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## **AGENDA**

Pursuant to V.T.C.A. Gov. Code Section 551.001 et. seq., the City Council of the City of Mission, Texas will hold a regular meeting on **Monday, June 10, 2024 at 4:30 p.m.** at the Mission Council Chambers, 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters.

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

Time: **Monday, June 10, 2024 04:30 PM Central Time**

<https://us02web.zoom.us/j/9904662781?pwd=SGVIL3JZRFRdENzWXI5VUxFT1ZUQT09>

Meeting ID: 990 466 2781 - Password: 833227

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

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

## **REGULAR MEETING**

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

### **INVOCATION AND PLEDGE ALLEGIANCE**

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

### **PRESENTATIONS**

- [1.](#) Proclamation - Age Friendly Rio Grande Valley Initiative - Carrillo
- [2.](#) Proclamation - National Homeownership Month - Longoria
3. April 2024 Employee of the Month - Munguia
4. Report from the Greater Mission Chamber of Commerce – Brenda Enriquez
- [5.](#) Departmental Reports – Perez
6. Citizen's Participation – Garza

### **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*

7. Approval of Minutes – Carrillo  
Regular Meeting – May 28, 2024
8. Acknowledge Receipt of Minutes – Perez  
Citizens Advisory Committee – April 23, 2024, April 30, 2024 and May 14, 2024
9. Authorization to Solicit for bids for Chlorine Gas chemical for the Public Works  
Department North and South Water Treatment Plants - Bocanegra
10. Approval of Resolution # \_\_\_\_\_ of the City of Mission, Texas finding that AEP Texas  
Inc.'s requested increase to its electric transmission and distribution rates and charges  
within the city should be denied - Flores
11. Approval of Resolution # \_\_\_\_\_ of the City of Mission, Texas suspending the July 12,  
2024 effective date of the proposal by Texas Gas Service Company – Rio Grande  
Valley Service Area, to implement interim GRIP rate adjustments for utility investment  
in 2023 - Flores
12. Authorization to accept the 2024 STEP Operation Slow Down Grant from the Texas  
Department of Transportation - Torres
13. Approval of Resolution # \_\_\_\_\_ to Amend Resolution # 1902 authorizing the Finance  
Director as an Authorized Representative for Texas Local Government Investment  
Pool (TexPool) - Roman
14. Approval of Resolution # \_\_\_\_\_ of the City Council of the City of Mission declaring  
certain city property surplus and authorizing the disposition of said property to further a  
public purpose - Roman
15. Amend contract for construction of disaster shelter concrete pad and carport – A.L.  
Garcia

**APPROVALS AND AUTHORIZATIONS**

16. Final Plat Approval: El Cordero Subdivision, being a 20 acre tract of land out of Lots  
25 & 26, Block 15, Texan Gardens Subdivision, Suburban E.T.J., Developer: Pena  
Chapa Development, Inc., Engineer: South Texas Infrastructure Group - De Luna
17. Final Plat Approval: El Crucero III Subdivision, being a resubdivision of a 21.50 acre  
tract of land out of Lot 18 and 19, Block 11, Texan Gardens Subdivision, Suburban  
E.T.J., Developer: Pena Chapa Development, Inc., Engineer: South Texas  
Infrastructure Group - De Luna
18. Authorization to Lease (2) 2024 Dodge Durango 4WD 4dr Wgn SXT to be used as  
patrol units and (1) 2024 Dodge Durango 4WD 4dr Wgn SXT to be used as a K9 Unit  
from D&M Leasing Company (Buyboard #652-21) in the amount of \$243,031.25, and  
approval of respective budget amendment – C. Torres

19. Authorization to approve Change Order #8 for Taylor Rd Phase 1 for the City of Mission in the amount of \$19,382.94 - Bocanegra

20. Approval to enter into Affiliation Agreement Between Texas State Technical College (TSTC) and Mission Fire Department - Garcia

## UNFINISHED BUSINESS

21. TABLED: 05/28/2024 - Adoption of Fee Waiver and Discounted Rate Policy for the Mission Event Center - A. Lerma

## ROUTINE MATTERS

City Manager Comments

City Council Comments

Mayor's Comments

## EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.074 (Personnel Matters) Evaluation of City Manager relating to goals and objective
2. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to Black Diamond Developers, LP and CCC Operations, LLC v. City of Mission, Cause No. C-5276-23-D.
3. Closed session pursuant to Tex. Gov't Code Section 551.087 (Deliberation regarding Economic Development Negotiations) related to 380 Grant Agreement by and between the City of Mission and Points2Miles, LLC.
4. Closed session pursuant to Tex. Gov't Code Section 551.087 (Deliberation regarding Economic Development Negotiations) related to 380 Grant Agreement by and between the City of Mission and Brownsville Investments, LLC.
5. Closed session pursuant to Tex. Gov't Code Section 551.072 (Deliberation regarding real property) related to Texan Gardens Lot 3, Block 9, 10 AC and Lot 4, Block 9, 10.00 AC.
6. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with City Attorney) related to various pending litigation matters to be submitted to external auditors.
7. Closed session pursuant to Tex. Gov't Code Section 551.074 (Personnel Matters) Assistant Municipal Court Judge and possible appointment(s).

## RECONVENE

The City Council will reconvene in open session to take any actions if necessary, on any item(s) discussed in closed session

## 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 07th day of June, 2024 at 3:30 p.m.



Anna Carrillo, City Secretary

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

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

Notice is hereby given that on the **10th day of June, 2024** the City Council of the City of Mission will hold a regular meeting at 4:30 p.m. at 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this Notice.

If, during the course of the meeting covered by this Notice, the City Council should determine that a closed or executive meeting or session of the Council is required, then such closed or executive meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., will be held by the Council at the date, hour and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the Council may conveniently meet in such closed or executive meeting or session concerning any and all 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 **07th day of June, 2024** this Notice was emailed to news media who had previously requested such Notice and an original copy was posted on the bulletin board at City Hall, 1201 E. 8th Street at 3:30 p.m. on said date.



Anna Carrillo, City Secretary



# Proclamation

## City of Mission

Item 1.



**WHEREAS**, the Age Friendly RIO GRANDE VALLEY (AF-RGV) Initiative is an all-inclusive and engaging movement of cities and communities focused on building and shaping a physical and social environment that fosters friendliness and livability while creating opportunities for active aging and enriching lives; and

**WHEREAS**, Rio Grande Valley communities are still young, but the older adult population increases during the winter months and aligns with global projections, which anticipate the population aged 60 and above, will reach 2 billion by 2050; and

**WHEREAS**, the Age Friendly Rio Grande Valley (AF-RGV) Initiative, led by Dr. Sudershan Pasupuleti, Professor of UTRGV School of Social Work, and his team with a Seed Grant and in collaboration with LRGV Area Agency on Aging, consistent with World Health Organization's and AARP's AGE FRIENDLY CITY Framework, encourages cities and counties to promote age-friendly communities throughout the Rio Grande Valley; and

**WHEREAS**, active aging is a life-long process, whereby an age-friendly community is not just "elder friendly" but also intended to be friendly for all ages while fostering environments that honor, support, and integrate older adults into all aspects of social life through all-inclusive infrastructure, policies, workplaces, healthcare, and social services; and,

**WHEREAS**, the Age-Friendly City/Community framework recognizes and addresses the needs of individuals across all age groups, regardless of their capabilities and capacities. These communities promote active aging by maximizing opportunities for health, activity, and security within their living environments; and

**WHEREAS**, the City of Mission is dedicated to ensuring the needs and interests of all residents are served, and as an age-friendly community, committed to embracing the principals of an age-friendly community and leading efforts to enhance opportunities for individuals of all ages.

**NOW THEREFORE**, we the City Council of the City of Mission acknowledge and endorse the Age Friendly Rio Grande Valley Initiative and pledge that the City of Mission, Texas will actively adopt the Age Friendly Framework and work towards creating and maintaining a healthy, safe, and high-quality living environment for citizens of all ages.

**PROCLAIMED** on this the 10<sup>th</sup> day of June, 2024.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman

# Proclamation

## City of Mission



**WHEREAS**, each day thousands of working families across the United States achieve the American Dream of owning a home of their own; and

**WHEREAS**, the City of Mission has always been a proud and strong supporter of homeownership, which has positive impacts on family, neighborhoods, and the community; and

**WHEREAS**, Affordable Homes of South Texas, Inc. in partnership with the City of Mission has developed Speedy Trails Subdivision, in honor of fallen Mission police officer CPL. Jose "Speedy" Espericueta, Jr., focused on affordable homeownership opportunities; and

**WHEREAS**, in celebration of 50 Years of Community Development Block Grant Program, the U.S. Department of Housing and Urban Development (HUD) recognized the City of Mission for Community Engagement in the development of the Speed Trails Subdivision;

**WHEREAS**, June also marks the 48<sup>th</sup> anniversary of Affordable Homes of South Texas' founding whose purpose is to create and support successful homeownership opportunities for families; and

**WHEREAS**, Affordable Homes of South Texas is also celebrating the 26th anniversary of their Homebuyer's Fair, an annual free event focused on homeownership. The event will be held this Saturday, June 15<sup>th</sup> at the McAllen Convention Center; and

**WHEREAS**, Affordable Homes in conjunction with the City of Mission as proud proponents of homeownership will join with communities across the United States to recognize the month of June as National Homeownership Month;

**NOW THEREFORE**, we the City Council of the City of Mission, do hereby proclaim the month of June 2024 as:

### "NATIONAL HOMEOWNERSHIP MONTH"

**PROCLAIMED** on this the 10<sup>th</sup> day of June, 2024.

\_\_\_\_\_  
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:** June 10, 2024

**PRESENTED BY:** Mike R. Perez, City Manager

**AGENDA ITEM:** Departmental Reports – Perez

**NATURE OF REQUEST:**

Human Resources – April 2024  
 Mission Fire Prevention – April 2024  
 Media Relations – April 2024  
 Public Works – April 2024  
 Community Development – April 2024  
 RGV State Cemetery – April 2024  
 Information Technology – May 2024  
 Grants Department – May 2024  
 Mission Fire Prevention – May 2024  
 Media Relations Department – April 2024  
 Civil Service – May 2024  
 311 – May 2024  
 City Secretary – May 2024

**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 *MRP*

**RECORD OF VOTE:** **APPROVED:** \_\_\_\_\_

**DISAPPROVED:** \_\_\_\_\_

**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_

**HUMAN RESOURCES DEPARTMENT  
MONTHLY REPORT  
APRIL 2024**

<b>PERSONNEL</b>							<b>Monthly Totals</b>	<b>YTD Totals</b>
<b>Number of Employees, Volunteers, and Others</b>	<b>BORED</b>	<b>TRANSFERRED</b>	<b>NEW HIRE</b>	<b>RETIRED</b>	<b>REASSIGNED</b>	<b>OTHER</b>		
Regular Full-Time (772 budgeted slots for fiscal year)	12		10				725	793
Regular Part-Time (60 budgeted slots for fiscal year)			1				54	60
Temporary Full-Time							0	0
Temporary Part-Time							1	3
<b>Fiscal YTD Totals</b>	<b>88</b>		<b>63</b>	<b>6</b>	<b>9</b>		<b>778</b>	<b>856</b>
Reserve Police Officers							9	11
Volunteer Firefighters							24	26
Texas Workforce Solutions/Work Experience							0	0
AARP Participants							12	1
Volunteers							192	306
<b>Fiscal YTD Totals</b>						<b>65</b>	<b>231</b>	<b>360</b>
<b>Staffing</b>								
Request for Positions Processed							11	191
Positions Advertised							25	203
Application for Employment Processed							478	2171
Volunteer Applications Processed							1	65
Interviews Processed							2	223
Job Offers Processed							12	88
New Hire Enrollments Processed							12	88
<b>Pre-Employment Screenings</b>								
Driver License Checks (MVR)							8	72
Mission Police/Mission Municipal Court Record Check							8	72
Hidalgo County Courthouse							8	72
Criminal History Background/Sex Offender Check (DPS)							2	138
Drug Testing, Physical and Pre-placement Screening							12	88
<b>PERSONNEL, con't</b>								
<b>Human Resources Department Visitors:</b>								
Employees, Citizens, Vendors/Representatives Assisted							106	1661
<b>Exit Interviews Conducted:</b>								
Employee Exit Interview							4	28
Supervisor Exit Interview							9	42
<b>Family and Medical Leave Act (FMLA) Forms Processed:</b>								
<b>FMLA Requests</b>							12	61
-- Employee's Serious Health Condition							7	34
-- Family Member's Serious Health Condition							4	25
-- Birth of a Child							1	2
-- Military Family Leave							0	0
-- Injury or Illness of Covered Servicemember							0	0
<b>FMLA Approvals</b>							6	45
<b>FMLA Denials/Withdrawals</b>							2	9
<b>FMLA Return-to-Work</b>							6	36
<b>Employees out on FMLA</b>							14	57
<b>Forms Processed</b>								
Employee Change of Status Forms Processed							42	1109
Employee Requests for Personnel Information Processed							2	35
Employee Disciplinary Forms Processed							6	45
Employment Verifications Processed							15	60
Unemployment Claims Processed							2	6
Public Information Requests Processed							1	41

**HUMAN RESOURCES DEPARTMENT  
MONTHLY REPORT  
APRIL 2024**

PERSONNEL TRAINING SEMINARS												Training Seminars	Employees Attended
10/02/2023 - National Custodian Appreciation Day												1	32
10/03/2023 - Reasonable Suspicion												2	113
10/20/2023 - LiveScan												1	32
11/29/2023 - Annual Supervisor's Seminar												1	20
03/06/2024 - Ethics Training (Spanish)												1	66
03/18/2024 - De-Escalation Training												2	106
03/28/2024 - Ethics Training - Online												1	445
04/11/2024 - Director's Retreat												1	35
04/12/2024 - Director's Retreat												1	35
Fiscal YTD Totals:												11	884
HEALTH & WELLNESS SEMINARS/EVENTS												Training Seminars	Employees Attended
10/04/2023 - Breast Cancer Awareness Luncheon												1	128
10/12/2023 - Airrosti - Is Sitting a Pain												1	3
10/24/2023 - Airrosti - Is Sitting a Pain												1	2
10/25/2023 - Health Fair Lab Work Consultations												1	75
10/26/2023 - Airrosti - Is Sitting a Pain												1	4
11/10/2023 - Health Fair Lab Work Consultations												1	25
01/08/2024 - It's Time Texas Community Challenge												1	
01/09/2024 - Walking Program												1	5
01/31/2024 - On-Site Annual Physicals												1	23
02/14/2024 - Heartsaver CT Screening												1	13
02/15/2024 - Heartsaver CT Screening												1	13
02/15/2024 - Airrosti - No More Knee Pain												1	6
02/21/2024 - Healthy Heart Awareness Luncheon												1	60
02/27/2024 - Airrosti - No More Knee Pain												1	4
02/29/2024 - Airrosti - No More Knee Pain												1	6
03/12/2024 - Airrosti - Stop Back Pain												1	3
03/14/2024 - Airrosti - Stop Back Pain												1	4
03/26/2024 - Airrosti - Stop Back Pain												1	4
03/28/2024 - Airrosti - Stop Back Pain												1	5
04/10/2024 - Social Security and Medicare Seminar												1	22
04/25/2024 - Financial Literacy (TMRS, Mission Square, Nationwide) - Service Day												2	48
04/29/2024 - Will Preparation												1	18
Fiscal YTD Totals:												23	471
EMPLOYEE RECOGNITION/EVENTS													Employees Attended
10/02/2023 - National Custodian Appreciation Day												1	32
10/14/2023 - Mission Pink Walk												1	25
10/16/2023 - BCA Door Decorating Contest - Winner: City Secretary												1	6
11/02/2023 - Veteran's Appreciation Luncheon												1	40
11/14/2023 - Employee Appreciation Luncheon												1	350
11/14/2023 - Employee Talent Show												1	20
11/15/2023 - Employee Turkeys Distribution												1	30

**HUMAN RESOURCES DEPARTMENT  
MONTHLY REPORT  
APRIL 2024**

11/30/2023 - No Shave November Contest								1	10
12/05/2023 - Service Awards Recognition								1	100
12/06/2023 - Pre-Retirement Seminar								1	40
02/08/2024 - Bike Riding								1	20
02/09/2024 - Volleyball Tournament								1	20
02/21/2024 - Bowling Tournament								1	70
02/28/2024 - Employee Appreciation Luncheon								1	400
03/01/2024 - National Procurement Month								1	4
03/01/2024 - Risk Appreciation Day								1	2
04/01/2024 - National Community Development Week								1	4
04/07/2024 - National Library Week								1	31
04/24/2024 - Administrative Professional's Day - Ted's Crime Social								1	40
Fiscal YTD Totals:								18	1984





Mission Fire Prevention Bureau  
 415 W. Tom Landry Ave.  
 Mission, TX 78572  
 Phone 956-580-8711  
 Fax 956-580-8712

## Mission Fire Prevention

### Monthly Activity Report: April 2024

#### FIRE INVESTIGATIONS

There was one (1) fire investigation for the month of April.

- On April 2, 2024, Fire Marshal Frank Chaires investigated a structure fire at 1504 Barcelona Blvd. Accidental

Full Investigation: 1 Total

Call out to document of Incident: 0 Total

Year to Date: 9 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 April.

Our assistance was requested: 0 Total

Assistance Requested by us: 0 Total

Year to Date: 0 Total

**INSPECTIONS**

There were one hundred two (102) inspections conducted for the month of April: thirty-nine (39) occupancy, thirty-one (31) annual and thirty-two (32) other forms of inspections.

Year to Date: 586 Total 208 Occupancy 213 Annual 165 Other

Inspection rate to date: 11%

**COMPLAINTS**

There were zero (0) complaints for the month of April.

There were zero (0) complaints resolved within this month.

Year to Date: 0 Total

**SUBDIVISION REVIEWS**

For the month of April there were twenty-seven (27) subdivision plan reviews.

Year to Date: 150 Total

**SPRINKLER SYSTEM PLAN REVIEWS**

For the month of April there were four (4) sprinkler system plan reviews.

Year to Date: 25 Total

**FIRE ALARM SYSTEM PLAN REVIEWS**

For the month of April there was three (3) fire alarm system plan review.

Year to Date: 19 Total

**EXHAUST HOOD CANOPY PLAN REVIEWS**

For the month of April there was zero (0) exhaust hood canopy plan reviews.

Year to Date: 6 Total

**FIRE DRILLS**

There were zero (0) fire drills conducted for the month of April.

Year to Date: 0 Total

**TRAINING**

There were three (3) training in the month of April.

- April 2 - 5, 2024 – Fire Marshal Frank Cavazos attended ESO training in Austin
- April 8, 2024 – Fire Prevention staff attended ESO training in library
- April 23, 2024 – Fire Prevention staff attended fire alarm training at Mission Hospital

Year to Date: 17 Total

**MEETINGS ATTENDED**

For the month of April there were fourteen (14) meetings attended by the Fire Prevention Office.

- April 4, 2024 – Fire Marshall Frank Chaires City ID's
- April 8, 2024 – Fire Marshall Frank Cavazos attended Command Staff meeting at the Mission Fire Department Administration Conference room
- April 8, 2024 – Fire Marshal Frank Cavazos attended City Council meeting at Council Chambers
- April 11, 2024 – Fire Marshal Frank Cavazos attended SRC meeting
- April 11, 2024 – Fire Marshal Frank Cavazos attended retreat at the CEED building
- April 16, 2024 – Fire Marshal Frank Cavazos attended Director's meeting at City Hall
- April 17, 2024 – Fire Marshall Frank Cavazos attended meeting with Susie De Luna at Planning Department
- April 18, 2024 – Fire Marshall Frank Cavazos attended SRC meeting
- April 18, 2024 – Fire Marshall Frank Cavazos attended Lexipol meeting on teams
- April 19, 2024 – Fire Marshall Frank Cavazos attended a discussion on Knox Box at Excellence In Leadership Academy
- April 22, 2024 – Fire Marshall Frank Cavazos attended command staff meeting in Admin. Conference Room
- April 22, 2024 – Fire Marshall Frank Chaires City ID's
- April 25, 2024 – Fire Marshall Frank Cavazos attended SRC meeting
- April 30, 2024 – Fire Marshall Frank Cavazos attended PCC meeting at City Hall

Year to Date: 184 Total

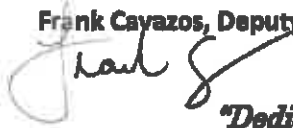
**PUBLIC EDUCATION**

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

Date	Location	Fire Extinguisher w/Simulator	Fire Safety Trailer	Tours of Stations	Fire Safety Presentation	City Events/ Parade
04/06/2024	FIRE EXTINGUISHER TRAINING AT CENTRAL FIRE STATION	17				
04/09/2024	CAREER ON WHEELS AT LEO MARCELL ELEMENTARY				200	
04/12/2024	CITY OF MISSION SPRING RALLY LEO PENA PLACITA PARK					100
04/18/2024	CAREER DAY SHOW & TELL LAVALETTE MONTESSORI				110	
04/30/2024	CENTRAL STATION TOUR – IDEA SCHOOL			101		

Year to Date: 59 Presentations 15,429 Audience  
 Year to Date w/The Tutor 0 Presentations 0 Audience  
 Year to Date w/F.S.T. 10 Presentations 1010 Audience  
 Year to Date w/City Events 9 Presentations 4130 Audience  
 Year to Date – Other 12 Presentations 1908 Audience  
 Year to Date Grand Total 90 Presentations 22,477 Audience

Frank Cayazos, Deputy Chief/Fire Marshal



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

## **Media Relations- Departmental Report/April 2024**

### **Kenia:**

- Created daily content on the City of Mission's social media platforms and PEG channel- Facebook, Instagram, Twitter, and YouTube
- Produced video on Crime Victims' Awareness Event
- Produced Superheroes Autism Awareness Video
- Produced video on the first Paint Mission Beautiful Program
- Produced video on fire-based EMS announcement
- Coordinate interviews with city staff to keep residents informed on projects, programs, and events
- Wrote talking points and welcome remarks for the Mayor and City Manager for city events
- Created graphics for all social media platforms
- Conducted various interviews with the media
- Coordinated with consultant KM International for assistance when needed
- Served as MC for various city events
- Coordinated all media advisories, footage, photos, and press events for Mission City events and police department events, including...
- News release for Charter Amendment Community Briefings
- News release on the new Citrus Garden at the Speer Memorial Library
- News release for the Crime Victims' Awareness Event
- News release for Superheroes Autism Awareness Event
- News release to invite the community to the Community Briefings in the month of April
- News Release on CDBG's Paint Mission Beautiful program
- News release on the City Council Brief (report after council meetings)

- Recorded video at CDBG's Spring Rally
- Ordered updated gear and equipment
- Responsible for purchasing procedures
- Produced graphics for all social media platforms
- Responsible for audio and video production for council meetings and continuing improvements to Master Control and PEG channel

### **Humberto**

- Produced video on Water Conservation
- Photo coverage of multiple city events, including...
  - Took photos at the Charter Amendment Community Briefing
  - Took photos for the weekly "Pet of the Week"
  - Took photos for City Council Meetings
  - Took photos for Crime Victims' Awareness Event
  - Took photos for groundbreaking and ribbon-cutting ceremonies





## Public Works

**April 2024  
Monthly Report**

### Water Treatment Plants Projects



**High Service  
Structure Coating**



**12" Valve Installation**



**Unclog Drain Pipe at  
Reservoir**



### Streets Paving Projects



**Nogal Street**



**Elm Street from  
Highland Pkwy to Bryan**



### Public Works Projects





# PUBLIC WORKS

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### April 2024

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## Utility Billing and Collection

ANALYTICAL STATISTICAL COMPARISON				
‡ UTILITY BILLING ‡				
BILLING TYPE	APR - 2024	APR - 2023	FY-T-D 23-24	FY-T-D 22-23
Water Consumption (Gals.)	338,726,000	347,732,000	2,479,923,000	2,392,030,000
Number of Customers	30,995	30,553		
WATER & WASTEWATER				
Water Sales	\$ 1,176,184	\$ 1,191,641	\$ 8,495,023	\$ 7,589,540
Water Sales - <i>Granjeno</i>	2,178	2,451	16,961	15,997
Connections	18,975	1,455	188,285	106,335
Reconnect Fees	11,150	6,250	69,725	36,900
Sewage Service	662,564	670,499	4,710,643	4,042,618
Sewage Service - <i>Granjeno</i>	1,250	1,254	10,080	8,868
Industrial Sewer Surcharge	1,046	1,209	4,734	3,312
Wastewater Assessment	7,830	5,410	65,460	51,875
Service Charge	7,795	6,015	70,700	59,818
Garage Sales & Other	5,015	1,920	33,315	29,906
Total	\$ 1,893,987	\$ 1,888,104	\$ 13,664,926	\$ 11,945,169
SANITATION				
Garbage Fees	\$ 685,285	\$ 619,306	\$ 4,696,894	\$ 4,324,612
Brush Fees	104,683	104,850	834,654	543,143
Total	\$ 789,968	\$ 724,156	\$ 5,531,548	\$ 4,867,755
DRAINAGE ASSESSMENT FEE				
Drainage Assessment Fee	\$ 106,048	\$ 104,733	\$ 739,727	\$ 649,968
Total	\$ 106,048	\$ 104,733	\$ 739,727	\$ 649,968
Total Billing	\$ 2,790,003	\$ 2,716,993	\$ 19,936,201	\$ 17,462,892
‡ UTILITY COLLECTIONS ‡				
COLLECTIONS	APR - 2024	APR - 2023	FY-T-D 23-24	FY-T-D 22-23
Total Collections	\$ 1,846,252	\$ 1,993,721	\$ 13,886,539	\$ 11,711,110

## Water Distribution

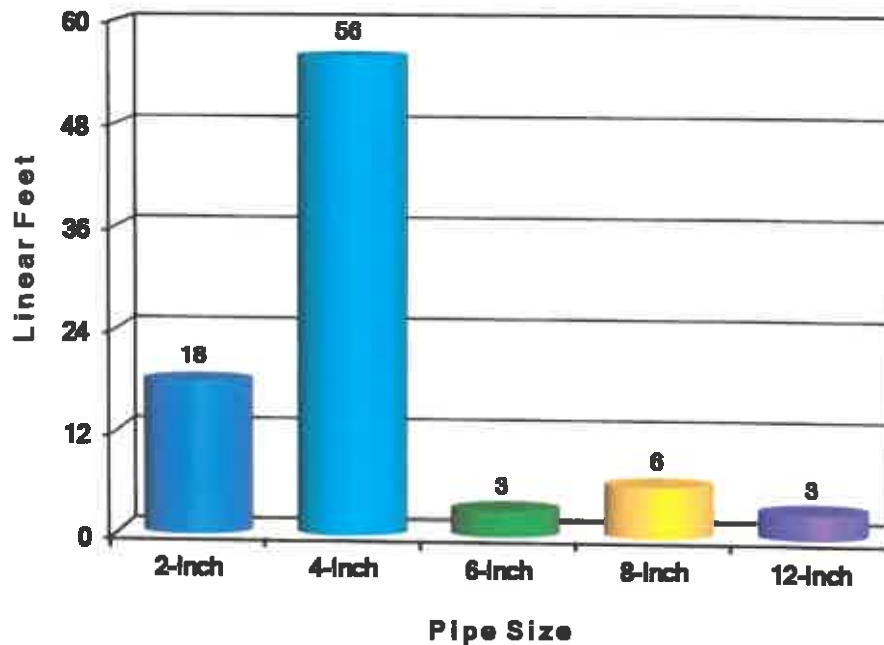
### Utility Line Installation

Water Distribution Crews installed 86 Linear Feet of Utility Line. Below are the locations where the broken line repairs took place. There were twelve (12) major water line breaks repaired.

### Water Distribution - Utility Line Installation

2-Inch		4-Inch		6-Inch	8-Inch	12-Inch
City Golf Course	5	3615 Betty	20	Doherty / Klka Loop 3	Mayberry / Sunrise 6	South Water Plant 3
1614 Blake	5	3108 N Glasscock	14			
Doherty / Klka Loop	6	1816 N Nicholson	14			
913 E 11 <sup>th</sup> St	2	1006 W 24 <sup>th</sup> St	8			
18 LF		56 LF		3 LF	6 LF	3 LF

### April 2024 Utility Pipe Line Installation



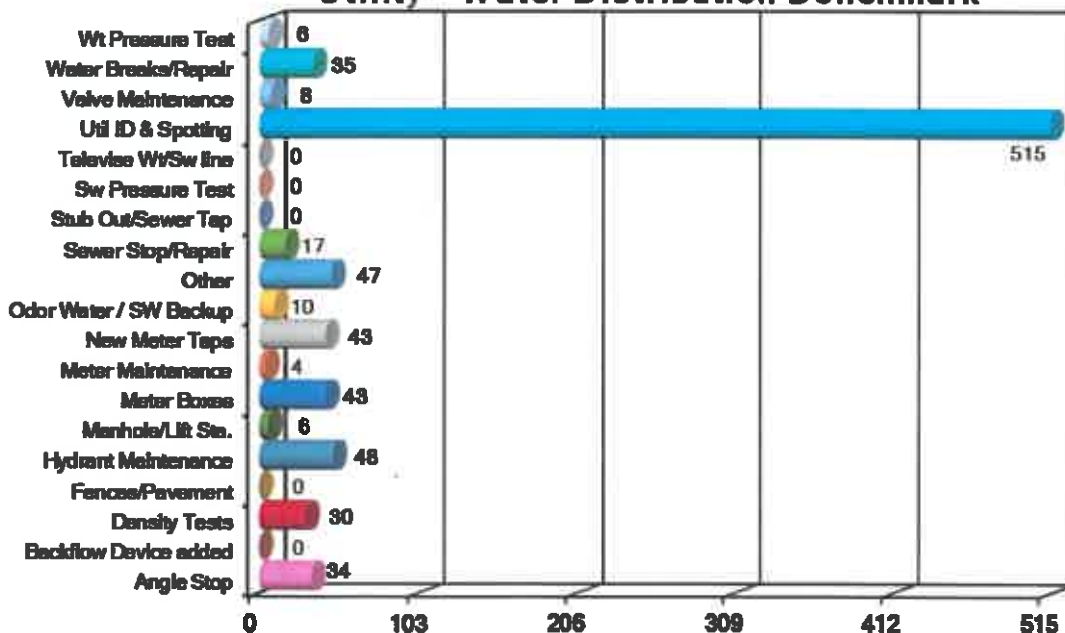
## Water Distribution

### Water Distribution - Maintenance Benchmark Summary

The following is Water Distribution's maintenance benchmark summary for April 2024.

