.

- Data cleaning or validation of source data (e.g., spelling corrections, field splitting, schema mismatch resolution).

- Digitization of physical documents.

- Transforming scanned or handwritten documents into structured data.

- Imports of data that lack sufficient detail to generate a complete and usable entity in GovWell, such as a permit without a permit number or an inspection without a date of completion.

- Training sessions for Customer residents or the public.

- Additional Deployment Services beyond the scope may be subject to additional fees specified in section 4 of this SOW.

2.4 Timelines

GovWell is committed to making the data migration process as smooth and efficient as possible and will make commercially reasonable efforts to support Customer throughout. While timelines will be established and generally targeted during the deployment kickoff meeting, the complexity and variability of data migration means that no specific timeline or outcome can be guaranteed. GovWell is not responsible for delays or limitations resulting from incomplete, inconsistent, or improperly formatted source data, lack of access to required systems, or delays in Customer responses or availability — including due to vacations, leave, or other time off taken by key Customer personnel. This also includes situations where third-party vendors fail to provide data in a timely manner or where the Customer provides critical data, such as large files or datasets, at the last minute (e.g., under 5 days before the scheduled migration). Such circumstances can impact the migration timeline and overall project success, and any resulting delays or additional costs will not be the responsibility of GovWell.

To maintain the integrity and accuracy of the data migration, all configuration changes must be completed prior to the migration process. Because many configuration changes commonly occur after go-live as the platform is fine-tuned to meet the Customer's needs (e.g. modifying the process for a Solar Panel permit or adding required inspections for an Electrical permit), GovWell schedules data migration to take place only after the platform has gone live with the finalized configuration. Performing data migration before finalizing these changes risks data inconsistencies and errors, which can lead to significant additional work and may result in additional fees. This approach helps ensure a clean, reliable migration and a stable platform for ongoing use.

There will be a minimum of five (5) business days between GovWell's receipt of final data and the point at which that data will be accessible and usable within the GovWell system.

Longer timeframes may result from:

- Incomplete or incorrect file formatting.
- Customer-requested changes to migration plan or platform configuration.
- Transfer issues or SFTP protocol delays.

2.5 Limitations

Customer acknowledges that GovWell is not responsible for the quality, completeness, or accuracy of the source data provided for migration. The quality of the source data can directly impact the quality of the data as it appears and functions within the GovWell platform. Data migrations are inherently imperfect, and not all data or structures from legacy systems can be mapped precisely to the new environment. While GovWell will make commercially reasonable efforts to ensure a successful and functional migration, some migrated records may not process as expected. This may include data appearing differently than in the original system, missing or partially mapped fields, or workflows and automations not functioning as intended.

2.6 Post-Migration Support and Customer Responsibilities

Customer is responsible for carefully reviewing the migration plan to ensure it aligns with their expectations and digitally signing prior to execution. Any data not listed in the migration plan will not be migrated by GovWell. Following the completion of the data migration, GovWell is committed to supporting Customer in addressing issues that may arise, including assisting with reasonable data adjustments if certain records did not migrate as intended. GovWell will make good faith efforts to resolve issues resulting from errors or discrepancies within the scope of the approved plan. Any post-migration adjustments must be scheduled in advance and are subject to GovWell's availability. Significant or time-intensive requests may incur additional charges, as outlined in section 4 of the SOW.

2.7 Service Hours

Data migration service hours are limited to the number of hours specified in the applicable Order Form. These hours cover all activities related to the data migration process, including planning, execution, validation, issue resolution, and consultations. Any services requested beyond the allotted hours may be subject to additional fees, as outlined in section 4 of this SOW.

2.8 Data Security

- If data that Customer intends to migrate contains Sensitive Personally Identifiable Information (SPII), Customer must notify GovWell in advance of sharing the data. SPII includes, but is not limited to, Social Security Numbers, Federal Tax Identification Numbers, Employer Identification Numbers, and other sensitive personal or organizational identifiers,

- All SPII must be transferred via GovWell's secure SFTP channel.

- GovWell is not responsible for data exposure resulting from insecure transmission methods (e.g., email).

3. Continuous Deployment & Product Support Services

GovWell will collaborate with the Customer to provide ongoing support and ensure the GovWell software platform continues to meet Customer's needs following deployment. A new GovWell Deployment Strategist will be assigned after go-live to coordinate support activities and manage the services necessary to ensure the continued successful use and optimization of the platform. In addition to this service, GovWell also offers regular product support channels to address general inquiries, technical issues, and troubleshooting needs.

3.1 Overview

Following the initial deployment, GovWell will provide ongoing support to help the Customer maintain effective use of the platform. This includes two types of services: (1) Continuous Deployment Services: for configuration changes, training, and strategic guidance, and (2) Product Support: for general inquiries, technical support and issue resolution. GovWell may adjust the nature and frequency of these support activities over time based on the Customer's usage of the platform and evolving needs.

3.2 Scope

Requests involving configuration changes, consultations, or training sessions may count against the Customer's allotted Continuous Deployment Services hours as outlined in the Order Form. Technical support inquiries — such as those related to login issues, bug reports, or basic troubleshooting — are not counted against service hours and are addressed through GovWell's regular support channels.

All major service requests submitted through any channel — regardless of whether routed through Deployment Strategists or general support — will be assessed for inclusion in Deployment Services hours. Any services requested beyond the allotted hours may be subject to additional fees, as outlined in Section 4 of this SOW. GovWell will notify Customer in advance of reaching their service hour limit.

The following activities are included in Continuous Deployment Services:

- **Configuration changes:** Any updates to settings, record types, workflows, fields, templates, etc.
- **Consultations:** Strategic guidance, best practices, and process mapping.
- **Training sessions:** Live or recorded training for new staff, refresher sessions, or training on specific modules or features.
- **Other service-related tasks:** Any request that requires a GovWell team member to perform work beyond a basic fix or answer — for example, correcting misentered data, adjusting a process flow, or preparing a custom report.

The following are not included in Continuous Deployment Services, and are covered by Product Support:

- Bug reports and resolution.
- Login/access issues.
- Basic troubleshooting and how-to questions (e.g., "How do I export a report?").

4. Out-of-Scope Services & Hourly Rates

GovWell is committed to delivering successful Deployment, Data Migration, Continuous Deployment, and Product Support services within the scope and hours outlined in the Order Form. GovWell understands that needs may evolve and additional work may sometimes be necessary to ensure a smooth experience. If the required effort exceeds the included hours or scope, GovWell will communicate with the Customer before proceeding. Any work beyond the agreed scope will only move forward with mutual consent and may be billed at GovWell's standard rates as a last resort.

- **Deployment Services:** $150 per hour
- **Data Migration Services:** $200 per hour
- **Continuous Deployment Services:** $150 per hour

Software Solutions and Services
Executive Summary

Lead Agency: Region 4 ESC

Solicitation: 24-03

RFP Issued: April 24, 2024

Pre-Proposal Date: May 9, 2024

Response Due Date: June 13, 2024

Proposals Received: 19

Awarded to: Agile Mind, Ardham Technologies, Carahsoft Technology, DLT Solutions, Edmentum, Frontline Education, Hyland Software, Hypersign, Interplay Learning

The Region 4 ESC Department of Procurement issued 24-03 on June 6, 2024, to establish a national cooperative contract for Software Solutions and Services

The solicitation included cooperative purchasing language in Sections I and Appendix D; Exhibit D:

*The Region 4 Education Service Center (ESC), as the Principal Procurement Agency, defined in APPENDIX D, has partnered with OMNIA Partners, Public Sector, Inc., a Delaware corporation ("**OMNIA Partners**") to make the resultant contract (also known as the "**Master Agreement**" in materials distributed by OMNIA Partners) from this solicitation available to other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit ("**Public Agencies**"), through OMNIA Partners' cooperative purchasing program. The Region 4 ESC is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. Use of the Master Agreement by any Public Agency is preceded by their registration with OMNIA Partners (a "**Participating Public Agency**") and by using the Master Agreement, any such Participating Public Agency agrees that it is registered with OMNIA Partners, whether pursuant to the terms of a Master Intergovernmental Cooperative Purchasing Agreement, a form of which is attached hereto on APPENDIX D, or as otherwise agreed to. APPENDIX D contains additional information about OMNIA Partners and the cooperative purchasing program.*

Notice of the solicitation was sent to potential offerors, as well as advertised in the following:

- Region 4 ESC website
- OMNIA Partners website
- USA Today, nationwide
- Arizona Business Gazette, AZ
- San Bernardino County Sun, CA
- Honolulu Star-Advertiser, HI
- The Herald-News – Will County (IL)
- The Advocate – New Orleans, LA
- The New Jersey Herald, NJ
- Albany Times Union, NY
- Daily Journal of Commerce, OR
- The State, SC
- Deseret News, UT
- Richmond Times-Dispatch, VA
- Seattle Daily Journal of Commerce, WA
- Abilene Reporter, TX or Houston Community Newspapers, TX
- Helena Independent Record, MT
- Las Vegas Review-Journal
- Kennebec Journal, ME

Socio-economic Outreach: To encourage participation of small businesses, minority owned businesses and women owned businesses, were notified of the Request for Proposal

On June 6, 2024 proposals were received from the following offerors:

- Agile Mind
- Ardham Technologies
- Avaap, LLC
- Carahsoft Technology
- Clarustec Inc.
- Companion Data Services
- DLT Solutions
- Edmentum Inc.
- Edpuzzle, Inc
- Frontline Education
- Hyland Software
- Hypersign LLC
- Interplay Learning
- Newsela, Inc.
- Optiv Security, Inc.
- Paratum Solutions
- SecurIT360 LLC
- Validas LLC

The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee elected to enter into negotiations with Agile Mind, Ardham Technologies, Carahsoft Technology, DLT Solutions, Edmentum, Frontline Education, Hyland Software, Hypersign, Interplay Learning and proceeding with contract award(s) upon successful completion of negotiations.

Geographic Preferences: No geographic preferences were included in the evaluation of the responses

Region 4 ESC, OMNIA Partners and the following offerors successfully negotiated a contract: Agile Mind, Ardham Technologies, Carahsoft Technology, DLT Solutions, Edmentum, Frontline Education, Hyland Software, Hypersign, Interplay Learning. Region 4 ESC executed the agreements, each with a contract effective date of January 1, 2025.

Diversity Certifications:

- Ardham Technologies – Small Business Enterprise (SBE)

Contract includes: The suppliers provided federal funds certifications which are available on the OMNIA Partners website for review.

Term:

Initial three-year agreement from January 1, 2025 through December 31, 2027 with the option to renew fortwo (2) additional one-year periods through December 31, 2029.

Pricing/Discount:

Refer to Supplier’s microsite for pricing.

Estimated Revenues from a Proposed Permit Technology
&
Administrative Fee for New Software

Residential Building Permits (367 permits @ 2000 sq.ft. x $0.05)	$36,700
Commercial Building Permits (17 permits @ 5000 sq.ft. x $0.05)	$4,250
Apartments (431 units @ 1000 sq.ft. x $0.05)	$21,550
Fire Inspections (1699 inspections x $10) **Permit Fee $50**	$16,990
Garage Sale Permits (350 permits x $2.50) **Permit Fee $2.50**	$875
Health Permits (550 permits x $10) **Health Permit Fee $50 - 10 employees or less** **Health Permit Fee $100 - 11+ employees**	$5,500
Temporary Permits (1585 permits x $5) **Permit Fee $20**	$7,925
Alarm Permits (750 Permits x $10) **Permit Fee $20**	$7,500
Grand Total	**$101,290**
Less 10%	$10,129
Grand Total	**$91,161**

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22,2026

PRESENTED BY: Michael Fernuik, Golf Director

AGENDA ITEM: Discussion and possible action to authorize the purchase and installation of a custom-built MCI-Flowtronex irrigation pump station for Shary Municipal Golf Course from Pump Mechanical Technical Services, LLC, through BuyBoard Contract No. 770-25, in an amount not to exceed $271,966.00, contingent upon the approval and execution of the FY 2026–2027 MEDC Reimbursement Agreement; and authorize the Co-Interim City Manager to execute all related documents – M. Fernuik

NATURE OF REQUEST:
The existing irrigation pump station at Shary Municipal Golf Course is approximately 20 years old and has reached the end of its useful life. Replacement is necessary due to deterioration and unsafe operating conditions.

In June 2026, independent irrigation designer Les Hill conducted a site visit to evaluate the existing pump station. Based on the assessment, a complete, custom-built replacement pump station was recommended due to metal fatigue, pipe corrosion, and the overall unsafe condition of the existing facility.

Pump Mechanical Technical Services, LLC submitted a proposal for the purchase and installation of a custom-built MCI-Flowtronex pump station through BuyBoard Contract No. 770-25, in an amount not to exceed $271,966.00.

On August 27, 2026, the MEDC Board approved funding for the project as part of its FY 2026–2027 budget. The approved budget includes $350,000 for improvements at Shary Municipal Golf Course. The City's purchase remains contingent upon the approval and execution of the applicable MEDC reimbursement agreement.

BUGETED: Yes **FUND:** Golf Course **ACCT. #:** 03-411-74940

BUDGET: $350,000 **EST. COST:** $271,966.00 **CURRENT BUDGET BALANCE:** $78,034.00

BID AMOUNT: _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *AG*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

Pump Mechanical Technical Services, LLC

DATE: 08/21/26 **BUYBOARD VENDOR # 770-25**

TO: City of Mission, TX / SHARY Golf Club

Reference: New MCI-Flowtronex Pump station

PROJECT SITE PARAMETERS

Pumpset: 10 FT
Wetwell Depth: 11 FT
Wetwell Dimensions: 72 IN
Inlet Condition: WETWELL
Supply Power: 480V 3PH 60HZ
Pump Station Requirements: 1600 GPM AT 120 PSI AT STATION DISCHARGE
Existing Station FTX#: T015439

SCOPE OF SUPPLY

MCI UL Listed QCZJ Packaged Pump Station
Model Number: PPS-N-VT2-1600-120-SV-P-48-3-6
Built Under ISO9001:2015 Certification

Main Control Panel

Custom Enclosure

- UL 508a Listed Control Panel Custom Engineered & Manufactured in Same Facility as Pump Station
- Watertight UL Type 4 Enclosure
- 72 IN x 72 IN x 18 IN (HxWxD), Final Panel Size Confirmed in Approval Drawings
- 12 ga. Mild Steel Construction with Self-Healing Zinc Primer and Superior Outdoor Rated Powder Coated Textured Finish
- Heavy Duty Concealed Hinge / 3- Point Latch with Handle (Pad Lock Capable), Easily Removeable Doors and Center Post for Servicing
- Rigid Steel Backplate with Pure White Powder Coat
- Stainless Steel Doorstop(s), (Standard on All Doors)
- 12IN Data Pocket Containing All Pertinent Panel Documentation and As Built Drawings for Easy in Field Reference
- Manufactured in the USA

Cooling/Heating

- QTY (1) UL Listed Low Maintenance Heat Exchanger Designed for Energy Efficient Cooling and Increased Electrical Component Longevity

Main Power

- 400-Amp Main Fused Disconnect to Protect Valuable and Critical Components from Overloads and Abnormal Supply Power Conditions
- Industry Leading Short Circuit Current Rating (SCCR) of 100,000 Amps to Impede Catastrophic Failure
- Type 1 Surge Protection w/Status Indicators for Safeguarding of Electrical System Against Destructive Transient Power Surges
- Active Incoming Line Phase Monitor W/Primary Fusing for Detection of Voltage Imbalance, Phase Sequence, and Loss of Phase
- Regulated & Adjustable DC Power Supply for Safe User Operation and Stable Clean Power to Control Processing Components
- GFCI Outlet for Convenient Laptop Power
- Robust Industrial Control Power Transformer w/Primary Fusing

Pump/Motor Control/Power

- Control & Power for QTY (2) 75 HP **Main Pump/Motor** with Shared VFD/XL Operation
    - Green Illuminated Off/On Switch with Running and Blinking Fault Indication
    - Pump/Motor Running Feedback
    - Wired for Motor Space Heater
    - Variable Frequency Drive Operation
        - High Accuracy Pump/Motor Speed Control
        - Manual VFD Speed Pot
        - VFD Bypass Switch Per VFD for Alternate Pressure Control Mode in the Event of VFD Failure
        - Equipped With Input Impedance Per VFD for Smooth, Stable, & Consistent Power
        - Fast Acting Fusing for VFD Protection
        - VFD Fault with Auto Restart
    - XL Operation
        - Advanced Fuse Protection Technology for Safeguarding Against Power Surges and Overloads
        - Solid State Overload Protection with Precise Monitoring Per Motor and Shutdown Safety Including Contactor Interlocks for Safe Operation

- Control & Power for QTY (1) 5 HP **PM Pump/Motor** with Dedicated VFD Operation
    - Green Illuminated Off/On Switch with Running and Blinking Fault Indication
    - Pump/Motor Running Feedback

- Variable Frequency Drive Operation
  - High Accuracy Pump/Motor Speed Control
  - Manual VFD Speed Pot
  - Equipped With Input Impedance Per VFD for Smooth, Stable, & Consistent Power
  - Fast Acting Fusing for VFD Protection
  - VFD Fault with Auto Restart

Control Features & Hardware

- MCI MPC Remote Intelligence Platform
  - Fast Processing Robust PLC for Self-Sufficient Automatic Operation
  - 12IN Industrial-Grade High-Resolution Touchscreen Designed for Demanding Environments and an Intuitive User Experience
    - HMI Screen Layout Users Can Customize to Their Individual Preferences
- System "Full Size" Type 4 Operator Control Devices
  - Manual/Off/Auto System Control
  - Red Illuminated Fault Push Button
  - Blue Illuminated Maintenance Light
- PLC Flow Adjustable Fertigation Run Relay with Dry Contacts
- System Safeties:
  - Main Inlet Safety
    - Low Level Shutdown w/Auto Reset
  - Low Discharge Pressure Shutdown/Hard Fault
  - High Discharge Pressure Shutdown w/Auto Restart
  - Phase Failure, Imbalance, and Low Voltage Protection
- Operation Features
  - Remote Intelligence
    - One Click Secured Remote Login/Access to all your systems
    - Advanced Trending Screen with State-of-the-Art Interrogation Capabilities
    - Realtime Fault Monitoring Providing Users Immediate Email Alerts
    - Integrated Mechanical & Electrical Drawings with Accelerated On-Screen Access to Technical Schematics for Efficient Troubleshooting and Servicing.
    - AI Ready
  - Door Device Lamp Test Function
  - Automatic Alternation of Pumps Based on Least Run Time
  - Intelligent Slow Ramp Feature for Automatic Line Fill
  - 3-Year Flow Total Logging Day/Week/Month/Year
  - Pump Run Times
  - Event Log
  - Flow and Station Trending