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	YTD 23-24	FY 22-23
Angle Stop	11	22	13	12	12	12	34	116	132
Backflow Device	1	0	0	0	0	0	0	1	0
Density Tests	0	2	41	14	26	8	30	121	529
Fences/Pavement	0	0	0	0	0	0	0	0	10
Hydrant Maintenance	81	64	31	17	46	65	48	352	357
Manhole/Lift Station	17	5	1	14	17	2	6	62	92
Meter Boxes	61	76	64	86	37	40	43	407	499
Meter Maintenance	4	5	18	44	4	32	4	111	67
New Meter Taps	63	77	64	86	44	45	43	422	507
Odor Water	27	13	17	23	20	19	10	129	271
Other	10	0	1	7	2	4	47	71	104
Sewer Stop/Repair/Tap	12	17	6	16	18	24	17	110	216
Stub Out	0	1	0	0	0	0	0	1	0
Sewer Pressure Test	0	13	0	0	41	1	0	55	154
Telesive Sewer line	0	0	0	0	0	0	0	0	0
Utility ID & Spotting	363	504	404	535	540	609	515	3,470	7,630
Valve Maintenance	2	2	2	0	1	2	8	17	22
Water Break/Repair	19	40	52	44	31	18	35	239	340
Water Pressure Test	0	1	1	10	5	8	6	31	99
<b>Totals</b>	<b>671</b>	<b>842</b>	<b>715</b>	<b>908</b>	<b>844</b>	<b>889</b>	<b>846</b>	<b>5,715</b>	<b>11,029</b>

April 2024  
Utility - Water Distribution Benchmark





**Water Distribution - Utility Inspections** Our Utility Inspectors, Mr. Lupe Vela and Mr. Carlos Fuentes, conducted inspections on the thirty-six (36) sites below, performed 5 Hydrostatic Tests and 30 Density Street Tests. There was 515 line locates.

	Site/Subdivision	Start Date	Completion Date	Location	Inspection Description
1	All Heart Church	3/2023		3 Mile / Shary	Under Construction
2	Amber Grove	2/2023		2 ¼ Trosper	Under Construction
3	Anzalduas Industrial Park PH 1	4/2024		Military / Bryan	Under Construction
4	Anzalduas Industrial Park PH 7	3/2024		Military / Bryan	Under Construction
5	Augusto Contreras	2/2023		Shary / Bus 83	Under Construction
6	Bentzen Grove	9/2022		Inspiration / 1 Mile South	Under Construction
7	Bentzen Palm PH III	1/2023		Inspiration / 1 Mile South	Under Construction
8	Brilliant Academy PH I	3/2023		Los Ebanos / Charles St.	Under Construction
9	Bryan Pointe PH II	2/2023		Bryan / 1 <sup>st</sup> Street	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	City of Mission W-A15, S Conway L.S.	7/2020		Trinity / Conway South	Under Construction
13	Coastal Plaza	11/2021		Expressway / Bryan Road	Under Construction
14	Conway Avenue Sewer Project	2/2022		2 Mile / Conway	Under Construction
15	Cross Church	7/2023		Expressway / Glasscock	Under Construction
16	Crystal Estates	9/2023		Inspiration Rd / Esperanza	Under Construction
17	El Coyote	9/2023		4 Mile La Homa Rd	Under Construction
18	El Milagro PH I	12/2022		Los Indios / Bryan	Under Construction
19	Excel Carriers	7/2023		3 Mile / La Homa	Under Construction
20	Garden Path	9/2022		Taylor / FM 495	Under Construction
21	iHop	2/2023		North Conway	Under Construction
22	Las Esperanzas	1/2023		Glasscock / Frontage 83	Under Construction
23	Las Misiones De San Jorge	9/2023		S Conway / Military	Under Construction
24	Lucksinger Apartments	9/2021		Lucksinger / Bus 83	Under Construction
25	Mayberry Ranch	1/2023		3 Mile North Mayberry	Under Construction
26	Monarza Estates	9/2023		3 ½ N Mayberry	Under Construction
27	Palmetto Estates	9/2023		Barnes St	Under Construction
28	Quest Gateway	5/2023		Frontage / Bryan	Under Construction
29	Sendero Phase I	1/2023		1 Mile South	Under Construction
30	Sendero Phase II	2/2022		1 Mile South	Under Construction
31	Sharyland Bus Park PH I	3/2022		Anzalduas / Military	Under Construction
32	Shary Town Plaza	7/2023		Shary / 4 <sup>th</sup> Street	Under Construction
33	Speedy Trails	2/2022		West Mile 2 / Holland	Under Construction
34	The Reserve at Taylor Subdivision	4/2024		Taylor / FM 495	Under Construction
35	The Shops At 495	9/2022		FM 495 / Conway	Under Construction
36	Turtle Cove	9/2023		Mile 3 / White Oak	Under Construction

### 2023-24 Water & Wastewater Major Ongoing Construction Projects

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



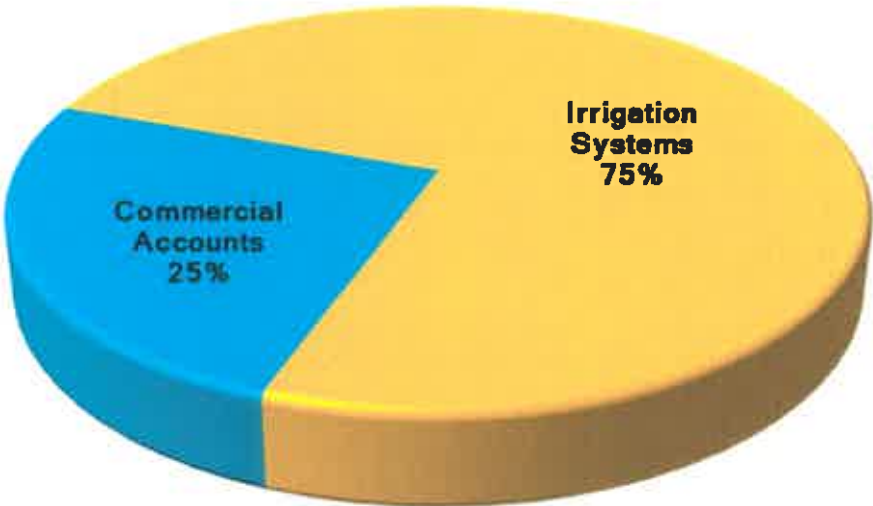
Water Distribution - Backflow Prevention Inspections

There were twelve (12) Backflow Prevention Assembly Inspections that Mauro Anzaldua Jr. performed to keep our water lines free from back siphonages and water backflow contamination for April.

2023-24 Backflow Inspections

Tests / Surveys	Oct	Nov	Dec	Jan	Feb	Mar	Apr	YTD 23-24	FY 22-23
Inspection of <i>Commercial</i> Accts	9	7	5	7	8	4	3	43	80
Inspection of <i>Sprinkler</i> Accts	14	16	11	13	10	12	9	85	165

April 2024  
Backflow Prevention Inspections



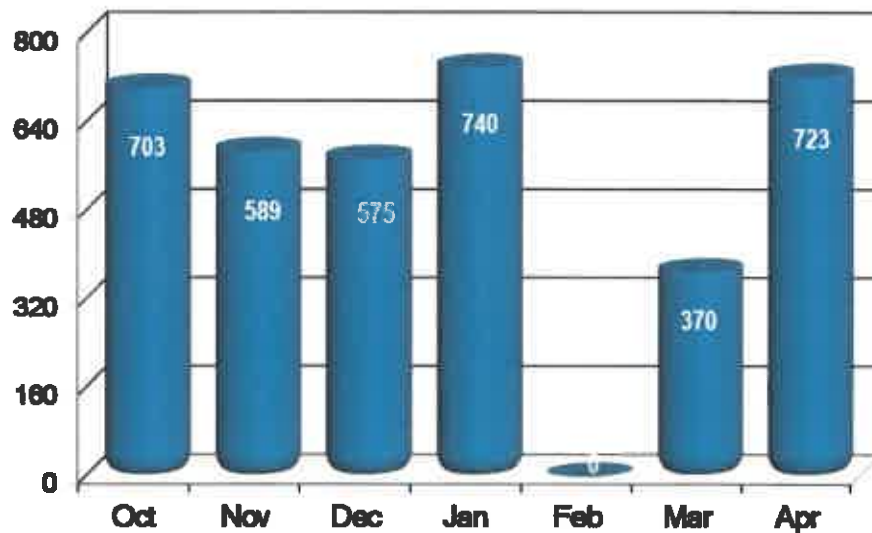
## Water Distribution - Sewer Collection

Our Sewer Collection Crews inspected and maintained monthly the City's 40 active Sewer Lift Stations and approximately 374.58 miles of sewer lines by responding to 10 sewer backups and 723 work orders this month.

### 2023-24 Sewer Collection Lift Station Inspections

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	YTD 23-24	FY 22-23
Lift Stations Inspections	703	589	575	740	0	370	723	3,700	6,280
Televised Sites	0	0	0	0	0	0	0	0	0
Televised Feet	0	0	0	0	0	0	0	0	0

### Sewer Collection Lift Station Inspections



## Water Treatment Plant

**Water Production** Water Plant Operators at our North and South Water Treatment Plants treated 403.360 million gallons of water.

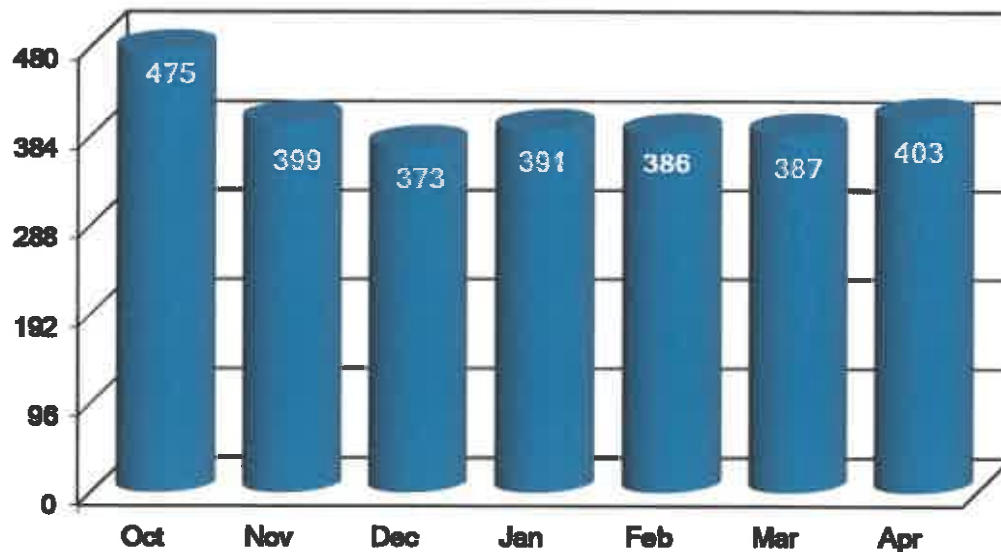
### 2023-24 Water Million Gallons (MG)

Avg	Max	Min	Oct	Nov	Dec	Jan	Feb	Mar	Apr	YTD 23-24	FY 22-23
13	16	11	475	399	373	391	386	387	403	2,814	4,915

Parameters Exceeded: N/A

Rainfall: 0.4"

### 2023-24 Water Production Million Gallons (MG)



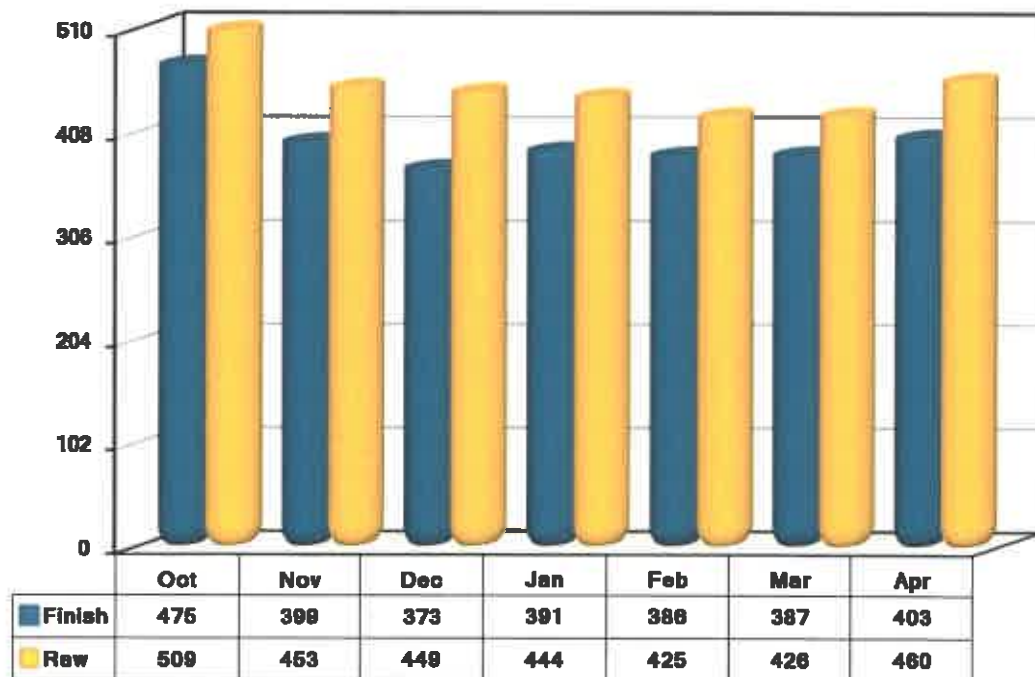
### Operations and Maintenance - North Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- Continued with regular maintenance of pump and motors, as well as, kept up with mowing grass in the facilities and towers.
- Operators continued painting the High Service Area structures.
- Operators performed required daily and monthly water lab analysis, backwashed and cleaned required filters.
- COVID-19 safety practices continue based on the CDC Guidelines and staff are encouraged to wear masks and practice social distancing.
- Reviewed water quality lab results from the following certified laboratories:
  1. Ana-Lab (Chlorite, TOC, SUVA)
  2. Euroflns Eaton Analytical (Chlorite)

## Operations and Maintenance - South Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- Operators started painting Basins in the Plant 3, along with the Motors and Pumps.
- Water Distribution Crew assisted in installing a 12-inch valve and unclogging Drain Pipe leading to Reservoir.
- Operators continued with regular maintenance of pump and motors, as well as, kept up with mowing grass in the facilities and towers.
- 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  
2023-24 Raw & Finish Water  
Million Gals. (MG)**



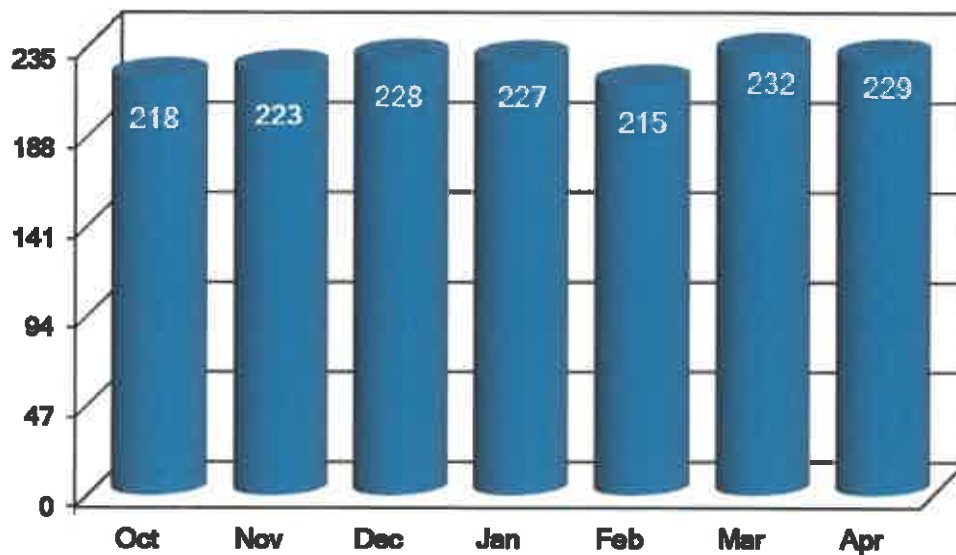
## Wastewater Treatment Plant

**Wastewater - Treatment** Wastewater Plant staff treated 228.510 million gallons of Wastewater.

### 2023-24 Wastewater Million Gallons (MG)

Avg	Max	Min	Oct	Nov	Dec	Jan	Feb	Mar	Apr	YTD 23-24	FY 22-23
7.6	12.5	6.8	218	223	228	227	215	232	229	1,572	2,719

### 2023-24 Treated Wastewater Million Gallons (MG)



**Wastewater - Wastewater Plant Status** No violations this month and Plant operated at 54.99% capacity; Plant is rated at 13.5 mgd; Yearly averaged 7.423 mgd. There was 0.5 inches of rainfall this month.

**Wastewater - Risk Management Program** Wastewater Plant followed the suggested CDC Guidelines for COVID-19, as well as, all employees received Proper Protection Equipment when needed. Disinfectant spray was used to clean common areas. Facilities Department checked all filters for buildings with climate control systems and also checked safety equipment for fire hazard preparation and took special precaution as the UV Rehab Project began on March 25, 2024. Warning signs are posted at the UV Disinfection area.

**Wastewater - Staff Developments** Travis R. Dunn and Juan Cortez are testing for a Wastewater "C" license. All classes have been taken and all operators are now ready for the next step in their careers. The Plant has Ramiro Ortiz as Chief Operator and is responsible to aid in the process control and all processing of Water Samples and TCEQ compliances. This role is critical for all Wastewater Plant operations.

**Wastewater - Facility Activities** The Supervisory Staff continues to support the team with training goals and best practices towards maintaining the Plant in compliance with TCEQ regulatory inspections. The Plant will upgrade the UV Disinfection Systems. Xylem and the City of Mission have reached an agreement and have started the work on the Xylem Disinfection System. Plans to rehabilitate the Disinfection System will allow the disinfection process to continue for an extended period of time without the added cost of new construction to main structures. The Main Lift Station No. 2 Rehabilitation Project has commenced at the South Well; Mor-Wil began working on this project this month.

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

1. Odor control systems were monitored and adjusted to reduce malodorous emissions.
2. Operators continued routine cleaning of clarifiers side walls to remove algae buildup.

3. Pumps at our Main Lift Station were exercised for better flow to our Screening System at head works.
4. Operators cleaned "Tea Cup" Grit System at head works on a weekly basis.
5. Maintenance Crew worked on Lift Station, pumps 2 and 5 at Main Well System.
6. Maintenance Crew worked on Lift Station 5, wet well pump station.
7. Crew worked on maintaining a proper level at the Pretreatment Pond.
8. Worked on Xylem modules to reinstall them with new light bulbs.
9. Clarifiers were cleaned weekly, ground keeping by all operators.

### Wastewater - Contract Work

City's Contracted out electricians worked on the following.

1. J&E had no work done this month.
2. Hill-Tex work done at the Plant was as follows.
  - Worked on UV Rehab Project; UV Channel 1 flow meter and automatic gate for disinfection, Air Conditioner unit at UV MCC room, west end.
  - Worked on Rotor 1 East at the digester and VFD at thickener room.
  - Worked on security system for North and South Carousels.
  - Worked on Lift Station 5, mechanical seal repairs.

### Wastewater - Other Contract Work

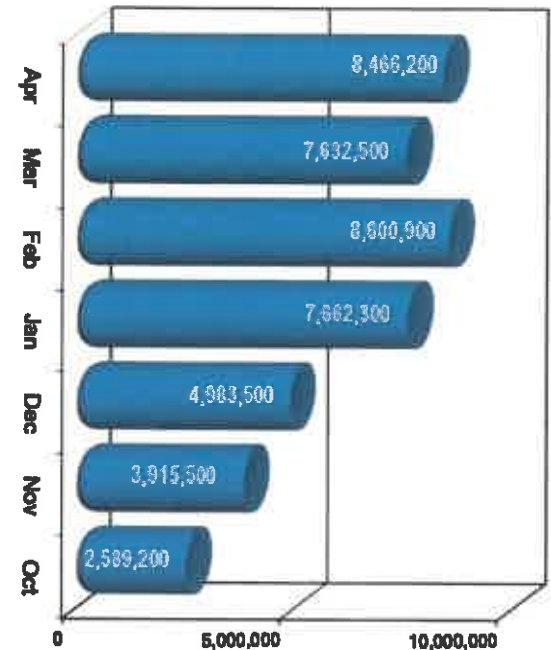
1. CB3 continued to provide the Plant with sludge and grit removal services.
2. Cintas continued to provide uniform services and entrance door mat replacements on a weekly basis.
3. Polydine continued to supply us with polymer totes for aiding in sludge de-watering at Belt Press System.
4. Facilities Department worked on the Plant's air filter exchanges.

**Wastewater - Lab Status** All supplies and equipment are meeting TCEQ standards and analysis are concurrent with Standard Methods. ERA annual testing will start in June. All supplies have been received. Plant Supervisor continued using the EPA Discharge Monitoring Report federal reporting system complying with TCEQ regulations; Plant is following all TCEQ rules and regulations, its cleaning water reintroduction back to the environment.

**Wastewater - Special Projects** Capital Improvement Projects include an upgrade on the UV Systems, covers for UV protection and other needed projects. Also, Digester System upgrades are being discussed for future improvements, as well as, redundancy for our Dewatering Sludge System (Belt Press). Mor-Wil Engineering will be working on the rehabilitation of the Plant's Main Lift Station. Lawson Products is scheduled to work on Main Lift Station foundation wall.

**Pre-Treatment** Four surface aerators and motors are operational. Clarifier at Pretreatment was cleaned up of debris on the surface. All industrial flows to the Plant continued to be accounted for by meter totalizers and truck tickets. The Lone Star Citrus Company transported 34 truckloads of 170,000 gallons of citrus wastewater to the Pretreatment System. Pretreatment flow of waste from Rio Grande Juice Company and MPI (Metal Plating Industry) totaled 8,466,200 million gallons. Total sludge hauled was 53 cubic yards equivalent to 742 roll off containers.

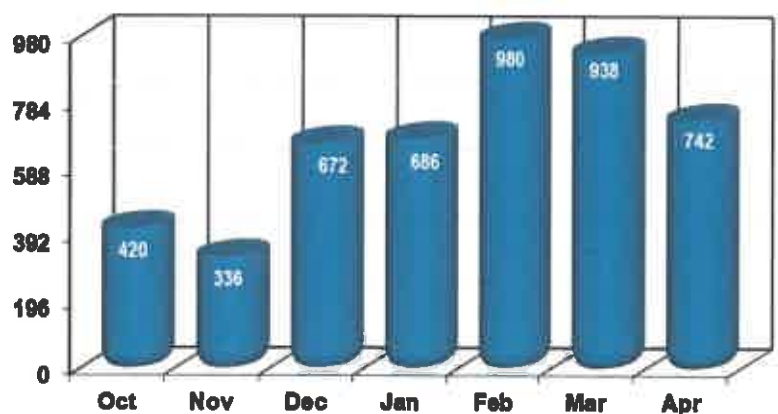
Pretreatment Flow (MG)



2023-24 Sludge Removal

Month	Roll Offs	CuYds
Oct	30	420
Nov	24	336
Dec	48	672
Jan	49	686
Feb	70	980
Mar	67	938
Apr	53	742
YTD 23-24	341	4,774
FY 22-23	511	10,220

2023-24 Sludge Removal - Cubic Yards





## Street Division - Benchmark Summary

Our Street Crews paved 1,665 linear feet and maintained streets utilizing 665.30 tons of hot mix asphalt (HMA), patched approximately 664 potholes; placed a total of 43 signs, 45 poles (cemented); inspected and repaired 96 traffic lights and street lamps; 888 street miles was swept; removed 118 tires; street crews cleared right-of-way tree limb obstructions throughout the City. There were 187 customers and a monetary Collection of Debris totaling \$ 5,307.

## Street Improvement & Construction Projects

Project Name	Linear Feet	Construction % Completion	Current Status	Project Cost	Contractor
Nogal Street	405 LF (144.67 tons)	100%	100%	\$ 10,633	Street Department
Elm Street (Highland Pkwy to Bryan)	1,260 LF (455.39 tons)	100%	100%	\$ 33,471	Street Department
Citywide Maintenance	65.24 tons	100%	100%	\$ 4,795	Street Department

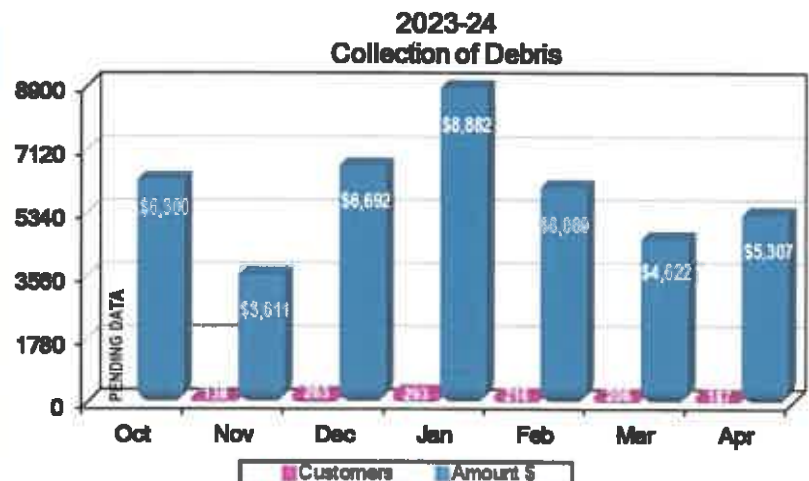
## Storm Drainage Improvement Projects

Project Name	Linear Feet	Construction Completion	Current Status	Construction Cost Estimate	Contractor
Glasscock Storm Drainage Improvements	11,865	95%	95%	\$ 3,712,513	Mor-Will Const. LLC

**Collection of Debris** There were 187 customers with a collection of debris totaling \$ 5,307.

### Collection of Debris

Month	Customers	Amount \$
Oct	pending	\$ 6,300
Nov	138	\$ 3,611
Dec	263	\$ 6,692
Jan	293	\$ 8,882
Feb	216	\$ 6,089
Mar	206	\$ 4,622
Apr	187	\$ 5,307
23-24	1,303	\$ 41,503
22-23	2,592	\$ 69,562

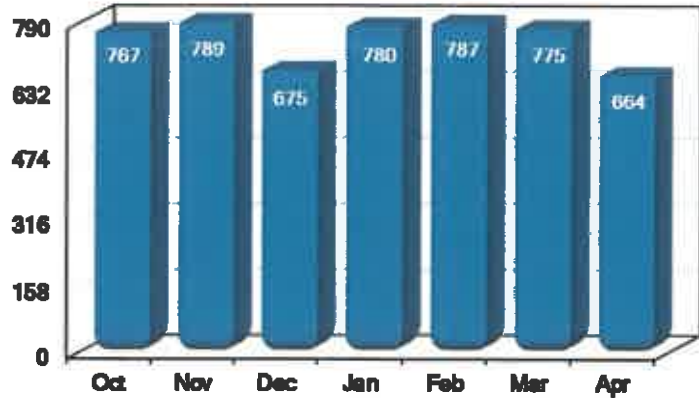


### City Pothole Maintenance

Street Crews filled a total of 664 potholes.

Pothole Benchmark

Month	22-23	23-24
Oct	621	767
Nov	675	789
Dec	762	675
Jan	985	780
Feb	715	787
Mar	650	775
Apr	675	664
Totals	5,083	5,237

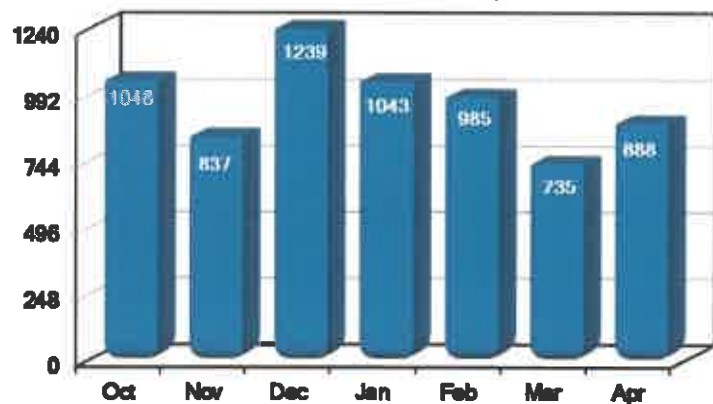
2023-24  
Pothole Count

### City Street Miles Swept

Mr. Torres and Mr. Gutierrez, Sweeper Operators, cleaned 888 miles.

Street Sweeper Miles

Month	22-23	23-24
Oct	199	1,048
Nov	478	837
Dec	612	1,239
Jan	964	1,043
Feb	2,042	985
Mar	1,555	735
Apr	405	888
Totals	6,255	6,775

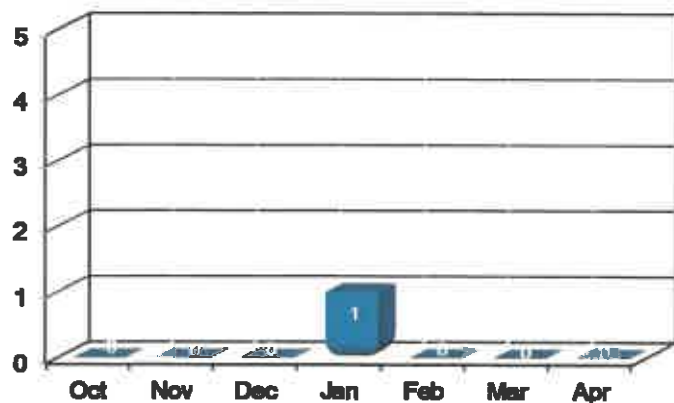
2023-24  
Street Miles Swept

### Lot Maintenance / Demolished Home

There were no lot maintenance or properties demolished.