  - Assignable I/O
  - Multi-Parameter Adjustable Pump Station Lockout
    - Lockout Parameters: **Individualized Day/Time Settings**
      - Pressure Setpoint/Max
      - External Input
      - Max Number of Pumps Allowed
      - Power Consumption
      - Max VFD Speed
- Lake Level Control
  - Hand/Off/Auto Selector Switch
  - Sensor Included in System Instrumentation Section
- Motion-Sensing Interior LED Lighting Package for Improved Visibility During Control Panel Service
- **MCI Remote Cell Monitoring w/6 Year Activation (Cell Service Starts When Equipment Ships from MCI)**
  - **nSite, MCI's Cloud Based Solution NO SUBSCRIPTION FEE**
    - Scheduled Monthly Email with Flow Report in Excel Format
    - Access To One Full Year of Pressure, Flow, Alarms and Event Data
  - **Remote Pump Station Disable Feature from Any Smart Device Or PC**
  - **Factory Support Remote Access to PLC/HMI and VFD for Programming and Troubleshooting**
  - **nAlert**
    - Manage Maintenance Due Dates for All Aspects of Maintenance on Your Pumping Station
    - Warning Light, Display Message and Email Alert When Due
    - Monitor and Report Irregular Operation of Irrigation System, Pump System and Filter System

System Instrumentation

- 316SS Low Level Probe Set with PNR Relay
- Discharge Pressure Transducer
  - 316SS Multi-output Programmable Pressure Transducer, with Local Display, Protective Display Cap, and Cord Set
- Submersible Level Transducer
  - 0-34.6' 316SS Level Transducer with Filter, Extra Weight, and 60 FT Cable
- 6 IN Networkable Magnetic Flowmeter with Local Flow Display, Fertigation Frequency Output Prewired to Panel Terminals, Corrosion Resistant NSF-61 Approved Lining, Flanged Connections, and Precise 0.5% Flow Measurement Accuracy
- 4 IN 316SS Pressure Gauges with Full Body 316SS Monolithic Block and Bleed Valves

Pump Assemblies

- **QTY (2)** 75 HP Vertical Turbine MAIN Pump, **(84.9 % Efficiency)**, Rated for 800 GPM @ 303 FT TDH Including Station Losses. To Include:
  - **PUMP**
    - Minimum 375PSI High Pressure Rated Cast Iron Bowls w/316SS Investment Cast Impellers for Superior Corrosion Resistance, Improved Performance at Higher Pressure, and Extended Pump Lifespan
    - High Strength, Corrosion Resistant, Rotationally Balanced 416SS Stainless Steel Shafting
    - 416SS Head Shaft Including Bronze Adjusting Nut and Gib Key
    - **MCI Custom Teflon Pump Sealing Packing System Designed to Prevent Water from Leaking on the Pump Skid While Providing Shaft Cooling**
    - MCI Fusion Bonded Epoxy Coated Fabricated Carbon Steel Discharge Heads
      - Pump Heads Feature MCI's Integral, Maintenance Free Air Relief System with No Moving Parts to Purge Harmful Airlocks
      - High Strength Construction, Engineered to Maximize Stable, Efficient Power Transmission Between Motor and Pump
    - Threaded Carbon Steel Column Pipe Including Water Lubricated Low Friction Line Shaft Bearings with Vibration Minimizing 5 FT Maximum Spacing
    - Stainless Steel Mesh Pump Strainer with Easy to Attach SS Clips
  - **MOTOR**
    - 75 HP, 1800 RPM, 460/3/60, Premium Efficient, Vertical Hollow Shaft Motors with Motor Space Heaters, and Non-Reverse Ratchets
  - **VALVES**
    - 6 IN Full 316SS Grooved Pump Discharge Isolation Valve w/ Lever Actuator Offering Vibration Minimization and Increased Installation/Service Flexibility
    - 6 IN Pump Silent Wafer Check Valves with Corrosion and Abrasion Resistant Fusion Bonded Epoxy, SS Disc, and Heavy-Duty Spring to Reduce Hydraulic Shock

- **QTY (1)** 5 HP Submersible Turbine PM Pump & Motor. To Include:
  - **PUMP (GRUNFOS)**
    - 304SS Interchangeable Pump Bowls Featuring Optimized Hydraulic Surfaces for Increased Performance and Efficiency
    - 304SS Corrosion Resistant Impellers Including Thrust Balancing Stop Rings
    - 316SS Threaded, High Strength Discharge Column Pipe
    - 2IN Fusion Bonded Epoxy Coated SCH40 Pump Head

- **MOTOR**
  - 5 HP, 460/3/60, Premium Efficient, Corrosion Resistant 304SS Submersible Motor (GRUNFOS)
- **VALVES**
  - 2 IN Full 316SS Grooved Pump Discharge Isolation Valve w/ Lever Actuator Offering Vibration Minimization and Increased Installation/Service Flexibility
  - 2 IN Pump Silent Wafer Check Valves with Corrosion and Abrasion Resistant Fusion Bonded Epoxy, SS Disc, and Heavy-Duty Spring to Reduce Hydraulic Shock

Station Isolation Valving

- 6 IN Station Discharge Isolation Butterfly Valve w/Lever Operator, Corrosion-Inhibiting 316SS Disc and EPDM Elastomers, Abrasion Resistant Fusion Bonded Body, and 250PSI Bubble Tight Shutoff Capacity
- 316SS Threaded Ball Valves, 1.5IN and Below

Station Pressure Relief Valve

- Fusion Bonded Epoxy 4 IN Station Pressure Relief Valve with Corrosion Mitigating 316SS Internals, Bronze Piloting, Piped to Wet Well with Isolation Butterfly Valve w/Lever Operator, SS Disc, EPDM Elastomers, and Bonnet Quick Air Purge Ball Valve

Station Filtration and Controls

- QTY (1) 10 IN, Low-Pressure Drop, Fusion Bonded Epoxy, Cast Iron Wye Strainer with Service Friendly SS Screen Access and Automatic Flush Assembly
  - **Control and Power**
    - QTY (1) Filter Inlet Pressure Transducer
      - 316SS Multi-output Programmable Pressure Transducer, with Local Display, Protective Display Cap, and Cord Set
    - Manual/Off/Auto Filter Flush Control Switch for Flush Operation Control
    - Filter Run Command (Auto & Manual)
    - Filter Fault
  - **Valving and Piping**
    - 1.5IN Solenoid Actuated, 24VDC, Pressure Reducing Pilot Valve with Corrosion-Inhibiting Body and Components
    - 1.5IN x 4IN 316SS Flush Line Assembly Piped to Skid's Edge

MG Aluminum Pump Skid

- Reinforced, Custom, Corrosion Resistant, Marine Grade Aluminum Pump Skid Fabricated Using Heavy Duty, High Strength Structural Channel, Tubing, and Plate
    - Integral High Thrust Structural Pipe Supports
    - 1-Inch-Thick VT Pump Plate Over Wet Well to Provide Maximum Support and Vibration Dampening During Operation
    - Removeable, Heavy-Duty Wet Well Access Hatch with Stainless Steel Hinges for Serviceability
    - Multi-Step, Thermally Cross-Linking, Non-slip Skid Powder Coating for Structural Protection and Operator Safety

Station Piping

- Carbon Steel Station Piping
    - Custom Formulated, Electrostatically Adhering, Thermally Cross-Linking, Fusion Bonded Epoxy Coating
        - NSF 61 Certified, Drinking Water Safe, Fusion Bonded Epoxy Coating
        - Extreme Resistance to Corrosive Water and Harsh Chemicals
    - All Piping Above 2IN Shall Be Both Internally and Externally Coated
- Piping Below 2IN shall be 316SS
- Hose Bibb Connection for Handy, Pressurized Water Access
- Corrosion and Wear Resistant Zinc Hardware

Self-Cleaning Automatic Lake Screen

- QTY (1) SCS10BB Self-Cleaning Lake Screen with SS Hardware and Corrosion Resistant Aluminum Screen, Rated for 1900 GPM at 51 GPM Backwash and 65 PSI Minimum Backwash Pressure with a 2 IN FNPT Supply Line Connection
    - **Control and Power**
        - QTY (1) Manual/Off/Auto ALS Switch
        - ALS Run Command (Auto & Manual)
        - ALS Filter Flush Command
    - **Valving and Piping**
        - Grooved Supply Line Isolation Ball Valve
        - 1.5IN Solenoid Actuated, 24VDC, Pressure Reducing Pilot Valve with Corrosion-Inhibiting Body and Components
        - 2IN Wye Strainer with 24VDC, Solenoid Flush Valve
        - 2IN 316SS Discharge Supply Line Pressure Gauge with 316SS Isolation Ball Valve
        - 1.5IN x 2IN 316SS Supply Line Assembly Piped to Skid's Edge
            - From Skid's Edge to ALS Supply Connection is Customer Supplied and Installed

Cellular Central Irrigation Communication Package

- Allows the Toro or Rainbird Irrigation Central Computer to Communicate Directly with the MCI Flowtronex Pump Station.
- Allows User Defined Adjustments During Scheduled Irrigation Cycles

Warranty Items

- **Warranty Includes crane if needed**
- **6-year warranty on Variable frequency drive (Includes Lightning Damage Coverage and Labor to Replace)**
- **6-Year Warranty on ALL COMPONENTS IN ELECTRICAL PANEL, Inclusive of power related damage such as lightning. Includes parts only.**
- **2-year warranty on Station.**

On-Site Set Supervision, Start Up and Training Included in Pricing.

New Complete Pump Station Only PRICE:	**$225,366.00**
Includes Freight	
PMTS FACTORY CERTIFIED- DEMO- SET-STARTUP	**$ 33,600.00**
CRANE SERVICE & RIGGING- DEMO-SET (2 DAYS)	**$ 7,600.00**
AUS Divers (Demo-Install) Auto Lake Screen	**$ 5,400.00**
TOTAL	**$271,966.00**

***SALES TAXES NOT INCLUDED, IF APPLICABLE**

ADDERS:

***Performance Bond (IF Required)**	**$ 12,000.00**
***Master Electrician Service/ Permit IF required**	**$ 3,800.00**

FOB: Dallas, Texas

***Lead Time: 16-18 Weeks + (4 weeks) for Approval Drawings from date of PO#.**

***CUSTOMER RESPONSIBLE FOR ANY PERMITS (IF REQUIRED)**

MCI Flowtronex reserves the right to substitute alternate products for any named brand products based on availability.

PMTS SCOPE:

1) **DEMO EXISTING PUMP STATION WITH CRANE SERVICE AND REMOVE COMPLETE EXISTING STATION THRU EXISTING ROOF COPULA AND DOUBLE DOOR ENTERANCE.**
2) **RECEIVE NEW PUMP STATION TRANSPORT AND OFFLOAD WITH CRANE SERVICE.**
3) **INSTALL NEW PUMP STATION SKID OVER WET WELL ASSEMBLY AND PUMPS MANIFOLD WITH WYE STRAINER AND DISCHARGE PIPING ON ADJUSTABLE SADDLES AND CONNECT TO EXISTING Z-PIPE FLANGE WITH CRANE SERVICE.**
4) **SET NEW CONTROL PANEL WITH SS 6" LEGS, PUMPS AND MOTORS AND CONNECT MEHCANICALLY.**
5) **CONNECT TO EXISTING Z-PIPE FLANGE.**
6) **CONNECT ELECTRICAL CONDUITS TO ALL MOTORS AND CONTROLS TO CONTORL PANEL.**
7) **SUPERVISE AMERICAN UNDERWATER DIVE TEAM TO REMOVE AND REPLACE AUTO LAKE SCREEN.**
8) **CONNECT WYE STRAINER FLUSH LINE TO EXISTING FILTERS FLUSH LINE.**

***PMTS WILL HAUL OFF OLD EQUIPMENT FOR DISPOSAL ON PMTS TRAILER.**

CUSTOMER RESPONSIBILITIES

1) **PROVIDE PMTS CREW TRUCKS AND TRAILER AND TRANSPORT ADEQUATE AND SAFE ACCESS TO EXISTING PUMP STATION SITE FOR CHANGE OUT.**
2) **IF EXISITNG INTAKE SELF CLEANING SCREEN DOES NOT EXIST, CITY WILL BE RESPONSIBLE FOR INTAKE PIPING ADAPTER MATERIALS TO FIT UP NEW SELF CLEANINGS SCREEN, ADDITIONAL DIVER LABOR AND RUNNING BELOW GRADE 2" WATER FEED LINE FROM PUMP HOUSE TO NEW SELF CLEANING SCREEN.**

   ***WILL DEDUCT DIVERS FEE IF NO LAKE SCREEN INVOLVED**

3) **CUSTOMER RESPONSIBLE FOR ANY PERMITS IF REQUIRED. (PMTS CAN QUOTE ADDER FOR PERMITTING IF REQUIRED)**

Seller warrants that the water pumping system or components will be free of defects in Materials and workmanship for 2 year from date of authorized start-up;

Provided that all installation and operation responsibilities have been properly performed and documented by our authorized service provider. The defect must not be caused by ordinary wear and tear on the system. Seller will provide a replacement part or component during the warranty life. Repairs done at Seller's expense must be pre-authorized. Upon request, Seller will provide advice for troubleshooting the system.

This proposal contains equipment that may require costly means to remove or replace based on site conditions. Seller will not accept liability for costs associated with the removal or replacement of equipment in difficult to access locations. This includes but is not limited to the use of diving services, barges, helicopters, or other unusual requirements.

Default of any agreement with Seller or;

a. **The misuse, abuse of the pumping package outside its intended use.**
b. **Failure to perform required maintenance service.**
c. **Pumping water is not suitable for irrigation.**
d. **Exposure to electrolysis erosion.**
e. **Water salinity in excess of 2000 parts per million.**
f. **Water from a reverse osmosis plant without countermeasures in place.**
g. **Water with a Langelier Index less than -0.5 and greater than +1.5**
h. **The presence of destructive gaseous or chemical solutions in or around the packaged system.**

1. **Customer driven delays of 6 months or more are subject to a pricing review.**
2. **The parties explicitly agree that liquidated damages shall not be applicable or accepted in any circumstance arising out of or in connection with the project by Motor Controls Inc. Liquidated damages, penalties, or similar charges imposed for delays, defaults, or any other reason, shall not be considered valid, and the purchasing party expressly waives their rights to seek or enforce such damages against Motor Controls Inc. unless a written and signed approval from Motor Controls Inc. has been obtained.**
3. **Any field modifications made to piping supplied MCI without MCI's expressed approval will void the warranty.**

4. **After PO, any SCADA related needs beyond the listed scope of work will be subject to a change order. Any remote SCADA integration assistance required will be billed at $250/hour.**
5. **The terms contained herein may be modified only by written agreement signed by Buyer and an officer of Seller, PMTS/MOTOR CONTROLS INC.**

Is this sale Taxable? (Circle one) YES NO

(If non-taxable please provide tax exempt certificate for the INship-toIN state)
****Please fill out fields below and return all pages. ****

Date: _____Total Purchase Amount: _____

Buyers Name: _____

Buyers Signature: _____

Email Order Confirmation To: _____

Requested Ship Date: _____

Deliver To: _____

Delivery Address: _____

City: _____ State: _____ Zip: _____

Delivery Contact Name: _____

Delivery Contact Number: _____

Delivery Contact Email: _____

Attentively,
Ric Martinez Sr.
Pump Mechanical Technical Services
Ric @PMTService.com (512) 743-7867

Billing
PO Box 1566
San Marcos, TX 78667

Physical

3400 FM 78
McQueeney, TX 78123
(830) 4317181

Vendor Contract Information Summary

Vendor	Pump Mechanical Technical Service LLC
Contact	Angelica Martinez
Phone	830-431-7181
Email	Angie@Pmtservice.com
Vendor Website	www.pmtservice.com
TIN	27-4171788
Address Line 1	PO Box 1566
Vendor City	San Marcos
Vendor Zip	78667
Vendor State	TX
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	Net 30
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Prepaid/Add to Invoice
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	1, 2, 3, 4, 5, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20
States	Texas
Contract Name	Water and Wastewater Pumps and Motors
Contract No.	770-25
Effective	07/01/2025
Expiration	06/30/2028
Accepts RFQs	Yes
Return Policy	No Returns

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Michael Fernuik, Golf Director

AGENDA ITEM: Discussion and possible action regarding approval of Ordinance # _____ of the City Council of the City of Mission establishing the Rates and Fees for the Shary Municipal Golf Course for Fiscal Year 2026-2027 repealing prior rate ordinances; and providing for an effective date. - Fernuik

NATURE OF REQUEST:

Staff is seeking approval to increase daily Shary Municipal Course Fees including Starlight proposed rate adjustments as follows:

	Current Rate	Proposed Rate
Twilight Fee w/Cart	$28.00	$29.00
18 Holes 1/2 cart w/tax	$14.00	$15.00
9 Holes 1/2 cart w/tax	$8.50	$10.00
Small Bucket (appx. 35 Balls)	$5.00	$6.00
Medium Bucket (appx. 70 Balls)	$8.00	$10.00
Large Bucket (appx. 105 balls)	$10.00	$12.00
Single Monthly – Driving Range	$60.00	$90.00
Single Annual – Driving Range	$400.00	$449.00
9 Hole Green Fee – Starlight	$19.00	$20.00
9 Hole Cart Fee – Starlight	$11.00	$13.00
Daytime with ½ Cart – Starlight	$25.00	$30.00

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, ESTABLISHING THE RATES AND FEES FOR SHARY MUNICIPAL GOLF COURSE AND STARLIGHT AT SHARY FOR FISCAL YEAR 2026–2027; RESCINDING ORDINANCE NO. 5693; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Mission operates Shary Municipal Golf Course and Starlight at Shary as an enterprise fund; and

WHEREAS, as an enterprise fund, the Golf Course accounts for its revenues and expenses through the Golf Course Fund; and

WHEREAS, revenues are generated through fees and charges established as part of the rate structure for Shary Municipal Golf Course and Starlight at Shary; and

WHEREAS, the Golf Course Advisory Board has discussed and reviewed the proposed rates and fees, including their impact on the golfing public and the financial sustainability of course operations; and

WHEREAS, the City Council finds that it is in the best interest of the City of Mission to establish updated rates and fees for Shary Municipal Golf Course and Starlight at Shary for Fiscal Year 2026–2027; and

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

SECTION 1. The rates and fees for **SHARY MUNICIPAL GOLF COURSE**, as set forth in "Attachment A", attached hereto and incorporated herein for all purposes, are hereby adopted and established for Fiscal Year 2026–2027.

SECTION 2. Ordinance No. 5693, establishing the rates and fees for the Shary Municipal Golf Course for Fiscal Year 2025–2026, is hereby rescinded and repealed in its entirety, effective upon the effective date of this ordinance.

SECTION 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION 4. This ordinance shall take effect and be in full force and effect on October 1, 2026**,** and shall remain in effect for Fiscal Year 2026–2027, unless otherwise amended or repealed by the City Council.

READ, CONSIDERED, AND APPROVED on this the 22nd day of September, 2026.