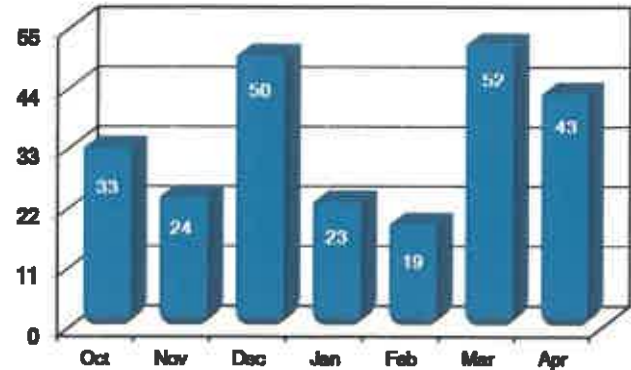
Lot Maintenance/Demolished Home

Month	22-23	23-24
Oct	0	0
Nov	2	0
Dec	0	0
Jan	0	1
Feb	0	0
Mar	0	0
Apr	0	0
Totals	2	1

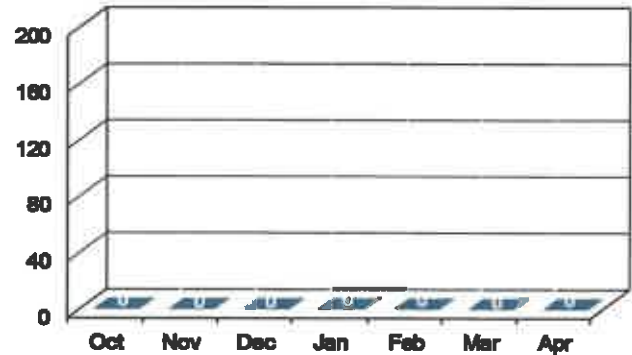
2023-24  
Lot Maintenance / Demolished Home

**Sign Shop Output Measures** Crews installed 43 signs (8 stop signs) and 45 cemented poles.**Sign Installations**

Month	22-23	23-24	Posts
Oct	67	33	33
Nov	32	24	24
Dec	71	50	50
Jan	68	23	18
Feb	64	19	24
Mar	61	52	39
Apr	30	43	45
<b>Totals</b>	<b>393</b>	<b>244</b>	<b>233</b>

**2023-24  
Sign Installations****Street Light Maintenance** There were no Street Light inspections this month.**Street Lights**

Month	22-23	23-24
Oct	169	0
Nov	0	0
Dec	0	0
Jan	106	0
Feb	0	0
Mar	0	0
Apr	0	0
<b>Totals</b>	<b>275</b>	<b>0</b>

**2023-24  
Street & Expressway Light Outages**

**Traffic Signal Maintenance** Installed new LED's street lamps by Business 83 and Griffin Parkway corridors. Realigned cameras at Stewart / Glasscock; and replaced red button on northbound Stewart.

School Zone				Traffic Signals Light Changes							
Month	Light Bulb Replacement	Re-set Controller	School Maint	Green	Red	Amber	Walk / Don't Walk	Trouble shoot Controller	Reg Maint	Misc	Total
Oct	2	0	8	1	1	0	0	4	30	38	84
Nov	0	0	26	1	1	0	0	2	26	34	90
Dec	4	1	4	2	2	4	8	6	38	44	113
Jan	2	4	10	0	2	2	4	5	26	28	83
Feb	0	2	15	2	1	1	2	6	35	45	109
Mar	3	3	6	1	2	1	6	7	46	71	146
Apr	0	0	10	1	0	1	1	0	42	41	96
<b>23-24</b>	<b>11</b>	<b>10</b>	<b>79</b>	<b>8</b>	<b>9</b>	<b>9</b>	<b>21</b>	<b>30</b>	<b>243</b>	<b>301</b>	<b>721</b>
<b>22-23</b>	<b>9</b>	<b>34</b>	<b>119</b>	<b>23</b>	<b>38</b>	<b>27</b>	<b>40</b>	<b>71</b>	<b>242</b>	<b>376</b>	<b>979</b>

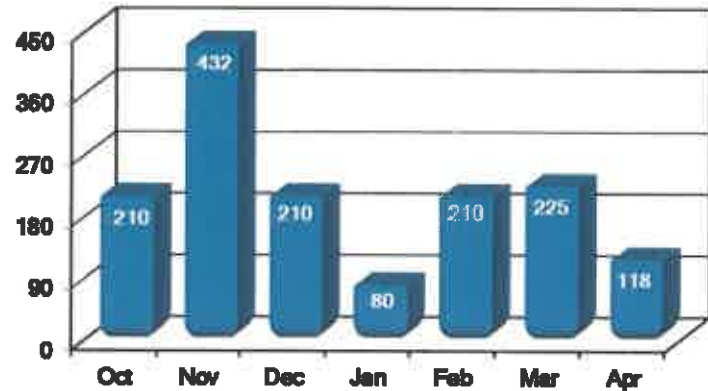
**Storm Drainage** Street Crews cleared debris from storm drains and ditches throughout the City.

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

**Tire Removal** Our Streets Crew removed 118 tires from the City this month.

Tire Collection

Month	22-23	23-24
Oct	1,200	210
Nov	675	432
Dec	365	210
Jan	350	80
Feb	310	210
Mar	280	225
Apr	120	118
Totals	3,300	1,485

2023-24  
Tire Removal

2023-24 Fleet Maintenance &amp; Cost Summary

Charge Code	Work Orders	Preventive Maintenance	Cost \$
Oil Changes / PM	56	56	\$ 23,000
Repairs	8	0	\$ 16,500
Totals	64	56	\$ 39,500
YTD 23-24	651	409	\$ 334,000
FY 22-23	895	715	\$ 514,600

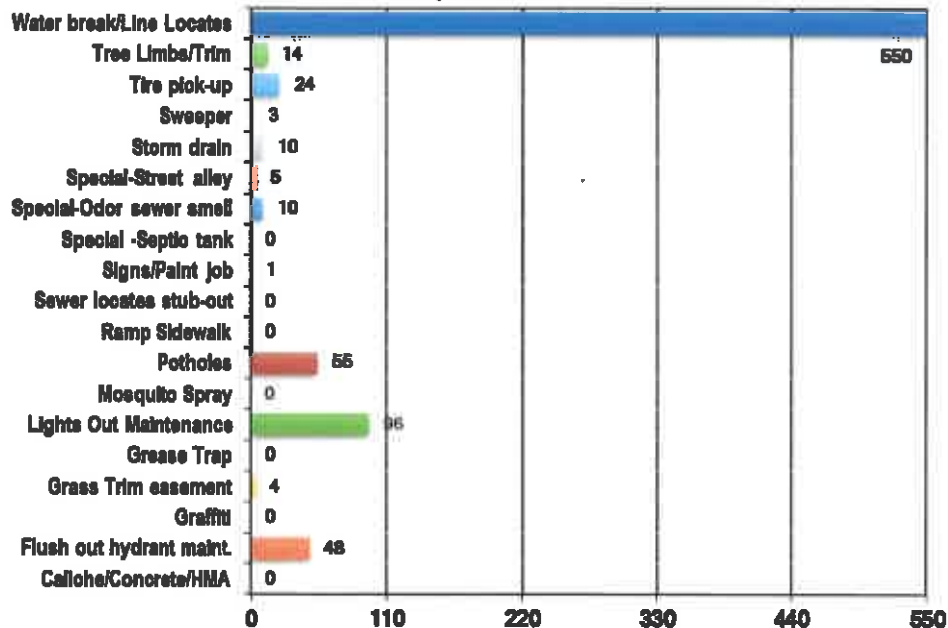
2023-24 Fleet Work Order Benchmark



## Administration Request for Service Calls

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	YTD 23-24	FY 22-23
Caliche/Concrete/HMA	2	0	0	0	0	4	0	6	10
Flush Hydrant Maint.	81	64	31	17	46	65	48	352	357
Graffiti	0	0	0	0	0	0	0	0	0
Grass Trim easement	1	1	0	0	2	5	4	13	161
Grease Trap	0	0	0	0	0	0	0	0	0
Lights Out Maintenance	84	90	113	83	109	146	96	721	1,254
Mosquito spray	0	0	0	0	0	0	0	0	0
Potholes	45	82	61	36	33	54	55	366	810
Ramp Sidewalk	1	0	2	0	2	0	0	5	6
Sewer locates stub-out	0	0	0	0	0	0	0	0	0
Signs/Paint Job	6	4	6	1	1	6	1	25	79
Special -Septic tank	0	0	0	0	0	0	0	0	0
Special-Odor smell	27	12	17	23	20	19	10	128	285
Special-Street alley	6	5	5	8	5	9	5	43	132
Storm drain	6	4	0	2	4	8	10	34	102
Sweeper	21	15	10	10	13	11	3	83	135
Tire pick-up	0	5	3	6	0	6	24	44	69
Tree Limbs/Trim	21	10	16	20	7	8	14	96	212
Water break/Line locates	382	544	456	579	571	627	550	3,709	7,840
<b>Total</b>	<b>683</b>	<b>836</b>	<b>720</b>	<b>785</b>	<b>813</b>	<b>968</b>	<b>820</b>	<b>5,625</b>	<b>11,452</b>

### April 2024 Request for Service Calls

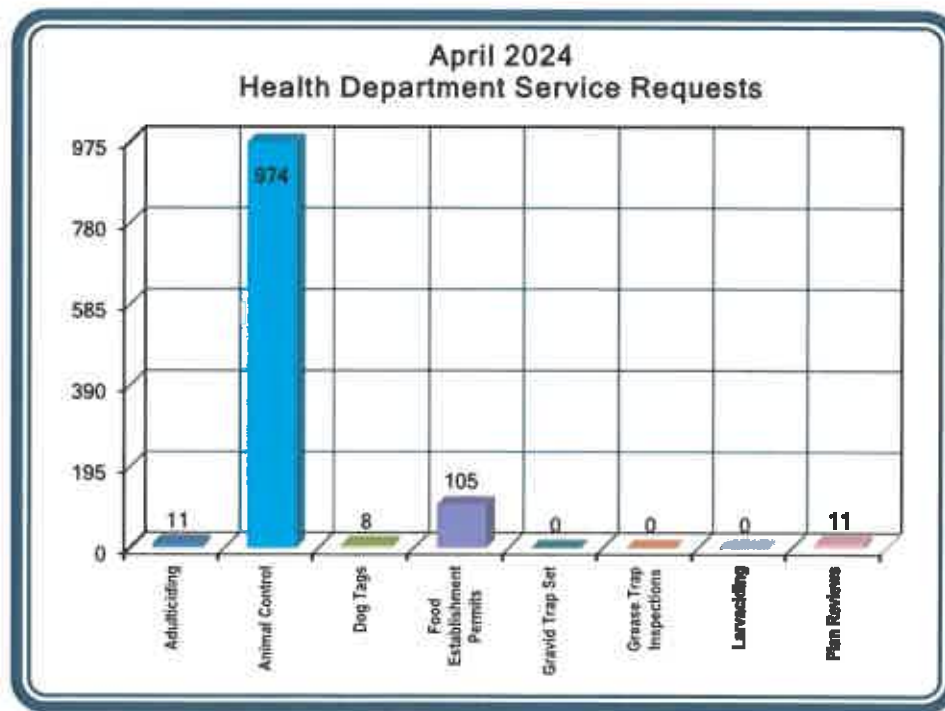


## Health Department

### Health Department Benchmark Summary

Following are the services provided by the Health Department for April 2024.

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	YTD 23-24	FY 22-23
<b>Adulthooding</b>	0	0	0	0	0	37	11	48	5
<b>Animal Control</b>	756	560	600	644	675	894	974	5,103	6,813
<b>Dog Tags</b>	3	3	3	8	3	0	8	28	44
<b>Food Est. Permits</b>	114	66	41	96	70	47	105	539	720
<b>Gravid Trap Set</b>	0	0	0	0	0	0	0	0	0
<b>Grease Trap Inspections</b>	0	0	0	0	0	0	0	0	36
<b>Larvaciding</b>	0	0	2	1	0	0	0	3	7
<b>Plan Reviews</b>	8	7	4	7	7	7	11	51	74
<b>Total</b>	<b>881</b>	<b>636</b>	<b>650</b>	<b>756</b>	<b>755</b>	<b>985</b>	<b>1,109</b>	<b>5,772</b>	<b>7,699</b>

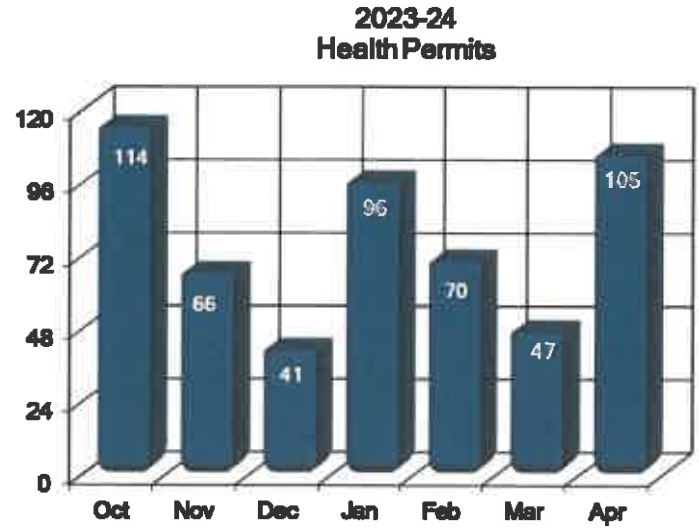




## Health Permits

A total of 105 Food Establishment permits were issued this month.

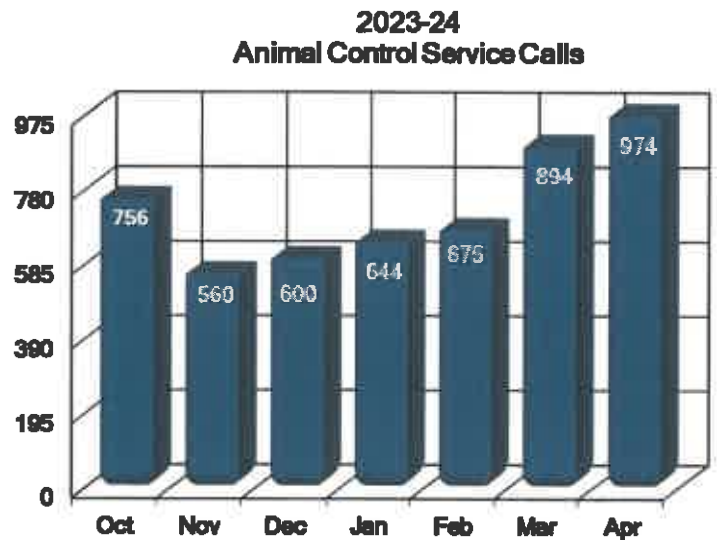
Food Establishment Permits		
Month	YTD 22-23	YTD 23-24
Oct	64	114
Nov	42	66
Dec	54	41
Jan	66	96
Feb	66	70
Mar	51	47
Apr	38	105
<b>Totals</b>	<b>381</b>	<b>539</b>



## Animal Control Service Calls

Citizens called (974 calls) regarding Animal Control concerns.

Animal Control Calls		
Month	YTD 22-23	YTD 23-24
Oct	585	756
Nov	394	560
Dec	419	600
Jan	489	644
Feb	422	676
Mar	618	894
Apr	609	974
<b>Totals</b>	<b>3,536</b>	<b>5,103</b>



## Health Department Animal Control

Our City's Animal Wellness Officers, Aaron and Ivan reported the following Animal Control for April. The staff from Alton and Palmview did not report this month. There were 309 service orders completed by City staff this month.

### Dogs

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Apr	YTD 23-24
Mission	121	28	0	8	3	0	160	781
Alton	0	0	0	0	0	0	0	8
Palmview	0	0	0	0	0	0	0	15
Apr	121	28	0	8	3	0	160	
YTD 23-24	628	58	5	71	42	0		804
FY 22-23	675	48	3	195	122	5		1,048

### Cats

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Apr	YTD 23-24
Mission	115	1	0	9	0	0	125	544
Alton	0	0	0	0	0	0	0	3
Palmview	0	0	0	0	0	0	0	3
Apr	115	1	0	9	0	0	125	
YTD 23-24	460	2	3	77	8	0		550
FY 22-23	525	4	0	181	20	0		730

### Wildlife

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Apr	YTD 23-24
Mission	8	0	0	16	0	0	24	57
Alton	0	0	0	0	0	0	0	1
Palmview	0	0	0	0	0	0	0	3
Apr	8	0	0	16	0	0	24	
YTD 23-24	8	0	0	53	0	0		61
FY 22-23	51	0	0	128	3	0		182

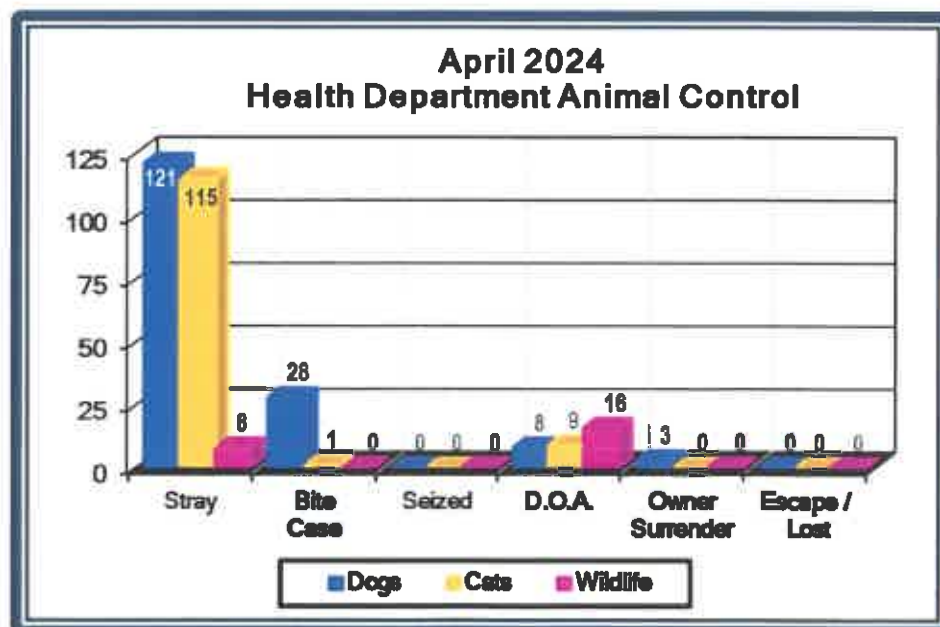


## Health Department Animal Control Summary

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

### April 2024 Health Department Animal Control

Animal Type	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape / Lost	Apr	YTD 23-24
Dogs	121	28	0	8	3	0	160	804
Cats	115	1	0	9	0	0	125	550
Wildlife	8	0	0	16	0	0	24	61
Apr	244	29	0	33	3	0	309	
YTD 23-24	1,096	60	8	201	50	0		1,415
FY 22-23	1,251	52	3	504	145	5		1,960



**COMMUNITY DEVELOPMENT DEPARTMENT  
PROGRESS REPORT  
FISCAL YEAR 10/01/2023-09/30/2024**

Item 5.

<b>PROGRESS REPORT CDBG</b>		<b>APRIL, 2024 UNOFFICIAL</b>			
<b>AGENCY / DEPARTMENT / DESCRIPTION / BUDGET</b>	<b>MONTHLY EXPENDITURE</b>	<b>ACCOMPLISHMENT</b>	<b>YEAR TO DATE</b>	<b>%</b>	<b>BALANCE</b>
<b>AMIGOS DEL VALLE - MEALS</b> \$17,000.00 Funds will be utilized to provide meals to homebound seniors.	\$2,102.76	Agency submitted April (\$2102.76) request in May and has been processed. YTD: 19 clients served 2676 meals	\$14,209.36	83.59%	\$2,790.44
<b>AREA AGENCY ON AGING</b> \$3,000.00 Funds will be utilized to provide assist seniors with minor repairs/modifications and medical supplies.	\$796.80	Agency submitted April (\$796.80) in May and has been processed. YTD: 8 clients served	\$2,992.03	99.74%	\$7.95
<b>C.A.M.P. UNIVERSITY</b> \$3,000.00 Funds will be utilized to provide day habilitation providing life skills for adults with special needs.	\$0.00	Agency exhausted FY 23-24 funds	\$3,000.00	100.00%	\$0.00
<b>COMFORT HOUSE</b> \$3,000.00 Funds will be utilized to provide twenty-four hour palliative care to patients who have a prognosis of four months or less to live.	\$0.00	Agency continues to screen applicants. YTD: 3 clients served.	\$803.46	26.78%	\$2,196.34
<b>HOPE MEDICAL SERVICES</b> \$3,000.00 Funds will be utilized to provide medical services to uninsured and/or low income residents.	\$0.00	Agency exhausted FY 23-24 funds	\$3,000.00	100.00%	\$0.00
<b>CASA OF HIDALGO COUNTY, INC.</b> \$1,000.00 Funds will be utilized for expenses generated in advocating for abused and neglected children.	\$0.00	Agency exhausted FY 23-24 funds	\$1,000.00	100.00%	\$0.00
<b>CHILDREN'S ADVOCACY CENTER</b> \$11,000.00 Funds will be utilized to provide counseling services for abused/neglected children and their families.	\$1,105.45	Agency submitted April (\$1105.45) request in May and awaiting to be processed. YTD: 81 clients served	\$10,514.32	95.58%	\$485.68
<b>EMERGENCY RENTAL ASSISTANCE PROGRAM</b> \$15,000.00 Funding will be utilized to provide short term (no more than 3 months) emergency payments on behalf of individuals or families to prevent homelessness.	\$0.00	Program staff continues to screen applicants for the Rental Assistance Program. YTD: 2 clients served; 1 currently screening	\$5,325.00	35.50%	\$9,675.00
<b>SILVER RIBBON</b> \$3,000.00 Funds will be utilized to provide assistance with rent, rent deposits, utilities, utility deposits, medications, physician/medical visits, eyeglasses, durable medical equipment.	\$0.00	Agency continues to screen applicants. YTD: 9 clients served.	\$1,410.08	47.00%	\$1,589.92
<b>AFFORDABLE HOMES OF SOUTH TEXAS</b> \$100,000.00 Funding will be utilized to provide direct home ownership assistance with subsidizing mortgage principal.	\$60,375.50	Agency submitted April (\$60375.50) request in May and has been processed. 6 clients preapproved for subsidy loans. YTD: 4 clients have closed on loans	\$61,816.73	61.82%	\$38,183.27
<b>HOUSING ASSISTANCE PROGRAM</b>					
<b>REHABILITATION</b> \$50,000.00	\$0.00	3 rehabs have been approved. 1 is pending floorplans, 1 is pending lead-based test results, and 1 is pending title clearance.	\$0.00	0.00%	\$50,000.00
<b>RECONSTRUCTION</b> \$636,209.00	\$1,750.00	5 rehabs approved and contracts signed. Construction will commence within 5-10 business days.	\$146,123.35	22.97%	\$490,085.65
<b>HOUSING ADMINISTRATION</b> \$103,913.00	\$7,453.60	Oversight expense of the Housing Assistance Program	\$52,769.50	50.82%	\$51,063.50
<b>PROGRAM ADMINISTRATION</b> \$184,934.00	\$12,404.13	Oversight expense of the CDBG Program	\$88,020.82	47.60%	\$96,913.18
<b>\$1,133,976.00</b>	<b>\$85,988.24</b>		<b>\$390,984.87</b>	<b>34.48%</b>	<b>\$742,991.13</b>
<b>Community Development Department CDBG / HOUSING</b>					
<b>New Applicants (HAP)</b>	<b>Agencies/Contractor</b>	<b>Departments:</b>	<b># of referrals to other agencies/departments:</b>	<b>Walk-ins</b>	
<b>0</b>	<b>6</b>	<b>1</b>	<b>10</b>	<b>9</b>	
<b>New Applicants (ERAP)</b>	<b>Re-certifications:</b>	<b>Previously Assisted:</b>	<b>Incoming Calls:</b>	<b>Appointments</b>	
<b>1</b>	<b>1</b>	<b>4</b>	<b>29</b>	<b>6</b>	

**COMMUNITY DEVELOPMENT DEPARTMENT  
PROGRESS REPORT CV AND CV-3  
FISCAL YEAR 2023-2024 (FUNDING THRU 07/2026)**

<b>PROGRESS REPORT CV</b>		<b>APRIL, 2024 UNOFFICIAL</b>			
<b>AGENCY / DEPARTMENT / DESCRIPTION / BUDGET</b>	<b>MONTHLY EXPENDITURE</b>	<b>ACCOMPLISHMENT</b>	<b>YEAR TO DATE</b>	<b>%</b>	<b>BALANCE</b>
<b>AMIGOS DEL VALLE - MEALS</b>					
<b>\$0.19</b>					
Funds will be utilized to assist seniors affected by COVID-19 and expand services for weekend deliveries and/or drive-thru meal pickup due to social distancing.	\$0.00	Agency completed program	\$0.00	0.00%	\$0.19
<b>EMERGENCY ASSISTANCE PROGRAM</b>					
<b>\$16,036.35</b>					
Funds will be utilized to assist residents affected by COVID-19 with rent/mortgage and utility assistance.	\$0.00	Program staff continues to assist with rent, mortgage, & utilities. YTD: 3 clients served	\$14,066.38	87.72%	\$1,969.97
<b>PROGRAM ADMINISTRATION</b>					
<b>\$310.00</b>					
	\$0.00	Staff completed contract hours; program continues	\$0.00	0.00%	\$310.00
<b>AFFORDABLE HOMES OF SOUTH TEXAS CV3</b>					
<b>\$62,715.88</b>					
Funds will be utilized to provide rent and mortgage assistance to residents that have been affected by the pandemic COVID-19.	\$705.65	Agency submitted April (\$705.65) in May and was processed. YTD 3 clients served	\$13,450.84	21.45%	\$49,265.04
<b>FOOD BANK OF RGV CV3</b>					
<b>\$2.46</b>					
Funds will be utilized to purchase food items for distribution of food baskets/boxes to individuals/families affected by COVID-19.	\$0.00	Agency completed program	\$0.00	0.00%	\$2.46
<b>MISSION FIRE DEPARTMENT CV3</b>					
<b>\$43,938.89</b>					
Funds will be utilized to purchase equipment for emergency use at the shelter during declared disasters to serve the community affected by COVID19	\$251.00	Advertisement for bids received (\$251) and contractor awarded for disaster shelter concrete pad and carport.	\$251.00	0.57%	\$43,687.89
<b>\$123,003.77</b>	<b>\$956.65</b>		<b>\$27,768.22</b>	<b>22.58%</b>	<b>\$95,235.55</b>



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## **RIO GRANDE VALLEY STATE VETERANS CEMETERY**

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### **MONTHLY REPORT**

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# RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

Office: (956) 583-7227 • Fax: (956)-583-7887



## Interments April

May - 2024	Double Depth	Standard	Columbarium	In-Ground	Scatter Garden	Memorial Garden	Total
Veterans	0	7	8	7	0	0	22
Spouses	3	2	3	1	0	0	9
Family Members	0	0	0	0	0	0	0
<b>Total</b>	<b>3</b>	<b>9</b>	<b>11</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>31</b>
Percentage of Total	9.68%	29.03%	35.48%	25.81%	0.00%	0.00%	100.00%

Rio Grande Valley State Veterans Cemetery - Plot Availability and Utilization Report							
	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available		
Estimate of Total Plots Planned for RGV SVC	25,090	3,979	21,111	15.86%	84.14%		
RGV SVC - Total Plots in Developed Areas	9,255	3,979	5,276	42.99%	57.01%		
RGV SVC - Availability of Casketed Burial Option in Developed Areas							
	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available		
	4,430	2,303	2,127	51.99%	48.01%		
RGV SVC - Availability of Cremation Burial Option in Developed Areas							
	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available		
	3,825	1,638	2,187	42.82%	57.18%		
RGV SVC - Availability of Memorial Plot Option in Developed Areas							
	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available		
	1,000	38	962	3.80%	96.20%		



## RGV State Veterans Cemetery

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Events and Ceremonies Information  
No events scheduled for June, 2024

Upcoming Events:  
Veterans Day, November 11, 2024





# RGV State Veterans Cemetery

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## Completed Projects:

Irrigation Audit for April 2024 completed  
Water Conservation Action Plan –On-going 4/2024  
Removal of 80% non-usable equipment 11/24/2023  
2020 File Migration Completed- pending VLB direction  
2021 File Migration Completed- pending VLB direction  
Completed Section 34-Realignment & Resetting

## Ongoing Projects Pending- VLB OAR- Funded:

72" Mower repairs (VLB OAR approved pending pa/rt)  
Compressor replacement (VLB OAR pending approval)  
Sweeper for Tool Cat VLB (OAR pending approval)  
Power washing areas with mold with the cemetery  
CSR in training for 180 days-Training Plan  
Maintenance Tech II in training for 90 days-Training Plan  
Maintenance Tech in training for 90 days-Training Plan  
Headstone Alignment device being maintenance

## Ongoing Projects Pending:

Monthly Irrigation Audit-replace broken lines/equipment  
100% Pre-registration eligibility review-on going project  
Mowing/Up keep North area tract-TBD  
Headstone setting vehicle – revamp 4/2024 in use  
Staff cross-training -2024  
Clearing/Mowing of 43.17 acres on the NW side-Pending  
Digital reporting option (for staff)- currently testing samples

## VLB Funded (In-Progress)

Re-alignment on 1,000 Flat Marker/ Headstone

## VLB Funded (Pending)

Addition of New Space Force Military Branch of Service Seal and Flag In  
Assembly Area  
Casket Transport Vehicle Hearse (Flat)  
Automatic Gate  
Water Station – on Cemetery Grounds

## VLB Funded (Approved)

Bobcat Tool Cat UW56 -2

## VA Grant Applications Pending:

Administration Building Roofing Replacement  
Installation of Automatic and Remotely Controlled Entry Gate  
Public Water Fountains Installed Throughout Grounds  
Remotely Controlled Public Digital Display Board for Schedules and  
Events



# **Information Technology**

## ***Departmental Report May 2024***

### **Information Technology Department Overview**

In partnership with other City of Mission departments, Information Technology's focus is to maintain core technologies; plan for technology evolution; promote centralized data storage and reporting; consolidate business operations on standardized applications; provide effective communication tools; and enhance local area network (LAN) and mobile connectivity in the most efficient, team oriented, and fiscally responsible manner so that City of Mission residents, businesses and visitors receive the best service possible.

#### **Equip new and existing units with new Technology**

Equip units with in new in car video system, and tablet. In Progress about 95 % complete.

#### **Multifactor Authentication**

Purchase and configure Multi Factor Authentication to strengthen security posture. Testing phase.

#### **Public Safety Application**

Migrate New World Enterprise PD application and data to new server environment and Upgrade to latest version. Testing Phase. Estimated Go Live August.

#### **Work Orders**

The goal is to close tickets within 48 hours. Priority work orders are worked on first.

#### **Windows 10 End of life**

Windows 10 is reaching its end of life. All city computers need to be upgraded to windows 11. About 85% Complete.

#### **Tyler Data Archive**

Legacy public safety RMS servers and application are end of life. Data needs to be migrated to the hosted Tyler solution. Testing Phase. Estimated Go Live August.