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

ATTACHMENT A

FEE NAME	FEE DESCRIPTION	CURRENT RATE	PROPOSED RATE
18 Hole Green Fee	GREEN FEE	$23.00	$23.00
9 Hole Green Fee	GREEN FEE	$16.50	$16.50
Replay 9 or 18 Fee	GREEN FEE	$12.00	$12.00
18 Hole Junior Fee	GREEN FEE	$8.00	$8.00
9 Hole Junior Fee	GREEN FEE	$7.00	$7.00
Twilight Fee w/cart	CART FEE	$28.00	**$29.00**
18 Holes 1/2 cart w/tax	CART FEE	$14.00	**$15.00**
9 Holes 1/2 cart w/tax	CART FEE	$8.50	**$10.00**
Daily Private Cart Trail Fee 18 Holes	CART FEE	$11.00	$11.00
Daily Private Cart Trail Fee 9 Holes	CART FEE	$7.00	$7.00
Private Cart Daily Rider Fee (non-player	CART FEE	$6.00	$6.00
Private Cart Annual Trail Fee	CART FEE	$495.00	$495.00
Annual Single	MEMBERSHIP	$1,000.00	$1,000.00
Annual Single Senior 60 and over	MEMBERSHIP	$925.00	$925.00
3 Month Winter Single	MEMBERSHIP	$550.00	$550.00
Additional Month Add On	MEMBERSHIP	$200.00	$200.00
Annual Couples	MEMBERSHIP	$1,575.00	$1,575.00
Annual Junior	MEMBERSHIP	$360.00	$360.00
1 Month Junior	MEMBERSHIP	$35.00	$35.00
Annual Corporate	MEMBERSHIP	$1,000.00	$1,000.00
Annual Corporate Add On (up to 3)	MEMBERSHIP	$650.00	$650.00
Small Bucket (approx. 35 Balls)	DRIVING RANGE	$5.00	**$6.00**
Medium Bucket (approx. 70 balls)	DRIVING RANGE	$8.00	**$10.00**
Large Bucket (approx. 105 balls)	DRIVING RANGE	$10.00	**$12.00**
Single Monthly	DRIVING RANGE	$60.00	**$90.00**
Single Annual	DRIVING RANGE	$400.00	**$449.00**
9 Hole Green Fee Night	STARLIGHT	$19.00	**$20.00**
9 Hole Cart Fee Night incl. tax	STARLIGHT	$11.00	**$13.00**
Private Cart Trail Fee (9) Night	STARLIGHT	$7.00	$7.00
9 Hole Junior Green Fee Night	STARLIGHT	$11.50	$11.50
Daytime Rate w/ 1/2 cart	STARLIGHT	$25.00	**$30.00**
Effective 10/1/26		**BOLD - Proposed**	

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Roel Mendiola, Sanitation Director

AGENDA ITEM: Discussion and possible action on matters related to the approval of Ordinance # _____ amending the City of Mission Code of Ordinances Chapter 90, Solid Waste, Article II, Collection Regulations by adding Section 90-60, establishing requirements for the placements, removal and storage of residential garbage containers – Mendiola

NATURE OF REQUEST:

The objective of requiring containers to be retrieved promptly in a timely manner, after service is to maintain a clean, orderly and professional appearance throughout the city. Preventing containers from becoming hazards during severe weather or high winds. Reduce the risk of containers being lost, damaged or displaced.

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

BUDGET: N/A **EST. COST:** _____ **CURRENT BUDGET BALANCE:** N/A

BID AMOUNT: _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval JP7

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY OF MISSION CODE OF ORDINANCES CHAPTER 90, "SOLID WASTE," ARTICLE II, "COLLECTION REGULATIONS," BY ADDING A NEW SECTION 90-[60] ESTABLISHING REQUIREMENTS FOR THE PLACEMENT, REMOVAL, AND STORAGE OF RESIDENTIAL GARBAGE CONTAINERS; PROVIDING A PENALTY OF A FINE NOT TO EXCEED $[2,000.00] FOR EACH VIOLATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR CODIFICATION; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Mission, Texas, is a home-rule municipality authorized by the Texas Constitution and applicable state law to adopt ordinances for the protection of the health, safety, and welfare of its residents; and

WHEREAS, Chapter 90, "Solid Waste," of the City of Mission Code of Ordinances establishes regulations governing the collection, placement, and handling of garbage and refuse within the City; and

WHEREAS, the City Council finds that garbage containers left at collection points, streets, alleys, sidewalks, and other visible locations on days when collection is not scheduled create sanitation and public health concerns, obstruct public rights-of-way, interfere with pedestrian and vehicular traffic, create unsightly conditions, and negatively affect the appearance and cleanliness of neighborhoods; and

WHEREAS, the City Council desires to establish clear and reasonable requirements for the timely removal and storage of residential garbage containers following scheduled collections; and

WHEREAS, the City Council finds that requiring garbage containers to be stored on private property when not being used for scheduled collection promotes neighborhood appearance, public safety, sanitation, and orderly use of public rights-of-way;

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

SECTION 1. AMENDMENT OF CHAPTER 90 – SOLID WASTE

Chapter 90, "Solid Waste," Article II, "Collection Regulations," of the Code of Ordinances of the City of Mission, Texas, is hereby amended by adding a new Section 90-[60] to read as follows:

Sec. 90-[60]. - Residential Garbage Container Placement, Removal, and Storage.

a) Definitions
In this section, "residential garbage container" means a container, as defined in Section 90-1, that is provided or approved by the City or its authorized solid waste collection contractor for the collection of garbage from a residential premises. The term does not include bags.

"Collection location" means the location at which a residential garbage container is required to be placed for collection under Section 90-42, or such other location as the City or its authorized solid waste collection contractor designates for the premises.

b) Placement for collection
The owner, occupant, tenant, lessee, or other person responsible for a residential premises shall place a residential garbage container at the collection location for collection on the regularly scheduled collection day. A residential garbage container may be placed at the collection location no earlier than [6:00 p.m.] on the day before the scheduled collection day and shall be placed no later than [6:00 a.m.] on the scheduled collection day.

c) Removal following collection
Following completion of garbage collection at the premises, the owner, occupant, tenant, lessee, or other responsible person shall remove the residential garbage container from the collection location and return it to a storage location on the premises that complies with subsection (e) of this section.

d) Non-collection days
Except as provided in subsections (b), (f), and (g) of this section, a residential garbage container shall not be left at the collection location, or in any street, alley, sidewalk, parkway, or other public right-of-way, on a day when collection is not scheduled.

e) Storage location
When not being placed for scheduled collection, residential garbage containers shall be stored on the premises in a manner that does not:

1. Obstruct a sidewalk, street, alley, drainage facility, or other public right-of-way;
2. Interfere with pedestrian or vehicular traffic;
3. Obstruct access to utility facilities, fire hydrants, water meters, or other public infrastructure;
4. Create a public nuisance or unsanitary condition; or
5. Violate any other applicable provision of the City Code.

f) Time of removal
A residential garbage container shall be removed from the collection location no later than 8:00 a.m. on the day following the scheduled collection day.

g) Exceptions
Subsections (c), (d), and (f) of this section do not apply when:
1. The City or its authorized collection contractor has delayed or rescheduled collection;
2. The container is being placed or removed in accordance with an alternative collection schedule authorized by the City; or
3. The City Manager or the City Manager's designee has provided written authorization for the container to remain at the collection location because

circumstances beyond the reasonable control of the owner, occupant, tenant, lessee, or other responsible person prevent timely removal of the container.

h) Responsibility
The property owner, occupant, tenant, lessee, or other person having possession or control of the premises shall be responsible for compliance with this section.

i) Notice and opportunity to correct
For the first violation of this section, the City may provide the responsible person with a written notice of violation and a reasonable opportunity to correct the violation before issuance of a citation, provided that nothing in this section prevents immediate enforcement when the violation creates an obstruction, safety hazard, public nuisance, or other condition requiring immediate correction.

j) Offense; penalty; enforcement
1. A person commits an offense if the person intentionally, knowingly, recklessly, or with criminal negligence violates subsection (b), (c), (d), (e), or (f) of this section.
2. Notwithstanding any other provision of this chapter, an offense under this section is punishable by a fine of not more than $[2,000.00]. Each day that a violation continues after the expiration of any notice or compliance period provided under subsection (i) of this section constitutes a separate offense.
3. This section may be enforced by the City's Code Enforcement Division, the Solid Waste Division, or other authorized City personnel in accordance with applicable law. Nothing in this section limits the City's authority to pursue any other remedy available by law.

SECTION 2. EDUCATIONAL AND WARNING PERIOD

After the effective date of this ordinance, the City may conduct an educational and warning period of thirty (30) days before routine citation enforcement.

SECTION 3. REPEALER

All ordinances or parts of ordinances in conflict with this ordinance are repealed to the extent of the conflict only.

SECTION 4. SEVERABILITY.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance 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 any remaining provision shall continue in effect notwithstanding the invalidity of such section, subsection, clause, phrase or portion.

SECTION 5: CODIFICATION.

The City Secretary is hereby authorized and directed to incorporate Section 1 of this ordinance into the official Code of Ordinances of the City of Mission, Texas, and to make any necessary grammatical, numerical, or formatting changes to accomplish such codification.

SECTION 6. PUBLICATION.

The City Secretary is directed to publish the caption of this ordinance, including the penalty for its violation, in the official newspaper of the City in the manner required by the City Charter and Section 52.013 of the Texas Local Government Code.

SECTION 7. EFFECTIVE DATE.

This ordinance takes effect upon its passage, approval, and publication in the manner required by the City Charter and applicable law.

PASSED, APPROVED, AND ADOPTED THIS _____ day of _____, 2026, 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 TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF MISSION

_____Norie Gonzalez Garza, Mayor

ATTEST:

_____

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

City Attorney

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Ezeiza Garcia, Asst. Finance Director

AGENDA ITEM: Discussion and action regarding approval of Fiscal Year 2025-2026 year-end Budget Amendments – E. Garcia

NATURE OF REQUEST:

Request approval of year-end amendments necessary to align the Fiscal Year 2025-2026 budget with final and anticipated financial activity, including interfund transfers, reimbursements, appropriations, reversals, revenue and expenditure adjustments, and other Council-authorized financial actions. The amendment will also establish the final budgeted amounts for actions authorized separately by Council, including adjustments involving Drainage, Solid Waste, Fund 31, Group Health, CAR, Event Center, Golf Course, Designated Purpose, and other affected funds.

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 *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

FY2025-26 Budget Amendment Activities

Budget Amendment Activity	Current Budget	Amendment	Final Budget
Solid Waste Fund → General Fund	$1,300,000.00	**+$700,000.00**	**$2,000,000.00**
Drainage Fund → General Fund	$0.00	**+$892,347.95**	**$892,347.95**
General Fund → Capital Asset Replacement Fund	$1,500,000.00	**+$300,000.00**	**$1,800,000.00**
General Fund → Event Center	$50,000.00	**($50,000.00)**	**$0.00**
Hotel/Motel Fund → Event Center	$250,000.00	**+$265,000.00**	**$515,000.00**
Participating Funds → Group Health Fund	$0.00	**+$900,200.00**	**$900,200.00**

Group Health Stabilization Allocation

Allocation is based on **FY2025-26 authorized personnel by fund — 884 total positions**.

Participating Fund	FY2025-26 Authorized Positions	Allocation %	Group Health Transfer
General Fund	640	72.3982%	**$651,728.51**
Utility Fund	107	12.1041%	**$108,960.86**
Golf Fund	41	4.6380%	**$41,751.36**
Solid Waste Fund	35	3.9593%	**$35,641.40**
Drainage Fund	4	0.4525%	**$4,073.30**
Mission Economic Development Corporation	18	2.0362%	**$18,329.86**
Event Center Fund	9	1.0181%	**$9,164.93**
Boys & Girls Club Fund*	15	1.6968%	**$15,274.89**
Veterans Cemetery Fund	14	1.5837%	**$14,256.56**
Juvenile Fund	1	0.1131%	**$1,018.33**
Total	**884**	**100.0000%**	**$900,200.00**

Description of Activities

Solid Waste Fund → General Fund — $700,000 Increase

Increase the Solid Waste Fund transfer to the General Fund by $700,000, consistent with the authorized transfer ordinance, bringing the total FY2025-26 transfer to $2,000,000.

Drainage Fund → General Fund — $892,347.95 Increase

Establish budget authority for the $892,347.95 transfer from the Drainage Fund to the General Fund consistent with the authorized transfer action.

Capital Asset Replacement Fund — $300,000 Increase

Increase the General Fund transfer to the Capital Asset Replacement Fund by $300,000 to strengthen the City's capital asset replacement position.

Event Center Funding Source Reallocation

Eliminate the $50,000 General Fund transfer and increase the Hotel/Motel Fund transfer by $265,000, resulting in $515,000 of total Hotel/Motel support for the Event Center.

Group Health Fund — $900,200 Stabilization

Transfer $900,200 from participating funds to fund the remaining amount needed to balance the Group Health Fund for FY2025-26. The allocation is based on FY2025-26 authorized personnel by fund.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Ezeiza Garcia, Asst. Finance Director

AGENDA ITEM: Discussion and action regarding approval of amendments to the City of Mission Purchasing Policy and Procurement Manual – E. Garcia

NATURE OF REQUEST:

Request approval of updated Citywide purchasing and procurement requirements to address FY2025 audit corrective actions and strengthen internal controls. Revisions will address departmental responsibilities, grant-funded purchasing, pre-purchase authorization, purchase orders before costs are incurred, allowable-cost review, SAM.gov exclusion and suspension/debarment verification, vendor eligibility, required procurement documentation, record retention, and coordination among requesting departments, Grants Administration, Purchasing, and Finance. The audit identified weaknesses in both documented suspension/debarment verification and advance purchase-order authorization for federally funded costs.

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 *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

23.0 FEDERAL, STATE, AND GRANT-FUNDED PROCUREMENT REQUIREMENTS

23.1 Applicability

This section applies to purchases, contracts, agreements, professional services, equipment acquisitions, renewals, extensions, amendments, change orders, and other commitments funded in whole or in part with Federal, State, or other grant funds.

Grant-funded procurements shall comply with applicable Federal and State laws and regulations, the terms and conditions of the applicable award, funding-agency requirements, the City's Grant Management Policies and Procedures, and this Procurement Manual.

Where an applicable grant, award, funding agency, or law imposes requirements more restrictive than the City's normal procurement procedures, the more restrictive applicable requirement shall govern.

23.2 Grant-Funded Purchase Form and Requisition Process

Prior to initiating a purchase, contract, agreement, or other commitment involving Federal, State, or other grant funds, the requesting department shall identify the applicable grant or funding source and complete the City's Grant-Funded Purchase Form, or other form approved by Grants Administration.

The completed form and required supporting documentation shall be submitted to Grants Administration for review and approval before submission of the purchase requisition.

Grants Administration shall review the proposed expenditure, as applicable, for:

- **a.** Identification of the correct grant and funding source;
- **b.** Eligibility and allowability of the proposed expenditure under the applicable award;
- **c.** Applicable suspension, debarment, and vendor-eligibility requirements;
- **d.** Applicable SAM.gov or other funding-agency requirements;
- **e.** Period-of-performance and award-specific requirements; and
- **f.** Other grant conditions applicable to the proposed procurement.

Following Grants Administration approval, the requesting department shall upload the approved Grant-Funded Purchase Form and required supporting documentation to the purchase requisition in the City's procurement system.

The requisition shall then proceed through the City's established Finance and Purchasing approval process. Purchasing shall not issue a purchase order or provide final procurement authorization for a grant-funded purchase unless the required Grants Administration approval and supporting documentation are attached to the requisition.

23.3 Authorization Before Costs Are Incurred

Except as otherwise permitted under an applicable emergency or other authorized exception, no grant-funded goods or services shall be ordered, no vendor or contractor shall be directed to begin work, and no grant-funded cost shall otherwise be incurred before issuance and approval of the required purchase order, contract, notice to proceed, or other authorized written commitment.

The purpose of this requirement is to ensure that grant-funded expenditures are reviewed and authorized before the City becomes obligated.

23.4 After-the-Fact Grant-Funded Expenditures

When goods or services have already been received or costs have otherwise been incurred without the purchase order or other prior authorization required by City procurement procedures, the requesting department shall complete the City's After the Fact Form in accordance with this Procurement Manual.

If Federal, State, or other grant funding is proposed for the expenditure, the After the Fact Form and supporting documentation shall also be submitted to Grants Administration for review before the expenditure is charged to the grant.

Grants Administration shall determine whether the expenditure is allowable and eligible under the applicable award and whether additional documentation, grantor approval, corrective action, or other action is required.

Approval of an After the Fact Form documents an exception to the City's normal procurement procedures. It does not constitute retroactive pre-purchase authorization and does not, by itself, establish that an expenditure is allowable or eligible under a grant award.

After-the-fact grant-funded expenditures shall be limited to exceptional circumstances and shall be documented and approved in accordance with City policy.

23.5 Suspension, Debarment, and Vendor Eligibility

Before entering into a transaction subject to Federal suspension, debarment, or other vendor-eligibility requirements, the City shall verify and document that the proposed vendor, contractor, consultant, subrecipient, or other party is eligible to participate.

When applicable, Grants Administration shall ensure that the required eligibility review is completed as part of the Grant-Funded Purchase Form process.

Verification may include a search of SAM.gov Exclusions, vendor certification, required contract language, or other documentation permitted or required by the applicable Federal award or program. When the City performs a SAM.gov review, dated evidence of the search shall be retained.

If an active exclusion, disqualification, or unresolved potential match is identified, the City shall not proceed with the transaction unless the matter has been resolved and documented in accordance with applicable funding requirements.

23.6 Renewals, Amendments, Extensions, and Change Orders

Grant-funded renewals, extensions, material amendments, increases, change orders, changes in vendor, or other modifications that may affect grant compliance shall be submitted to Grants Administration for review when applicable before approval or execution.

A new or updated vendor-eligibility or suspension/debarment review shall be performed when required by the applicable grant, award, funding agency, or program requirements.

23.7 Procurement Documentation and Record Retention

The approved Grant-Funded Purchase Form and applicable supporting documentation shall be retained with or electronically attached to the related requisition, purchase order, contract, or procurement record.

Supporting documentation may include, as applicable:

- **a.** Grant and funding-source identification;
- **b.** Grants Administration approval;
- **c.** SAM.gov or other vendor-eligibility documentation;
- **d.** Quotes, bids, proposals, or cooperative-purchasing documentation;
- **e.** Purchase orders and contracts;
- **f.** Required certifications and grant clauses;
- **g.** Amendments, renewals, extensions, and change orders;
- **h.** After the Fact Forms, when applicable; and
- **i.** Other documentation required by the applicable funding source.

Procurement records shall be retained in accordance with applicable Federal, State, grantor, and City record-retention requirements and shall be maintained or referenced in the appropriate grant file.

23.8 Federally Funded Engineering and Design-Related Consultant Services

For federally funded engineering and design-related consultant services subject to 23 CFR 172.5(c), the City shall prepare, maintain, and follow written policies and procedures governing the procurement, management, and administration of such services in accordance with applicable Federal requirements.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Ezeiza Garcia, Asst. Finance Director

AGENDA ITEM: Consideration and action on the Ratification of the Engagement Letter with Burton McCumber & Longoria, LLP for Professional Auditing Services for the City of Mission's Annual Financial Audit – E. Garcia

NATURE OF REQUEST:

This item is presented for Council consideration to ratify the Engagement Letter with Burton McCumber & Longoria, LLP for professional auditing services related to the City of Mission's annual financial audit.

The engagement provides for the independent audit of the City's financial statements and related financial records in accordance with applicable auditing standards and governmental accounting requirements. Council is requested to ratify the Engagement Letter and authorize the continuation of auditing services pursuant to the terms and conditions of the agreement.