**Library Patron Computers**

Upgrade hard drives and RAM. 60% complete

**Time Clocks**

Time clocks city wide. Installation In progress. Estimated go live July 1st, 2024

**Library- E-rate Funding year 2024**

Apply for E-rate to replace switches, access points, and UPS's. Funding commitment award letter received. Purchasing req In progress. Work can not begin until July 1<sup>st</sup>, 2024 as per E-rate guidelines.



**Grants** Activity Report- May 2024

Grant Name	Funding Agency	Department	Application Amount	Matching Amount	Due Date	Status
FY22 FEMA Flood Mitigation Assistance (FMA)	TWDB	Executive	\$ 320,000	25%		Submitted-Tracking
FY22 Building Resilient Infrastructure and Communities (BRIC)	TDEM	Executive	\$ 415,000	25%		Submitted-Tracking
FY25 Bullet-Resistant Shield	OOG	PD	\$ 49,219.00	None		Submitted-Tracking
FY25 Border Zone Fire Dept.	OOG	Fire	\$ 250,000	None		Submitted-Tracking
FY25 Rifle Resistant Body Armor	OOG	PD	\$ 189,505.00	None		Submitted-Tracking
FY25 Criminal Justice Program	OOG	PD	\$ 133,967.64	None		Submitted-Tracking
FY25 Project Safe Neighborhood	OOG	PD	\$ 49,680.00	None		Submitted-Tracking
FY24 SHSP-LETPA	OOG	PD	\$ 125,000	None		Submitted-Tracking
FY24 SHSP-Regular	OOG	PD	\$ 113,911.05	None		Submitted-Tracking
FY24 SHSP-Regular	OOG	Fire	\$ 133,842	None		Submitted-Tracking
FY25 Local Border Security Program	OOG	PD	\$ 190,000	None		Submitted-Tracking
FY25 Operation Lone Star	OOG	PD/FIRE	\$ 5,000,000	None		Submitted-Tracking
FY23 Community Wildfire Defense Grant	USDA	Fire	\$ 250,000	None		Not Awarded



CITY OF

MISSION

## Grants Activity Report- May 2024

Grant Name	Funding Agency	Department	Application Amount	Award Amount	Matching Amount	Status
FY 24-25 Regional Solid Waste Grant Program	LRGVDC	Sanitation	\$ 30,000	\$ 30,000	10%	Awarded/Active
FY23 Operation Stonegarden	OOG	PD	\$ 325,000	\$ 325,000	None	Awarded/Active
FY23 COPS Hiring Program	DOJ COPS	Police	\$ 1,771,398.16	\$ 1,000,000	25%	Awarded/Hold
FY24 General Victim Assistance Grant Program	OOG	Police	\$ 50,000	\$ 50,000	None	Awarded/Active
FY24 Local Border Security Program	OOG	Police	\$ 190,000	\$ 190,000	None	Awarded/Active
FY23 SHSP LETPA	OOG	Police	\$ 56,142.35	\$ 58,544.24	None	Awarded/Active
FY23 Transportation Alternatives	RGVMPO	Executive	\$ 250,000	\$ 250,000	25%	Awarded/Active
OVAG-Victim Services	OAG	Police	\$ 84,000	\$ 49,500	None	Awarded/Active
Animal Welfare Organization	Petco Love	Health	\$ 35,000	\$ 30,000	None	Awarded/Active
La Cuchilla Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 997,236.75	1%	Awarded/Active
Astroland Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 999,162	1%	Awarded/Active
Trail Connectivity Project	VBLF	Park	\$ 500,000	\$ 500,000	None	Awarded/Active
FY22 Justice and Mental Health Program	BIA	Police	\$ 388,001.38	\$ 229,962.91	(Year 1) 20%	Awarded/Active
Better Cities for Pets	Mars Petcare Program	Health	\$ 20,000	\$ 20,000	None	Awarded/Active
Lions Park Development	AEP	Parks	\$ 30,000	\$ 30,000	None	Awarded/Active
All-Inclusive Lions Park	TPWD	Parks	\$ 1,500,000	\$ 750,000	\$750,000	Awarded/Active
<b>Grand Total: \$</b>				<b>5,509,406.00</b>		



Mission Fire Prevention Bureau  
 415 W. Tom Landry Ave.  
 Mission, TX 78572  
 Phone 956-580-8711  
 Fax 956-580-8712

## Mission Fire Prevention

### Monthly Activity Report: May 2024

#### FIRE INVESTIGATIONS

There was four (4) fire investigation for the month of May.

- On May 18, 2024, Fire Marshal Joel Saenz Investigated a structure fire at 810 W. 15<sup>th</sup> Street. Undetermined
- On May 19, 2024, Fire Marshal Joel Saenz Investigated a structure fire at 512 N. St. Marie. Undetermined
- On May 21, 2024, Lieutenant Jose Oscar Alanis Investigated a structure fire at 215 Rio Street. Undetermined
- On May 30, 2024, Lieutenant Omar Salinas Investigated a structure fire at 3504 Los Indios Pkwy. Undetermined

Full Investigation: 3 Total

Call out to document of Incident: 0 Total

Fire contained to Appliance: 1 Total

Year to Date: 13 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 May.

Our assistance was requested: 0 Total

Assistance Requested by us: 0 Total

Year to Date: 0 Total

**INSPECTIONS**

There were one sixty-three (63) inspections conducted for the month of May: thirty-one (31) occupancy, nineteen (19) annual and thirteen (13) other forms of inspections.

Year to Date: 649 Total 239 Occupancy 232 Annual 178 Other

Inspection rate to date: 13%

**COMPLAINTS**

There were zero (0) complaints for the month of May.

There were zero (0) complaints resolved within this month.

Year to Date: 0 Total

**SUBDIVISION REVIEWS**

For the month of May there were twenty (20) subdivision plan reviews.

Year to Date: 170 Total

**SPRINKLER SYSTEM PLAN REVIEWS**

For the month of May there were zero (0) sprinkler system plan reviews.

Year to Date: 25 Total

**FIRE ALARM SYSTEM PLAN REVIEWS**

For the month of May there was four (4) fire alarm system plan review.

Year to Date: 23 Total

**EXHAUST HOOD CANOPY PLAN REVIEWS**

For the month of May there was zero (0) exhaust hood canopy plan reviews.

Year to Date: 6 Total

**HOOD SUPPRESSION PLAN REVIEWS**

For the month of May there were one (1) hood suppression plan reviews.

Year to Date: 14 Total

**LP TANK PERMITS**

For the month of May there were zero (0) LP tank permits issued.

Year to Date: 5 Total

**UNDERGROUND STORAGE TANK REMOVAL PERMITS**

There was zero (0) underground storage tank removal permits issued for the month of May.

Year to Date: 0 Total

**ABOVEGROUND STORAGE TANK REMOVAL PERMITS**

There was zero (0) aboveground storage tank removal permits issued for the month of May.

Year to Date: 4 Total

**BURNING PERMITS**

There were one (1) city burning permits issued for the month of May.

Year to Date: 20 Total

**PLAN REVIEWS**

We had one (1) plan reviews for the month of May.

- Star Storage – 2201 E. Griffin Pkwy

Year to Date: 82 Total

**FIRE DRILLS**

There were zero (0) fire drills conducted for the month of May.

Year to Date: 0 Total

**TRAINING**

There were two (2) training in the month of May.

- May 20, 2024 – Lieutenant Omar Salinas attended training at Bannworth pool with diving team
- May 30, 2024 – Lieutenant Omar Salinas attended training at Bannworth pool with diving team

Year to Date: 19 Total

**MEETINGS ATTENDED**

For the month of May there were fifteen (15) meetings attended by the Fire Prevention Office.

- May 2, 2024 – Fire Marshall Frank Cavazos attended SRC meeting
- May 3, 2024 – Fire Marshall Frank Cavazos attended Staples meeting on Teams
- May 6, 2024 – Fire Marshall Frank Cavazos attended Command Staff meeting at the Mission Fire Department Administration Conference room
- May 7, 2024 – Fire Marshall Frank Cavazos attended City Council meeting at Council Chambers
- May 8, 2024 – Fire Marshall Frank Cavazos attended meeting at Excellence in Leadership Academy
- May 10, 2024 – Fire Marshall Frank Cavazos attended meeting with Amy Tijerina at Mission Police Department for police memorial
- May 10, 2024 – Fire Marshall Frank Cavazos attended CDBG meeting with JoAnn Longoria
- May 10, 2024 – Fire Marshall Frank Cavazos attended meeting with HR to teach cloud badging for ID's
- May 15, 2024 – Fire Marshall Frank Cavazos attended Command Staff meeting at the Mission Fire Department Administration Conference room
- May 16, 2024 – Fire Marshall Frank Cavazos attended SRC meeting
- May 16, 2024 – Fire Marshall Frank Cavazos attended meeting at Excellence in Leadership Academy for Knox Box
- May 22, 2024 – Fire Marshall Frank Cavazos attended Summer Showcase meeting in Media Room
- May 22, 2024 – Fire Marshall Frank Cavazos attended Civil Service Commission meeting at City Hall Community Room
- May 22, 2024 – Fire Marshall Frank Cavazos attended meeting with Jessica Loreda, Chief Garcia in Administration Conference room
- May 28, 2024 – Fire Marshall Frank Cavazos attended ESO zoom meeting

Year to Date: 199 Total

**PUBLIC EDUCATION**

During the month of May there were six (6) presentations conducted.

Date	Location	Fire Extinguisher w/Simulator	Fire Safety Trailer	Tours of Stations	Fire Safety Presentation	City Events/ Parade
05/03/2024	IDEA PALMVIEW ACADEMY -- CAREER DAY				350	
05/08/2024	PREMIER HIGH SCHOOL -- CAREER DAY				40	
05/10/2024	ESCOBAR RIOS ELEMENTARY - CAREER ON WHEELS				350	
05/16/2024	CASTRO ELEMENTARY -- CAREER ON WHEELS				300	
05/20/2024	MIDKIFF ELEMENTARY -- CAREER DAY				680	
05/21/2024	WORKFORCE SOLUTIONS YOUTH CONFERENCE -- MISSION EVENT CENTER				900	

Year to Date: 65 Presentations 18,049 Audience  
 Year to Date w/The Tutor 0 Presentations 0 Audience  
 Year to Date w/F.S.T. 10 Presentations 1010 Audience  
 Year to Date w/City Events 9 Presentations 4130 Audience  
 Year to Date -- Other 12 Presentations 1908 Audience  
 Year to Date Grand Total 96 Presentations 25,097 Audience

Frank Cavazos, Deputy Chief/Fire Marshal



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



## Media Relations- Departmental Report/April 2024

### Kenia:

- Created daily content on the City of Mission's social media platforms and PEG channel- Facebook, Instagram, Twitter, and YouTube
- Produced video on Crime Victims' Awareness Event
- Produced Superheroes Autism Awareness Video
- Produced video on the first Paint Mission Beautiful Program
- Produced video on fire-based EMS announcement
- Coordinate interviews with city staff to keep residents informed on projects, programs, and events
- Wrote talking points and welcome remarks for the Mayor and City Manager for city events
- Created graphics for all social media platforms
- Conducted various interviews with the media
- Coordinated with consultant KM International for assistance when needed
- Served as MC for various city events
- Coordinated all media advisories, footage, photos, and press events for Mission City events and police department events, including...
  - News release for Charter Amendment Community Briefings
  - News release on the new Citrus Garden at the Speer Memorial Library
  - News release for the Crime Victims' Awareness Event
  - News release for Superheroes Autism Awareness Event
  - News release to invite the community to the Community Briefings in the month of April
  - News Release on CDBG's Paint Mission Beautiful program
  - News release on the City Council Brief (report after council meetings)

**Charlie**

- Edited video on Crime Victims' Awareness Event
- Recorded Mission Police Department's Cadets' graduation
- Recorded and edited video of Superheroes Autism Awareness Event
- Recorded and edited Paint Mission Beautiful Program
- Recorded and edited EMS announcement video
- Recorded video of Murdoch's store ribbon-cutting ceremony
- Recorded and edited Water Conservation Video
- Recorded video on Amnesty Program
- Recorded and edited video on "Inside Mission," an employee highlight segment
- Edited multiple videos for YouTube
- Edited video/b-roll to provide to local news stations
- Carried city meetings live
- Maintained and updated the city's website
- Created graphics for all social media platforms

**Alex**

- Covered City Council Meetings, Special Meetings, and city-sponsored events with video and still photos
- Recorded and edited video on Crime Victims' Awareness Event
- Recorded video on Murdoch's ribbon-cutting ceremony
- Recorded video of press conference where Mission PD received new unit in McAllen

- Recorded video at CDBG's Spring Rally
- Ordered updated gear and equipment
- Responsible for purchasing procedures
- Produced graphics for all social media platforms
- Responsible for audio and video production for council meetings and continuing improvements to Master Control and PEG channel

### **Humberto**

- Produced video on Water Conservation
- Photo coverage of multiple city events, including...
  - Took photos at the Charter Amendment Community Briefing
  - Took photos for the weekly "Pet of the Week"
  - Took photos for City Council Meetings
  - Took photos for Crime Victims' Awareness Event
  - Took photos for groundbreaking and ribbon-cutting ceremonies


- ☐ Took photos at Superheroes Autism Awareness Event
- ☐ Took photos Lions Park Tour
- ☐ Photos at Music at the Park at Leo Pena Placita Park
- ☐ Photos at Paint Mission Beautiful event
- ☐ Photos at CDBG'S Spring Rally
  
- ☒ Translated graphics, documents, and multiple posts for the City of Mission social media platforms
- ☒ Photos for video creation, city proclamations, social media posts, and the City of Mission website
- ☒ Conducted various Spanish interviews with the local media

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## MEMORANDUM

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**TO:** MAYOR AND CITY COUNCIL  
**THROUGH:** MIKE PEREZ, CITY MANAGER  
**FROM:** JESSE LERMA, CIVIL SERVICE DIRECTOR  
**SUBJECT:** CIVIL SERVICE REPORT, MAY 2024  
**DATE:** JUNE 2, 2024



1. Mission Fire Department DC's promotional examination was held on May 9, 2024. CPT Frank Chaires passed and will be promoted immediately
2. Mission Fire Department LT's promotional examination was held on May 9, 2024. We had three participants, with two passing. ENG Manuel de la Garza and ENG Luis Villareal will be promoted immediately.
3. Mission Police Department had an entry level examination on May 22, 2024. We had 38 individuals that signed up, 31 participated and 26 passed. They will have to go thru the PT and background checks to be considered for hiring. We have eight (8) openings that need to be filled.
4. Pending Hearings
  1. PO Roel Velasquez-Indefinitely Suspended June 7, 2023-pending legal
  2. PO Esteban Jara-Indefinitely Suspended March 28, 2024-Arbitrator has been selected-pending date
  3. FF Roberto Martinez-Suspended three (3) shift days without pay December 22, 2023-Hearing set for June 27, 2024-attached notice
  4. FF Jorge Balderas-Suspended four (4) shift days without pay December 22, 2023-Hearing set for August 15, 2024


THANKS

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## MEMORANDUM

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**TO:** MAYOR AND CITY COUNCIL  
**THROUGH:** MIKE PEREZ, CITY MANAGER  
**FROM:** JESSE LERMA, 311 COORDINATOR/CIVIL SERVICE DIRECTOR  
**SUBJECT:** 311 REPORT, MAY 2024  
**DATE:** JUNE 2, 2024



We have a total of 858 submission for May of 2024 with a total of 8018 since we began. The system is fully functional and very user friendly. We are able to customize the system to meet the needs of our daily operations. Our staff has bought into the system and working on improvements every day. We are able to find problematic areas using the system and it allows for us to attend to the needs of those areas in a timely manner. We try to contact as many residents as possible and are getting feedback from them to improve the system.

Our media department has been pushing the 311-program encouraging our citizens to utilize the program.

Thank you!

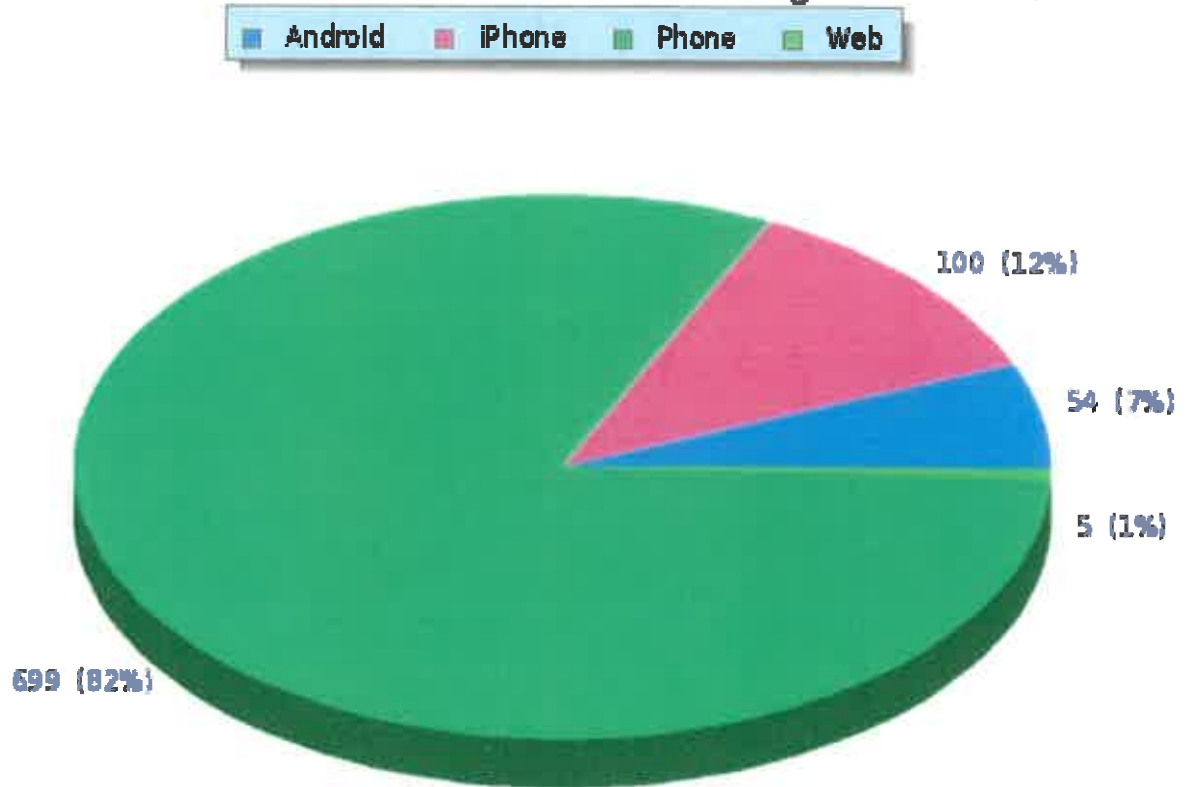
Topic Counts of Opened Requests  
For Date Period From 05/01/2024 Through 05/31/2024

Item 5.

Topic	Count
Health	
Animal Control	701
Mosquitoes	18
<b>Total - Health</b>	<b>719</b>
Obstructions -Tree/Branches	
MOWING	5
<b>Total - Obstructions -Tree/Branches</b>	<b>5</b>
Parks & Rec	
Graffiti	1
Mowing (Drainage & Alleys)	1
Parks	14
Restrooms	0
Right of way ( mowing )	0
Trails	1
<b>Total - Parks &amp; Rec</b>	<b>17</b>
Planning	
Construction Concerns	2
Dilapidated Home/Structure	1
Garage Sales	0
Health & Sanitation	3
Illegal Dumping	4
Junked Vehicle on private property	2
Sewer Concerns	1
Unsafe Building	2
Weedy Lot	8
<b>Total - Planning</b>	<b>23</b>
Police Department	
Illegal Parking	11
<b>Total - Police Department</b>	<b>11</b>
Public Works	
Flooded area/Roadway and streets	0
Foul smell	0
Junk Vehicle	1
Lift Station	0
Low Water Pressure	1
Obstruction-Trees/Branches	7
Pot Holes	22
Sandbag ( Elderly And Disabled )	0
Side Walk	4
Street Light	12
Streets/Signs	10
Tires	3
Traffic Signals	3
Water Leaks	8
<b>Total - Public Works</b>	<b>71</b>
Sanitation	
Brush	3
Bulky Items	3
Garbage	4
Trash	2
<b>Total - Sanitation</b>	<b>12</b>
All Topics	
<b>Total All Topics</b>	<b>84</b>

# How Requests Are Reported

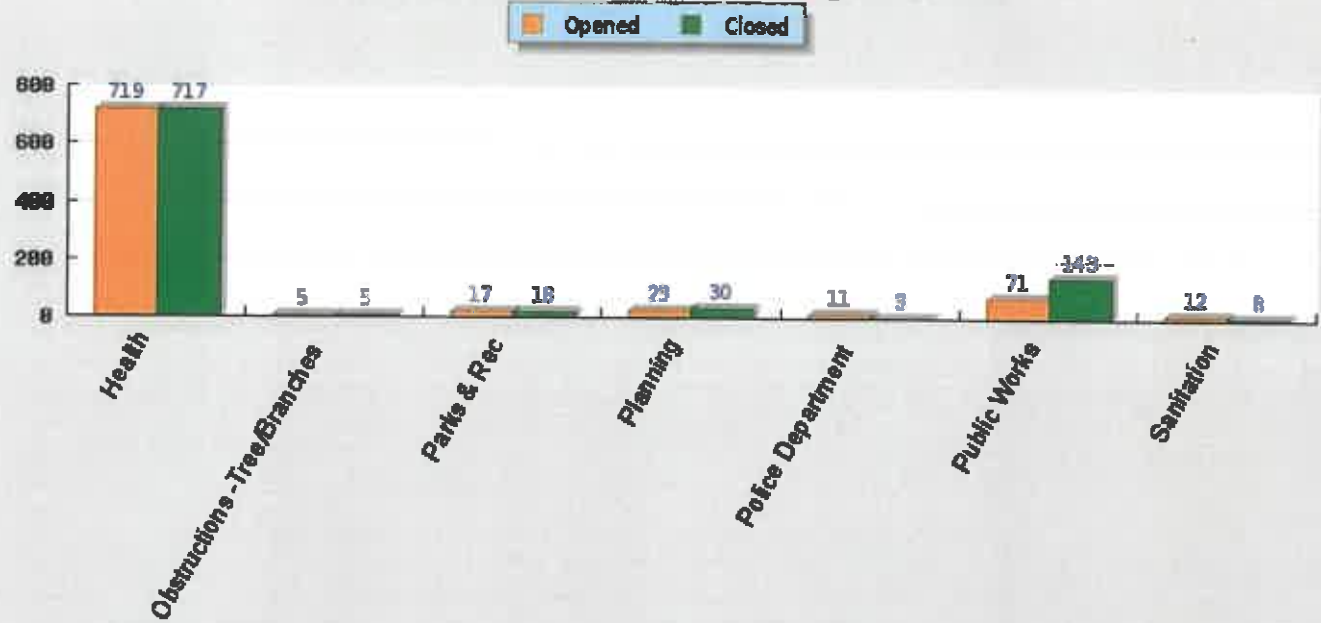
For Date Period From 05/01/2024 Through 05/31/2024



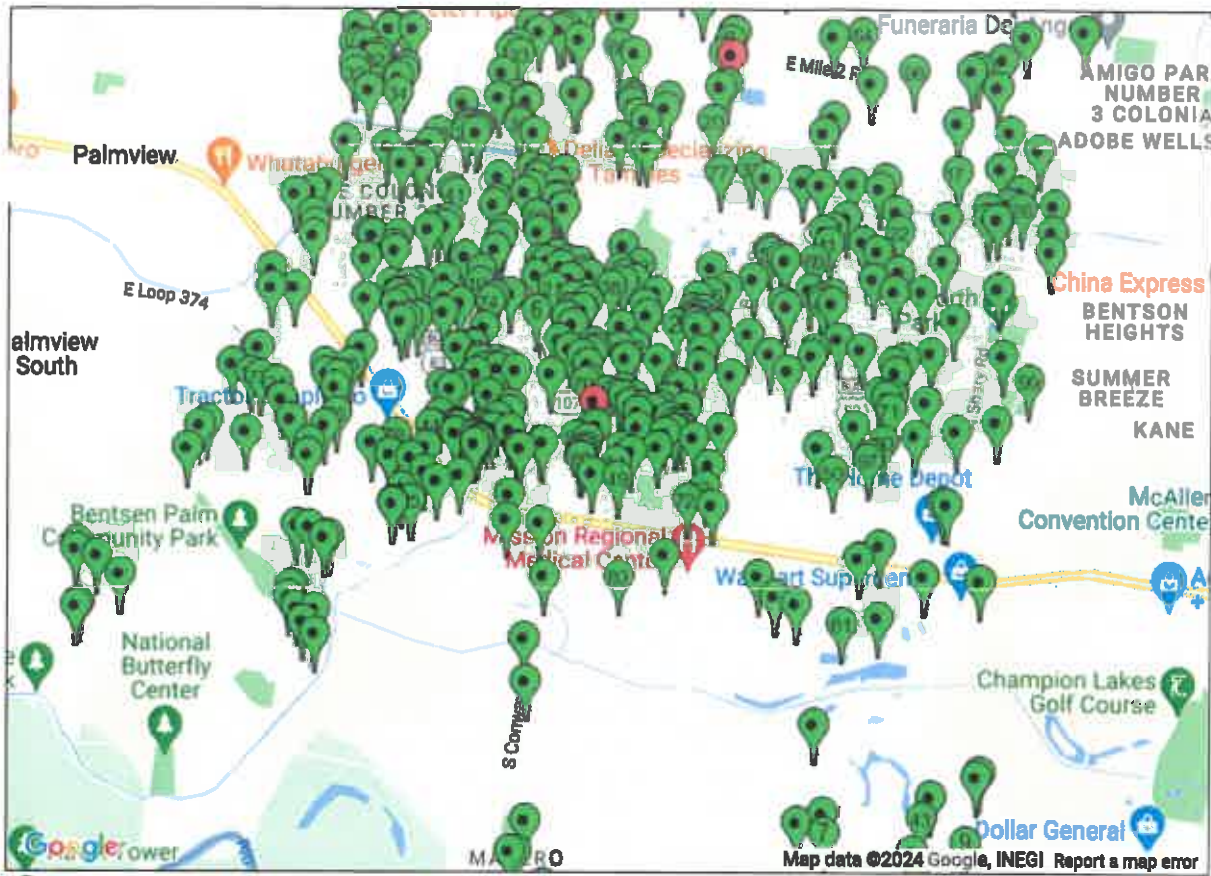


## Open Vs. Closed Requests

For Date Period From 05/01/2024 Through 05/31/2024



# ANIMAL CONTROL



- 1 1403 E Ray Cir
- 2 923 E Tom Landry St
- 3 1007 E Stonegate Dr
- 4 1504 River Bend Dr
- 5 215 Stagecoach Dr
- 6 415 W Tom Landry St
- 7 3400 Santa Olivia St
- 8 903 W A St
- 9 4202 San Rodrigo
- 10 909 W Burnsey Dr
- 11 1801-1883 N Stewart Rd, Mission
- 12 909 S Bryan Rd
- 13 815 W A St
- 14 2101 Ramirez Ln
- 15 N Holland Ave & W 4th St

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7297</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	wed / am- trp cat, repeat issue msg / tue...
<a href="#">7298</a>	Animal Control	Closed	05/01/2024		Vela,Jesus	wed / am- trp cat, frnt
<a href="#">7299</a>	Animal Control	Closed	05/01/2024		Vela,Jesus	wed / am- agg dog, on prop msg / tue pm
<a href="#">7300</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	wed / am- pick up TRAP, dog left note-...
<a href="#">7301</a>	Animal Control	Closed	05/01/2024		Vela,Jesus	wed / am- trp psm, #215, wgn cty
<a href="#">7302</a>	Animal Control	Closed	05/01/2024		Vela,Jesus	wed / am- trp cat, fire station msg / Ivan
<a href="#">7303</a>	Animal Control	Closed	05/01/2024		Espinoza,Mitchell I.	wed / am- contained pup, bk fence, call him
<a href="#">7304</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	wed / am- dumped, injured cat, in box 2nd...
<a href="#">7305</a>	Animal Control	Closed	05/01/2024		Espinoza,Mitchell I.	wed / am- loose snake, frnt yrd, wants stat...
<a href="#">7306</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	wed / am- 1045 dog, alley, near bk prop,...
<a href="#">7307</a>	Animal Control	Closed	05/01/2024		Espinoza,Mitchell I.	Photo attached wed / am- loose blk dog- went...
<a href="#">7308</a>	Animal Control	Closed	05/01/2024		Vela,Jesus	wed / am- stripes gas, loose dog, sml / wht ...
<a href="#">7309</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	wed / am- caller complains neigh let her dogs...
<a href="#">7310</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	wed / am- 1045 cat, stry, bk / alley, in bag,...
<a href="#">7311</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	wed / am- loose dogs, near Pearson Elem ...
<a href="#">7312</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	wed / am- clr states this is suspected dog...
<a href="#">7313</a>	Animal Control	Closed	05/01/2024		Espinoza,Mitchell I.	wed / am- 1 mo ktns- 3, found on yard, box...
<a href="#">7314</a>	Animal Control	Closed	05/01/2024		Vela,Jesus	wed / am- cat bite, attk clr wife, yes blood...
<a href="#">7315</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	wed / am- clr reporting dogs left behind at...
<a href="#">7318</a>	Animal Control	Closed	05/01/2024		Vela,Jesus	wed / am- trp cat, frnt
<a href="#">7319</a>	Animal Control	Closed	05/01/2024		Vela,Jesus	wed / am- injured dog on prop
<a href="#">7321</a>	Animal Control	Closed	05/01/2024		Espinoza,Mitchell I.	wed / am- trp psm, frnt / SHOP
<a href="#">7322</a>	Animal Control	Closed	05/01/2024		Vela,Jesus	wed / am- 5 loose dogs, lay on bank / bk...
<a href="#">7323</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	wed / am- loose dog, g shp / blk-brwn 2nd...
<a href="#">7325</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	wed / noon- stray dog msg / jen
<a href="#">7326</a>	Animal Control	Closed	05/01/2024		Espinoza,Mitchell I.	wed / pm- trp psm, bk
<a href="#">7327</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	Este perro es de mi vecina que tiene un...
<a href="#">7328</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	wed / pm- part 1 of 2, complainant, loose...
<a href="#">7329</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	wed / pm- part 2 of 2, ownr of agg dogs, kid...
<a href="#">7330</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	wed / pm- well ck, dogs- no water, foul odor...
<a href="#">7331</a>	Animal Control	Closed	05/01/2024		Rodriguez,Daniel	wed / pm- 1045 dog, sml / pet, frnt
<a href="#">7336</a>	Animal Control	Closed	05/02/2024		Espinoza,Mitchell I.	thr / am- 1045 psm, str
<a href="#">7337</a>	Animal Control	Closed	05/02/2024		Vela,Jesus	thr / am- trp cat msg / wed pm
<a href="#">7338</a>	Animal Control	Closed	05/02/2024		Rodriguez,Daniel	thr / am- agg dog w/2 pups loose msg / wed...
<a href="#">7339</a>	Animal Control	Closed	05/02/2024		Rodriguez,Daniel	thr / am- 8 agg loose dogs, clr / walking
<a href="#">7341</a>	Animal Control	Closed	05/02/2024		Vela,Jesus	thr / am- contained 4 cats, hx: agg cat...
<a href="#">7342</a>	Animal Control	Closed	05/02/2024		Rodriguez,Daniel	thr / am- pet 1045 cat, frnt / grass
<a href="#">7343</a>	Animal Control	Closed	05/02/2024		Rodriguez,Daniel	thr / am- stray 1045 cat, frnt / grass
<a href="#">7344</a>	Animal Control	Closed	05/02/2024		Rodriguez,Daniel	thr / am- trp DOG, same dog as last wk, what...
<a href="#">7345</a>	Animal Control	Closed	05/02/2024		Rodriguez,Daniel	thr / am- trp cat, frnt
<a href="#">7346</a>	Animal Control	Closed	05/02/2024		Vela,Jesus	thr / am- sick, injured psm, slide / hm
<a href="#">7347</a>	Animal Control	Closed	05/02/2024		Vela,Jesus	thr / am- trp psm, frnt 2nd call 11.40 am,...
<a href="#">7348</a>	Animal Control	Closed	05/02/2024		Rodriguez,Daniel	thr / am- part 1 of 2, dog ownr, nds educ...
<a href="#">7349</a>	Animal Control	Closed	05/02/2024		Rodriguez,Daniel	thr / am- part 2 of 2, complainant, neigh dog...
<a href="#">7350</a>	Animal Control	Closed	05/02/2024		Espinoza,Mitchell I.	thr / am- 1045 psm, alley per Jesse Lerma /...
<a href="#">7351</a>	Animal Control	Closed	05/02/2024		Espinoza,Mitchell I.	thr / am- 1045 cat, alley per Jesse Lerma /...
<a href="#">7352</a>	Animal Control	Closed	05/02/2024		Rodriguez,Daniel	thr / am- 1045 dog, stry, frnt
<a href="#">7353</a>	Animal Control	Closed	05/02/2024		Vela,Jesus	thr / am- 1045 cat x2, clr is reporting for...
<a href="#">7354</a>	Animal Control	Closed	05/02/2024		Espinoza,Mitchell I.	thr / am- trp cat, CODE 007
<a href="#">7355</a>	Animal Control	Closed	05/02/2024		Rodriguez,Daniel	thr / am- well ck- pup cry, stuck in junk ...
<a href="#">7356</a>	Animal Control	Closed	05/02/2024		Vela,Jesus	thr / pm- trp psm / 8-9 babies, in box / nxt...
<a href="#">7358</a>	Animal Control	Closed	05/03/2024		Vela,Jesus	fri / am- trp cat x6 frm thr pm
<a href="#">7359</a>	Animal Control	Closed	05/03/2024		Rodriguez,Daniel	fri / am- loose dog, white frm thr pm
<a href="#">7360</a>	Animal Control	Closed	05/03/2024		Vela,Jesus	fri / am- Msn JH, loose dog, entrance, frm...
<a href="#">7361</a>	Animal Control	Closed	05/03/2024		Vela,Jesus	fri / am- trp cat, frnt / HOTEL
<a href="#">7362</a>	Animal Control	Closed	05/03/2024		Espinoza,Mitchell I.	fri / am- trp psm
<a href="#">7363</a>	Animal Control	Closed	05/03/2024		Espinoza,Mitchell I.	fri / am- trp cat, d/o at ofc
<a href="#">7364</a>	Animal Control	Closed	05/03/2024		Vela,Jesus	fri / am- drop off TRAP, for cats, Roosevelt...



Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7365</a>	Animal Control	Closed	05/03/2024		Rodriguez,Daniel	fri / am- trp racoon, frnt
<a href="#">7366</a>	Animal Control	Closed	05/03/2024		Vela,Jesus	fri / am- 1045 psm, CASTRO elem
<a href="#">7367</a>	Animal Control	Closed	05/03/2024		Rodriguez,Daniel	fri / am- 1045 dog, pet, frnt / on area rug
<a href="#">7368</a>	Animal Control	Closed	05/03/2024		Espinoza,Mitchell I.	fri / am- 1045 cat, neighbor / frnt yrd
<a href="#">7369</a>	Animal Control	Closed	05/03/2024		Rodriguez,Daniel	fri / am- well ck, dogs stuck in garage,...
<a href="#">7370</a>	Animal Control	Closed	05/03/2024		Espinoza,Mitchell I.	fri / am- trp psm, by ml/ bx
<a href="#">7371</a>	Animal Control	Closed	05/03/2024		Rodriguez,Daniel	I have some little kittens in a cage locked...
<a href="#">7372</a>	Animal Control	Closed	05/03/2024		Vela,Jesus	fri / am- 1045 cat, frnt / strt / stry
<a href="#">7373</a>	Animal Control	Closed	05/03/2024		Espinoza,Mitchell I.	fri / am- 1045 psm, frnt / strt
<a href="#">7374</a>	Animal Control	Closed	05/03/2024		Rodriguez,Daniel	fri / am- loose dog, g shep / lab mix, on...
<a href="#">7375</a>	Animal Control	Closed	05/03/2024		Vela,Jesus	fri / am- injured cat, on prop cllr called...
<a href="#">7376</a>	Animal Control	Closed	05/03/2024		Vela,Jesus	fri / am- 1045 cat, pet, IN HM, call or knock...
<a href="#">7377</a>	Animal Control	Closed	05/03/2024		Espinoza,Mitchell I.	fri / am- coyote sighting, call frm Mr. K....
<a href="#">7378</a>	Animal Control	Closed	05/03/2024		Espinoza,Mitchell I.	fri / am- contained psm, in tub, in hm
<a href="#">7379</a>	Animal Control	Closed	05/03/2024		Vela,Jesus	fri / am- trp cat + 5 bbles
<a href="#">7381</a>	Animal Control	Closed	05/03/2024		Vela,Jesus	fri / pm- 1045 psm, frnt yrd msg / jen
<a href="#">7382</a>	Animal Control	Closed	05/03/2024		Vela,Jesus	fri / pm- 1045 ktn, strt, fairview st verbal...
<a href="#">7383</a>	Animal Control	Closed	05/03/2024		Vela,Jesus	fri / pm- luau burger / public parking,...
<a href="#">7384</a>	Animal Control	Closed	05/03/2024		Rodriguez,Daniel	fri / pm- loose dog, goes for scraps the cllr...
<a href="#">7385</a>	Animal Control	Closed	05/03/2024		Rodriguez,Daniel	fri / pm- return TRAP, cllr asking
<a href="#">7388</a>	Animal Control	Closed	05/03/2024		Rodriguez,Daniel	fri / pm- 2nd request today, loose dog ...
<a href="#">7389</a>	Animal Control	Closed	05/03/2024		Espinoza,Mitchell I.	fri / pm- trp psm msg / aaron
<a href="#">7390</a>	Animal Control	Closed	05/03/2024		Vela,Jesus	fri / pm- cat blte, stray cat, yes blood, saw...
<a href="#">7396</a>	Animal Control	Closed	05/06/2024		Espinoza,Mitchell I.	mon / am- loose dog on prop,no fence, just...
<a href="#">7399</a>	Animal Control	Closed	05/06/2024		Espinoza,Mitchell I.	mon / am- trp psm, LOT 26 msg / sat am
<a href="#">7400</a>	Animal Control	Closed	05/06/2024		Rodriguez,Daniel	mon / am- 4 loose dogs, poop / yrd msg / sat...
<a href="#">7401</a>	Animal Control	Closed	05/06/2024		Rodriguez,Daniel	mon / am- 1045 cat, rt sd / hm msg / sat pm
<a href="#">7402</a>	Animal Control	Closed	05/06/2024		Rodriguez,Daniel	mon / am- 1045 cat, rt sd / hm msg / sat pm
<a href="#">7403</a>	Animal Control	Closed	05/06/2024		Vela,Jesus	mon / am- pick up trap, msg from gloria /...
<a href="#">7404</a>	Animal Control	Closed	05/06/2024		Rodriguez,Daniel	mon / am- trp cat, at neigh hm/ Juanita- APT...
<a href="#">7405</a>	Animal Control	Closed	05/06/2024		Vela,Jesus	mon / am- trp psm, clinic / frnt
<a href="#">7406</a>	Animal Control	Closed	05/06/2024		Rodriguez,Daniel	mon / am- loose dog msg from aco daniel
<a href="#">7407</a>	Animal Control	Closed	05/06/2024		Vela,Jesus	mon / am- trp cat, frnt
<a href="#">7408</a>	Animal Control	Closed	05/06/2024		Vela,Jesus	mon / am- dog in alley msg / sat pm
<a href="#">7409</a>	Animal Control	Closed	05/06/2024		Espinoza,Mitchell I.	mon / am- 1045 psm msg / sun am
<a href="#">7410</a>	Animal Control	Closed	05/06/2024		Rodriguez,Daniel	mon / am- well ck- neglected dog msg / sun...
<a href="#">7411</a>	Animal Control	Closed	05/06/2024		Espinoza,Mitchell I.	mon / am- loose snake, in drain, black /...
<a href="#">7412</a>	Animal Control	Closed	05/06/2024		Vela,Jesus	mon / am- 1045 psm, under deck cllr advised...
<a href="#">7413</a>	Animal Control	Closed	05/06/2024		Vela,Jesus	mon / am- trp psm / bbles x2
<a href="#">7414</a>	Animal Control	Closed	05/06/2024		Rodriguez,Daniel	mon / am- trp psm, frnt
<a href="#">7415</a>	Animal Control	Closed	05/06/2024		Vela,Jesus	mon / am- 1045 psm, frnt, across Casa Kevin
<a href="#">7416</a>	Animal Control	Closed	05/06/2024		Espinoza,Mitchell I.	mon / am- 1045 psm, strt

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7417</a>	Animal Control	Closed	05/06/2024		Rodriguez,Daniel	mon / am- 1045 cat, stry, stry
<a href="#">7418</a>	Animal Control	Closed	05/06/2024		Vela,Jesus	mon / am- pups stuck in sewer drain msg /...
<a href="#">7419</a>	Animal Control	Closed	05/06/2024		Vela,Jesus	mon / am- loose smi chlh, at portables, Msn...
<a href="#">7420</a>	Animal Control	Closed	05/06/2024		Rodriguez,Daniel	mon / am- contained dog at prop, stry, REPEAT...
<a href="#">7421</a>	Animal Control	Closed	05/06/2024		Vela,Jesus	mon / am- injured cat on yard, cut neck
<a href="#">7422</a>	Animal Control	Closed	05/06/2024		Espinoza,Mitchell I.	mon / am- 1045 cat, stry, stry
<a href="#">7424</a>	Animal Control	Closed	05/06/2024		Rodriguez,Daniel	Dead dog near owners gate
<a href="#">7425</a>	Animal Control	Closed	05/06/2024		Espinoza,Mitchell I.	mon / noon- injured psm msg / jen
<a href="#">7426</a>	Animal Control	Closed	05/06/2024		Rodriguez,Daniel	mon / noon- trp cat msg / jen
<a href="#">7427</a>	Animal Control	Closed	05/06/2024		Vela,Jesus	mon / noon- stry dog (ylw) msg / jen
<a href="#">7428</a>	Animal Control	Closed	05/06/2024		Espinoza,Mitchell I.	mon / pm- well ck— stry dog, emaciated,...
<a href="#">7429</a>	Animal Control	Closed	05/06/2024		Espinoza,Mitchell I.	mon / pm- part 1 of 2, complainant, neigh...
<a href="#">7430</a>	Animal Control	Closed	05/06/2024		Espinoza,Mitchell I.	mon / pm- part 2 of 2, clr says cite dog...
<a href="#">7431</a>	Animal Control	Closed	05/06/2024		Espinoza,Mitchell I.	mon / pm- 1045 cat, stry, apts / prkg
<a href="#">7432</a>	Animal Control	Closed	05/06/2024		Vela,Jesus	mon / pm- 1045 psm, stry, frnt / hm
<a href="#">7433</a>	Animal Control	Closed	05/06/2024		Vela,Jesus	mon / pm- 1045 psm, stry, fence line
<a href="#">7434</a>	Animal Control	Closed	05/06/2024		Espinoza,Mitchell I.	mon / pm- trp ktms x2, business
<a href="#">7435</a>	Animal Control	Closed	05/06/2024		Rodriguez,Daniel	mon / pm- trap is closed, rqst to re open
<a href="#">7436</a>	Animal Control	Closed	05/06/2024		Espinoza,Mitchell I.	mon / pm- fyi for Ivan, this hm is feeding...
<a href="#">7437</a>	Animal Control	Closed	05/06/2024		Rodriguez,Daniel	mon / pm- LOT 32, agg dog on prop, this hm...
<a href="#">7438</a>	Animal Control	Closed	05/06/2024		Rodriguez,Daniel	mon / pm- LOT 19, agg dog on prop, this hm...
<a href="#">7444</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / am- 1045 dog, per pd, unknown campus...
<a href="#">7445</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / am- trp psm, frnt
<a href="#">7446</a>	Animal Control	Closed	05/07/2024		Espinoza,Mitchell I.	tue / am- career day, aco Ivan
<a href="#">7447</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / am- trp psm, alley
<a href="#">7448</a>	Animal Control	Closed	05/07/2024		Rodriguez,Daniel	tue / am- career day, unit on site
<a href="#">7449</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / am- trp cat, sd / hm, call man
<a href="#">7450</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / am- trp cat
<a href="#">7451</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / am- 1045 psm, transport bldg, ask for...
<a href="#">7452</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / am- hm is ownr of 3 loose hskies, cause...
<a href="#">7453</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / am- 7 loose dogs, this hm ownr leaves...
<a href="#">7454</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / am- 1 loose dog, medlum
<a href="#">7455</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / am- rcvd NOTE, awaits trap will be...
<a href="#">7456</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / am- Msn HS, loose dog, east /...
<a href="#">7457</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / am- 1045 cat, stry / alley / stry ...
<a href="#">7458</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / am- loose dog, per pd, attks ppl
<a href="#">7459</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / am- trp dogs x3, in yard / fence
<a href="#">7460</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / am- 1045 cat, sd/wk, stry at Madero
<a href="#">7463</a>	Animal Control	Closed	05/07/2024		Rodriguez,Daniel	tue / noon- trp psm msg / aco Ivan
<a href="#">7464</a>	Animal Control	Closed	05/07/2024		Espinoza,Mitchell I.	tue / noon- 1045 cat ?, next to trash can ...
<a href="#">7465</a>	Animal Control	Closed	05/07/2024		Espinoza,Mitchell I.	tue / noon- trp cat msg / aco Ivan
<a href="#">7466</a>	Animal Control	Closed	05/07/2024		Rodriguez,Daniel	tue / noon- trp cat msg / aco Ivan
<a href="#">7467</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / noon- loose hsky mix msg / aco Ivan
<a href="#">7468</a>	Animal Control	Closed	05/07/2024		Rodriguez,Daniel	tue / noon- trp psm msg / aco Ivan
<a href="#">7469</a>	Animal Control	Closed	05/07/2024		Rodriguez,Daniel	tue / noon- trp psm msg / yesi
<a href="#">7470</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / pm- drop off TRAP, for 3 dgs
<a href="#">7471</a>	Animal Control	Closed	05/07/2024		Rodriguez,Daniel	tue / pm- 3 loose chlh, roam- 1 wk, goes into...
<a href="#">7472</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / pm- loose dog msg / verbal Jesus
<a href="#">7474</a>	Animal Control	Closed	05/07/2024		Rodriguez,Daniel	tue / pm- needs TRAP, for stray cat
<a href="#">7475</a>	Animal Control	Closed	05/07/2024		Rodriguez,Daniel	tue / pm- cat in DRAIN, by mailbx
<a href="#">7476</a>	Animal Control	Closed	05/07/2024		Vela,Jesus	tue / pm- well ck— dog tangled, ylw hm,...
<a href="#">7477</a>	Animal Control	Closed	05/07/2024		Espinoza,Mitchell I.	tue / pm- rcvd RED note (late pm), loose dog ...
<a href="#">7478</a>	Animal Control	Closed	05/07/2024		Espinoza,Mitchell I.	tue / pm- ownr arrested, STAT dog nds pick...
<a href="#">7486</a>	Animal Control	Closed	05/08/2024		Vela,Jesus	wed / am- loose bat, day care / adult, loose...
<a href="#">7487</a>	Animal Control	Closed	05/08/2024		Rodriguez,Daniel	wed / am- loose dog, matted hair, by leal...
<a href="#">7488</a>	Animal Control	Closed	05/08/2024		Rodriguez,Daniel	wed / am- injured cat, was bit msg / tue pm
<a href="#">7489</a>	Animal Control	Closed	05/08/2024		Vela,Jesus	wed / am- 1045 cat, stry, stry
<a href="#">7490</a>	Animal Control	Closed	05/08/2024		Rodriguez,Daniel	wed / am- trp psm, frnt
<a href="#">7491</a>	Animal Control	Closed	05/08/2024		Espinoza,Mitchell I.	wed / am- dept machine / set up



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<a href="#">7492</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / am- surr AGG dog, bit neighbor last...
<a href="#">7493</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / am- loose labs & hsk, per Mr. K eml
<a href="#">7494</a>	Animal Control	Closed	05/08/2024		Rodriguez, Daniel	wed / am- loose labs & hsk, per Mr. K eml
<a href="#">7495</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / am- 1045 psm, on strt / sd, in tact
<a href="#">7496</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / am- 1045 cat x3, bag / frnt
<a href="#">7497</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / am- contained dog, in bldg
<a href="#">7500</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / am- 1045 car, frnt / by car 2nd call...
<a href="#">7501</a>	Animal Control	Closed	05/08/2024		Rodriguez, Daniel	wed / am- trp psm, still waiting frm...
<a href="#">7502</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / am- part 1 of 2, clir- neigh dogs on...
<a href="#">7503</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / am- part 2 of 2, ownr of loose dogs,...
<a href="#">7505</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / am- 1045 duck, by pond, critters...
<a href="#">7506</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / am- loose dog, repeat issue rude...
<a href="#">7507</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / am- Msn HS, E & J bldgs, loose dog
<a href="#">7508</a>	Animal Control	Closed	05/08/2024		Rodriguez, Daniel	wed / am- loose dog (from feeding nghbr),...
<a href="#">7509</a>	Animal Control	Closed	05/08/2024		Rodriguez, Daniel	wed / am- elder cat, injured leg
<a href="#">7510</a>	Animal Control	Closed	05/08/2024		Rodriguez, Daniel	wed / am- 1045 psm, bag/ frnt
<a href="#">7511</a>	Animal Control	Closed	05/08/2024		Rodriguez, Daniel	wed / am- part 1 of 2, injured cat, under...
<a href="#">7512</a>	Animal Control	Closed	05/08/2024		Rodriguez, Daniel	wed / am- part 2 of 2, trp cat, w/nghbr help
<a href="#">7515</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / am- part 1 of 2, trp dog, frnt
<a href="#">7516</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / am- wants add'l trp
<a href="#">7517</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / pm- 1045 psm, on curve between mailbx &...
<a href="#">7518</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / pm- 1045 cat, stry, by wndow
<a href="#">7519</a>	Animal Control	Closed	05/08/2024		Vela, Jesus	wed / pm- trp ktns x3, in hm, call man clir...
<a href="#">7521</a>	Animal Control	Closed	05/08/2024		Rodriguez, Daniel	wed / pm- 3 loose dogs, prop damage, roam- 1...
<a href="#">7522</a>	Animal Control	Closed	05/08/2024		Rodriguez, Daniel	wed / pm- biker got bit, near above address,...
<a href="#">7523</a>	Animal Control	Closed	05/08/2024		Rodriguez, Daniel	wed / pm- part 1 of 2, clir child chased by...
<a href="#">7524</a>	Animal Control	Closed	05/08/2024		Rodriguez, Daniel	wed / pm- part 2 of 2, educ visit, ownr of...
<a href="#">7526</a>	Animal Control	Closed	05/09/2024		Rodriguez, Daniel	thr / am- trp cat, south msn, frnt
<a href="#">7528</a>	Animal Control	Closed	05/09/2024		Vela, Jesus	thr / am- 1045 cat, bag / by trash
<a href="#">7529</a>	Animal Control	Closed	05/09/2024		Vela, Jesus	thr / am- 1045 dog, pet, frnt / blinkt
<a href="#">7530</a>	Animal Control	Closed	05/09/2024		Rodriguez, Daniel	thr / am- bees, wall msg / wed pm
<a href="#">7531</a>	Animal Control	Closed	05/09/2024		Rodriguez, Daniel	thr / am- part 1 of 2, 3-- nghbr dogs on...
<a href="#">7532</a>	Animal Control	Closed	05/09/2024		Rodriguez, Daniel	thr / am- part 2 of 2, ownr of loose dogs,...
<a href="#">7533</a>	Animal Control	Closed	05/09/2024		Vela, Jesus	thr / am- 3 loose dogs msg / thr am
<a href="#">7534</a>	Animal Control	Closed	05/09/2024		Rodriguez, Daniel	thr / am- team building / puzzle
<a href="#">7535</a>	Animal Control	Closed	05/09/2024		Vela, Jesus	thr / am- team building / puzzle
<a href="#">7536</a>	Animal Control	Closed	05/09/2024		Rodriguez, Daniel	thr / am- rqst for trap, excess cats msg /...
<a href="#">7538</a>	Animal Control	Closed	05/09/2024		Espinoza, Mitchell I.	Dog from yesterday is loose again.
<a href="#">7539</a>	Animal Control	Closed	05/09/2024		Rodriguez, Daniel	6 Loose pups.
<a href="#">7540</a>	Animal Control	Closed	05/09/2024		Rodriguez, Daniel	1045 Cat
<a href="#">7541</a>	Animal Control	Closed	05/09/2024		Vela, Jesus	Sick Cat?

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7543	Animal Control	Closed	05/09/2024		Rodriguez, Daniel	Stray Cat with 5 kittens
7544	Animal Control	Closed	05/09/2024		Rodriguez, Daniel	Sick Cat?
7545	Animal Control	Closed	05/09/2024		Vela, Jesus	1045 Possum
7546	Animal Control	Closed	05/09/2024		Rodriguez, Daniel	STP
7547	Animal Control	Closed	05/09/2024		Vela, Jesus	2 Loose Dogs. Sometimes 5
7549	Animal Control	Closed	05/09/2024		Espinoza, Mitchell I.	Possible Rabies?
7551	Animal Control	Closed	05/10/2024		Espinoza, Mitchell I.	Lot B-4 STP
7552	Animal Control	Closed	05/10/2024		Vela, Jesus	3 Pups In storm drain
7553	Animal Control	Closed	05/10/2024		Vela, Jesus	1045 Cat
7554	Animal Control	Closed	05/10/2024		Espinoza, Mitchell I.	STP
7555	Animal Control	Closed	05/10/2024		Espinoza, Mitchell I.	Wellness Check
7556	Animal Control	Closed	05/10/2024		Vela, Jesus	1045 Bird
7557	Animal Control	Closed	05/10/2024		Vela, Jesus	Dog In the portables
7558	Animal Control	Closed	05/10/2024		Espinoza, Mitchell I.	STC
7559	Animal Control	Closed	05/10/2024		Espinoza, Mitchell I.	STC Mom and kitten
7560	Animal Control	Closed	05/10/2024		Espinoza, Mitchell I.	STC
7561	Animal Control	Closed	05/10/2024		Espinoza, Mitchell I.	1045 P
7562	Animal Control	Closed	05/10/2024		Vela, Jesus	2 Pups on school grounds
7563	Animal Control	Closed	05/10/2024		Vela, Jesus	Loose Dog
7564	Animal Control	Closed	05/10/2024		Espinoza, Mitchell I.	Loose chicken running around
7565	Animal Control	Closed	05/10/2024		Vela, Jesus	Loose kitten
7566	Animal Control	Closed	05/10/2024		Espinoza, Mitchell I.	1045 P
7567	Animal Control	Closed	05/10/2024		Vela, Jesus	Loose Dog
7568	Animal Control	Closed	05/10/2024		Vela, Jesus	Two loose dogs
7569	Animal Control	Closed	05/10/2024		Rodriguez, Daniel	5 STC
7570	Animal Control	Closed	05/10/2024		Espinoza, Mitchell I.	2 Loose dogs
7571	Animal Control	Closed	05/10/2024		Vela, Jesus	3 Loose dogs
7572	Animal Control	Closed	05/10/2024		Vela, Jesus	Has 7 cats contained?
7573	Animal Control	Closed	05/10/2024		Vela, Jesus	1045 Cat
7576	Animal Control	Closed	05/10/2024		Vela, Jesus	PD only gave very sparse information.
7587	Animal Control	Closed	05/13/2024		Rodriguez, Daniel	mon / am- 1045 psm, frnt / cmr
7588	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- pups on campus msg / fri am
7589	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- loose egg ptbl msg / sat am
7590	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- trp psm msg / sat am
7591	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- duck stuck in sewer drain msg /...
7592	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- 4 kittens, no further data msg /...
7593	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- In alley, mom & kttns, run over ...
7594	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- well ck— cat & kttns msg / sun...
7595	Animal Control	Closed	05/13/2024		Rodriguez, Daniel	mon / am- trp psm, frnt
7596	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- 1045 dog, bldg, lrg / bag / sd of...
7597	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- injured bat, frnt / patio, bby
7598	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- trp cat, frnt / sd
7599	Animal Control	Closed	05/13/2024		Rodriguez, Daniel	mon / am- trp psm
7600	Animal Control	Closed	05/13/2024		Rodriguez, Daniel	mon / am- abandoned pups, mom injured /...
7601	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- loose dog, tan, stry, repeat issue
7602	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- 1045 psm, west / sd hm
7603	Animal Control	Closed	05/13/2024		Rodriguez, Daniel	mon / am- 1045 psm, strt, stry
7604	Animal Control	Closed	05/13/2024		Espinoza, Mitchell I.	mon / am- staff mtng & set up mosquito traps ...
7605	Animal Control	Closed	05/13/2024		Rodriguez, Daniel	mon / am- 2 loose small dogs
7608	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- pup contained in yard, call him...
7609	Animal Control	Closed	05/13/2024		Rodriguez, Daniel	mon / am- ownr of 2 loose dogs, educ visit ...
7611	Animal Control	Closed	05/13/2024		Rodriguez, Daniel	mon / am- trap request, several stry cats ...
7612	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- 1045 cat, stry / strt
7613	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- contained cat, in box, stry, poss....
7614	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / am- 2nd call today, contained kttns-4 ...
7615	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / noon- 2 cats / 1 kttn, tame / stry msg...
7616	Animal Control	Closed	05/13/2024		Espinoza, Mitchell I.	mon / pm- prep ice chest for bat specimen...
7617	Animal Control	Closed	05/13/2024		Rodriguez, Daniel	mon / pm- abandoned pup, medium / stry
7618	Animal Control	Closed	05/13/2024		Rodriguez, Daniel	mon / pm- 1045 dog, north of tracks, pet /...



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7620	Animal Control	Closed	05/13/2024		Vela, Jesus	stray cat (311), mon / pm
7621	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / pm- LOT A3, trp psm, frmt
7622	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / pm- trp cat, LOT 1, frmt
7623	Animal Control	Closed	05/13/2024		Rodriguez, Daniel	mon / pm- snake, at front door of apt bldg,...
7624	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / pm- part 1 of 2, well ck- complainant ...
7625	Animal Control	Closed	05/13/2024		Vela, Jesus	mon / pm- part 2 of 2, hm ownr- educ visit,...
7626	Animal Control	Closed	05/13/2024		Rodriguez, Daniel	mon / pm- part 1 of 2, complainant, wellness...
7627	Animal Control	Closed	05/13/2024		Rodriguez, Daniel	mon / pm- part 2 of 2, well ck- dogs tied,...
7628	Animal Control	Closed	05/14/2024		Espinoza, Mitchell I.	tue / am- pick up mosquito traps with yesi
7629	Animal Control	Closed	05/14/2024		Vela, Jesus	tue / am- 1045 dog, large, street, stry
7630	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / am- sick dog, stry, near APT 11
7631	Animal Control	Closed	05/14/2024		Vela, Jesus	tue / am- 1045 dog, pet / 1 yr / lrg, frmt
7632	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / am- rqst for TRAP, ? rats / psms, APT 1...
7633	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / am- pick up contained dog, clir / wife...
7634	Animal Control	Closed	05/14/2024		Vela, Jesus	tue / am- injured cat msg / mon pm
7635	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / am- cat in tree, dog in yard msg / mon...
7636	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / am- dog on prop, roams neighborhd, stry,...
7637	Animal Control	Closed	05/14/2024		Vela, Jesus	tue / am- contained kttns, in box / in hm ...
7638	Animal Control	Closed	05/14/2024		Vela, Jesus	tue / am- mom & dad dogs w/pups under SHED ...
7639	Animal Control	Closed	05/14/2024		Vela, Jesus	tue / am- 2 dogs on prop, roam / arrived 15...
7641	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / am- part 1 of 2, complainant, dog in...
7642	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / am- part 2 of 2, owner of loose dog /...
7643	Animal Control	Closed	05/14/2024		Vela, Jesus	tue / am- 1045 dog, stry / strt / sml
7644	Animal Control	Closed	05/14/2024		Vela, Jesus	tue / am- 1045 dog, stry / sml / strt
7645	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / am- 1045 dog / ??? in drain
7646	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / am- dog on prop, roam - 1 wk
7647	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / am- part 1 of 4, coyote sighting / pm,...
7648	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / am- part 2 of 4, coyote sighting / pm,...
7649	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / am- part 3 of 4, coyote sighting x2,...
7650	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / am- part 4 of 4, coyote sighting / pm,...
7651	Animal Control	Closed	05/14/2024		Vela, Jesus	tue / am- lrg 1045 dog, strt 2nd call 11.13...
7652	Animal Control	Closed	05/14/2024		Vela, Jesus	tue / am- 1045 psm, strt
7654	Animal Control	Closed	05/14/2024		Vela, Jesus	tue / noon- dogs always loose msg / jen
7655	Animal Control	Closed	05/14/2024		Vela, Jesus	tue / pm- 1045 cat, in box, under tree msg /...
7656	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / noon- dog on prop, stry msg / jen
7657	Animal Control	Closed	05/14/2024		Espinoza, Mitchell I.	tue / pm- contained cats x2, box 2nd call...
7658	Animal Control	Closed	05/14/2024		Espinoza, Mitchell I.	tue / pm- loose agg chih, clir is delivery...
7659	Animal Control	Closed	05/14/2024		Espinoza, Mitchell I.	tue / pm- bat to vet for rabies test w/ Mr....
7660	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / pm- rcvd RED note, awaits aco call, re....
7661	Animal Control	Closed	05/14/2024		Vela, Jesus	tue / pm- 1045 cat, bag / frmt, pet
7662	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / pm- rcvd RED note, wants aco CALL bk,...

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description	Item 5.
<a href="#">7666</a>	Animal Control	Closed	05/14/2024		Espinoza, Mitchell I.	tue / pm- injured dog, wound on skin/ sickly,...	
<a href="#">7667</a>	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / pm- wants aco call / approx wait, trap...	
<a href="#">7668</a>	Animal Control	Closed	05/14/2024		Vela, Jesus	tue / pm- well ck- dog w/no shade, hot...	
<a href="#">7669</a>	Animal Control	Closed	05/14/2024		Rodriguez, Daniel	tue / pm- contained dog in yard, non agg	
<a href="#">7670</a>	Animal Control	Closed	05/14/2024		Vela, Jesus	stray female dog. very friendly and no tag	
<a href="#">7673</a>	Animal Control	Closed	05/15/2024		Espinoza, Mitchell I.	wed / am- loose dog, med, stry, elder / sick,...	
<a href="#">7674</a>	Animal Control	Closed	05/15/2024		Espinoza, Mitchell I.	wed / am- cat on roof (taco) Shary msg / tue...	
<a href="#">7675</a>	Animal Control	Closed	05/15/2024		Rodriguez, Daniel	wed / am- repeat issue, stray dog / ? preg ...	
<a href="#">7676</a>	Animal Control	Closed	05/15/2024		Rodriguez, Daniel	wed / am- loose dog, on prop, wht msg / jen	
<a href="#">7677</a>	Animal Control	Closed	05/15/2024		Espinoza, Mitchell I.	wed / am- team equipmt, purchase	
<a href="#">7678</a>	Animal Control	Closed	05/15/2024		Vela, Jesus	wed / am- loose dog, near MIMS elem, earlier...	
<a href="#">7679</a>	Animal Control	Closed	05/15/2024		Vela, Jesus	wed / am- trp psm, frmt	
<a href="#">7680</a>	Animal Control	Closed	05/15/2024		Espinoza, Mitchell I.	wed / am- 1045 dog, pet / sml / frmt	
<a href="#">7681</a>	Animal Control	Closed	05/15/2024		Rodriguez, Daniel	wed / am- loose dog on prop, sml, frmt	
<a href="#">7682</a>	Animal Control	Closed	05/15/2024		Espinoza, Mitchell I.	wed / am- 1045 dog, pond / parking / grass	
<a href="#">7683</a>	Animal Control	Closed	05/15/2024		Rodriguez, Daniel	wed / am- 2 agg dogs- ptbl & malinois, LOT...	
<a href="#">7684</a>	Animal Control	Closed	05/15/2024		Rodriguez, Daniel	wed / am- part 1 of 2, 3 loose dog, history...	
<a href="#">7685</a>	Animal Control	Closed	05/15/2024		Rodriguez, Daniel	wed / am- part 2 of 2, ownr of 3 loose dogs,...	
<a href="#">7686</a>	Animal Control	Closed	05/15/2024		Vela, Jesus	wed / am- 2 loose dogs, ALLEY, go under fence...	
<a href="#">7687</a>	Animal Control	Closed	05/15/2024		Rodriguez, Daniel	wed / am- wants cat TRAP, per cllr msg to Mr....	
<a href="#">7690</a>	Animal Control	Closed	05/15/2024		Rodriguez, Daniel	wed / am- 2 agg dogs, (1-med / 1 lg), chased...	
<a href="#">7691</a>	Animal Control	Closed	05/15/2024		Vela, Jesus	wed / am- trp psm, frmt / left	
<a href="#">7695</a>	Animal Control	Closed	05/15/2024		Vela, Jesus	wed / noon- 1045 ? kttin, sml	
<a href="#">7696</a>	Animal Control	Closed	05/15/2024		Rodriguez, Daniel	wed / noon- 1045 dog msg / jen	
<a href="#">7697</a>	Animal Control	Closed	05/15/2024		Vela, Jesus	wed / noon- 4 loose dogs, repeat msg / jen	
<a href="#">7698</a>	Animal Control	Closed	05/15/2024		Rodriguez, Daniel	wed / noon- repeat loose dog, cllr states aco...	
<a href="#">7699</a>	Animal Control	Closed	05/15/2024		Espinoza, Mitchell I.	wed / pm- mail carrier / female cllr, loose...	
<a href="#">7700</a>	Animal Control	Closed	05/15/2024		Espinoza, Mitchell I.	wed / noon- 2 loose agg dogs, chased cat...	
<a href="#">7701</a>	Animal Control	Closed	05/15/2024		Vela, Jesus	wed / pm- well ck- dog in hot car, no...	
<a href="#">7702</a>	Animal Control	Closed	05/15/2024		Rodriguez, Daniel	wed / pm- cllr wants info what can be done...	
<a href="#">7703</a>	Animal Control	Closed	05/15/2024		Vela, Jesus	wed / pm- well ck- and trp psm, neighbor ls...	
<a href="#">7704</a>	Animal Control	Closed	05/15/2024		Rodriguez, Daniel	wed / pm- 2 loose / lg dogs, nghbr knows...	
<a href="#">7705</a>	Animal Control	Closed	05/15/2024		Espinoza, Mitchell I.	wed / pm- trp racoon, garage, call lady for...	
<a href="#">7706</a>	Animal Control	Closed	05/15/2024		Rodriguez, Daniel	wed / pm- same pup from earlier today, front...	
<a href="#">7707</a>	Animal Control	Closed	05/15/2024		Rodriguez, Daniel	wed / pm- cllr wants ordinance info on croc /...	
<a href="#">7708</a>	Animal Control	Closed	05/15/2024		Rodriguez, Daniel	wed / pm- 2nd call / same day, repeat issue,...	
<a href="#">7710</a>	Animal Control	Closed	05/16/2024		Espinoza, Mitchell I.	thr / am- trp psm, frmt	
<a href="#">7711</a>	Animal Control	Closed	05/16/2024		Vela, Jesus	thr / am- trp cat, frmt	
<a href="#">7712</a>	Animal Control	Closed	05/16/2024		Espinoza, Mitchell I.	thr / am- 1045 cat, frmt / patio msg / wed...	
<a href="#">7713</a>	Animal Control	Closed	05/16/2024		Espinoza, Mitchell I.	thr / am- trp cat x2, frmt	
<a href="#">7714</a>	Animal Control	Closed	05/16/2024		Espinoza, Mitchell I.	thr / am- drop off aco truck to fleet, re....	
<a href="#">7715</a>	Animal Control	Closed	05/16/2024		Vela, Jesus	thr / am- trp psm	
<a href="#">7716</a>	Animal Control	Closed	05/16/2024		Espinoza, Mitchell I.	thr / am- trp psm w/ bbles, carport, LOT 279	
<a href="#">7717</a>	Animal Control	Closed	05/16/2024		Vela, Jesus	thr / am- 1045 psm, bk / in bucket- take...	
<a href="#">7718</a>	Animal Control	Closed	05/16/2024		Espinoza, Mitchell I.	thr / am- well ck- dog in bk balcony, day /...	
<a href="#">7719</a>	Animal Control	Closed	05/16/2024		Espinoza, Mitchell I.	thr / am- loose dog / med, on Castro elem...	
<a href="#">7720</a>	Animal Control	Closed	05/16/2024		Vela, Jesus	thr / am- aco measuremt / pant uniform at...	
<a href="#">7721</a>	Animal Control	Closed	05/16/2024		Espinoza, Mitchell I.	thr / am- trailer park, trp psm, by trlr...	
<a href="#">7722</a>	Animal Control	Closed	05/16/2024		Espinoza, Mitchell I.	thr / am- 1045 cat, stry / strt	
<a href="#">7723</a>	Animal Control	Closed	05/16/2024		Vela, Jesus	thr / am- trp psm, bk	
<a href="#">7724</a>	Animal Control	Closed	05/16/2024		Vela, Jesus	thr / am- cllr asking for aco CALL bk, re....	
<a href="#">7725</a>	Animal Control	Closed	05/16/2024		Vela, Jesus	thr / am- pick up abandoned dog by former...	
<a href="#">7726</a>	Animal Control	Closed	05/16/2024		Vela, Jesus	thr / am- awaits COURT info, dog vs dog /...	
<a href="#">7727</a>	Animal Control	Closed	05/16/2024		Vela, Jesus	thr / am- rqst TRAP, ? cats, aware of wait...	
<a href="#">7728</a>	Animal Control	Closed	05/16/2024		Espinoza, Mitchell I.	thr / am- this hm ls ownr to loose dogs, educ...	
<a href="#">7729</a>	Animal Control	Closed	05/16/2024		Vela, Jesus	thr / am- trp cat, back	
<a href="#">7731</a>	Animal Control	Closed	05/16/2024		Espinoza, Mitchell I.	thr / am- trp psm, frmt	
<a href="#">7732</a>	Animal Control	Closed	05/16/2024		Vela, Jesus	thr / am- loose blk dog and chlh on yard	
<a href="#">7733</a>	Animal Control	Closed	05/16/2024		Espinoza, Mitchell I.	thr / am- trp psm, by ml/bx	



Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7734</a>	Animal Control	Closed	05/16/2024		Vela,Jesus	thr / am- 2 bby psm, under truck hood, aco to...
<a href="#">7735</a>	Animal Control	Closed	05/16/2024		Espinoza,Mitchell I.	thr / am- 1045 squirrel, strt
<a href="#">7736</a>	Animal Control	Closed	05/16/2024		Vela,Jesus	thr / noon- sick cat w/ mange msg / jen
<a href="#">7737</a>	Animal Control	Closed	05/16/2024		Vela,Jesus	thr / noon- trp cat, frmt msg / jen
<a href="#">7738</a>	Animal Control	Closed	05/16/2024		Vela,Jesus	thr / pm- complainant, smell of dead animal
<a href="#">7739</a>	Animal Control	Closed	05/16/2024		Vela,Jesus	thr / pm- 1045 psm, strt / frmt
<a href="#">7740</a>	Animal Control	Closed	05/16/2024		Vela,Jesus	thr / pm- well ck- neigh dog smell, clr ls...
<a href="#">7741</a>	Animal Control	Closed	05/16/2024		Vela,Jesus	thr / pm- well ck- ownr of dog / sanitation,...
<a href="#">7742</a>	Animal Control	Closed	05/16/2024		Vela,Jesus	thr / pm- 3 loose dogs, just arrvd, roam
<a href="#">7744</a>	Animal Control	Closed	05/16/2024		Vela,Jesus	thr / pm- bank parking, 2 loose dogs
<a href="#">7747</a>	Animal Control	Closed	05/17/2024		Espinoza,Mitchell I.	Loose dog. I think it lives at 2700 San...
<a href="#">7748</a>	Animal Control	Closed	05/17/2024		Espinoza,Mitchell I.	fri / am- well ck- dog tied, no wtr
<a href="#">7749</a>	Animal Control	Closed	05/17/2024		Rodriguez,Daniel	fri / am- 2 loose doberman, kild clr's 2...
<a href="#">7750</a>	Animal Control	Closed	05/17/2024		Vela,Jesus	fri / am- well ck- dog all wet / no shade,...
<a href="#">7751</a>	Animal Control	Closed	05/17/2024		Espinoza,Mitchell I.	fri / am- tan dog bk at prop, prior...
<a href="#">7752</a>	Animal Control	Closed	05/17/2024		Espinoza,Mitchell I.	fri / am- 2 pups in trp, strys- 3 dys
<a href="#">7753</a>	Animal Control	Closed	05/17/2024		Espinoza,Mitchell I.	fri / am- trp psm, frmt
<a href="#">7754</a>	Animal Control	Closed	05/17/2024		Vela,Jesus	fri / am- trp psm, bk / by lemon tree
<a href="#">7755</a>	Animal Control	Closed	05/17/2024		Espinoza,Mitchell I.	fri / am- 2 pups / trp correct address- 2...
<a href="#">7756</a>	Animal Control	Closed	05/17/2024		Vela,Jesus	fri / am- trp psm, LOT N16, frmt
<a href="#">7758</a>	Animal Control	Closed	05/17/2024		Rodriguez,Daniel	fri / am- 2nd call today, 2 dogs are bk clr...
<a href="#">7759</a>	Animal Control	Closed	05/17/2024		Rodriguez,Daniel	fri / am- new location, 2 loose dogs clr ls...
<a href="#">7760</a>	Animal Control	Closed	05/17/2024		Rodriguez,Daniel	fri / am- 5 lrg loose dogs, roam / prop
<a href="#">7761</a>	Animal Control	Closed	05/17/2024		Rodriguez,Daniel	fri / am- well ck- excess dogs, in / out...
<a href="#">7762</a>	Animal Control	Closed	05/17/2024		Espinoza,Mitchell I.	fri / am- 1045 dog, pet, runned over, frmt
<a href="#">7763</a>	Animal Control	Closed	05/17/2024		Espinoza,Mitchell I.	fri / am- Walmart gas, 2 loose dogs (chih &...
<a href="#">7764</a>	Animal Control	Closed	05/17/2024		Rodriguez,Daniel	fri / am- clr states ownr glven another...
<a href="#">7765</a>	Animal Control	Closed	05/17/2024		Espinoza,Mitchell I.	fri / noon- trp psm, east / sd msg / jen
<a href="#">7766</a>	Animal Control	Closed	05/17/2024		Rodriguez,Daniel	fri / noon- stray dog / wht, roam- 3 wk, prop...
<a href="#">7767</a>	Animal Control	Closed	05/17/2024		Rodriguez,Daniel	fri / pm- part 1 of 2, agg dog in garage,...
<a href="#">7768</a>	Animal Control	Closed	05/17/2024		Rodriguez,Daniel	fri / pm- part 2 of 2, intruder dog kild...
<a href="#">7770</a>	Animal Control	Closed	05/17/2024		Vela,Jesus	fri / pm- trp cat, bk
<a href="#">7771</a>	Animal Control	Closed	05/17/2024		Espinoza,Mitchell I.	fri / pm- loose animal ? msg / fri am
<a href="#">7772</a>	Animal Control	Closed	05/17/2024		Vela,Jesus	fri / pm- ktns stuck behind dryer msg / fri...
<a href="#">7773</a>	Animal Control	Closed	05/17/2024		Rodriguez,Daniel	fri / pm- stray dog, roams all street, wht /...
<a href="#">7774</a>	Animal Control	Closed	05/17/2024		Vela,Jesus	fri / pm- loose husky verbal pr Mr. K.
<a href="#">7775</a>	Animal Control	Closed	05/17/2024		Vela,Jesus	fri / pm- contained cat & 7 ktns
<a href="#">7776</a>	Animal Control	Closed	05/17/2024		Rodriguez,Daniel	fri / pm- part 1 of 2, agg ptbl loose on...
<a href="#">7777</a>	Animal Control	Closed	05/17/2024		Rodriguez,Daniel	fri / pm- part 2 of 2, agg ptbl kild her cat ...
<a href="#">7778</a>	Animal Control	Closed	05/17/2024		Rodriguez,Daniel	this car just dropped a dead cat in front of...
<a href="#">7793</a>	Animal Control	Closed	05/20/2024		Vela,Jesus	mon / am- pick up TRAP, no cat udpt- 2.12...

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7794</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- dog in canal, fell in location---
<a href="#">7795</a>	Animal Control	Closed	05/20/2024		Rodriguez, Daniel	mon / am- 3 eagles, 1 injured... updt-- OWLS ...
<a href="#">7796</a>	Animal Control	Closed	05/20/2024		Rodriguez, Daniel	mon / am- 1045 cat msg / sat am eml
<a href="#">7797</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- 1045 psm msg / sat am eml
<a href="#">7798</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- Injured cat, church msg / sat am...
<a href="#">7799</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- Injured cat msg eml / sat pm
<a href="#">7800</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- Injured ktn, 3 wks, in box @/cllr...
<a href="#">7801</a>	Animal Control	Closed	05/20/2024		Rodriguez, Daniel	mon / am- 2 stray dogs on prop, roam- few...
<a href="#">7802</a>	Animal Control	Closed	05/20/2024		Rodriguez, Daniel	mon / am- stray dog msg eml / sat pm
<a href="#">7803</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- bees in thousands msg eml / sun...
<a href="#">7804</a>	Animal Control	Closed	05/20/2024		Vela, Jesus	mon / am- 1045 psm msg eml / mon am updt pr...
<a href="#">7805</a>	Animal Control	Closed	05/20/2024		Rodriguez, Daniel	mon / am- repeat issue, loose dogs, ownr...
<a href="#">7806</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- lrg / blk loose dog, roams strt
<a href="#">7807</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- 2 loose dogs, one is wht msg to...
<a href="#">7808</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- trp cat, frnt / sd
<a href="#">7809</a>	Animal Control	Closed	05/20/2024		Vela, Jesus	mon / am- career day, midkiff elem
<a href="#">7810</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- well ck-- rooster in cage, hidden...
<a href="#">7811</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- 1045 dog, stray turned pet, frnt
<a href="#">7812</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- dog goes in restaurant- dlaz diner ...
<a href="#">7813</a>	Animal Control	Closed	05/20/2024		Vela, Jesus	mon / am- 1045 cat, stry, frnt updt 02.13...
<a href="#">7814</a>	Animal Control	Closed	05/20/2024		Rodriguez, Daniel	mon / am- part 1 of 2, complainant, 2 hks &...
<a href="#">7815</a>	Animal Control	Closed	05/20/2024		Rodriguez, Daniel	mon / am- part 2 of 2, dog ownr, educ visit ...
<a href="#">7816</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- part 1 of 2, complainant, atk by...
<a href="#">7817</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- part 2 of 2, dog ownr, educ visit,...
<a href="#">7818</a>	Animal Control	Closed	05/20/2024		Rodriguez, Daniel	mon / am- 2 pups under her car, for shade ...
<a href="#">7819</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- 1045 psm, strt, stry
<a href="#">7820</a>	Animal Control	Closed	05/20/2024		Rodriguez, Daniel	mon / am- 1045 cat, stry, curve of empty lot
<a href="#">7821</a>	Animal Control	Closed	05/20/2024		Vela, Jesus	mon / am- 1045 cat, alley / edge, stry tue...
<a href="#">7822</a>	Animal Control	Closed	05/20/2024		Vela, Jesus	mon / am- trp psm, wall / bk
<a href="#">7823</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / am- bees fell from tree, onto bank...
<a href="#">7824</a>	Animal Control	Closed	05/20/2024		Vela, Jesus	mon / am- contained stry pup his own pet is...
<a href="#">7826</a>	Animal Control	Closed	05/20/2024		Rodriguez, Daniel	mon / noon- well ck-- dog feces / excess...
<a href="#">7827</a>	Animal Control	Closed	05/20/2024		Vela, Jesus	mon / pm- 1045 psm / bby msg / jen tue...
<a href="#">7828</a>	Animal Control	Closed	05/20/2024		Rodriguez, Daniel	mon / noon- 1045 cat msg / jen 2nd call...
<a href="#">7829</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / noon- 1045 dog, frnt / palm tree msg /...
<a href="#">7830</a>	Animal Control	Closed	05/20/2024		Vela, Jesus	mon / pm- 6 kttns in box, bk / apt, found in...
<a href="#">7831</a>	Animal Control	Closed	05/20/2024		Rodriguez, Daniel	mon / pm- call lady bk, has dgs rdy for p/u ...
<a href="#">7832</a>	Animal Control	Closed	05/20/2024		Rodriguez, Daniel	mon / pm- wants ACO CALL bk, re. dog /...
<a href="#">7833</a>	Animal Control	Closed	05/20/2024		Rodriguez, Daniel	mon / pm- 1045 ktn, stry, 8 mo, strt
<a href="#">7834</a>	Animal Control	Closed	05/20/2024		Rodriguez, Daniel	mon / pm- 1045 psm, slide / strt, stry
<a href="#">7835</a>	Animal Control	Closed	05/20/2024		Espinoza, Mitchell I.	mon / pm- home depot, dept supplies
<a href="#">7838</a>	Animal Control	Closed	05/21/2024		Rodriguez, Daniel	tue / am- loose bird in yard msg eml / mon...
<a href="#">7839</a>	Animal Control	Closed	05/21/2024		Rodriguez, Daniel	tue / am- 1 of 2, complainant, bad smell /...
<a href="#">7840</a>	Animal Control	Closed	05/21/2024		Rodriguez, Daniel	tue / am- 2 of 2, ownr of hm, 1045 ? dog msg...
<a href="#">7841</a>	Animal Control	Closed	05/21/2024		Rodriguez, Daniel	tue / am- 1 of 2, repeat loose dog
<a href="#">7842</a>	Animal Control	Closed	05/21/2024		Rodriguez, Daniel	tue / am- 2 of 2, cllr: repeat loose dog,...
<a href="#">7843</a>	Animal Control	Closed	05/21/2024		Rodriguez, Daniel	tue / am- 1 of 2, complainant- smell / 1045...
<a href="#">7845</a>	Animal Control	Closed	05/21/2024		Rodriguez, Daniel	tue / am- 2 of 2, location of 1045 cat,...
<a href="#">7846</a>	Animal Control	Closed	05/21/2024		Vela, Jesus	tue / am- trp psm, east
<a href="#">7847</a>	Animal Control	Closed	05/21/2024		Vela, Jesus	tue / am- 15 to 20 loose dogs, prop & strt
<a href="#">7848</a>	Animal Control	Closed	05/21/2024		Vela, Jesus	tue / am- trp psm, frnt / curve
<a href="#">7849</a>	Animal Control	Closed	05/21/2024		Espinoza, Mitchell I.	tue / am- OFC visit & letter, issues-...
<a href="#">7850</a>	Animal Control	Closed	05/21/2024		Vela, Jesus	tue / am- rcvd RED tag, awalts call bk...
<a href="#">7852</a>	Animal Control	Closed	05/21/2024		Vela, Jesus	tue / am- contained ktn, 1st Presbyterian...
<a href="#">7853</a>	Animal Control	Closed	05/21/2024		Rodriguez, Daniel	tue / am- team re verification, multi issues ...
<a href="#">7854</a>	Animal Control	Closed	05/21/2024		Rodriguez, Daniel	tue / am- 1045 cat, frnt 2nd call (ownr)...
<a href="#">7855</a>	Animal Control	Closed	05/21/2024		Vela, Jesus	tue / am- trp cat, frnt
<a href="#">7856</a>	Animal Control	Closed	05/21/2024		Rodriguez, Daniel	tue / am- trp cat, frnt
<a href="#">7858</a>	Animal Control	Closed	05/21/2024		Rodriguez, Daniel	tue / am- 1045 cat, curve location-- lake...



Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7860</a>	Animal Control	Closed	05/21/2024		Vela,Jesus	tue / noon- dog bt msg / aco ivan
<a href="#">7861</a>	Animal Control	Closed	05/21/2024		Rodriguez,Daniel	tue / noon- 1045 blrd msg / aco ivan
<a href="#">7862</a>	Animal Control	Closed	05/21/2024		Vela,Jesus	tue / noon- 1045 cat, alley msg / aco ivan
<a href="#">863</a>	Animal Control	Closed	05/21/2024		Vela,Jesus	tue / noon- stry dog on prop msg / aco ivan
<a href="#">7864</a>	Animal Control	Closed	05/21/2024		Rodriguez,Daniel	tue / noon- 1 kiten msg / aco ivan
<a href="#">7865</a>	Animal Control	Closed	05/21/2024		Rodriguez,Daniel	tue / pm- contained stry dog, painted PURPLE ...
<a href="#">7866</a>	Animal Control	Closed	05/21/2024		Espinoza,Mitchell I.	tue / pm- agg dog, contained / bk yrd
<a href="#">7867</a>	Animal Control	Closed	05/21/2024		Vela,Jesus	tue / pm- 1 of 2, 5 loose dogs, roam- 1 mo ...
<a href="#">7868</a>	Animal Control	Closed	05/21/2024		Vela,Jesus	tue / pm- 2 of 2, wants loose dog ordinance...
<a href="#">7869</a>	Animal Control	Closed	05/21/2024		Rodriguez,Daniel	dogs are outside when it's 113 degrees...
<a href="#">7870</a>	Animal Control	Closed	05/21/2024		Vela,Jesus	tue / pm- donor contained dog, dumped by...
<a href="#">7871</a>	Animal Control	Closed	05/21/2024		Rodriguez,Daniel	tue / pm- repeat issue, loose dogs, under...
<a href="#">7872</a>	Animal Control	Closed	05/21/2024		Espinoza,Mitchell I.	tue / pm- 1 of 3, son of hm ownr came of ofc,...
<a href="#">7873</a>	Animal Control	Closed	05/21/2024		Espinoza,Mitchell I.	tue / pm- 2 of 3, ownr of loose ptbls, weak...
<a href="#">7874</a>	Animal Control	Closed	05/21/2024		Espinoza,Mitchell I.	tue / pm- 3 OF 3, clir complained-has junk...
<a href="#">7875</a>	Animal Control	Closed	05/21/2024		Espinoza,Mitchell I.	tue / pm- consultation team w/ Mr. K.
<a href="#">7878</a>	Animal Control	Closed	05/22/2024		Rodriguez,Daniel	wed / am- loose dog, gold, hides under boat /...
<a href="#">7879</a>	Animal Control	Closed	05/22/2024		Espinoza,Mitchell I.	wed / am- trp cat, frnt / bldg
<a href="#">7880</a>	Animal Control	Closed	05/22/2024		Vela,Jesus	wed / am- trp psm, frnt
<a href="#">7881</a>	Animal Control	Closed	05/22/2024		Rodriguez,Daniel	wed / am- same 1045 cat, frm mon & tues-...
<a href="#">7882</a>	Animal Control	Closed	05/22/2024		Espinoza,Mitchell I.	wed / am- trp psm, bk, go thru drvwy
<a href="#">7883</a>	Animal Control	Closed	05/22/2024		Rodriguez,Daniel	wed / am- agg mom w/3 pups on easemt
<a href="#">7884</a>	Animal Control	Closed	05/22/2024		Espinoza,Mitchell I.	wed / am- 2 dogs / prop, this is complainant...
<a href="#">7885</a>	Animal Control	Closed	05/22/2024		Rodriguez,Daniel	wed / am- stat / well ck- dog tied to pole...
<a href="#">7886</a>	Animal Control	Closed	05/22/2024		Espinoza,Mitchell I.	wed / am- ownr of loose dgs, educ visit pr...
<a href="#">7887</a>	Animal Control	Closed	05/22/2024		Espinoza,Mitchell I.	wed / am- 2 dumped pups, near cemetery gate ...
<a href="#">7888</a>	Animal Control	Closed	05/22/2024		Vela,Jesus	wed / am- 1045 cat, dirt / strt side
<a href="#">7889</a>	Animal Control	Closed	05/22/2024		Vela,Jesus	wed / am- nds TRAP, cat issues prior psm...
<a href="#">890</a>	Animal Control	Closed	05/22/2024		Rodriguez,Daniel	wed / noon- trp psm, bk yrd msg / jen
<a href="#">7891</a>	Animal Control	Closed	05/22/2024		Vela,Jesus	wed / noon- repeat loose dog, blk, near bus...
<a href="#">7895</a>	Animal Control	Closed	05/22/2024		Espinoza,Mitchell I.	wed / am- shelter concerns / notes per Mr. K...
<a href="#">7896</a>	Animal Control	Closed	05/22/2024		Rodriguez,Daniel	tue / pm- 2nd call today, MORE pups crying
<a href="#">7897</a>	Animal Control	Closed	05/22/2024		Rodriguez,Daniel	wed / pm- site visit w/Mr. K
<a href="#">7898</a>	Animal Control	Closed	05/22/2024		Vela,Jesus	wed / pm- 1045 cat, frnt / strt
<a href="#">7899</a>	Animal Control	Closed	05/22/2024		Rodriguez,Daniel	wed / pm- cat in drain, injured / disoriented...
<a href="#">7900</a>	Animal Control	Closed	05/22/2024		Rodriguez,Daniel	wed / pm- wants ACO CALL on trap status...
<a href="#">7901</a>	Animal Control	Closed	05/22/2024		Rodriguez,Daniel	wed / pm- pick up dept wind-breakers
<a href="#">7902</a>	Animal Control	Closed	05/23/2024		Vela,Jesus	thr / am- cat in trp, release / pr Mr. K
<a href="#">7903</a>	Animal Control	Closed	05/23/2024		Vela,Jesus	thr / am- contained mom & 3 ktns
<a href="#">7904</a>	Animal Control	Closed	05/23/2024		Rodriguez,Daniel	thr / am- trp psm, frnt
<a href="#">7905</a>	Animal Control	Closed	05/23/2024		Vela,Jesus	thr / am- trp psm, rt sd / bk