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 *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

BML Burton McCumber & Longoria, LLP
CPAs & Advisors
Global in Reach - Local in Touch

September 17, 2026

To the Honorable Mayor, Members of
the City Council and Management
City of Mission, Texas
1201 E. 8th Street
Mission, Texas 78572

RE: Exercise of Option Year for Audit Services – Fiscal Year 2026 (*RFP No. 24-630-08-21*)

We acknowledge that the City of Mission (the City) has notified us of its intent to exercise the option to continue our audit services for fiscal year 2026 in accordance with the terms of our engagement letter dated October 17, 2024.

We are pleased to confirm our agreement to continue providing audit services to the City for fiscal year 2026 under the existing terms and conditions. We appreciate the opportunity to continue serving the City and look forward to working with the City throughout the engagement.

Very truly yours,

BURTON MCCUMBER & LONGORIA, LLP

Luis Lopez, CPA, CFE
Partner

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Andy Garcia, Co-Interim City Manager

AGENDA ITEM: Consideration and action to approve Ordinance No. ____ adopting the 2026 Property Tax Rate for the City of Mission, Texas – A. Garcia

NATURE OF REQUEST:

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 2026-2027 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.

The Tax Rate for the fiscal year 2026-2027 is $0.5653 per $100 property value. In addition to establishing the tax rate, this ordinance provides a $10,000 exemption for the elderly and a $10,000 exemption for the disabled. The City will also continue the tax freeze established in 2005 for the elderly and disabled, ensuring the total amount of ad valorem taxes paid will not increase.

Interest & Sinking Rate (I&S)	$0.0706
Maintenance & Operation (M&O)	$0.4947
Total Tax Rate	$0.5653

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 *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

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 2026-2027; 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.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS THAT:

SECTION 1.

That there is hereby levied, and there shall be collected, for the use and support of the municipal government of the City of Mission, Texas, and to provide a Debt Service Fund for the Fiscal Year 2026-2027; upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of **$0.5653** on each $100.00 valuation of property, said tax being so levied and apportioned to the specific purposes as follows:

(1.) For the maintenance and support of the general government (General Fund), **$0.4947** on each $100.00 valuation of property; and

(2.) For the interest and sinking fund, **$0.0706** on each $100.00 valuation of property.

SECTION 2.

That taxes levied under this ordinance shall be due and payable October 1, 2026, and if not paid on or before January 31, 2027 shall immediately become delinquent.

SECTION 3.

All taxes shall become a lien upon the property against which assessed, and the Tax Assessor-Collector of the City of Mission is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and the laws of the State of Texas and ordinances of the City of Mission shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and the interest and penalty collected from such delinquent taxes shall be apportioned to the general fund of the City of Mission. All delinquent taxes shall bear interest and be subject to penalty from the date of delinquency, as prescribed by State law.

SECTION 4.

This ordinance shall take effect and be in force from and after its passage.

SECTION 5.

a. There is hereby granted to an individual who is sixty-five (65) years of age or older an exemption from taxation of $10,000.00 of the appraised value of his residence homestead, as defined in the Texas Property Tax Code. Joint or community owners may not receive the same exemption provided herein for the same residence homestead in the same year. Said exemption is only approved for the 2026 tax year.

b. There is hereby granted to an individual who is disabled an exemption from taxation of $10,000.00 of the appraised value of his residence homestead, as defined in the Texas Property Tax Code. Joint or community owners may not receive the same exemption provided herein for the same residence homestead in the same year. Said exemption is only approved for the 2026 tax year.

PASSED, APPROVED AND ADOPTED this the 22nd day of September 2026.

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Andy Garcia, Co-Interim City Manager

AGENDA ITEM: Approval of Publicity and Tourism Agreement with the Greater Mission Chamber of Commerce, Inc. in the amount not to exceed $442,000 – A. Garcia

NATURE OF REQUEST:

Request approval of the City's annual Publicity and Tourism Agreement with the Greater Mission Chamber of Commerce, including the approved level of financial support and applicable performance and reporting requirements.

The 2026-2027 agreement to be effective October 1, 2026 through September 30, 2027 in the amount not to exceed $442,000.00.

BUGETED: Yes **FUND:** _____ **ACCT. #:** _____

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

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

STATE OF TEXAS §
COUNTY OF HIDALGO §
CITY OF MISSION §

PUBLICITY, TOURISM AND ECONOMIC DEVELOPMENT SERVICES AGREEMENT

CITY OF MISSION AND GREATER MISSION CHAMBER OF COMMERCE, INC.

This Agreement is entered into by the City of Mission, Texas ("City") and the Greater Mission Chamber of Commerce, Inc. ("Chamber"), effective October 1, 2026.

1. PURPOSE

The Chamber shall serve as a strategic partner of the City in tourism promotion, visitor and community services, Hotel/Motel Compliance Program administration, business retention and expansion, and related economic-development initiatives.

2. SERVICES

A. Tourism and Chamber Services

1. Market and promote Mission to tourists, visitors, conventions, meetings, winter visitors, Mexican visitors, and regional travelers.
2. Provide visitor information, promotional materials, community information, and tourism-related assistance.
3. Promote Mission attractions, cultural and historic assets, restaurants, retail establishments, recreational amenities, events, and other visitor destinations.
4. Coordinate with hotels, motels, RV parks, attractions, restaurants, retailers, event venues, and other tourism partners.
5. Develop tourism campaigns, special events, public-relations activities, and programs intended to increase visitation and overnight stays.
6. Participate in appropriate regional and state tourism initiatives.
7. Assist the City with business and community outreach, networking, educational initiatives, and programs supporting Mission businesses and residents.
8. Coordinate with the City Manager's Office regarding tourism, economic-development, and community initiatives.

B. Hotel/Motel Compliance Program

The Chamber shall administer and coordinate the City's Hotel/Motel Compliance Program, subject to oversight by the City Manager or designee.

9. Maintain a current inventory of lodging establishments subject to City Hotel Occupancy Tax requirements.
10. Communicate registration, reporting, filing, and payment requirements and assist lodging establishments with reporting procedures.
11. Identify missing, delinquent, incomplete, or inconsistent filings and conduct documented compliance outreach.
12. Prepare and send City-approved reminders, delinquency notices, registration notices, requests for information, and other administrative compliance communications on behalf of the City.
13. Coordinate with the Finance Department regarding collections, reporting, reconciliations, and compliance matters.
14. Maintain records of compliance activity and provide compliance information and reports requested by the City.
15. Refer unresolved matters to the City for enforcement.

The Chamber shall not independently assess or waive taxes, penalties, or interest, compromise City receivables, or exercise enforcement authority reserved to the City.

C. Business Retention and Expansion

The Chamber shall perform Business Retention and Expansion ("BRE") functions as part of the City's economic-development program.

16. Conduct regular outreach and visits to Mission businesses and identify business needs, expansion opportunities, workforce issues, infrastructure concerns, and retention risks.
17. Assist businesses considering expansion, reinvestment, or additional employment and serve as a liaison between businesses and City departments.
18. Maintain records of business visits, referrals, issues, opportunities, and follow-up.
19. Connect businesses with workforce, financing, training, technical-assistance, and other resources.
20. Support entrepreneurship and small-business development and identify businesses at risk of closing, downsizing, or relocating.
21. Identify prospective expansion and recruitment opportunities and assist with other economic-development initiatives requested by the City Manager.

The Chamber may not bind the City, approve incentives, waive City requirements, or commit public funds.

D. City Facility and Program Support

22. Make Chamber facilities under its control reasonably available to the City without a facility rental charge for City meetings, functions, programs, training, and events, subject to reasonable scheduling, capacity, and operating requirements.
23. Provide reasonable hosting, coordination, logistical, and promotional support for City-sponsored professional-development initiatives, including Certified Public Manager programs, ICMA-related programs, leadership development, and similar activities.
24. Coordinate with the City Manager's Office regarding other City programs and community initiatives.

Extraordinary direct out-of-pocket costs, if any, shall be addressed only if agreed to in writing in advance by the City.

3. FUNDING

The City may provide funding in an amount not to exceed Four Hundred Forty-Two Thousand Dollars ($442,000) during the term of this Agreement.

The City shall determine and disclose the funding source applicable to each distribution. Up to one hundred percent (100%) of the funding may consist of Hotel Occupancy Tax ("HOT") revenues.

Any amount designated as HOT-funded shall be used exclusively for legally eligible HOT purposes and separately accounted for as required by law. Costs not legally eligible for a restricted funding source shall not be charged to that source.

4. QUARTERLY PAYMENTS

Funding shall be payable in four (4) quarterly installments not to exceed $110,500 each, generally corresponding to the fiscal quarters beginning October 1, January 1, April 1, and July 1.

The first installment may be released following execution of this Agreement and satisfaction of applicable pre-disbursement requirements. Each subsequent installment is conditioned upon the

Chamber being current with all reporting and compliance requirements whose deadlines have occurred before the scheduled payment.

5. REPORTING AND ACCOUNTABILITY

The Chamber shall comply with all financial reporting, performance reporting, accountability, records-access, audit, compliance, and other requirements established by Resolution No. 1935, as amended and restated and as further amended from time to time, which requirements are incorporated into this Agreement by reference.

6. TERM AND DURATION

This Agreement shall commence October 1, 2026, and expire September 30, 2027, unless earlier terminated in accordance with this Agreement.

There shall be no automatic renewal. Any renewal or extension must be authorized in writing by the City and the Organization.

7. PAYMENT CONDITIONS

Quarterly payments are conditioned upon satisfactory performance and the Organization being current with all reporting, financial, performance, repayment (if applicable), and compliance requirements whose deadlines have occurred before the scheduled payment date.

Payment by the City does not constitute acceptance of an unsupported, unauthorized, or legally ineligible expenditure. The City may withhold or delay a payment until an applicable deficiency is corrected.

8. REPORTING DEFICIENCIES AND CURE

Reporting deficiencies, correction deadlines, extensions, and remedies for reporting noncompliance shall be governed by Resolution No. 1935, as amended and restated and as further amended from time to time.

Where the Resolution provides an opportunity to cure, the Organization shall have the cure period established by the Resolution. The City may withhold or delay quarterly disbursements during an unresolved reporting deficiency as authorized by the Resolution.

9. OTHER CONTRACTUAL DEFAULTS

For a material contractual default not governed by the reporting-deficiency provisions of Resolution No. 1935, the City may provide written notice describing the deficiency and allow up to thirty (30) days to cure, unless immediate action is authorized by law or reasonably necessary to protect public funds or public safety.

10. TERMINATION

Either party may terminate this Agreement for convenience upon thirty (30) days' written notice.

The City may terminate for cause following any applicable cure period for material breach, unauthorized expenditure, failure to provide required records, failure to comply with applicable repayment requirements, loss of required legal status, refusal to permit a lawful City audit or inspection, or other material noncompliance.

The City may immediately suspend funding when reasonably necessary to prevent an unlawful or unauthorized expenditure of public funds. Upon termination, the Organization shall return unexpended City funds and amounts determined to have been improperly expended.

11. RECORDS AND AUDIT

The Organization shall maintain complete and accurate financial and program records relating to City funding and contractual performance. The City, its Finance Department, Internal Auditor, independent auditors, City Attorney, or other authorized representatives may inspect and audit applicable records.

The Organization shall reasonably cooperate with City year-end closing, audit, financial-reporting, and compliance requirements.

12. INDEPENDENT CONTRACTOR

The Organization is an independent contractor and remains responsible for its employees, contractors, operations, programs, finances, and liabilities. Nothing in this Agreement creates an employer-employee relationship, partnership, joint venture, or authority to bind the City.

13. INDEMNIFICATION

To the extent permitted by law, the Organization shall indemnify and hold harmless the City, its officials, officers, employees, and agents from claims, liabilities, damages, or expenses arising from the negligent acts, omissions, or willful misconduct of the Organization or its employees, agents, or contractors.

Nothing in this Agreement waives any immunity, defense, limitation of liability, or other protection available to the City under applicable law.

14. COMPLIANCE WITH LAW

The Organization shall comply with applicable federal, state, and local law. Restricted City funds shall be used only for purposes legally permitted for the applicable funding source.

15. ASSIGNMENT

The Organization may not assign this Agreement or delegate its primary contractual responsibilities without prior written approval of the City.

16. CITY ADMINISTRATION

The City Manager or designee shall administer this Agreement on behalf of the City and may establish reasonable reporting formats, performance measures, documentation requirements, submission procedures, and administrative standards consistent with this Agreement and Resolution No. 1935.

17. NOTICES

Formal notices required under this Agreement shall be provided in writing to the City Manager and to the Organization's authorized representative at their official business addresses. Either party may update its notice information by written notice.

18. GOVERNING LAW AND VENUE

This Agreement shall be governed by the laws of the State of Texas. Venue shall lie in a court of competent jurisdiction in Hidalgo County, Texas.

19. AMENDMENTS AND ENTIRE AGREEMENT

This Agreement constitutes the parties' agreement regarding the subject matter herein. Any amendment must be in writing and approved by the parties as required by law.

20. SEVERABILITY AND NO WAIVER

If any provision is determined to be invalid or unenforceable, the remaining provisions shall remain effective. Failure to enforce a provision on one occasion does not waive future enforcement.

21. SURVIVAL

Obligations relating to repayment, reimbursement, audit, records, indemnification, and return of public funds shall survive expiration or termination to the extent necessary to complete those obligations.

EXECUTION

READ, CONSIDERED AND APPROVED on the 22nd day of September, 2026.

CITY OF MISSION, TEXAS

_____

Norie Gonzalez Garza, Mayor

ATTEST:

_____

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

_____

Eden Ramirez, City Attorney

GREATER MISSION CHAMBER OF COMMERCE, INC.

_____

AUTHORIZED REPRESENTATIVE

Title: _____

Date: _____

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Andy Garcia, Co-Interim City Manager

AGENDA ITEM: Discussion and action related to the approval of Agreement between the City of Mission and the Boys and Girls Club of Mission, Inc. for Fiscal Year 2026-2027 – A. Garcia

NATURE OF REQUEST:

Request approval of the annual agreement with the Boys and Girls Club of Mission for Fiscal Year 2026-2027, including City financial support, services to be provided, and applicable performance and reporting requirement.

Under the Agreement, the City of Mission shall provide BGCM with the following specified services:
The City of Mission shall provide BGCM funding in the amount of $700,000 each fiscal year for administrative and utility expenses.

Term of the agreement shall be from October 1, 2026 to September 30, 2027.

BUGETED: FY26-27 **FUND:** General **ACCT. #:** 01-417-94675

BUDGET: $841,000 **EST. COST:** $700,000 **CURRENT BUDGET BALANCE:** $841,400

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: None

City Manager's Recommendation: Approval *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

STATE OF TEXAS §
COUNTY OF HIDALGO §
CITY OF MISSION §

COMMUNITY YOUTH SERVICES AGREEMENT

CITY OF MISSION AND BOYS & GIRLS CLUB OF MISSION, INC.

This Agreement is entered into by the City of Mission, Texas ("City") and the Boys & Girls Club of Mission, Inc. ("Club"), effective October 1, 2026.

1. PURPOSE

The Club shall provide youth-development, educational, recreational, family, community, and related services benefiting Mission residents.

2. SERVICES

A. Youth and Educational Services

1. Provide after-school and summer programming, academic enrichment, tutoring, mentoring, educational activities, leadership and character development, life-skills programming, and services supporting families and underserved youth.

B. Recreation and Wellness

2. Provide sports, recreation, fitness, physical-activity programs, youth leagues, camps, and other programming promoting healthy lifestyles and positive youth engagement.

C. City Events and Community Support

3. Assist with City events, including but not limited to Halloween event activities, festivals, community celebrations, youth programs, recreational events, outreach activities, and other public programs coordinated through the City Manager's Office.
4. Provide reasonable staff support, volunteers, youth programming, activity stations, outreach, logistical assistance, and other mutually coordinated services.
5. Coordinate youth volunteerism, civic engagement, family outreach, and other community initiatives with the City when reasonably requested.

3. FUNDING

Subject to lawful appropriation and availability of funds, the City shall provide funding in an amount not to exceed Seven Hundred Thousand Dollars ($700,000) during the term of this Agreement.

4. HISTORICAL INTERFUND OBLIGATION

The parties acknowledge that the City's Fiscal Year 2026-2027 Budget identifies a historical interfund obligation associated with the former City-operated Boys & Girls Club Fund of approximately $998,771.96, based on the reconciled balance as of September 30, 2025. This amount is an estimate for budgetary and financial-planning purposes and remains subject to final reconciliation, adjusting entries, subsequent activity, and the City's official financial records.

The Club estimates that approximately $100,000 may be available annually to retire a portion of the historical interfund obligation, including by the end of Fiscal Year 2026-2027. This estimate is a financial-planning assumption only and shall not constitute a fixed annual repayment requirement.

Notwithstanding the foregoing estimate, the Club shall repay not less than $50,000 toward the historical interfund obligation on or before September 30, 2027, and not less than $50,000 during each City fiscal year thereafter until the obligation is fully satisfied or otherwise resolved by the City. The annual minimum repayment may be made in a single payment or in multiple payments at any time during the applicable fiscal year, provided the full annual minimum is received by the City no later than September 30 of that fiscal year. No quarterly interfund repayment schedule shall be required. The Club may make additional repayments above the minimum as financial capacity allows. Repayment shall be separate from the $700,000 program-support amount unless expressly authorized otherwise by the City, and City funding provided under this Agreement shall not itself be used merely to make the required interfund repayment unless specifically authorized by the City in writing.

5. QUARTERLY CITY PAYMENTS

City funding shall be payable in four (4) quarterly installments not to exceed $175,000 each, generally corresponding to the fiscal quarters beginning October 1, January 1, April 1, and July 1.

The first installment may be released following execution of this Agreement and satisfaction of applicable pre-disbursement requirements. Each subsequent installment is conditioned upon the Club being current with all reporting and compliance requirements whose deadlines have occurred before the scheduled payment and, once due, with the annual interfund repayment requirement.

6. REPORTING AND ACCOUNTABILITY

The Club shall comply with all financial reporting, performance reporting, component-unit reporting (if applicable), accountability, records-access, audit, compliance, and other requirements established by Resolution No. 1935, as amended and restated and as further amended from time to time, which requirements are incorporated into this Agreement by reference.

7. TERM AND DURATION

This Agreement shall commence October 1, 2026, and expire September 30, 2027, unless earlier terminated in accordance with this Agreement.

There shall be no automatic renewal. Any renewal or extension must be authorized in writing by the City and the Organization.

8. PAYMENT CONDITIONS

Quarterly payments are conditioned upon satisfactory performance and the Organization being current with all reporting, financial, performance, repayment (if applicable), and compliance requirements whose deadlines have occurred before the scheduled payment date.

Payment by the City does not constitute acceptance of an unsupported, unauthorized, or legally ineligible expenditure. The City may withhold or delay a payment until an applicable deficiency is corrected.

9. REPORTING DEFICIENCIES AND CURE

Reporting deficiencies, correction deadlines, extensions, and remedies for reporting noncompliance shall be governed by Resolution No. 1935, as amended and restated and as further amended from time to time.

Where the Resolution provides an opportunity to cure, the Organization shall have the cure period established by the Resolution. The City may withhold or delay quarterly disbursements during an unresolved reporting deficiency as authorized by the Resolution.