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7906</a>	Animal Control	Closed	05/23/2024		Vela,Jesus	thr / am- trp psm, LOT 26, frnt
<a href="#">7907</a>	Animal Control	Closed	05/23/2024		Rodriguez,Daniel	thr / am- 1045 psm, strt / east
<a href="#">7908</a>	Animal Control	Closed	05/23/2024		Rodriguez,Daniel	thr / am- 2 loose dogs @ ngrb prop, sml,...
<a href="#">7909</a>	Animal Control	Closed	05/23/2024		Vela,Jesus	thr / am- 1045 psm, frnt / curve
<a href="#">7911</a>	Animal Control	Closed	05/23/2024		Rodriguez,Daniel	thr / am- court hearing 2.30 pm, ofcr jesse...
<a href="#">7912</a>	Animal Control	Closed	05/23/2024		Vela,Jesus	thr / am- 1045 ktn, bag / by dumpster
<a href="#">7913</a>	Animal Control	Closed	05/23/2024		Vela,Jesus	thr / am- to city hall, p/u phn w/cty mgr...
<a href="#">7914</a>	Animal Control	Closed	05/23/2024		Vela,Jesus	thr / am- psm was pest, clr kild lt, 1045...
<a href="#">7915</a>	Animal Control	Closed	05/23/2024		Vela,Jesus	thr / am- trp psm
<a href="#">7916</a>	Animal Control	Closed	05/23/2024		Vela,Jesus	thr / am- aco to eval bees in clr prop /...
<a href="#">7917</a>	Animal Control	Closed	05/23/2024		Vela,Jesus	thr / am- 1045 cat, frnt
<a href="#">7918</a>	Animal Control	Closed	05/23/2024		Rodriguez,Daniel	thr / am- loose dog, g shp / tan
<a href="#">7919</a>	Animal Control	Closed	05/23/2024		Rodriguez,Daniel	thr / am- pick up mosquito sprayer, w/yesl
<a href="#">7920</a>	Animal Control	Closed	05/23/2024		Rodriguez,Daniel	thr / am- 1045 unknwn animal, by tracks /...
<a href="#">7921</a>	Animal Control	Closed	05/23/2024		Vela,Jesus	thr / am- 1 of 2, 4 loose dgs, ownr / educ...
<a href="#">7922</a>	Animal Control	Closed	05/23/2024		Vela,Jesus	thr / am- 2 of 2, 4 loose dogs / damages
<a href="#">7923</a>	Animal Control	Closed	05/23/2024		Rodriguez,Daniel	thr / am- well ck- tied dog, skinny, no...
<a href="#">7924</a>	Animal Control	Closed	05/23/2024		Rodriguez,Daniel	thr / am- 1045 ktn, strt
<a href="#">7925</a>	Animal Control	Closed	05/23/2024		Rodriguez,Daniel	thr / am- contained pup updt- 2nd cll 01.12...
<a href="#">7926</a>	Animal Control	Closed	05/23/2024		Vela,Jesus	thr / noon- well ck- dog tied, ? food / wtr...
<a href="#">7927</a>	Animal Control	Closed	05/23/2024		Rodriguez,Daniel	thr / pm- clr wants outcome, cat / drain
<a href="#">7928</a>	Animal Control	Closed	05/23/2024		Vela,Jesus	thr / pm- pick up 1045 bags, hm depot
<a href="#">7931</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	Dead dog on Shary Rd. between 495 and 28th...
<a href="#">7933</a>	Animal Control	Closed	05/24/2024		Rodriguez,Daniel	fri / am- 1045 d / kg msg / jesus
<a href="#">7934</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / am- trp cat, frnt 10.55 am- convert...
<a href="#">7935</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / am- 1045 dog, northbnd
<a href="#">7937</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / am- 1045 cat, frnt / bag took out of...
<a href="#">7938</a>	Animal Control	Closed	05/24/2024		Rodriguez,Daniel	fri / am- clr came to ofc, continued poop /...
<a href="#">7939</a>	Animal Control	Closed	05/24/2024		Rodriguez,Daniel	fri / am- clr came to ofc, continued barking...
<a href="#">7940</a>	Animal Control	Closed	05/24/2024		Rodriguez,Daniel	fri / am- clr came to ofc, states city...
<a href="#">7941</a>	Animal Control	Closed	05/24/2024		Rodriguez,Daniel	fri / am- clr came to ofc, wants to know why...
<a href="#">7942</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / am- 1045 dog, southbnd msg / jen
<a href="#">7943</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / am- trp cat, to release / pr Mr. K msg...
<a href="#">7944</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / am- 1045 duck call frm jesse
<a href="#">7945</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / am- cat in tree, near apt- 1010-2
<a href="#">7946</a>	Animal Control	Closed	05/24/2024		Rodriguez,Daniel	fri / am- clr wants CALL, re well ck- dog...
<a href="#">7947</a>	Animal Control	Closed	05/24/2024		Rodriguez,Daniel	fri / am- 2 dgs / prop, med, roam-1 mo
<a href="#">7949</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / am- 1045 ktn, bag / bk
<a href="#">7950</a>	Animal Control	Closed	05/24/2024		Rodriguez,Daniel	fri / am- trp cat, frnt
<a href="#">7952</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / am- trp psm, LOT 26
<a href="#">7953</a>	Animal Control	Closed	05/24/2024		Rodriguez,Daniel	fri / am- loose / preg dog, now can be...
<a href="#">7954</a>	Animal Control	Closed	05/24/2024		Rodriguez,Daniel	fri / am- RED TAG disgruntled clr, wants...
<a href="#">7955</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / am- trp psm, carprt
<a href="#">7956</a>	Animal Control	Closed	05/24/2024		Rodriguez,Daniel	fri / am- trp psm, by guard's ck, notify...
<a href="#">7957</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / am- agg kild roosters, tan / g shp, in...
<a href="#">7958</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / am- 1045 ktn location- St. Marie &...
<a href="#">7959</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / am- dog / prop, blk, roam- 1 wk
<a href="#">7960</a>	Animal Control	Closed	05/24/2024		Rodriguez,Daniel	fri / am- contained pup
<a href="#">7961</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / pm- visit clr w/Mr. K, cat in tree
<a href="#">7962</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / pm- wants call / ordinance- chkn
<a href="#">7964</a>	Animal Control	Closed	05/24/2024		Vela,Jesus	fri / pm- snake, 1 ft, toy box / in hm
<a href="#">7977</a>	Animal Control	Closed	05/27/2024		Rodriguez,Daniel	please pick up kittens coming from neighbor's...
<a href="#">7980</a>	Animal Control	Closed	05/27/2024		Espinoza,Mitchell I.	Please pickup deceased dog passed Capistrano...
<a href="#">7981</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / am- repeat / continued, cat / drain ...
<a href="#">7982</a>	Animal Control	Closed	05/28/2024		Espinoza,Mitchell I.	tue / am- bees in hm msg eml
<a href="#">7983</a>	Animal Control	Closed	05/28/2024		Espinoza,Mitchell I.	tue / am- injured animal ? on prop msg eml ...
<a href="#">7984</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / am- loose dog, school campus
<a href="#">7985</a>	Animal Control	Closed	05/28/2024		Espinoza,Mitchell I.	tue / am- decapitated cat/ktn, bk yrd / open
<a href="#">7986</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / am- 1045 psm x3, mclsd transport...



Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7987</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / am- contained dog, elderly, rain swept...
<a href="#">7988</a>	Animal Control	Closed	05/28/2024		Espinoza,Mitchell I.	tue / am- ducks in drain msg eml / sat am
<a href="#">7989</a>	Animal Control	Closed	05/28/2024		Espinoza,Mitchell I.	tue / am- 1045 pup, APT 92 msg eml / sat am
<a href="#">7990</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / am- 1045 pup, stray / frnt msg eml /...
<a href="#">7991</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / am- trp cat & 3 ktns, frnt
<a href="#">7992</a>	Animal Control	Closed	05/28/2024		Espinoza,Mitchell I.	tue / am- 1045 psm, bk
<a href="#">7993</a>	Animal Control	Closed	05/28/2024		Vela,Jesus	tue / am- trp cat msg / aaron
<a href="#">7994</a>	Animal Control	Closed	05/28/2024		Espinoza,Mitchell I.	tue / am- 4 loose dogs msg / aaron
<a href="#">7995</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / am- 2 kittens msg / aaron 2nd call...
<a href="#">7996</a>	Animal Control	Closed	05/28/2024		Espinoza,Mitchell I.	tue / am- trp psm, LOT 26 msg / desi
<a href="#">7997</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / am- 1045 dog, pet, extra lrg
<a href="#">7998</a>	Animal Control	Closed	05/28/2024		Espinoza,Mitchell I.	tue / am-purchase 1045 BAGS, hm depot
<a href="#">7999</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / am- trp psm, TRL 4, frnt
<a href="#">8000</a>	Animal Control	Closed	05/28/2024		Vela,Jesus	tue / am- loose dog / prop, clr feeds lt
<a href="#">8001</a>	Animal Control	Closed	05/28/2024		Espinoza,Mitchell I.	tue / am- trp psm, frnt
<a href="#">8002</a>	Animal Control	Closed	05/28/2024		Vela,Jesus	tue / am- trp psm, frnt
<a href="#">8003</a>	Animal Control	Closed	05/28/2024		Espinoza,Mitchell I.	tue / am- dept mail p/u, cty hall
<a href="#">8004</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / am- loose dog / med / gold, frnt- leal...
<a href="#">8005</a>	Animal Control	Closed	05/28/2024		Vela,Jesus	tue / am- wants trap / excess cats part 1 of...
<a href="#">8006</a>	Animal Control	Closed	05/28/2024		Vela,Jesus	tue / am- wants trap, excess psms part 2 of...
<a href="#">8007</a>	Animal Control	Closed	05/28/2024		Espinoza,Mitchell I.	tue / am- lead / wkly dept mtng
<a href="#">8008</a>	Animal Control	Closed	05/28/2024		Espinoza,Mitchell I.	tue / am- shary bus barn, trp psm x3, call...
<a href="#">8009</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	Please pick up dead white cat near Marcell...
<a href="#">8011</a>	Animal Control	Closed	05/28/2024		Vela,Jesus	tue / am- request trap / psms, medical hm
<a href="#">8013</a>	Animal Control	Closed	05/28/2024		Vela,Jesus	tue / noon- 1045 psm, near alley msg / jen
<a href="#">8014</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / pm- 2 agg loose dogs (ptbl), APT 2 ...
<a href="#">8015</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / pm- APT 2, ngh dogs cause damages /...
<a href="#">8016</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / pm- excess dog feces / smell, APT 2 ...
<a href="#">8017</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / pm- ownr of loose dgs, educ visit, APT...
<a href="#">8018</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / pm- loose hsky
<a href="#">8019</a>	Animal Control	Closed	05/28/2024		Rodriguez,Daniel	tue / pm- loose hsky
<a href="#">8020</a>	Animal Control	Closed	05/28/2024		Vela,Jesus	tue / pm- 1045 dog, lrg / frnt
<a href="#">8021</a>	Animal Control	Closed	05/28/2024		Vela,Jesus	tue / pm- 2 sml loose dogs
<a href="#">8023</a>	Animal Control	Closed	05/28/2024		Vela,Jesus	tue / pm- 4-5 loose dogs / prop, repeat part...
<a href="#">8024</a>	Animal Control	Closed	05/28/2024		Vela,Jesus	tue / pm- 4- 5 dogs roam part 2 of 3
<a href="#">8025</a>	Animal Control	Closed	05/28/2024		Vela,Jesus	tue / pm- ownr of loose dgs, educ visit ...
<a href="#">8026</a>	Animal Control	Closed	05/28/2024		Espinoza,Mitchell I.	tue / pm- snake, video, ofc / ana, phn...
<a href="#">8028</a>	Animal Control	Closed	05/29/2024		Rodriguez,Daniel	kitten was found in my cars motor was able to...
<a href="#">8029</a>	Animal Control	Closed	05/29/2024		Rodriguez,Daniel	wed / am- loose blk dog part 1 of 2
<a href="#">8030</a>	Animal Control	Closed	05/29/2024		Rodriguez,Daniel	wed / am- injured blk cat w/plastic lid on...
<a href="#">8031</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / am- well ck- no food / wtr, 515.7291 ...

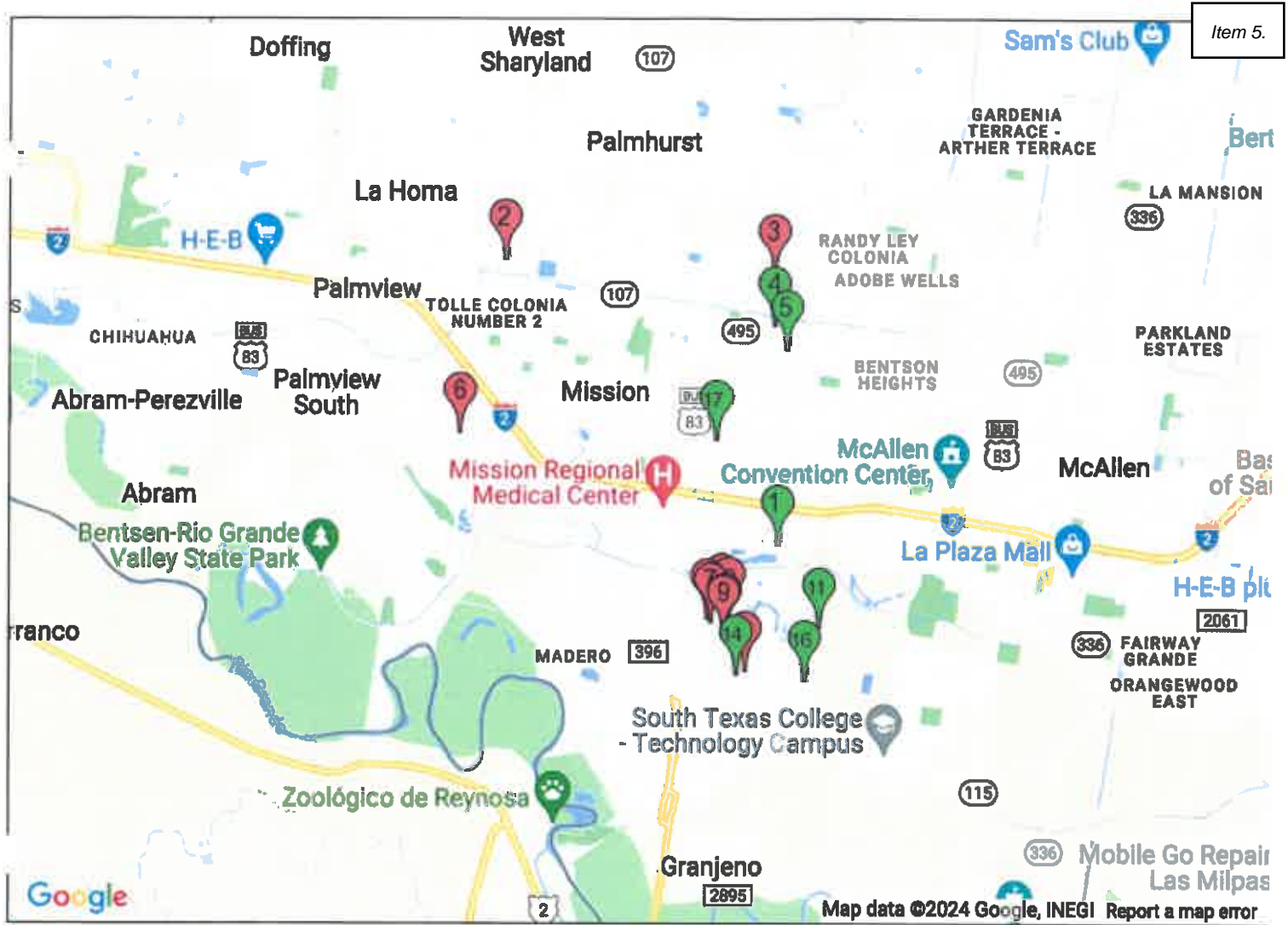
Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">8032</a>	Animal Control	Closed	05/29/2024		Rodriguez,Daniel	wed / am- trp cat, frnt
<a href="#">8033</a>	Animal Control	Closed	05/29/2024		Rodriguez,Daniel	wed / am- contained stry pup, call him
<a href="#">8035</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / am- 4 loose pups frm nghbr part 1 of...
<a href="#">8036</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / am- ownr of loose mom dog & pups apts...
<a href="#">8037</a>	Animal Control	Closed	05/29/2024		Rodriguez,Daniel	wed / am- loose dog mom / pups msg eml / tue...
<a href="#">8038</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / am- contained cat & 4 ktns 2nd call...
<a href="#">8039</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / am- 1045 cat, undr trk msg eml / tue...
<a href="#">8040</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / am- 1045 dog, pet msg eml / tue pm
<a href="#">8041</a>	Animal Control	Closed	05/29/2024		Rodriguez,Daniel	wed / am- trp cat, frnt
<a href="#">8042</a>	Animal Control	Closed	05/29/2024		Rodriguez,Daniel	wed / am- loose g shep & hsky
<a href="#">8044</a>	Animal Control	Closed	05/29/2024		Rodriguez,Daniel	wed / am- loose hsky, just arrvd
<a href="#">8045</a>	Animal Control	Closed	05/29/2024		Espinoza,Mitchell I.	wed / am- mtng w/vet dr. tyler
<a href="#">8046</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / am- loose agg hsky, nearby hm w/broke...
<a href="#">8048</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / am- trp cat, alley
<a href="#">8049</a>	Animal Control	Closed	05/29/2024		Rodriguez,Daniel	kitten was found inside car motor was able to...
<a href="#">8050</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / am- dog bite / scratches on lil son...
<a href="#">8051</a>	Animal Control	Closed	05/29/2024		Espinoza,Mitchell I.	wed / am- dog / prop, frnt yrd, arrvd lst...
<a href="#">8052</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / am- wants CALL, re- ordinance / advise...
<a href="#">8053</a>	Animal Control	Closed	05/29/2024		Rodriguez,Daniel	wed / noon- well ck- dog in garage msg /...
<a href="#">8054</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / noon- 1045 cat, alley msg / desl
<a href="#">8055</a>	Animal Control	Closed	05/29/2024		Rodriguez,Daniel	wed / pm- well ck- tied dog / g shp, no...
<a href="#">8056</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / pm- loose blk dog, roams/ escapes ownr ...
<a href="#">8057</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / pm- LOT 9, ownr / loose dog, educ visit...
<a href="#">8059</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / pm- 2 loose g shep, ? frm shelter city...
<a href="#">8061</a>	Animal Control	Closed	05/29/2024		Rodriguez,Daniel	wed / pm- injured ktn- popped eye, northbnd...
<a href="#">8062</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / pm- contained cat & 7 ktns
<a href="#">8063</a>	Animal Control	Closed	05/29/2024		Vela,Jesus	wed / pm- alternate phn- 512.660.1256 re....
<a href="#">8064</a>	Animal Control	Closed	05/29/2024		Rodriguez,Daniel	wed / pm- clr wants info on dog eat pups
<a href="#">8070</a>	Animal Control	Closed	05/30/2024		Vela,Jesus	thr / am- 1045 cat, stry, inside prop, sd of...
<a href="#">8071</a>	Animal Control	Closed	05/30/2024		Rodriguez,Daniel	thr / am- 1045 dog, stry, strt, per pd
<a href="#">8072</a>	Animal Control	Closed	05/30/2024		Vela,Jesus	thr / am- LOT 16, agg dog / kld rooster msg...
<a href="#">8073</a>	Animal Control	Closed	05/30/2024		Rodriguez,Daniel	thr / am- owner of agg dog, stays at his...
<a href="#">8074</a>	Animal Control	Closed	05/30/2024		Rodriguez,Daniel	thr / am- trp cat x2
<a href="#">8075</a>	Animal Control	Closed	05/30/2024		Rodriguez,Daniel	thr / am- team effort w/frnt nghbr, trp dog...
<a href="#">8076</a>	Animal Control	Closed	05/30/2024		Vela,Jesus	thr / am- loose agg pug, snaps @ construction...
<a href="#">8077</a>	Animal Control	Closed	05/30/2024		Espinoza,Mitchell I.	thr / am- heat stress training, 8.30 am
<a href="#">8078</a>	Animal Control	Closed	05/30/2024		Rodriguez,Daniel	thr / am- heat stress training, 9.45 am
<a href="#">8079</a>	Animal Control	Closed	05/30/2024		Vela,Jesus	thr / am- heat stress training, 11 am
<a href="#">8080</a>	Animal Control	Closed	05/30/2024		Vela,Jesus	thr / am- patrol for loose dogs, msg / cty...
<a href="#">8082</a>	Animal Control	Closed	05/30/2024		Espinoza,Mitchell I.	thr / am- LOT 26, trp psm, frnt
<a href="#">8085</a>	Animal Control	Closed	05/30/2024		Vela,Jesus	thr / am- wed dog bt grampa asking why aco...
<a href="#">8088</a>	Animal Control	Closed	05/30/2024		Vela,Jesus	thr / am- parking / Melrose- 5 med, sml loose...
<a href="#">8089</a>	Animal Control	Closed	05/30/2024		Espinoza,Mitchell I.	thr / am- 1045 cat, strt, stry, nrth bnd...
<a href="#">8090</a>	Animal Control	Closed	05/30/2024		Vela,Jesus	thr / am- sml g shep (blk/wht) chased nephew...
<a href="#">8091</a>	Animal Control	Closed	05/30/2024		Espinoza,Mitchell I.	thr / am- pet zoo c/o Carlos gutierrez, phn...
<a href="#">8092</a>	Animal Control	Closed	05/30/2024		Rodriguez,Daniel	thr / am- repeat issue/ apts., ptbl & g shep...
<a href="#">8093</a>	Animal Control	Closed	05/30/2024		Espinoza,Mitchell I.	thr / am- 2nd rescue clr, willing to rescue...
<a href="#">8094</a>	Animal Control	Closed	05/30/2024		Espinoza,Mitchell I.	thr / am- contender / rescue- ball python ...
<a href="#">8095</a>	Animal Control	Closed	05/30/2024		Espinoza,Mitchell I.	thr / pm- well ck- dog tied, no wtr, slte...
<a href="#">8096</a>	Animal Control	Closed	05/30/2024		Espinoza,Mitchell I.	thr / noon- contender / rescue for ball...
<a href="#">8097</a>	Animal Control	Closed	05/30/2024		Rodriguez,Daniel	thr / pm- caller / above wants CALL bk with...
<a href="#">8098</a>	Animal Control	Closed	05/30/2024		Vela,Jesus	thr / pm- trp psm, frnt
<a href="#">8099</a>	Animal Control	Closed	05/30/2024		Rodriguez,Daniel	thr / pm- abandoned dog, grass, hsky ...
<a href="#">8100</a>	Animal Control	Closed	05/30/2024		Espinoza,Mitchell I.	thr / pm- well ck- ktn poop, w/ Mr. K
<a href="#">8101</a>	Animal Control	Closed	05/30/2024		Espinoza,Mitchell I.	thr / pm- to petco, for python / snake food...
<a href="#">8102</a>	Animal Control	Closed	05/30/2024		Vela,Jesus	thr / pm- drop off letter, quarantine
<a href="#">8103</a>	Animal Control	Closed	05/30/2024		Rodriguez,Daniel	thr / pm- news 4, expo of python
<a href="#">8104</a>	Animal Control	Closed	05/30/2024		Rodriguez,Daniel	thr / pm- 2nd call today, trp cat- new this...
<a href="#">8105</a>	Animal Control	Closed	05/30/2024		Espinoza,Mitchell I.	thr / pm- bat at frnt door, sml
<a href="#">8106</a>	Animal Control	Closed	05/30/2024		Espinoza,Mitchell I.	thr / pm- rescue contender / python snake...



Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description	Item 5.
<a href="#">8107</a>	Animal Control	Closed	05/30/2024		Rodriguez,Daniel	thr / pm- loose hsky on hotel parking	
<a href="#">8108</a>	Animal Control	Closed	05/30/2024		Rodriguez,Daniel	thr / pm- news chnnl 5, python snake expo	
<a href="#">8109</a>	Animal Control	Closed	05/30/2024		Espinoza,Mitchell I.	thr / pm- vet hospital, euth / bat for...	
<a href="#">8110</a>	Animal Control	Closed	05/30/2024		Espinoza,Mitchell I.	thr / pm- contender / rescue- python snake ...	
<a href="#">8111</a>	Animal Control	Closed	05/30/2024		Espinoza,Mitchell I.	thr / pm- rescue contender, python / snake ...	
<a href="#">8114</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / am- bees in meter, frnt msg eml / thr...	
<a href="#">8115</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / am- trp psm, frnt	
<a href="#">8116</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / am- trp cat, frnt	
<a href="#">8117</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / am- 1045 psm, mid strt, lrg	
<a href="#">8118</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / am- trp cat, call to confirm still...	
<a href="#">8119</a>	Animal Control	Closed	05/31/2024		Rodriguez,Daniel	fri / am- aco fleet / oil change	
<a href="#">8120</a>	Animal Control	Closed	05/31/2024		Espinoza,Mitchell I.	fri / am- assist health / mosquito sprayers	
<a href="#">8121</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / am- 1045 dog, lrg, stry, strt	
<a href="#">8122</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / am- nghbr dogs dig holes, come under...	
<a href="#">8123</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / am- ownr of loose dogs, dig holes, educ...	
<a href="#">8124</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / am- well ck- 6 pups in kennel, water...	
<a href="#">8125</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / am- 1045 cat, stry, mid strt location...	
<a href="#">8126</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / am- loose dog, check trap verbal msg...	
<a href="#">8127</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	stray white with black spots dog caller...	
<a href="#">8128</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	Wellness check on a dog that is on a chain	
<a href="#">8129</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	small stay dog white with brown caller says...	
<a href="#">8132</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	cltizen is complaining that behind his...	
<a href="#">8133</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	4 stray dogs (friendly)	
<a href="#">8135</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	1045 dog	
<a href="#">8136</a>	Animal Control	Closed	05/31/2024		Espinoza,Mitchell I.	fri / noon- rescue contender / python snake ...	
<a href="#">8137</a>	Animal Control	Closed	05/31/2024		Rodriguez,Daniel	fri / noon- clr wants CALL bk status, well...	
<a href="#">8138</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / noon- 1045 psm, west side / bryan rd ...	
<a href="#">8139</a>	Animal Control	Closed	05/31/2024		Espinoza,Mitchell I.	fri / noon- rescue contender / python snake	
<a href="#">8140</a>	Animal Control	Closed	05/31/2024		Espinoza,Mitchell I.	fri / noon- rescue contender / python snake	
<a href="#">8141</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / pm- move trap to othr location	
<a href="#">8142</a>	Animal Control	Closed	05/31/2024		Rodriguez,Daniel	fri / pm- 1045 cat, strt	
<a href="#">8143</a>	Animal Control	Closed	05/31/2024		Rodriguez,Daniel	fri / pm- trp psm, frnt	
<a href="#">8144</a>	Animal Control	Closed	05/31/2024		Espinoza,Mitchell I.	fri / pm- contained pointer pup, just arrvd,...	
<a href="#">8145</a>	Animal Control	Open	05/31/2024	06/15/2024	Vela,Jesus	fri / pm- 1045 psm, bk, call her	
<a href="#">8146</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / pm- injured ktn, meet @ shelter,...	
<a href="#">8147</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / pm- wants copy of trap request she...	
<a href="#">8148</a>	Animal Control	Closed	05/31/2024		Vela,Jesus	fri / pm- plz drop off crate, return	
<a href="#">8149</a>	Animal Control	Closed	05/31/2024		Rodriguez,Daniel	fri / pm- pup husky, arrvd 2 hr ago, they...	
<a href="#">8150</a>	Animal Control	Open	05/31/2024	06/15/2024	Vela,Jesus	fri / pm- 1045 psm, frnt / strt 2nd clr...	
<a href="#">8151</a>	Animal Control	Closed	05/31/2024		Espinoza,Mitchell I.	fri / pm- eval the sanctuary, rehm- python @...	