10. OTHER CONTRACTUAL DEFAULTS

For a material contractual default not governed by the reporting-deficiency provisions of Resolution No. 1935, the City may provide written notice describing the deficiency and allow up to thirty (30) days to cure, unless immediate action is authorized by law or reasonably necessary to protect public funds or public safety.

11. TERMINATION

Either party may terminate this Agreement for convenience upon thirty (30) days' written notice.

The City may terminate for cause following any applicable cure period for material breach, unauthorized expenditure, failure to provide required records, failure to comply with applicable repayment requirements, loss of required legal status, refusal to permit a lawful City audit or inspection, or other material noncompliance.

The City may immediately suspend funding when reasonably necessary to prevent an unlawful or unauthorized expenditure of public funds. Upon termination, the Organization shall return unexpended City funds and amounts determined to have been improperly expended.

12. RECORDS AND AUDIT

The Organization shall maintain complete and accurate financial and program records relating to City funding and contractual performance. The City, its Finance Department, Internal Auditor, independent auditors, City Attorney, or other authorized representatives may inspect and audit applicable records.

The Organization shall reasonably cooperate with City year-end closing, audit, financial-reporting, and compliance requirements.

13. INDEPENDENT CONTRACTOR

The Organization is an independent contractor and remains responsible for its employees, contractors, operations, programs, finances, and liabilities. Nothing in this Agreement creates an employer-employee relationship, partnership, joint venture, or authority to bind the City.

14. INDEMNIFICATION

To the extent permitted by law, the Organization shall indemnify and hold harmless the City, its officials, officers, employees, and agents from claims, liabilities, damages, or expenses arising from the negligent acts, omissions, or willful misconduct of the Organization or its employees, agents, or contractors.

Nothing in this Agreement waives any immunity, defense, limitation of liability, or other protection available to the City under applicable law.

15. COMPLIANCE WITH LAW

The Organization shall comply with applicable federal, state, and local law. Restricted City funds shall be used only for purposes legally permitted for the applicable funding source.

16. ASSIGNMENT

The Organization may not assign this Agreement or delegate its primary contractual responsibilities without prior written approval of the City.

17. CITY ADMINISTRATION

The City Manager or designee shall administer this Agreement on behalf of the City and may establish reasonable reporting formats, performance measures, documentation requirements, submission procedures, and administrative standards consistent with this Agreement and Resolution No. 1935.

18. NOTICES

Formal notices required under this Agreement shall be provided in writing to the City Manager and to the Organization's authorized representative at their official business addresses. Either party may update its notice information by written notice.

19. GOVERNING LAW AND VENUE

This Agreement shall be governed by the laws of the State of Texas. Venue shall lie in a court of competent jurisdiction in Hidalgo County, Texas.

20. AMENDMENTS AND ENTIRE AGREEMENT

This Agreement constitutes the parties' agreement regarding the subject matter herein. Any amendment must be in writing and approved by the parties as required by law.

21. SEVERABILITY AND NO WAIVER

If any provision is determined to be invalid or unenforceable, the remaining provisions shall remain effective. Failure to enforce a provision on one occasion does not waive future enforcement.

22. SURVIVAL

Obligations relating to repayment, reimbursement, audit, records, indemnification, and return of public funds shall survive expiration or termination to the extent necessary to complete those obligations.

EXECUTION

READ, CONSIDERED AND APPROVED on the 22nd day of September, 2026.

CITY OF MISSION, TEXAS

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

APPROVED AS TO FORM:

_____
Eden Ramirez, City Attorney

BOYS & GIRLS CLUB OF MISSION, INC.

_____
AUTHORIZED REPRESENTATIVE

Title: _____

Date: _____

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Andy Garcia, Co-Interim City Manager

AGENDA ITEM: Discussion and action related to Meet and Confer Agreement with Mission Firefighters Association, IAFF Local 3609 – A. Garcia

NATURE OF REQUEST:

Request consideration and approval of the negotiated Meet and Confer Agreement establishing the applicable terms and conditions agreed upon between the City and Mission Firefighters Association, IAFF Local 3609.

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 *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

CITY OF MISSION

MEET & CONFER AGREEMENT

between

CITY OF MISSION, TEXAS

and

MISSION FIREFIGHTERS' ASSOCIATION

International Association of Fire Fighters, Local 3609

EFFECTIVE

October 1, 2026 through September 30, 2027

Subject to automatic annual renewal through September 30, 2029, as provided in Article 3.

Pursuant to Chapter 142, Texas Local Government Code

TABLE OF

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ARTICLE 1

Purpose of Agreement

It is the intent and purpose of this Agreement, entered into by and between the City of Mission, Texas, hereinafter referred to as "Employer" or "City," and Local No. 3609, International Association of Fire Fighters, hereinafter referred to as "Union" or "Association," to achieve and maintain harmonious relations between the parties pursuant to the meet and confer provisions of Chapter 142 of the Texas Local Government Code.

ARTICLE 2

Exclusive Provider of Emergency 911 Fire and EMS Services

SECTION 1. The City and the Union expressly agree that the Mission Fire Department shall be the exclusive provider of municipal fire suppression, emergency medical services, and emergency 911 ambulance response services within the jurisdiction of the City of Mission for the duration of this Agreement. Such services shall not be contracted, outsourced, transferred, delegated, privatized, or otherwise assigned, in whole or in part, to any private entity, governmental entity, emergency services provider, or other third party.

SECTION 2. The City shall not take any action that has the purpose or effect of replacing, diminishing, circumventing, or transferring the Mission Fire Department's responsibility as the City's exclusive provider of such services.

SECTION 3. No City administrator, department head, elected official, or other City representative shall have authority to unilaterally modify or discontinue the exclusivity established by this Article. Any modification, waiver, or relinquishment of the rights and obligations established by this Article must be expressly agreed to in writing by both the City and the Union in accordance with the procedures applicable to amendment of this Agreement.

SECTION 4. Nothing in this Article shall prohibit the City from receiving or providing mutual aid or automatic aid pursuant to an otherwise lawful agreement when necessary to supplement Mission Fire Department resources during emergencies, mass-casualty incidents, disasters, or extraordinary operational circumstances; provided, however, that such assistance shall not be used as a means to permanently replace, supplant, outsource, or reduce the Mission Fire Department's role as the City's primary and exclusive 911 fire and EMS provider.

ARTICLE 3

Duration and Intent of Agreement

SECTION 1. This Agreement shall be effective upon approval by both parties and shall remain in full force and effect from the 1st day of October 2026 through the 30th day of September 2027, for an initial term of one (1) year (the "Term").

SECTION 2. Either party desiring to modify this Agreement at the end of the Term may give notice of its desire to do so. Such notice shall be provided in writing at least ninety (90) days prior to September 30, 2027. In the event that such notice is given, negotiations shall begin no later than sixty (60) days prior to September 30, 2027.

SECTION 3. If a successor agreement has not been executed by both parties on or before September 30, 2027, whether because neither party has given the notice provided for in Section 2 or because negotiations have not produced a successor agreement, this Agreement shall automatically renew for an additional period of one (1) year, through September 30, 2028 (the "First Renewal Year"). Either party desiring to modify this Agreement at the end of the First Renewal Year may give notice of its desire to do so. Such notice must be received by the other party no later than ninety (90) days prior to September 30, 2028. If such notice is given, negotiations on a successor agreement shall commence no later than sixty (60) days prior to September 30, 2028.

If a successor agreement has not been executed by both parties on or before September 30, 2028, this Agreement shall automatically renew for one (1) additional period of one (1) year, through September 30, 2029 (the "Second Renewal Year"). Either party desiring to modify this Agreement at the end of the Second Renewal Year may give notice of its desire to do so. Such notice must be received by the other party no later than ninety (90) days prior to September 30, 2029. If such notice is given, negotiations on a successor agreement shall commence no later than sixty (60) days prior to September 30, 2029.

The Term and the two (2) Renewal Years together shall not exceed three (3) years, and this Agreement shall not renew or otherwise remain in effect beyond September 30, 2029, except by a written successor agreement or extension approved and ratified by both parties in the manner required by Chapter 142 of the Texas Local Government Code.

SECTION 4. If either party gives the notice specified in Section 2 or Section 3 and negotiations have failed to produce a successor agreement before the end of the Term or the then-current Renewal Year, this Agreement shall remain in full force and effect, as renewed under Section 3, until a mutually accepted successor agreement is executed by both parties or until September 30, 2029, whichever is earlier. A mutually accepted successor agreement executed by both parties during the Term or any Renewal Year shall supersede this Agreement as of the effective date of the successor agreement.

SECTION 5. The parties agree that for purposes of this Agreement the Merger date is April 1, 2022.

SECTION 6. To the extent that any provision of this Article is found to be in conflict with Chapter 143 of the Texas Local Government Code (Civil Service), it is the intent of the parties that this Article shall be

considered to take precedence. To that extent, it is the parties' intent in this Article to "amend" Chapter 143, as allowed by law.

SECTION 7. If any provision of this Agreement should be declared illegal by any court of competent jurisdiction, or rendered illegal by any subsequently enacted legislation, the remaining provisions of this Agreement shall remain in full force and effect for the duration of this Agreement, and the parties shall meet as soon as possible to negotiate a successor to the illegal provision that cures that illegality. Such negotiations will be limited to the provision determined to be illegal, and shall not involve any other provisions of the Agreement absent mutual agreement of the parties.

ARTICLE 4

Recognition

The City of Mission recognizes the Mission Firefighters' Association, IAFF Local 3609, as the sole and exclusive bargaining agent for all Fire Fighters (with the sole exception of the Fire Chief). As used in this Agreement, the term "Fire Fighters" is intended to include only all permanent, paid employees of the Department who have been hired in substantial compliance with the provisions of Texas Local Government Code, Chapter 143, and does not include civilians or other employees.

ARTICLE 5

Hiring, EMS & Texas Commission on Fire Protection ("TCFP") Certification

SECTION 1. Age Requirements for Entry-Level Fire Fighter. The parties recognize the need to increase the maximum age limit for an entry-level position in order to improve the pool of potential candidates in the selection process. An applicant for entry-level firefighter must not have reached their forty-first (41st) birthday as of the date of the written entrance examination.

SECTION 2. The department head (Fire Chief) shall have the discretion in selecting the qualified applicant(s) to meet the needs of the fire department within the requirements of Chapter 143 of the Texas Local Government Code ("TLGC"). The Fire Chief may give preference in filling the beginning positions in the Mission Fire Department to those that hold a certification as an EMT, AEMT, or PARAMEDIC as issued by the Texas Department of State Health Services and/or Structure Fire Suppression certification issued by the Texas Commission on Fire Protection.

SECTION 3. The probationary period shall not count towards time served in the fire department for promotion eligibility.

SECTION 4. Entry-level Firefighters who do not hold a Texas Commission on Fire Protection certification for Structure Fire Suppression shall have up to twenty-four (24) months to obtain such certification. If for any reason the department is unable to offer the training for such certification within the first twenty-four (24) months of a firefighter joining the fire department, the training will still be required regardless of being beyond the initial twenty-four (24) months of employment and beyond the probation period, and shall be obtained as soon as practicable.

SECTION 5. Entry-level Firefighters who do not hold a Texas Department of State Health Services certification for EMT, AEMT, or PARAMEDIC shall have up to eighteen (18) months to obtain such certification. The Department shall provide certification opportunities to such employees with enough time to complete the required training and tests.

SECTION 6. Entry-level firefighter candidates that do not have TCFP certification, but do have an EMT, AEMT, or PARAMEDIC certification issued by the Texas Department of State Health Services, will only be required to complete an eighteen (18) month probationary period.

SECTION 7. The City shall continue to commit to providing the necessary training and instruction opportunities for employees to achieve certifications for EMT, AEMT, or PARAMEDIC issued by the Texas Department of State Health Services and Structure Fire Suppression certification issued by the Texas Commission on Fire Protection. If for any reason the department is unable to offer the training within the first twenty-four (24) months of an employee joining the fire department, the training will be required regardless of being beyond the initial twenty-four (24) months of employment and beyond the probation period, and shall be obtained as soon as practicable.

SECTION 8. In order to provide adequate staffing for the fire-based emergency medical system (EMS) for the Mission Fire Department, and as a condition of employment, all firefighters presently employed by the Department at the time of merger who possess valid TCFP certification and Texas Department of State Health Services certification of EMT or above shall keep and maintain their certifications at the level held at the time of merger, or at any advanced level obtained after the merger, for the duration of this Agreement. These firefighters shall also be required to rotate shifts for the fire-based EMS Division. A firefighter who fails to comply with this Section will no longer meet the conditions of employment and shall be deemed to have resigned and waived any right to invoke the grievance procedure in Article 8.

Employees employed by the Department prior to the EMS merger ("Grandfathered" firefighter personnel) who do not possess EMT or above certification and are unwilling or unable to meet the minimum standards of EMT or above shall not be subject to involuntary separation from employment, and obtaining this certification shall not be a condition of employment.

This Section 8 does not apply to the following positions within the Department: Assistant Fire Marshal, Fire Inspectors, EMS Captain, Training Captain, and all Deputy Chiefs.

SECTION 9. The City and the Union agree that it shall be a condition of employment for fire fighter personnel hired after the Merger date of April 1, 2022, of the EMS Division into the Fire Department, to have and maintain TCFP and State of Texas EMT, AEMT, or PARAMEDIC certifications, and such personnel shall be required to rotate shifts for the fire-based EMS Division.

SECTION 10. The City will pay for the initial course necessary to qualify to test for the EMT certification examination. The firefighter may retake the course one additional time at his/her expense; provided, however, that a firefighter who does not pass the EMT certification exam on the second try and within the time limits as stated in Section 4 of this Article shall be deemed to be automatically disqualified as a fire fighter and will be treated as having resigned.

SECTION 11. The City agrees to pay for EMT, AEMT, and PARAMEDIC courses if sent by the department. Upon completion of the course, fire department personnel must have attempted to take the National Registry examination at least three (3) times in a twelve-month period. Failure to test for any EMS certification will result in payback to the City in the amount the City paid for the initial course.

SECTION 12. The City agrees to pay all costs associated with firefighters acquiring and maintaining their Texas Commission on Fire Protection (TCFP) and Texas Department of State Health Services (TDSHS) certifications, to include overtime as required by the FLSA to attend required training events.

ARTICLE 6

Medic Staffing

SECTION 1. The City shall maintain all ambulances at a MICU (Mobile Intensive Care Unit) level at all times.

SECTION 2. In order to maintain an efficient and safe work environment, the Union and the City agree it may be necessary to create and establish a low-level supervisory position which has an efficient span of control, follows the chain of command, assists in a supervisory role in mass casualty events, helps with day-to-day EMS operations, and assists in traumatic calls. The Employer will create such a position when, if determined by the City to be needed, the need arises, by creating such position as a 24-hour shift position, one (1) per shift. The new position will be a minimum of Lieutenant/Paramedic rank once it is established and created by classification as set forth by Chapter 143 of the TLGC and City ordinance.

SECTION 3. If the City determines that it will staff BLS (Basic Life Support) Ambulances, the parties will negotiate the terms and conditions of such plan prior to its implementation.

SECTION 4. Staffing of ambulances for the purpose of hospital discharges is strictly prohibited in order to maintain a high quality of care to provide Emergency Medical Services. However, if an additional ambulance unit is available in reserve status, overtime may be used to staff that unit to assist in interfacility transports ("IFT").

SECTION 5. The Union and the City agree that at no time will fire personnel assigned to Field Training Officer field evaluation for the purpose of ambulance rotations be removed to substitute coverage. Fire personnel shall remain on the ambulance assignment until the field evaluation is completed.

SECTION 6. Fire department personnel shall not be embedded within or utilized as part of a specialized team (i.e., SWAT) to execute law enforcement operations.

ARTICLE 7

Pay, Salary, and Benefits

SECTION 1. It is agreed that compensation shall be paid to any fire personnel performing the duties of ambulance rotations and emergency medical care, regardless of rank.

SECTION 2. All fire suppression personnel shall rotate between Fire and EMS assignments and receive the assignment pay for the purpose of providing Emergency Medical Services. Vacancies created due to the fulfillment of the EMS assignments shall be filled in accordance with the existing overtime policy. If unable to fulfill through overtime, step-up pay may be used.

SECTION 3. All pays shall remain in effect as indicated in the current fiscal year fire department salary and incentive pay plan adopted by the City. Should the City provide additional compensation to civilian personnel on an "across the board" basis after its current fiscal year annual budget has been passed by the City Council, the fire department personnel shall also be entitled to that increase for the term of this Agreement.

SECTION 4. Notwithstanding any City policy, personnel rule, ordinance, or other provision establishing a lower maximum vacation leave carryover, fire personnel shall be permitted to carry over up to a maximum of three hundred eighty (380) hours of accrued vacation leave. Any accrued vacation leave in excess of 380 hours shall be subject to the City's otherwise applicable policies regarding use, forfeiture, payment, or reduction of excess accrued vacation leave.

SECTION 5. Employees shall have the option to voluntarily sell back accrued vacation leave that is subject to forfeiture only as follows:

1. Employees may voluntarily sell back up to seventy-two (72) hours of accrued vacation leave subject to forfeiture once each calendar year.
2. Vacation leave sold back shall be compensated at the employee's current regular hourly rate of pay.
3. The annual vacation buyback shall be processed during the first week of December of each calendar year.
4. Payment shall be made through the regular payroll process and shall be subject to applicable payroll deductions and taxes.

SECTION 6. Compensation Discussion. The City and the Association shall meet during Year 1 of this Agreement solely to discuss compensation, on January 4, 2027, and again by July 31, 2027; notice of such discussion must be given by either party at least sixty (60) days prior to July 31, 2027. This Section guarantees only a discussion and does not obligate the City to provide or increase compensation or to reach any agreement. Any compensation change requires a separate written agreement and City Council approval.



ARTICLE 8

Grievance Procedure

SECTION 1. A grievance is a claim that an express provision of this Agreement has been violated, but does not include any discharge or disciplinary matter. Furthermore, matters subject to Fire and Police Civil Service statutes and regulations are not subject to this grievance procedure.

SECTION 2. A firefighter may discuss any alleged grievance with the firefighter's supervisor, up to and including the Fire Chief, without invoking the formal grievance procedure called for in this Article, but must notify the Union of that action. If the alleged grievance cannot be resolved informally within ten (10) business days, the formal grievance procedure may be invoked.

A written grievance must be filed formally within ten (10) business days of the actions causing the alleged grievance, regardless of whether the informal process described in this Section is followed. This is to ensure that the grievance is brought forward in a timely manner.

SECTION 3. In the event that more than one procedure (i.e., the grievance procedure under this Agreement or an appeal under Civil Service procedures) is available for resolution of a grievance, the firefighter shall be limited to one procedure through which a remedy may be sought. The aggrieved firefighter shall indicate, in writing, which procedure is to be utilized and shall sign a statement to the effect that no subsequent appeal will be taken under any other procedure. Failure to elect in writing as provided in this Section shall preclude any further processing of the grievance up to and including arbitration.

SECTION 4. (Step 1): A formal grievance must be initiated solely by a single firefighter through the Association Grievance Committee. If any employee believes there is cause for the filing of a grievance, the firefighter shall file a written statement of the grievance with the Association Grievance Committee within ten (10) business days following the incident which gave rise to the grievance. The written grievance shall be submitted on a form like the ones attached to this Agreement, and shall include the following:

A. A statement of the grievance and the facts on which it is based;

B. The provision of the Agreement which has been violated;

C. The remedy or adjustment sought;

D. The grievant's signature and date; and

E. A statement that no other procedure, appeal, or any other remedy may be sought once a written grievance has been made.

SECTION 5. (Step 2): If the Association Grievance Committee, after meeting and evaluating the grievance, determines to advance the grievance, it must, within ten (10) business days from receipt thereof, submit the grievance to the Shift Commander. The Shift Commander shall forward the grievance to the Fire Chief.

A. The Fire Chief may meet with the grievant and the Association Grievance Committee within ten (10) business days of the receipt of the appeal of the Step 2 Grievance.

B. The Fire Chief will render a decision no later than ten (10) business days after meeting with the grievant and the Association Grievance Committee, or within ten (10) business days of receiving the grievance if there is no meeting.

C. If the Fire Chief does not render a decision in writing within the period stated above, then the grievance shall be deemed to be denied.

SECTION 6. (Step 3): If the grievance is denied or otherwise not settled satisfactorily at Step 2, the grievance shall then be submitted in writing to the City Manager not later than ten (10) business days from the date the Step 2 answer was received or due, whichever is later.

A. The City Manager may meet with the grievant and the Association Grievance Committee within ten (10) business days of the receipt of the appeal of the Step 2 Grievance.

B. The City Manager will render a decision no later than ten (10) business days after meeting with the grievant and the Association Grievance Committee, or within ten (10) business days of receiving the grievance if there is no meeting.

C. If the City Manager does not render a decision in writing within the period stated above, then the grievance shall be deemed to be denied.

SECTION 7. (Step 4):

1. **Submission to Arbitration.**

   A. If the grievance is not settled satisfactorily in Step 3, the Association Grievance Committee shall have ten (10) business days from receipt of the City Manager's decision in Step 3 to submit the matter to arbitration.

   B. Arbitration will be invoked by delivering a letter to the Civil Service Director, and a courtesy copy will be provided to the City Manager or his/her designee.

   C. If the Union or employee fails to arbitrate a grievance within two (2) years, absent good faith, the matter will be considered abandoned and be dismissed with prejudice.

2. **Arbitrator Selection.**

   A. The Civil Service Director or his/her designee shall, within five (5) business days from the date the grievance is submitted to arbitration, request a list of seven (7) qualified neutrals from the American Arbitration Association. The representative for the grievant and the representative of the Fire Chief may mutually agree on one of the seven (7) qualified neutrals. If the representatives do not agree, the representatives shall alternately strike the names on the list of seven (7) qualified neutrals within seven (7) calendar days after receipt of the list, and the remaining name shall be the arbitrator. The grievant's representative shall strike the first name. All parties shall act to complete the selection process at the earliest possible

date. The arbitrator shall be promptly notified of his/her selection. The parties will not have ex parte communication with the arbitrator. Communication with the arbitrator will be through the parties, counsel for the parties, or the parties' representatives, jointly.

B. At a date previously agreed upon, the arbitrator shall convene the hearing at a place mutually convenient to all parties. The arbitrator shall hear and take evidence on all issues presented as raised by timely-filed grievances. The hearing shall continue from day to day until all such evidence has been received and all parties have "rested." Transcripts and post-hearing briefs may be utilized at the discretion of the Arbitrator. If a transcript is utilized, a transcript by a duly authorized court reporter will be taken of the hearing and shall be the only official transcript thereof. Both parties to the proceeding shall be entitled to representation of their own choosing, the expense of which must be borne by the respective party.

C. The Arbitrator shall make reasonable effort to issue his/her decision within thirty (30) calendar days after the date the hearing ends or, if transcripts and/or post-hearing briefs are required, within thirty (30) calendar days of receipt of the transcript or receipt of the parties' post-hearing briefs, whichever occurs later.

SECTION 8. The Arbitrator's decision must be directly related to specifically cited language of this Agreement. The Arbitrator shall not have the power to add to, amend, modify, or subtract from the provisions of the Agreement in deciding the grievance being presented. The finding of the Arbitrator shall be final and binding.

ARTICLE 9

EMS Training for Grandfathered Fire Department Personnel

SECTION 1. Grandfathered Fire Department personnel in the Department at the time of the EMS merger who did not have an EMT certification at the time of the merger shall be afforded the opportunity for training to achieve EMS certifications. Obtaining this certification shall not be a condition of employment for these firefighters.

Grandfathered Fire Department personnel who obtain EMT or above certification shall be required to maintain the certification for a minimum of four (4) years from the date of certification.

ARTICLE 10

Staffing of All Companies and Stations

SECTION 1. It is agreed and understood by both parties to maintain the minimum staffing requirement of operations personnel at thirty (30).

SECTION 2. The City shall staff any additional units that it may add during the term of this Agreement without deleting staff from active units.

ARTICLE 11

Labor-Management Committee

SECTION 1. Purpose. The City and the Association recognize that communication between Management and the Association is indispensable to the accomplishment of a sound and harmonious workplace. Therefore, there is hereby created a standing "Labor-Management Committee." This Committee shall consider, discuss, and resolve issues or problems pertaining to the employment conditions of the firefighters. Such issues may include proposed changes in safety equipment and devices, clothing, and procedures for the reduction or elimination of hazards to the mission of the Fire Department. Such discussions shall not be tantamount to, or an extension of, the meet and confer process, but shall be for the purpose of encouraging productive relations between the parties and the improvement of the fire service to the community.

SECTION 2. Selection. The Committee shall consist of four (4) members, two (2) to be appointed by the Association and two (2) to be appointed by the Chief. All four (4) members of the Committee shall be present for a meeting to be held, and the meeting shall be scheduled during duty hours to avoid overtime if possible.

SECTION 3. Meetings. The Labor-Management Committee shall meet at times mutually agreeable to both parties, and meetings may be canceled by mutual agreement of the Committee members via email; provided, however, the Committee shall use best efforts to meet at least once a month. There shall be a written agenda, prepared by the party requesting the committee meeting, on matters to be discussed, and provided to the Committee members at least one week in advance of the meeting. The meetings shall last not more than two hours, unless mutually agreed otherwise. A committee report will be jointly prepared after the meeting and distributed to the Fire Chief and Union President for their records.

SIGNATURES

Signature and Execution Page

THE FOREGOING INSTRUMENT HAS BEEN DULY NEGOTIATED, REVIEWED, AND APPROVED BY EACH OF THE SIGNATORIES INDICATED BELOW:

APPROVED BY THE CITY OF MISSION CITY COUNCIL ON [_____], 2026.
Agenda Item No. [_____]

CITY OF MISSION

By: _____ Date: _____
NORIE GONZALEZ GARZA, MAYOR

By: _____ Date: _____
[NAME], CITY MANAGER

APPROVED BY THE MISSION FIREFIGHTERS' ASSOCIATION, IAFF LOCAL #3609, ON [_____], 2026.

MISSION FIREFIGHTERS' ASSOCIATION, IAFF LOCAL #3609

By: _____ Date: _____
[LEROY GARCIA],
PRESIDENT, MFFA-IAFF LOCAL #3609

By: _____ Date: _____
[FRANCISCO CASTILLO],
VICE-PRESIDENT, MFFA-IAFF LOCAL #3609

FORM A

Fire Department Standard Grievance Form

City of Mission, Texas

Grievance No. _____

Grievance Submittal

Employees must use this form, or one substantially like it, for filing grievances with the Association Grievance Committee and subsequent steps of the procedure.

Name	Address	City/State/Zip	Phone
Division	Title/Rank	Station/Shift	Phone

Factual Basis of the Grievance. Include date, time, place, and employees or individuals involved. If more space is needed, continue on a separate sheet of paper and attach it to this form.

Contract Articles, Terms, Etc. Believed To Have Been Violated. Identify specific provisions of the Agreement.

Remedy or Adjustment Sought

I will be utilizing this grievance procedure, and no other procedure, appeal, or any other remedy will be sought for resolution of this grievance once this written grievance has been made. I understand that my choice of this grievance procedure also precludes me from making any subsequent appeal under any other procedures.

Employee Signature	Date
Association Representative	Date

FORM B

Association Committee Grievance Findings & Submittal

Fire Department Standard Grievance Form | City of Mission, Texas

Grievance No. _____

Grievance Submittal

Employees must use this form, or one substantially like it, for filing grievances with the Association Grievance Committee and subsequent steps of the procedure.

Name	Address	City/State/Zip	Phone
Division	Title/Rank	Station/Shift	Phone

Association Grievance Committee Statement. The Association Committee met and reviewed the above-referenced grievance and reached the following conclusion(s) on the subject grievance.

_____

_____

_____

_____

GRIEVANCE COMMITTEE RECOMMENDATION

Forward for adjustment _____ **Reject Grievance** _____

_____

Grievance Committee Representative — Date

_____

Association Representative — Date

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Andy Garcia, Co-Interim City Manager

AGENDA ITEM: Discussion and action related to approval of allowance methodology for Emergicon EMS billing – A. Garcia

NATURE OF REQUEST:

Request approval of the methodology used to establish and account for allowances associated with EMS billings administered through Emergicon to provide a consistent and supportable basis for receivable valuation and financial reporting.

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 *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

EMS Accounts Receivable and Allowance Policy

City	City of Mission, Texas
Policy number	_____
Effective date	_____
Approved by	_____

Purpose

This policy establishes the method the City will use to estimate and report the allowance for uncollectible EMS accounts receivable. Adoption of this policy before fiscal year-end authorizes the methodology. The actual year-end allowance will be calculated after the fiscal year-end aging report and other closing information become available.

Policy

The City will report EMS accounts receivable at the amount expected to be collected. An allowance will be recorded against active receivables that remain on the third-party biller's aging ledger and are not already written off. The estimate will be based on the information available when the financial statements are prepared and will be reviewed at least annually.

Scope and source records

This policy applies to EMS billings, collections, adjustments, write-offs, and active receivables administered by the City's third-party biller, Emergicon. Finance will use the biller's monthly activity reports, active aging report, payer information, write-off activity, subsequent collections, and the City's general ledger. The Emergicon aging report uses the categories Current, 30 Days, 60 Days, 90 Days, 120 Days, 150 Days, and 180+.

Allowance determination methodology

Finance will determine the allowance using a payer-by-aging analysis of active accounts receivable. The estimate will reflect the following factors:

- Historical collection and write-off experience, including prior-year results and current-year activity available when the estimate is prepared.
- Payer characteristics and expected reimbursement patterns, including government programs, commercial insurance, patient-responsibility balances, legal or workers' compensation claims, and accounts with an unresolved payer classification.
- The age of each balance using the Emergicon categories Current, 30 Days, 60 Days, 90 Days, 120 Days, 150 Days, and 180+. The estimated loss rate will generally increase as an account ages because the likelihood of collection normally declines over time.
- The biller's collection and write-off practices, including the policy permitting qualifying accounts with a minimum balance of $100 to be written off after 180 days with no account activity. A balance reported in 180+ is not automatically uncollectible when the account remains active or has other supported collection circumstances.
- Specific facts affecting material or unusual accounts, such as denials, appeals, bankruptcy, deceased patients, disputes, missing documentation, coding issues, or other known collection concerns.
- Collections, adjustments, and write-offs occurring after year-end but before the estimate is finalized, when that information provides evidence about year-end collectibility.

Finance may use a rate matrix by payer category and the seven Emergicon aging buckets as the calculation tool. The rates are accounting estimates rather than fixed policy amounts. Finance may update them when historical results, payer mix, billing practices, or other relevant conditions change. Each annual analysis will document the data used, the basis for the selected rates, any account-specific adjustments, and management approval.

Treatment of adjustments and write-offs

The allowance will be applied only to active receivables. Accounts already written off and removed from the aging ledger will not be reserved again. Contractual adjustments, the prompt-pay discount, authorized negotiated discounts, and corrections of charges will be recorded separately from bad debt when those amounts are no longer legally collectible.

Financial statement presentation

EMS accounts receivable will be presented net of the allowance for uncollectible accounts. For governmental-fund reporting, revenue availability will be evaluated separately from collectibility. A collectible amount that is not available within the City's established availability period may require deferred inflow treatment without changing the allowance calculation.

Responsibilities and review

- Finance will prepare the annual reconciliation and allowance calculation.
- The Finance Director or authorized designee will review and approve the estimate and any changes to the estimation rates.
- Finance will compare each prior-year estimate with subsequent results and revise the methodology when supported by experience or changed conditions.
- Supporting reports, calculations, reconciliations, journal entries, and approvals will be retained in accordance with the City's records-retention requirements.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Andy Garcia, Co-Interim City Manager

AGENDA ITEM: Discussion and action related to approval of Resolution # ____ amending and restating Resolution No. 1294, as amended, establishing the City's Fund Balance Policy. – A. Garcia

NATURE OF REQUEST:

Request approval to amend the City's Fund Balance Policy to require a formal corrective action plan when a fund, interfund balance, or other applicable financial condition remains out of compliance beyond an established cure period. The action plan will identify the amount requiring correction, responsible funds or departments, repayment or restoration methodology, funding sources, implementation timeline, monitoring requirements, and periodic reporting until compliance is restored. The amendment will also retain and clarify the City's existing fund-balance, reserve, replenishment, and assignment requirements. Resolution No. 1294 currently provides the City's two-month General Fund unrestricted fund-balance requirement and replenishment provisions.

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

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

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING AND RESTATING THE CITY'S FUND BALANCE POLICY; ESTABLISHING FUND BALANCE CLASSIFICATIONS CONSISTENT WITH GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENT NO. 54; ESTABLISHING A MINIMUM GENERAL FUND UNRESTRICTED FUND BALANCE; DESIGNATING AUTHORITY FOR ASSIGNED FUND BALANCE; PROVIDING FOR THE ORDER OF EXPENDITURE OF FUND BALANCE; PROVIDING FOR ANNUAL REVIEW; SUPERSEDING PRIOR INCONSISTENT FUND BALANCE POLICY PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Mission, Texas (the "City"), recognizes the importance of maintaining adequate levels of fund balance to mitigate financial risk, provide a financial resource for temporary revenue shortfalls and unforeseen expenditures, maintain adequate cash-flow resources, and preserve the City's ability to respond to emergencies and other unanticipated circumstances; and

WHEREAS, Governmental Accounting Standards Board Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, establishes classifications of fund balance for governmental funds, including nonspendable, restricted, committed, assigned, and unassigned fund balance; and

WHEREAS, the City Council desires to maintain a written fund balance policy that is consistent with GASB Statement No. 54 and that clearly establishes the City's financial objectives, authorities, and procedures relating to fund balance; and

WHEREAS, the City Council is the City's highest level of decision-making authority for purposes of establishing, modifying, or rescinding commitments of fund balance; and

WHEREAS, the City Council desires to authorize the City Manager, subject to the limitations and reporting requirements contained in the Fund Balance Policy attached hereto as Exhibit "A," to assign fund balance for specified purposes; and

WHEREAS, the City Council has determined that maintaining a minimum General Fund unrestricted fund balance equal to two (2) months of operating expenditures is an appropriate minimum financial reserve for the City, subject to the circumstances and provisions set forth in the policy; and

WHEREAS, the City Council finds that adoption of an updated and restated Fund Balance Policy will provide greater clarity concerning the classification, use, assignment, commitment, and replenishment of fund balance; NOW, THEREFORE,

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

SECTION 1. ADOPTION OF FUND BALANCE POLICY.

The City Council hereby adopts and approves the City of Mission Fund Balance Policy attached hereto as Exhibit "A" and incorporated herein for all purposes. The Fund Balance Policy establishes the City's policies and procedures for the classification, designation, use, and replenishment of fund balance.

SECTION 2. GASB STATEMENT NO. 54 CLASSIFICATIONS.

The City's governmental fund balances shall be classified, as applicable, as Nonspendable, Restricted, Committed, Assigned, or Unassigned, consistent with GASB Statement No. 54 and applicable generally accepted accounting principles.

SECTION 3. MINIMUM GENERAL FUND RESERVE.

The City shall maintain a minimum General Fund unrestricted fund balance equal to two (2) months of operating expenditures. The target shall be evaluated annually as part of the City's budget and financial review process.

SECTION 4. AUTHORITY TO COMMIT FUND BALANCE.

The City Council is the highest level of decision-making authority for the City and shall have the authority to establish, modify, or rescind commitments of fund balance. Any commitment shall be established by formal action of the City Council in accordance with applicable law and the City's financial policies.

SECTION 5. AUTHORITY TO ASSIGN FUND BALANCE.

The City Manager is hereby authorized to assign fund balance for specified purposes, subject to the requirements of Exhibit "A." Any such assignment shall be documented and reported to the City Council at its next regular meeting or through the City's regular financial reporting process. The City Council retains authority to modify or remove an assignment.

SECTION 6. USE AND REPLENISHMENT OF FUND BALANCE.

Use of fund balance below the City's established minimum reserve should generally be limited to circumstances identified in the Fund Balance Policy. When the unrestricted General Fund balance falls below the minimum target, the City shall develop and implement a plan to replenish the balance, taking into consideration the cause and magnitude of the reduction, current economic conditions, revenue and expenditure forecasts, and the City's overall financial condition.

SECTION 7. ORDER OF EXPENDITURE.

When more than one category of fund balance is legally available for an expenditure, the City shall use resources in accordance with applicable legal restrictions and the expenditure order established in Exhibit "A." Legally restricted resources shall be used only for the purposes for which they are legally restricted.

SECTION 8. ANNUAL REVIEW.

The City Council shall review the Fund Balance Policy at least annually and may amend the policy as necessary to reflect changes in the City's financial condition, operating requirements, legal requirements, accounting standards, or best practices.

SECTION 9. PRIOR POLICY.

Resolution No. 1294 and any prior City policy provisions addressing fund balance are hereby amended, restated, or superseded to the extent they are inconsistent with this Resolution and Exhibit "A."

SECTION 10. EFFECTIVE DATE.

This Resolution shall become effective upon its adoption by the City Council.

READ, CONSIDERED AND APPROVED this 22nd day of September 2026.

_____

Norie Gonzalez Garza, Mayor

ATTEST:

_____

Anna Carrillo, City Secretary

EXHIBIT "A"

CITY OF MISSION, TEXAS

FUND BALANCE POLICY

1. PURPOSE

The City of Mission shall maintain adequate levels of fund balance to provide financial stability, mitigate financial risk, provide a prudent response to revenue shortfalls and unanticipated expenditures, and support continuity of essential services. This policy establishes the City's fund balance classifications, authority for establishing and assigning fund balance, the minimum General Fund unrestricted fund balance target, replenishment expectations, and the order in which available fund balance will be used.

2. ACCOUNTING FRAMEWORK

Fund balance classifications for governmental funds shall be reported in accordance with applicable generally accepted accounting principles and GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, as amended or incorporated into the GASB Codification. GASB 54 identifies five classifications, presented from the most constrained to the least constrained: nonspendable, restricted, committed, assigned, and unassigned.

3. FUND BALANCE CLASSIFICATIONS

Nonspendable. Amounts that cannot be spent because they are not in spendable form or are legally or contractually required to remain intact. Examples include inventories, prepaid items, long-term receivables, and the nonspendable portion of permanent funds.

Restricted. Amounts subject to externally enforceable limitations on their use, including limitations imposed by creditors, grantors, contributors, other governments, or enabling legislation. Amounts are not classified as restricted solely because management or the City Council has expressed an internal preference for a particular use.

Committed. Amounts constrained for a specific purpose by formal action of the City's highest level of decision-making authority, the City Council. A commitment may be established, modified, or rescinded only by the same level of formal action required to establish it and in accordance with applicable law. The action establishing a commitment shall occur no later than the end of the reporting period to which it applies.

Assigned. Amounts intended for a specific purpose by the City Council or by an official or body authorized by City Council policy to make assignments. An assignment does not have the same level of constraint as a commitment and may be modified or rescinded by the authorized official or body, subject to this policy and applicable law.

Unassigned. The residual classification of the General Fund after amounts that are nonspendable, restricted, committed, or assigned have been identified. Unassigned fund balance is available for any lawful purpose of the General Fund. A negative residual balance, when applicable, shall be reported as required by GASB 54.

4. AUTHORITY TO ESTABLISH FUND BALANCE COMMITMENTS

The City Council is the City's highest level of decision-making authority for purposes of establishing fund balance commitments. Any commitment of fund balance shall be established through formal action of the City Council. The formal action shall identify the specific purpose and, when practicable, the amount or financial

scope of the commitment. A commitment may be modified or rescinded only through the same type of formal action required to establish the commitment.

5. AUTHORITY TO ASSIGN FUND BALANCE

The City Council authorizes the City Manager to assign fund balance for specific purposes consistent with the adopted budget, this policy, and applicable law. The City Manager may delegate this authority in writing to an appropriate department head or other responsible official, provided the delegation is consistent with City policy. Assignments shall be documented and reported to the City Council at its next regular meeting or through the City's regular financial reporting process. The City Council retains the authority to modify or remove an assignment.

6. GENERAL FUND UNRESTRICTED FUND BALANCE TARGET

The City shall maintain a minimum General Fund unrestricted fund balance equal to two (2) months of regular General Fund operating expenditures. For purposes of this policy, the target shall be evaluated using recurring operating expenditures and shall exclude unusual one-time items when their inclusion would distort the measure. The City may maintain a higher level when warranted by its financial condition, revenue volatility, emergency exposure, major one-time obligations, capital needs, economic conditions, debt considerations, or other material risks.

At least annually, the City Manager and Finance Director shall present an analysis of the General Fund unrestricted fund balance in relation to this target and identify significant changes in fund balance, anticipated uses, financial risks, and any recommended adjustment to the policy target.

7. USE OF FUND BALANCE

Fund balance may be used to address temporary revenue shortfalls, unanticipated expenditures, emergencies, disaster response, one-time expenditures, or other purposes authorized by law and the City Council. Fund balance should not be used to finance ongoing recurring expenditures unless the City has identified a sustainable plan to restore structural balance.

When fund balance is used below the City's minimum target, the annual budget or subsequent budget amendment shall include a plan to restore the balance to the target within a reasonable period. Consistent with GFOA guidance, the City should generally seek to replenish fund balance within one to three years, with the specific period based on the reason for the drawdown, economic conditions, long-term forecasts, and the City's ability to restore the balance without creating an unsustainable budget.

8. REPLENISHMENT OF FUND BALANCE

If General Fund unrestricted fund balance falls below the two-month minimum target, the City Manager and Finance Director shall recommend measures to restore the balance. Potential replenishment sources may include year-end budget surpluses, nonrecurring revenues, expenditure savings, legally permissible transfers, and other one-time resources. The City shall consider the sustainability of each source and shall avoid relying on recurring revenues that are needed to support ongoing expenditures.

The City's existing policy provides that all one-time revenues be applied toward replenishment when the unrestricted fund balance is below the target. This requirement is retained as a policy direction but should be implemented subject to applicable law, existing contractual or legal restrictions, budgetary needs, and City Council action.

9. CONTINGENT APPROPRIATION

The City shall continue to comply with the City's Charter provision governing a contingent appropriation, including the existing limitation of no more than three percent (3%) of the total budget for unforeseen items of

expenditure, as stated in the City's existing fund balance policy. This provision is separate from the GASB 54 fund balance classifications and shall not be treated as automatically creating a restricted fund balance classification.

10. ORDER OF EXPENDITURE

When more than one fund balance classification is legally available for a particular expenditure, the City will use resources in accordance with applicable legal restrictions and the following general order, unless a different order is required by law, grant terms, debt documents, or other binding requirements:

1. Amounts that are restricted for the specific expenditure;
2. Amounts that are committed for the specific expenditure;
3. Amounts that are assigned for the specific expenditure; and
4. Unassigned fund balance.

The City's financial statements shall disclose the City's policy regarding whether restricted or unrestricted resources are considered to have been spent first when both are available, and the applicable treatment of committed, assigned, and unassigned resources, consistent with GASB 54.

11. UNRESTRICTED FUND BALANCE CALCULATION

For purposes of monitoring the General Fund reserve target, the City's unrestricted fund balance generally consists of committed, assigned, and unassigned fund balance. Nonspendable and restricted amounts are excluded from the unrestricted calculation. The Finance Department shall maintain supporting calculations and assumptions used to determine compliance with the two-month target.

12. ANNUAL REVIEW

The City Council shall review this policy at least annually, preferably in conjunction with the annual budget process and/or review of the City's audited financial statements. Any recommended amendment shall consider changes in revenue predictability, expenditure volatility, emergency exposure, capital needs, debt obligations, economic conditions, long-term financial forecasts, and other material risks.

13. EFFECTIVE DATE AND PRIOR POLICY

Upon adoption, this policy shall amend and supersede the City's prior fund balance policy to the extent of any inconsistency. The original City policy was adopted by Resolution No. 1294, amending Resolution No. 963, effective July 1, 2011. This revised policy retains the City's two-month General Fund unrestricted fund balance target while modernizing terminology and clarifying authority and procedures.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Andy Garcia, Co-Interim City Manager

AGENDA ITEM: Discussion and action related to approval of the Fiscal Year 2026-2027 Texas Citrus Fiesta Agreement – A. Garcia

NATURE OF REQUEST:

Request approval to continue the City's annual renewal of support for Texas Citrus Fiesta for Fiscal Year 2026-2027, including City financial support, authorized uses of funding, performance expectations, and applicable financial and program reporting requirements.

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 *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Andy Garcia, Co-Interim City Manager

AGENDA ITEM: Discussion and action related to approval of the Fiscal Year 2026-2027 National Butterfly Center Agreement – A. Garcia

NATURE OF REQUEST:
Request approval to continue the City's annual renewal of support for the National Butterfly Center for Fiscal Year 2026-2027, including City financial support, authorized uses of funding, performance expectations, and applicable financial and program reporting requirements.

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 *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

STATE OF TEXAS §
COUNTY OF HIDALGO §
CITY OF MISSION §

TOURISM AND COMMUNITY PARTNERSHIP AGREEMENT
CITY OF MISSION AND NORTH AMERICAN BUTTERFLY ASSOCIATION / NATIONAL BUTTERFLY CENTER

This Tourism and Community Partnership Agreement ("Agreement") is entered into by and between the City of Mission, Texas ("City") and the North American Butterfly Association, through the National Butterfly Center ("Center"), effective October 1, 2026.

1. PURPOSE

The purpose of this Agreement is to provide financial support for eligible tourism-related activities conducted by the Center while establishing additional community, educational, environmental, and organizational benefits to the City of Mission.

The Center shall promote Mission and the National Butterfly Center as a nature-tourism destination and shall coordinate with the City in efforts intended to increase visitation and strengthen Mission's tourism capacity.

2. SERVICES AND RESPONSIBILITIES

A. Tourism and Visitor Development

1. Promote Mission and the National Butterfly Center as a destination for nature tourism, ecotourism, educational tourism, and related visitor activity;
2. Promote Mission through appropriate advertising, outreach, programs, events, partnerships, and tourism initiatives;
3. Coordinate with the City Manager's Office regarding initiatives intended to increase tourism and visitation;
4. Coordinate with regional, state, national, and other appropriate tourism organizations and partners;
5. Provide tourism and visitor information reasonably requested by the City; and
6. Identify opportunities to enhance Mission's visibility as a nature-tourism destination.

B. Tourism Capacity and Facility Development

The Center shall coordinate with the City Manager's Office regarding opportunities to improve the Center's tourism capacity, including:

1. Long-range and strategic planning;
2. Visitor amenities and experiences;
3. Grounds and facility improvements;
4. Site planning and enhancement;
5. Educational and interpretive opportunities;
6. Special events and visitor programming; and
7. Other improvements reasonably intended to enhance tourism and visitation.

Nothing in this Agreement obligates the City to fund any additional capital improvement or project unless separately approved.

C. Landscaping and Native Habitat Assistance

The Center shall provide reasonable professional and technical assistance to the City regarding:

1. Native plants and appropriate plant selection;

2. Native habitat establishment, restoration, and enhancement;
3. Pollinator and wildlife habitat;
4. Water-conscious and environmentally appropriate landscaping;
5. Beautification of City facilities, parks, rights-of-way, and other public areas; and
6. Planning or review of landscaping and native-habitat initiatives coordinated through the City Manager's Office.

D. City Employee and Family Access

During the term of this Agreement, the Center shall provide free admission to City of Mission employees and their accompanying family members and guests, upon presentation of a valid City employee identification card.

This benefit shall be available during regular public operating hours and subject to reasonable safety and operating requirements of the Center.

E. City Facility and Program Support

1. Make the National Butterfly Center reasonably available without a facility rental charge for City meetings, functions, receptions, training programs, educational programs, and other City events, subject to reasonable scheduling, capacity, safety, and operating requirements;
2. Provide reasonable hosting and coordination support for City professional-development programs, including Certified Public Manager programs, ICMA-related programs, leadership-development initiatives, and similar programs;
3. Cooperate with the City on educational, environmental, tourism, and community programs; and
4. Coordinate with the City Manager's Office regarding other mutually beneficial City initiatives.

Extraordinary direct costs associated with a specific City event or request may be addressed separately when agreed upon in advance.

3. FUNDING AND USE OF FUNDS

The City shall provide the Center an amount not to exceed Forty Thousand Dollars ($40,000) during Fiscal Year 2026-2027.

The funding provided under this Agreement shall consist of Hotel Occupancy Tax revenues.

All City funding shall:

1. Be used solely for purposes legally eligible for expenditure of Hotel Occupancy Tax revenues;
2. Be used in a manner intended to promote tourism and the hotel and convention industry as required by applicable law;
3. Be separately accounted for and adequately documented;
4. Not be used for expenditures that are not legally eligible for Hotel Occupancy Tax funding; and
5. Be subject to City review, inspection, audit, and reimbursement requirements.

The additional community benefits and in-kind services required by this Agreement shall not be charged to Hotel Occupancy Tax funds unless the particular expenditure independently qualifies for such funding.

4. ANNUAL PAYMENT

The amount authorized under this Agreement shall be payable in one annual lump-sum payment not to exceed $40,000.

The payment may be released following execution of this Agreement, satisfaction of applicable City pre-disbursement requirements, and lawful appropriation and availability of funds.

Payment by the City does not waive or limit the Center's continuing obligations under this Agreement or Resolution No. 1935.

5. REPORTING AND ACCOUNTABILITY

The Center shall comply with all applicable financial reporting, performance reporting, accountability, records-access, audit, compliance, and other requirements established by Resolution No. 1935, as amended and restated and as further amended from time to time, which requirements are incorporated into this Agreement by reference.

The City Manager or designee may establish reasonable reporting formats, performance measures, certifications, supporting-documentation requirements, and administrative procedures consistent with the Resolution and this Agreement.

The Center shall maintain documentation sufficient to demonstrate that City Hotel Occupancy Tax funds were expended for legally eligible purposes.

6. REPORTING DEFICIENCIES, CURE, AND REIMBURSEMENT

Any reporting deficiency, extension request, correction deadline, or opportunity to cure shall be administered in accordance with Resolution No. 1935, as amended and restated and as further amended from time to time.

Because funding under this Agreement is provided as an annual lump-sum payment, if the Center fails to timely cure a reporting or compliance deficiency, the City may issue a written demand or invoice requiring reimbursement of all or a portion of the City funding provided under this Agreement, as reasonably determined based upon the nature and extent of the noncompliance.

The City may also require reimbursement of any amount that is:

1. Unsupported by adequate documentation;
2. Expended for an unauthorized or legally ineligible purpose;
3. Not used in accordance with this Agreement; or
4. Otherwise required to be returned under applicable law or City policy.

Any reimbursement demanded by the City shall be paid within the period stated in the written demand or invoice.

Repayment or reimbursement obligations shall survive expiration or termination of this Agreement.

7. TERM AND DURATION

This Agreement shall commence on October 1, 2026, and shall expire on September 30, 2027, unless earlier terminated in accordance with this Agreement.

There shall be no automatic renewal. Any renewal or extension must be authorized in writing and approved as required by law.

8. CONTRACTUAL DEFAULT

For a material contractual default not governed by the reporting-deficiency provisions of Resolution No. 1935, the City may provide written notice identifying the deficiency and allow the Center up to thirty (30) calendar days to cure.

Immediate action may be taken when authorized by law or reasonably necessary to protect public funds or public safety.

9. TERMINATION

Either party may terminate this Agreement for convenience upon thirty (30) days' written notice.

The City may terminate this Agreement for cause following any applicable cure period for:

1. Material breach;
2. Unauthorized, unsupported, or legally ineligible expenditure of City funds;

3. Failure to provide required reports or records;
4. Refusal to permit an authorized City inspection or audit; or
5. Other material noncompliance.

Upon expiration or termination, any unexpended City funds and any amount required to be reimbursed under this Agreement shall be returned to the City.

10. RECORDS AND AUDIT

The Center shall maintain complete and accurate financial and program records relating to City funding and performance under this Agreement.

The City, its Finance Department, Internal Auditor, independent auditors, City Attorney, or other authorized representatives may inspect and audit records relating to this Agreement.

The Center shall reasonably cooperate with City year-end closing, financial reporting, audit, and compliance requirements.

11. INDEPENDENT CONTRACTOR

The Center is an independent organization and independent contractor and shall remain responsible for its personnel, contractors, programs, operations, finances, and liabilities.

Nothing herein creates an employer-employee relationship, partnership, joint venture, or authority for the Center to bind the City.

12. INDEMNIFICATION

To the extent permitted by law, the Center shall indemnify and hold harmless the City, its elected and appointed officials, officers, employees, and agents from claims, liabilities, damages, or expenses arising from the negligent acts, omissions, or willful misconduct of the Center or its employees, agents, or contractors.

Nothing herein waives any immunity or defense available to the City.

13. COMPLIANCE WITH LAW

The Center shall comply with applicable federal, state, and local laws.

City Hotel Occupancy Tax funds shall be used only for expenditures legally permitted for that funding source.

14. ASSIGNMENT

The Center may not assign this Agreement or delegate its primary contractual responsibilities without prior written approval of the City.

15. CITY ADMINISTRATION

The City Manager or designee shall administer this Agreement on behalf of the City and may establish reasonable procedures, performance measures, reporting formats, documentation requirements, and administrative standards consistent with this Agreement.

16. NOTICES

Formal notices shall be provided in writing to the City Manager and the Center’s authorized representative at their respective official business addresses.

17. GOVERNING LAW AND VENUE

This Agreement shall be governed by Texas law, with venue in Hidalgo County, Texas.

18. AMENDMENTS AND ENTIRE AGREEMENT

Any amendment shall be in writing and approved by the parties as required by law.

19. SEVERABILITY AND NO WAIVER

If any provision is determined to be invalid or unenforceable, the remaining provisions shall remain effective.

Failure to enforce a provision on one occasion does not waive future enforcement.

20. SURVIVAL

Obligations relating to reimbursement, audit, records, indemnification, and return of public funds shall survive expiration or termination to the extent necessary to complete those obligations.

EXECUTION

READ, CONSIDERED AND APPROVED on the 22nd day of September, 2026.

CITY OF MISSION, TEXAS

_____

Norie Gonzalez Garza, Mayor

ATTEST:

_____

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

_____

Eden Ramirez, City Attorney

NORTH AMERICAN BUTTERFLY ASSOCIATION /
NATIONAL BUTTERFLY CENTER

_____

AUTHORIZED REPRESENTATIVE

Title: _____

Date: _____

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Andy Garcia, Co-Interim City Manager

AGENDA ITEM: Discussion and action related to approval of Resolution # ____ amending Resolution No. 1935 regarding reporting requirements for organizations receiving City funding– A. Garcia

NATURE OF REQUEST:

Request approval to consolidate and standardize financial reporting, documentation, accountability, submission, and compliance expectations for all nonprofit and other external organizations receiving financial support from the City of Mission. The amendment will establish consistent annual reporting standards, documentation requirements, submission deadlines, cure procedures, and administrative oversight.

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 *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, SUPERSEDING AND REPLACING RESOLUTION NO. 1935; ESTABLISHING FINANCIAL, PERFORMANCE, AND ACCOUNTABILITY REPORTING REQUIREMENTS FOR CERTAIN NONPROFIT AND OTHER EXTERNAL ORGANIZATIONS RECEIVING CITY FUNDING OR OPERATING UNDER JOINT ADVISORY ARRANGEMENTS; REQUIRING WRITTEN FUNDING AGREEMENTS; ESTABLISHING COMPONENT-UNIT REPORTING REQUIREMENTS; PROVIDING FOR ADMINISTRATION AND COMPLIANCE; PROVIDING A REPEALER AND SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council previously adopted Resolution No. 1935 establishing reporting requirements for certain nonprofit organizations; and

WHEREAS, the City Council desires to strengthen and standardize financial and performance accountability for organizations receiving City financial support; and

WHEREAS, the City Council finds that uniform reporting, accountability, and funding-agreement requirements promote transparency and responsible stewardship of public funds;

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

SECTION 1. APPLICABILITY AND DEFINITIONS

This Resolution applies to:

1. Any nonprofit, nongovernmental, or other external organization receiving $25,000 or more in aggregate City funding or financial assistance during a City fiscal year;

2. Any organization determined by the City or the City's independent Certified Public Accountant or auditor to meet applicable GASB criteria for inclusion as a component unit of the City's financial reporting entity, regardless of funding amount; and

3. Any organization operating under a Joint Advisory Arrangement, regardless of funding amount.

City funding shall be aggregated across all City departments, funds, grants, appropriations, subsidies, agreements, and other monetary assistance.

"City funding or financial assistance" does not include payments for goods, professional services, construction, or other services provided to the City through an ordinary procurement, purchasing, or contractual vendor relationship.

"Joint Advisory Arrangement" means an arrangement in which:

1. The City Council has established or officially recognized an advisory board or committee relating to a particular program, facility, activity, or public purpose; and

2. A separate nonprofit organization, legally organized or registered with the State of Texas, exists to support, administer, fundraise for, operate, or otherwise further the same or substantially related purpose.

An organization receiving $25,000 or more in aggregate City funding or financial assistance during a City fiscal year shall have a written funding agreement in effect before disbursement of such funding.

SECTION 2. REPORTING REQUIREMENTS

1. Annual Financial Report. Annual financial statements shall be submitted for the organization's fiscal year and shall, at minimum, be compiled or reviewed by a licensed Certified Public Accountant

or CPA firm in accordance with applicable professional standards. Audited financial statements satisfy this requirement.

At a minimum, the annual financial statements shall include:

a. Balance Sheet or Statement of Financial Position;

b. Income Statement or Statement of Activities;

c. Accounting of City funds received, expended, and remaining, as applicable;

d. Supporting financial schedules reasonably required by the City; and

e. Certification by an authorized officer that the information submitted is complete and accurate.

Component Units. An organization determined to be a component unit shall instead provide annual financial statements audited by an independent licensed CPA or CPA firm. The organization shall provide any additional information reasonably requested by the City or its independent auditor for incorporation into the City's annual financial statements and audit.

2. Federal Tax and Informational Returns. An organization required to file IRS Form 990, 990-EZ, 990-PF, 990-N, or another applicable federal informational return shall provide the City a complete copy after filing.

If an extension is requested or received, the organization shall provide:

a. Written notice of the extension;

b. A copy or other evidence of the extension request or approval; and

c. The revised filing deadline.

An organization not required to file such a return shall certify that status to the City. A federal filing extension does not extend any City reporting deadline.

3. Quarterly Financial and Performance Report. Each organization shall submit one combined financial and performance report based upon the following calendar-year quarters:

Q1: January 1 - March 31

Q2: April 1 - June 30

Q3: July 1 - September 30

Q4: October 1 - December 31

"Financial Reporting" means information sufficient to evaluate the organization's financial condition and use of City funds, including funds received and expenses incurred during the reporting period, year-to-date financial results, City funds received and expended, and remaining City funds.

"Performance Reporting" means information sufficient to evaluate delivery of City-supported programs or services, including established goals, deliverables, key performance indicators, current-period results, year-to-date results, and comparison to established targets.

The quarterly report shall satisfy the monthly reporting requirement for March, June, September, and December.

4. Monthly Financial and Performance Report. For months not covered by a quarterly report, each organization shall submit a concise combined monthly financial and performance report including:

a. Funds received and expenses incurred during the reporting period;

b. Current-month and year-to-date financial results;

c. City funds received and expended; and

d. Current-month and year-to-date KPIs or performance results.

Separate monthly reports are ordinarily required for January, February, April, May, July, August, October, and November.

The City Manager or designee may require additional information or more frequent financial or performance reporting when reasonably necessary because of component-unit or audit requirements, funding levels, compliance concerns, internal-control concerns, or other circumstances affecting accountability for City funds or program performance. Any such requirement shall be communicated in writing.

5. City Council Presentations. The City Council may request that an organization subject to this Resolution appear at a City Council meeting to present information regarding its finances, use of City funds, programs, services, performance results, or other matters related to the City's financial support or applicable public purpose.

SECTION 3. REPORTING SCHEDULE

Reporting Requirement	Deadline
Annual Financial Report	Within 120 calendar days after fiscal year-end
Component Unit Audited Financial Statements	No later than three (3) months after fiscal year-end, or earlier if required by the City or its independent auditor for completion of the City's audit or financial statements
IRS Form 990 or Applicable Federal Return	Within 15 calendar days after actual filing
Federal Filing Extension Notice	No later than the original filing deadline
Quarterly Financial & Performance Report	Within 30 calendar days after calendar quarter-end
Monthly Financial & Performance Report	Within 15 calendar days after month-end, except when satisfied by the quarterly report
Correction of Reporting Deficiency	Within 30 calendar days after written City notice

SECTION 4. EXTENSIONS AND NONCOMPLIANCE

A request to extend a City reporting deadline shall be submitted in writing before the applicable deadline, state the reason and proposed submission date, and be approved in writing by the City Manager or designee.

If an organization fails to comply with this Resolution or its funding agreement, the City may issue written notice identifying the deficiency. Unless otherwise required by law or agreement, the organization shall have 30 calendar days to cure.

Failure to timely cure may result in:

1. Withholding or delaying City disbursements;

2. Additional monitoring or documentation requirements;

3. Suspension of eligibility for additional City funding; or

4. Referral to the City Council for further action.

Repeated or continued noncompliance may be considered in future funding decisions.

SECTION 5. ADMINISTRATION

The City Manager or designee may establish reasonable forms, reporting schedules, submission procedures, KPI requirements, certifications, and other administrative procedures necessary to implement this Resolution.

The City may request supporting documentation reasonably necessary to verify compliance, financial condition, program performance, or use of City funds.

SECTION 6. FUNDING AGREEMENTS

Every organization receiving $25,000 or more in aggregate City funding or financial assistance during a City fiscal year shall have a written funding agreement executed before disbursement.

The agreement shall identify the amount, source, authorized purpose, and term of the City funding and shall incorporate or reference the financial reporting, performance reporting, accountability, records-access, compliance, and other requirements established by this Resolution.

The funding agreement may establish additional or more stringent requirements applicable to the particular funding arrangement.

SECTION 7. REPEALER AND SUPERSEDING EFFECT

This Resolution supersedes and replaces Resolution No. 1935. Prior lawful actions taken under Resolution No. 1935 remain valid. All Resolutions, resolutions, or parts thereof in conflict with this Resolution are repealed to the extent of the conflict.

SECTION 8. SEVERABILITY

If any provision of this Resolution is determined to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

SECTION 9. EFFECTIVE DATE

This Resolution shall become effective immediately upon passage and approval in accordance with applicable law and the City Charter.

PASSED AND APPROVED this 22nd day of September 2026.

CITY OF MISSION, TEXAS

_____

Norie Gonzalez-Garza, Mayor

ATTEST:

_____

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

_____

Eden Ramirez, City Attorney

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Andy Garcia, Co-Interim City Manager

AGENDA ITEM: Discussion and action related to approval of Resolution # ____ amending the existing Solid Waste Fund reimbursement authorization and related reimbursement parameters – A. Garcia

NATURE OF REQUEST:

Request approval to revise the existing Solid Waste Fund reimbursement authorization to permit a higher maximum reimbursement to the General Fund for eligible City services and resources provided in support of Solid Waste operations. The revised resolution will establish the new maximum authorization while allowing the actual reimbursement to be based on documented eligible costs, available fund resources, and final year-end accounting.

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 *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION NO. _____

CITY OF MISSION, TEXAS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING RESOLUTION NO. 2077 RELATING TO REIMBURSEMENTS AND TRANSFERS FROM THE SOLID WASTE FUND TO THE GENERAL FUND; INCREASING THE MAXIMUM AUTHORIZED ANNUAL AMOUNT TO $2,000,000; REVISING RELATED REIMBURSEMENT AND TRANSFER PARAMETERS; AUTHORIZING IMPLEMENTATION BY THE CITY MANAGER AND FINANCE DIRECTOR; RATIFYING ALL REMAINING PROVISIONS OF RESOLUTION NO. 2077; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Mission owns and operates a municipal solid waste system and accounts for its operations through the Solid Waste Fund; and

WHEREAS, the City Council previously adopted Resolution No. 2077, authorizing transfers from the Solid Waste Fund to the General Fund in an amount not to exceed $1,800,000 annually, subject to the financial safeguards and limitations contained therein; and

WHEREAS, the City Council has reviewed the financial condition and operating requirements of the Solid Waste Fund and desires to amend the existing authorization to provide for a maximum annual reimbursement or transfer of $2,000,000 from the Solid Waste Fund to the General Fund; and

WHEREAS, the City Council further desires to clarify the administrative authority and timing applicable to such reimbursements and transfers while maintaining the financial safeguards contained in Resolution No. 2077; and

WHEREAS, any reimbursement or transfer authorized herein remains subject to applicable law, public securities, debt instruments, bond covenants, reserve requirements, contractual obligations, and other legally applicable restrictions.

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

SECTION 1. FISCAL YEAR 2025-2026 AUTHORIZATION

For Fiscal Year 2025-2026, the maximum amount authorized to be reimbursed or transferred from the Solid Waste Fund to the General Fund pursuant to Resolution No. 2077 is hereby increased from $1,800,000 to an amount not to exceed $2,000,000.

Such reimbursement or transfer may be made for eligible City services, personnel, administrative support, facilities, equipment, resources, or other lawful costs or municipal purposes benefiting or supporting Solid Waste operations.

SECTION 2. FISCAL YEAR 2026-2027 AUTHORIZATION

For Fiscal Year 2026-2027, the maximum amount authorized to be reimbursed or transferred from the Solid Waste Fund to the General Fund shall not exceed $2,000,000.

The actual amount may be less than the maximum authorized amount based upon the financial condition, available resources, operating requirements, and other fiscal considerations affecting the Solid Waste Fund.

SECTION 3. FUTURE FISCAL YEARS

Beginning with Fiscal Year 2027-2028 and each fiscal year thereafter, reimbursements or transfers from the Solid Waste Fund to the General Fund may continue pursuant to Resolution No. 2077, as amended by this Resolution, when incorporated into the City's annually adopted budget.

The amount reimbursed or transferred shall remain subject to the financial safeguards established herein and shall not exceed $2,000,000 annually, unless otherwise authorized by subsequent action of the City Council.

SECTION 4. ADMINISTRATIVE AUTHORITY

The City Manager and/or Finance Director are authorized to determine and process the actual amount of any reimbursement or transfer authorized by this Resolution, provided that the amount does not exceed the applicable maximum authorization established herein.

The City Manager and Finance Director may reduce or withhold all or any portion of an authorized reimbursement or transfer based upon available resources, operating requirements, financial condition, reserve requirements, contractual obligations, or other fiscal considerations affecting the Solid Waste Fund.

SECTION 5. TIMING AND RECONCILIATION

A reimbursement or transfer authorized by this Resolution may be processed during the applicable fiscal year based upon the City's accounting records and available financial information.

Completion of the City's fiscal year-end closing process or annual financial audit shall not be a prerequisite to processing a reimbursement or transfer otherwise authorized by this Resolution.

Any adjustment or reconciliation determined to be necessary may be recorded through the City's normal fiscal year-end closing and accounting process.

SECTION 6. FINANCIAL SAFEGUARDS

All financial safeguards established by Resolution No. 2077 shall remain in full force and effect.

1. Result in a negative Solid Waste Fund balance;
2. Impair the Solid Waste Fund's ability to meet its operating, maintenance, capital, contractual, or other financial obligations;
3. Impair any required reserve or debt-service requirement; or
4. Violate any applicable bond covenant, debt instrument, public security requirement, contractual restriction, or provision of law.

SECTION 7. BUDGET AND ACCOUNTING IMPLEMENTATION

The City Manager and Finance Director are authorized to take all actions necessary to implement this Resolution through the City's applicable budget and accounting records.

The City Manager and Finance Director are further authorized to make any conforming budgetary, accounting, interfund, revenue, expenditure, reimbursement, or transfer entries necessary to carry out the intent and authorization of this Resolution, consistent with applicable law.

SECTION 8. RATIFICATION OF RESOLUTION NO. 2077

Except as expressly amended by this Resolution, all provisions, conditions, limitations, safeguards, and authorizations contained in Resolution No. 2077 are hereby ratified, confirmed, and shall remain in full force and effect.

In the event of a conflict between this Resolution and Resolution No. 2077, this Resolution shall control solely to the extent of the conflict.

SECTION 9. EFFECTIVE DATE

This Resolution shall become effective immediately upon its passage and approval.

READ, CONSIDERED AND APPROVED on this the 22nd day of September, 2026.

_____

Norie Gonzalez-Garza, Mayor

ATTEST:	**APPROVED AS TO FORM:**
_____	_____
Anna Carrillo, City Secretary	**Eden Ramirez, City Attorney**

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 22, 2026

PRESENTED BY: Andy Garcia, Co-Interim City Manager

AGENDA ITEM: Discussion and action related to approval of Ordinance # _____ amending Ordinance No. 5710, as amended, as it relates to Fund 31 – Fire Replacement Fund – A. Garcia

NATURE OF REQUEST:
Request approval to expand and clarify the authorized uses of Fund 31 resources for eligible Fire Department expenses; authorize reimbursements or transfers to the General Fund or other City funds that have incurred eligible Fire Department costs; clarify the disposition and use of Fund 31 revenues and remaining fund balance; and authorize administrative closure once available resources have been fully depleted, outstanding obligations have been satisfied, and final accounting and reconciliation are complete.

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 *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

CITY OF MISSION, TEXAS

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING ORDINANCE NO. 5586, AS IT RELATES TO FUND 31 – FIRE REPLACEMENT FUND; CLARIFYING AND EXPANDING AUTHORIZED USES OF FUND 31 RESOURCES; REVISING THE DISPOSITION OF FIRE DEPARTMENT AND EMERGENCY MEDICAL SERVICES REVENUES; AUTHORIZING TRANSFERS AND REIMBURSEMENTS FOR ELIGIBLE FIRE DEPARTMENT AND EMERGENCY MEDICAL SERVICES EXPENDITURES; AUTHORIZING THE USE AND TRANSFER OF AVAILABLE FUND 31 RESOURCES; AMENDING ORDINANCE NO. 5710, AS AMENDED, TO THE EXTENT NECESSARY TO IMPLEMENT SUCH ACTIONS; AUTHORIZING ADMINISTRATIVE CLOSURE OF FUND 31; PROVIDING FOR REPEALER; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council previously adopted Ordinance No. 5586 establishing Fund 31 for Fire Department and Emergency Medical Services purposes; and

WHEREAS, Fund 31 is maintained by the City as the Fire Replacement Fund; and

WHEREAS, the City Council desires to clarify and expand the lawful uses of Fund 31 resources and authorize reimbursement or transfer of such resources for eligible Fire Department and Emergency Medical Services expenditures; and

WHEREAS, the City Council desires to discontinue the prior automatic revenue contribution formula applicable to Fund 31 and provide that Fire Department and Emergency Medical Services revenues be accounted for through the City's adopted budget and other lawful City action; and

WHEREAS, the City Council further desires to authorize the use and transfer of available Fund 31 resources and provide for administrative closure of Fund 31 when appropriate;

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

SECTION 1. FUND 31 – FIRE REPLACEMENT FUND

Fund 31 shall continue to be identified and maintained as the Fire Replacement Fund.

Nothing in this Ordinance creates a new fund or affects any revenue, expenditure, cash, asset, liability, receivable, encumbrance, obligation, fund balance, or other financial activity previously recorded or attributable to Fund 31.

SECTION 2. PURPOSE AND AUTHORIZED USES

Fund 31 resources may be used for any lawful Fire Department or Emergency Medical Services purpose, including eligible operating and capital expenditures.

Authorized uses may include, but are not limited to, fire and emergency medical vehicles; apparatus; equipment; machinery; tools; personal protective equipment; communications and technology equipment; computers; radios; repairs; maintenance; parts; supplies; contractual services; training; capital improvements; financing or lease-purchase costs; replacement of Fire Department or Emergency Medical Services assets; and other lawful expenditures properly attributable to Fire Department or Emergency Medical Services operations.

All expenditures shall remain subject to applicable purchasing requirements, budgetary controls, City policies, and law.

SECTION 3. REVISION OF REVENUE CONTRIBUTION REQUIREMENT

The provision of Ordinance No. 5586 providing for the deposit into Fund 31 of Fire Department or Emergency Medical Services collections exceeding $1,500,000 is hereby repealed.

Effective upon adoption of this Ordinance, no automatic or mandatory annual contribution to Fund 31 shall be required.

Fire Department and Emergency Medical Services revenues shall be deposited, budgeted, appropriated, transferred, or otherwise accounted for in accordance with the City's adopted budget, applicable accounting requirements, and other lawful City action.

Any revenues, reimbursements, interest earnings, or other resources received by or properly attributable to Fund 31 prior to its administrative closure shall remain available for use, transfer, or reimbursement in accordance with this Ordinance.

SECTION 4. TRANSFERS AND REIMBURSEMENTS

Available Fund 31 resources may be used directly for eligible Fire Department or Emergency Medical Services expenditures or may be transferred to or used to reimburse the General Fund, Capital Asset Replacement Fund, or another City fund for documented eligible expenditures attributable to Fire Department or Emergency Medical Services purposes.

Such reimbursement may include eligible expenditures incurred during Fiscal Year 2025-2026.

Transfers or reimbursements authorized by this Ordinance may occur in one or more transactions and may include resources available on the effective date of this Ordinance and additional resources subsequently received or credited to Fund 31.

The City Manager or Finance Director is authorized to make the interfund transfers, reimbursements, expenditure and revenue reclassifications, accounting entries, and conforming budget adjustments necessary to implement this Ordinance.

SECTION 5. AMOUNT AND TIMING OF TRANSFERS

The City Manager or Finance Director is authorized to determine, from time to time, the amount of legally available Fund 31 resources and to make one or more expenditures, transfers, or reimbursements authorized by this Ordinance.

Such amounts may include resources available as of the effective date of this Ordinance and additional revenues, reimbursements, interest earnings, or other resources subsequently received or credited to Fund 31.

Sufficient resources shall be retained to satisfy known obligations and encumbrances of Fund 31.

The aggregate amount expended, transferred, or reimbursed shall not exceed the legally available resources of Fund 31.

Nothing herein authorizes the use of resources in violation of an applicable legal, contractual, grant, debt, financing, or other enforceable restriction.

SECTION 6. AMENDMENT OF FISCAL YEAR 2025-2026 BUDGET

Ordinance No. 5710, as amended, adopting the Fiscal Year 2025-2026 Budget, is hereby amended to the extent necessary to implement the expenditures, transfers, reimbursements, use of fund balance, revenue adjustments, expenditure adjustments, and other financial actions authorized by this Ordinance.

The City Manager or Finance Director is authorized to make all conforming amendments and accounting entries to the City's budget schedules, fund summaries, transfer schedules, revenue accounts, expenditure accounts, and financial records necessary to implement this Ordinance.

SECTION 7. ADMINISTRATIVE CLOSURE OF FUND 31

The City Manager or Finance Director may administratively close Fund 31 without further action of the City Council after:

A. all resources intended to be expended, transferred, reimbursed, or otherwise utilized have been properly accounted for;

B. all outstanding obligations, liabilities, commitments, and encumbrances have been satisfied, discharged, transferred, or otherwise properly accounted for;

C. all revenues, receivables, refunds, reimbursements, interest earnings, expenditures, transfers, and other transactions have been properly recorded;

D. final accounting and reconciliation of Fund 31 have been completed; and

E. the remaining balance of Fund 31 is zero.

No additional ordinance, resolution, appropriation, or other City Council action shall be required to complete an administrative closure authorized by this Section.

Nothing in this Section requires Fund 31 to be closed merely because the conditions for administrative closure have been satisfied.

SECTION 8. REPEALER

All provisions of Ordinance No. 5586 or any other ordinance inconsistent with this Ordinance are hereby amended or repealed only to the extent of such inconsistency.

Except as expressly amended herein, Ordinance No. 5586 and Ordinance No. 5710, as amended, shall remain in full force and effect.

SECTION 9. SEVERABILITY

If any section, subsection, sentence, clause, phrase, or provision of this Ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such determination shall not affect the validity of the remaining portions of this Ordinance.

SECTION 10. EFFECTIVE DATE

This Ordinance shall take effect immediately upon its passage and approval as provided by law.

PASSED AND APPROVED this 22nd day of September, 2026.

CITY OF MISSION, TEXAS

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

APPROVED AS TO FORM:

_____
City Attorney