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description	Item 5.
<a href="#">8152</a>	Animal Control	Closed	05/31/2024		Espinoza,Mitchell I.	fri / pm- cllr to re hm python, p/u at ofc	

# MOSQUITOS



- 1 1200 S Shary Rd
- 2 1802 W 27th St
- 3 1804 Fair Oaks Dr
- 4 1907 E 23rd Pl
- 5 2209 Lawndale Rd
- 6 2301 Paseo Encantado
- 7 2402 San Alejandro, Mission
- 8 2500 Santa Erica, Mission
- 9 2508 San Efrain, Mission
- 10 2601 San Efrain, Mission



2601 Santa Teresa St



2604 San Lucas, Mission



2702 Santa Clara, Mission



2910 San Federico, Mission



3009 San Federico Rd



4111 San Roman St



506 Venus St

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7397</a>	Mosquitoes	Closed	05/06/2024		Lugo ,Yesenia	The whole community at Aladdin Villas is...
<a href="#">7527</a>	Mosquitoes	Closed	05/09/2024		Lugo ,Yesenia	Mosquito complaint for this street/area.
<a href="#">7542</a>	Mosquitoes	Closed	05/09/2024		Lugo ,Yesenia	Mosquito spraying requested.
<a href="#">7610</a>	Mosquitoes	Closed	05/13/2024		Lugo ,Yesenia	Mosquito complaint for this address. Gate...
<a href="#">7640</a>	Mosquitoes	Closed	05/14/2024		Lugo ,Yesenia	Mosquito complaint, wants the neighborhood...
<a href="#">7730</a>	Mosquitoes	Closed	05/16/2024		Lugo ,Yesenia	Mosquito Complaint (2nd request- First...
<a href="#">7784</a>	Mosquitoes	Closed	05/18/2024		Lugo ,Yesenia	mosquitoes infested
<a href="#">7787</a>	Mosquitoes	Open	05/19/2024	06/03/2024	Lugo ,Yesenia	mosquitoes everywhere
<a href="#">7788</a>	Mosquitoes	Open	05/19/2024	06/03/2024	Lugo ,Yesenia	The mosquitoes are really active.
<a href="#">7790</a>	Mosquitoes	Open	05/19/2024	06/03/2024	Lugo ,Yesenia	lots of mosquitoes pls spray
<a href="#">7791</a>	Mosquitoes	Open	05/19/2024	06/03/2024	Lugo ,Yesenia	really bad flare up of mosquitoes after the...
<a href="#">7876</a>	Mosquitoes	Open	05/21/2024	06/05/2024	Lugo ,Yesenia	lots of mosquitos!!!
<a href="#">7963</a>	Mosquitoes	Open	05/24/2024	06/08/2024	Lugo ,Yesenia	Mosquito behind house
<a href="#">8060</a>	Mosquitoes	Open	05/29/2024	06/13/2024	Lugo ,Yesenia	Resident is stating there is a mosquito...
<a href="#">8065</a>	Mosquitoes	Open	05/29/2024	06/13/2024	Lugo ,Yesenia	Mosquito Complaint. She says along glasscock...
<a href="#">8066</a>	Mosquitoes	Open	05/29/2024	06/13/2024	Lugo ,Yesenia	lot of mosquitoes in neighborhood
<a href="#">8134</a>	Mosquitoes	Closed	05/31/2024		Lugo ,Yesenia	Standing water
<a href="#">8153</a>	Mosquitoes	Open	05/31/2024	06/15/2024	Lugo ,Yesenia	Excessive mosquitoes

# WEEDY LOTS



- 1 1205 Red River Drive, Mission
- 2 1311 E 28th St, Mission
- 3 1608 Debby Lane, Mission
- 4 2310 East Expressway 83, Mission



Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description	Item 5.
<a href="#">7441</a>	Weedy Lot	Closed	05/07/2024		Villarreal, Yvette	Photo attached	
<a href="#">7504</a>	Weedy Lot	Closed	05/08/2024		Villarreal, Yvette	cvs	
<a href="#">7577</a>	Weedy Lot	Closed	05/11/2024		Villarreal, Yvette	Photo attached	
<a href="#">7653</a>	Weedy Lot	Closed	05/14/2024		Villarreal, Yvette	Weeds getting very high.	
<a href="#">7780</a>	Weedy Lot	Closed	05/17/2024		Villarreal, Yvette	Photo attached	
<a href="#">7851</a>	Weedy Lot	Closed	05/21/2024		Villarreal, Yvette	cvs	
<a href="#">7965</a>	Weedy Lot	Closed	05/25/2024		Villarreal, Yvette	cvs	
<a href="#">7966</a>	Weedy Lot	Closed	05/25/2024		Villarreal, Yvette	cvs	

# ILLEGAL PARKING

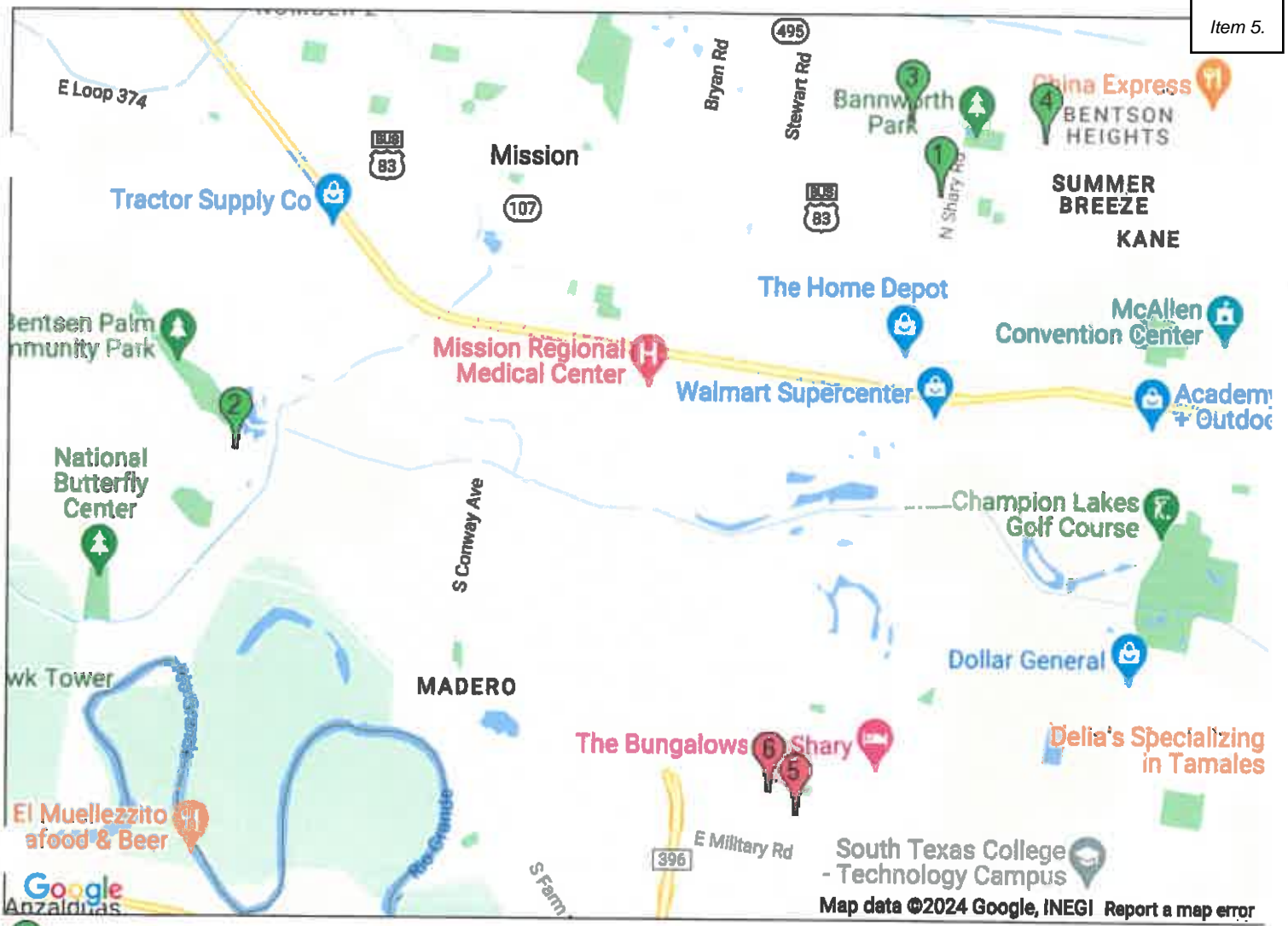


- 1 1204 Cimarron Dr, Mission
- 2 1404 East Ray Circle, Mission
- 3 1711 Merlin Dr, Mission
- 4 1919 E 21st St, Mission
- 5 2003 Jonquil Avenue, Mission
- 6 2104 East 22nd Street, Mission
- 7 2109 Lake Front Dr, Mission
- 8 2114 Crystal Dr, Mission
- 9 2406 East Expressway 83, Mission
- 10 304 W 14th St

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7340</a>	Illegal Parking	Closed	05/02/2024		Rodriguez, Ted	Photo attached
<a href="#">7380</a>	Illegal Parking	Open	05/03/2024	05/13/2024	Rodriguez, Ted	Abandoned vehicles for over a month on the...
<a href="#">7439</a>	Illegal Parking	Open	05/06/2024	05/16/2024	Rodriguez, Ted	RV parked on the street; trailers not...
<a href="#">7461</a>	Illegal Parking	Open	05/07/2024	05/17/2024	Rodriguez, Ted	Photo attached
<a href="#">7481</a>	Illegal Parking	Open	05/07/2024	05/17/2024	Rodriguez, Ted	he is parking on our house
<a href="#">7769</a>	Illegal Parking	Open	05/17/2024	05/27/2024	Rodriguez, Ted	At Brayan elementary school ,, this morning...
<a href="#">7781</a>	Illegal Parking	Open	05/17/2024	05/27/2024	Rodriguez, Ted	Photo attached
<a href="#">7948</a>	Illegal Parking	Open	05/24/2024	06/03/2024	Rodriguez, Ted	truck has been abandoned here for a month in...
<a href="#">7970</a>	Illegal Parking	Closed	05/26/2024		Rodriguez, Ted	Photo attached
<a href="#">8058</a>	Illegal Parking	Closed	05/29/2024		Rodriguez, Ted	This car has been parked here for over a...
<a href="#">8131</a>	Illegal Parking	Open	05/31/2024	06/10/2024	Rodriguez, Ted	Photo attached

Item 5.

# OBSTRUCTION TREES/BRANCHES



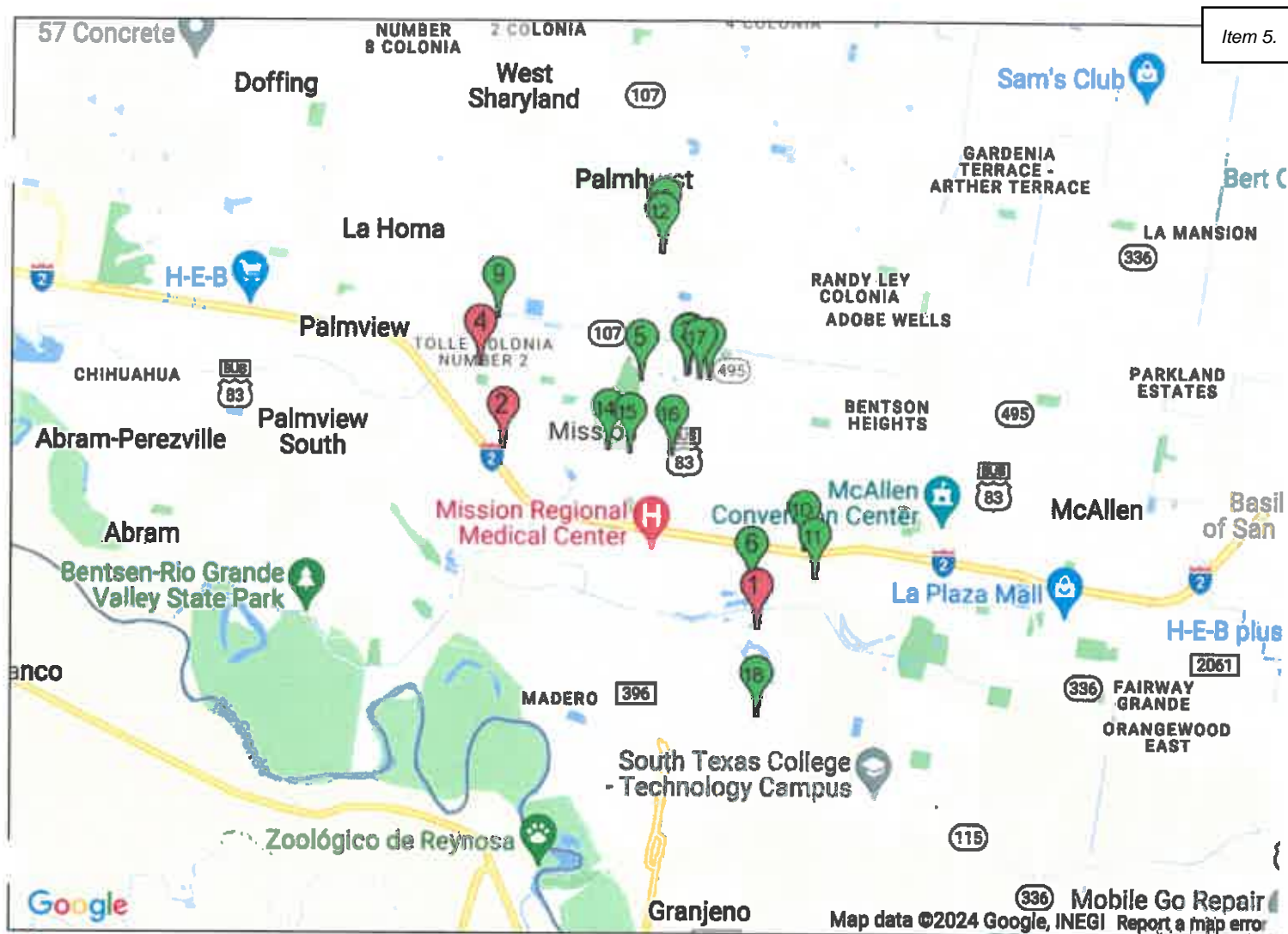
- 1 1106 Flamingo Ave
- 2 1907 Crystal Dr, Mission
- 3 2110 E 19th St, Mission
- 4 2607 Ponderosa Dr, Mission
- 5 3011 San Angelo St, Mission
- 6 4201 Santa Veronica St, Mission

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7357</a>	Obstruction-Trees/Branches	Closed	05/03/2024		Diaz, Gabriel	Photo attached
<a href="#">7473</a>	Obstruction-Trees/Branches	Open	05/07/2024	05/12/2024	Diaz, Gabriel	3006 San Angelo st Las Cruces
<a href="#">7513</a>	Obstruction-Trees/Branches	Closed	05/08/2024		Diaz, Gabriel	This tree that is marked as shown in the...
<a href="#">7585</a>	Obstruction-Trees/Branches	Closed	05/13/2024		Diaz, Gabriel	Obstructing view for oncoming traffic / fell...
<a href="#">7757</a>	Obstruction-Trees/Branches	Closed	05/17/2024		Diaz, Gabriel	On the corner of 19 the Street and Dove. Tree...
<a href="#">7779</a>	Obstruction-Trees/Branches	Closed	05/17/2024		Diaz, Gabriel	Corner of 19th Street and Dove. corner house...
<a href="#">7930</a>	Obstruction-Trees/Branches	Open	05/23/2024	05/28/2024	Diaz, Gabriel	Photo attached

Item 5.

# POT HOLES





- 1 1001–1005 Rio Grande Dr, Mission
- 2 101–511 N Los Ebanos Rd, Mission
- 3 1201–1289 E 22nd St, Mission
- 4 1800 Salinas Dr, Mission
- 5 1867–1899 N Mayberry Rd, Mission
- 6 2105 Pecos Street, Mission
- 7 2200 Tangelo St, Mission
- 8 2204 N Bryan Rd, Mission
- 9 2416 Kirk Ave, Mission
- 10 2419 E Expressway 83, Mission



2537–2545 Colorado St, Mission



3309 North Mayberry Road, Mission



3415 Mayberry Road, Mission



400–448 E Eighth St, Mission



709 N Mayberry Rd, Mission



801 N Bryan Rd, Mission



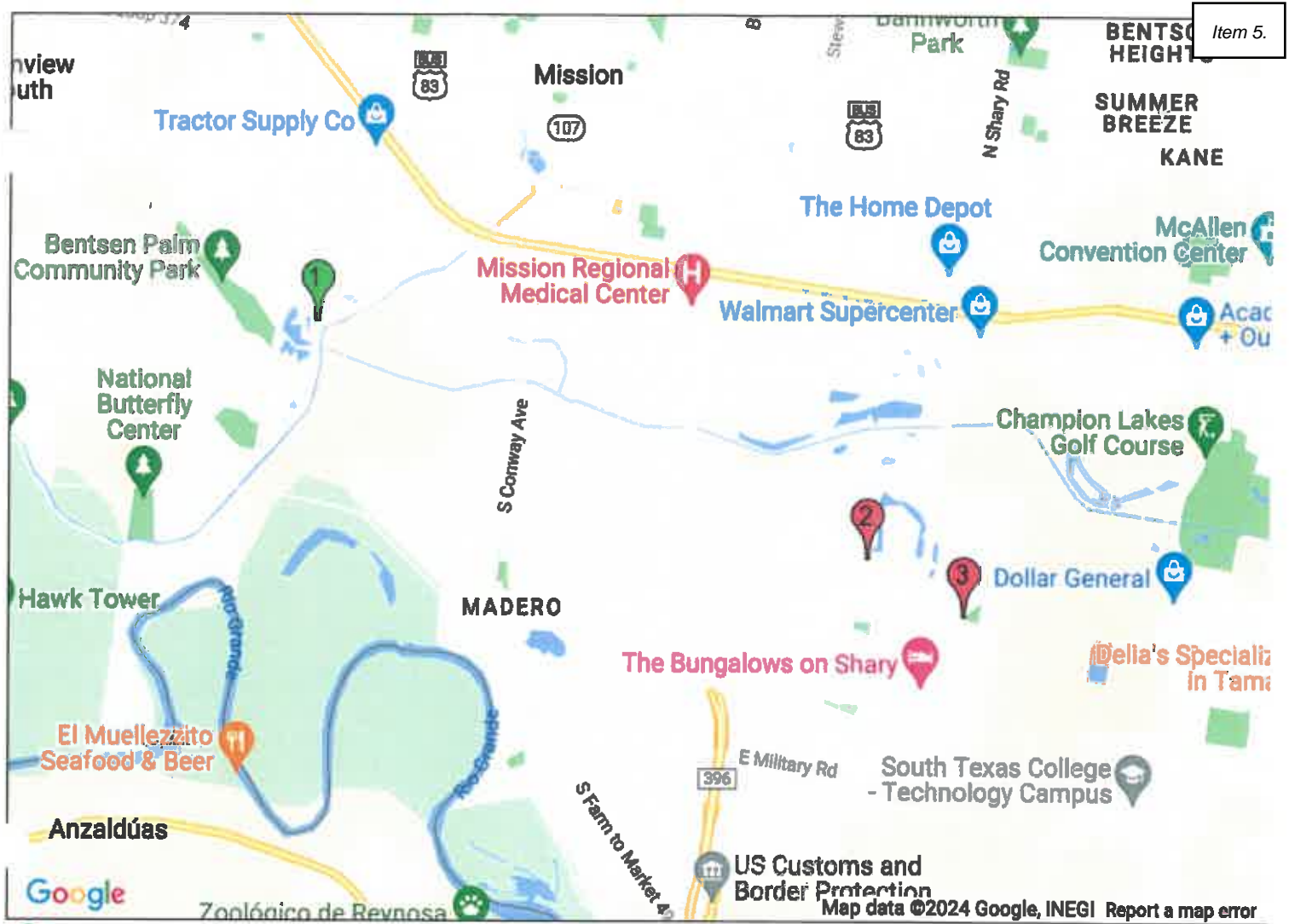
E 22nd St, Mission



Santa Sofia Ct, Mission

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7296</a>	Pot Holes	Closed	05/01/2024		Hernandez,Baldo	Multiple pot holes along Colorado St
<a href="#">7324</a>	Pot Holes	Closed	05/01/2024		Hernandez,Baldo	Photo attached
<a href="#">7335</a>	Pot Holes	Closed	05/02/2024		Hernandez,Baldo	pot hole
<a href="#">7393</a>	Pot Holes	Closed	05/04/2024		Hernandez,Baldo	Photo attached
<a href="#">7394</a>	Pot Holes	Closed	05/05/2024		Hernandez,Baldo	3 or 4 potholes on the road from 2 mile to...
<a href="#">7482</a>	Pot Holes	Closed	05/07/2024		Hernandez,Baldo	Pot hole that is getting bigger little by...
<a href="#">7483</a>	Pot Holes	Closed	05/07/2024		Hernandez,Baldo	This pot hole is smaller but it's also...
<a href="#">7537</a>	Pot Holes	Closed	05/09/2024		Hernandez,Baldo	Cartpath crossing on Mayberry..needs...
<a href="#">7574</a>	Pot Holes	Closed	05/10/2024		Hernandez,Baldo	Pot hole on Bryan and 8th street
<a href="#">7579</a>	Pot Holes	Closed	05/11/2024		Hernandez,Baldo	Photo attached
<a href="#">7580</a>	Pot Holes	Closed	05/11/2024		Hernandez,Baldo	Intersection of Bryan & 22nd
<a href="#">7581</a>	Pot Holes	Closed	05/11/2024		Hernandez,Baldo	just West of intersection of Robyn & 22nd
<a href="#">7582</a>	Pot Holes	Closed	05/11/2024		Hernandez,Baldo	intersection of Sugar Ln & 22nd
<a href="#">7583</a>	Pot Holes	Closed	05/11/2024		Hernandez,Baldo	just East of intersection is Tangelo & 22nd
<a href="#">7584</a>	Pot Holes	Closed	05/12/2024		Hernandez,Baldo	intersection (West side) of 8th & Mayberry
<a href="#">7694</a>	Pot Holes	Closed	05/15/2024		Hernandez,Baldo	Photo attached
<a href="#">7782</a>	Pot Holes	Closed	05/18/2024		Hernandez,Baldo	pot holes have developed in the street due to...
<a href="#">7837</a>	Pot Holes	Closed	05/21/2024		Hernandez,Baldo	810 Rio Grande Dr
<a href="#">7973</a>	Pot Holes	Open	05/27/2024	06/01/2024	Hernandez,Baldo	pothole on Los Ebanos In front of entrance...
<a href="#">8043</a>	Pot Holes	Open	05/29/2024	06/03/2024	Hernandez,Baldo	large pothole
<a href="#">8084</a>	Pot Holes	Open	05/30/2024	06/04/2024	Hernandez,Baldo	Potholes
<a href="#">8130</a>	Pot Holes	Open	05/31/2024	06/05/2024	Hernandez,Baldo	204 Rio Grande Dr

# SIDE WALKS



1 1514 River Bend Dr, Mission

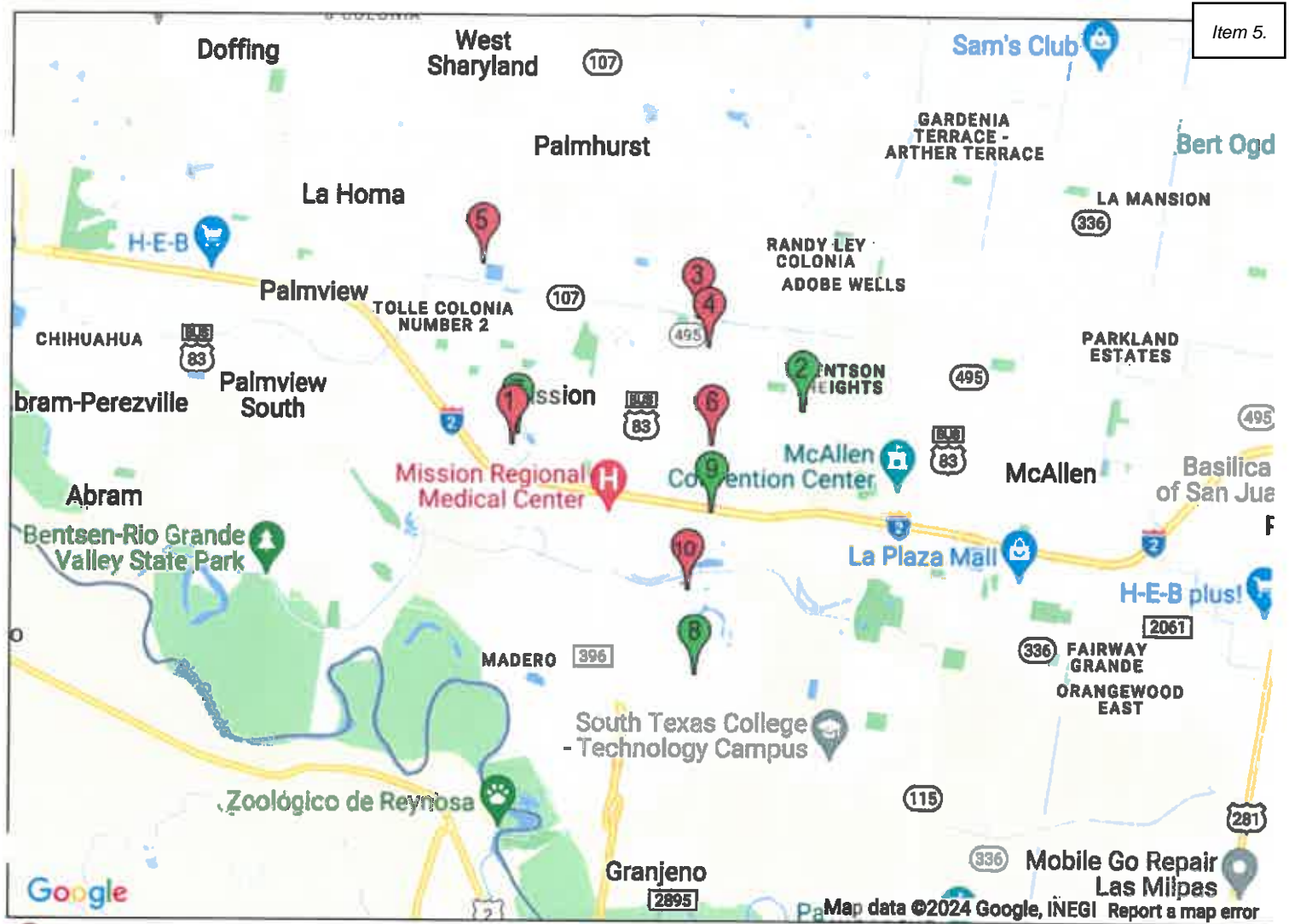
2 2800 Santa Lydia St, Mission

3 3905 San Clemente, Mission

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7334</a>	Side Walk	Closed	05/01/2024		Diaz, Gabriel	bus stop area overgrown, needs to be...
<a href="#">7442</a>	Side Walk	Open	05/07/2024	05/12/2024	Diaz, Gabriel	Curb is lifted up and water is able to seep...
<a href="#">7443</a>	Side Walk	Open	05/07/2024	05/12/2024	Diaz, Gabriel	cracks and uneven sidewalk creates a trip...
<a href="#">7688</a>	Side Walk	Open	05/15/2024	05/20/2024	Diaz, Gabriel	trip hazard

Item 5.

# STREET SIGNS



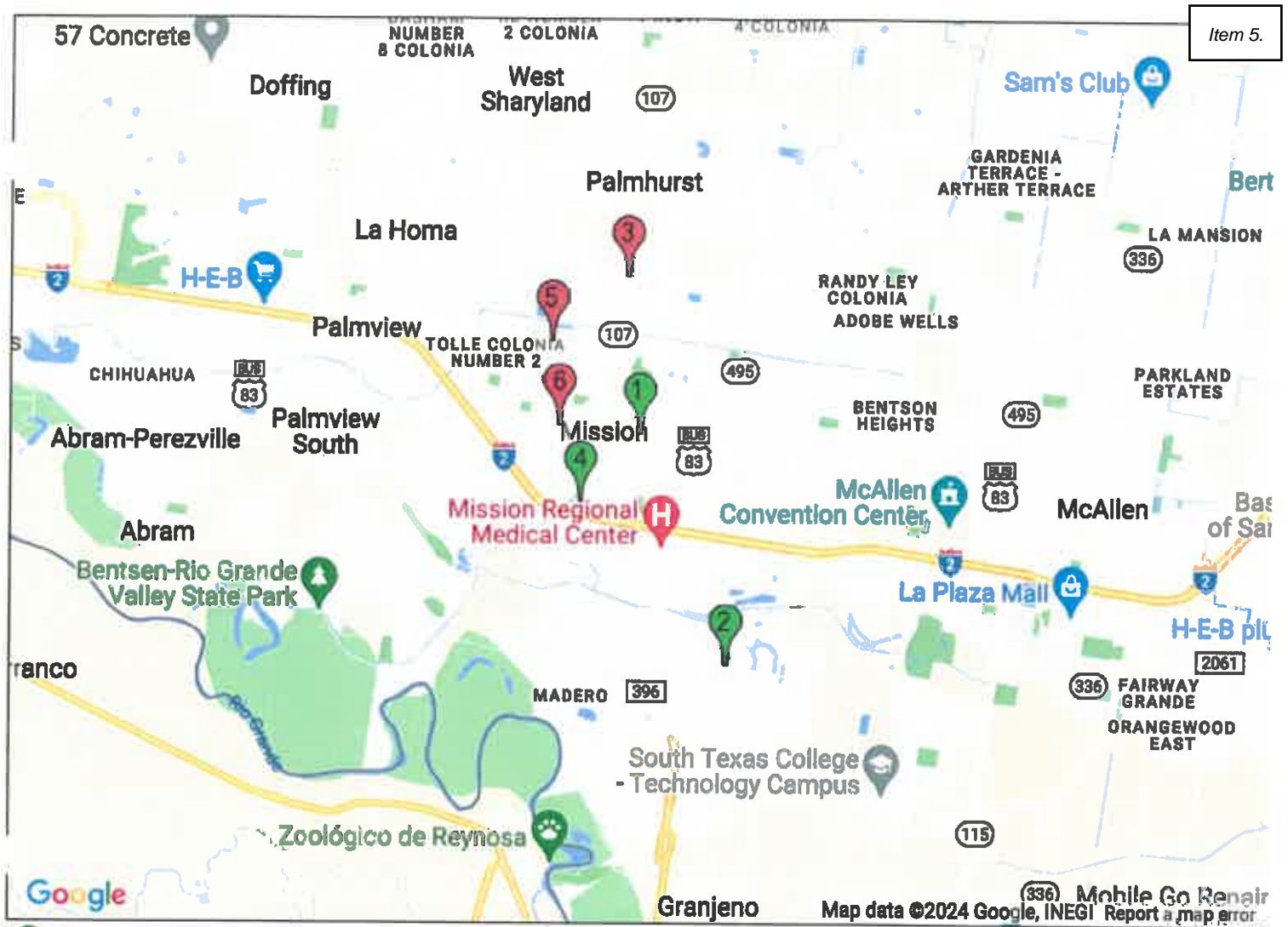
- 1 102 N Canal Ave, Mission
- 2 1416 Grovewood Avenue, Mission
- 3 1609 E 24 1/2 St, Mission
- 4 1902 Summer Breeze Road, Mission
- 5 2700-2798 Truman Ave, Mission
- 6 30 Horseshoe Circle, Mission
- 7 301 North Slabaugh Avenue, Mission
- 8 3501 Santa Lydia St, Mission
- 9 701 Lago Ct, Mission
- 10 823 Rio Grande Dr, Mission



Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7387</a>	Streets/Signs	Closed	05/03/2024		Diaz, Gabriel	on 3rd st and 301 slabough Ave the grass is...
<a href="#">7746</a>	Streets/Signs	Closed	05/16/2024		Diaz, Gabriel	This stop sign is broken and lying on the...
<a href="#">7877</a>	Streets/Signs	Open	05/22/2024	06/01/2024	Diaz, Gabriel	street is dark at night and notice people...
<a href="#">7969</a>	Streets/Signs	Closed	05/25/2024		Diaz, Gabriel	down sign. please repair. corner of...
<a href="#">8012</a>	Streets/Signs	Open	05/28/2024	06/07/2024	Diaz, Gabriel	no street sign for Montecruz or Truman on...
<a href="#">8027</a>	Streets/Signs	Open	05/28/2024	06/07/2024	Diaz, Gabriel	about a month ago, i sent a message to you...
<a href="#">8034</a>	Streets/Signs	Open	05/29/2024	06/08/2024	Diaz, Gabriel	fence is fallen and covering part of the...
<a href="#">8047</a>	Streets/Signs	Open	05/29/2024	06/08/2024	Diaz, Gabriel	On 709 N Glasscock Rd.
<a href="#">8081</a>	Streets/Signs	Closed	05/30/2024		Diaz, Gabriel	Grass overgrowing on the street
<a href="#">8086</a>	Streets/Signs	Open	05/30/2024	06/09/2024	Diaz, Gabriel	Street name (Red River & Rio Grande) looks...

Item 5.

# WATER LEAKS



- 1 1014 North Keralum Avenue, Mission
- 2 2600 San Carlos Street, Mission
- 3 3014 North Conway Avenue, Mission
- 4 316 South Dunlap Avenue, Mission
- 5 900-962 W Griffin Pkwy, Mission
- 6 922 North Holland Avenue, Mission

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7462</a>	Water Leaks	Closed	05/07/2024		cantu,omar	Fill in with dirt around water meter where...
<a href="#">7479</a>	Water Leaks	Closed	05/07/2024		cantu,omar	att fiber installers came in to install finer...
<a href="#">7575</a>	Water Leaks	Closed	05/10/2024		cantu,omar	Photo attached
<a href="#">7606</a>	Water Leaks	Closed	05/13/2024		cantu,omar	water meter cover missing, citizen fell into...
<a href="#">7844</a>	Water Leaks	Closed	05/21/2024		cantu,omar	810 Rio Grande Dr
<a href="#">7979</a>	Water Leaks	Open	05/27/2024	06/06/2024	cantu,omar	Photo attached
<a href="#">8010</a>	Water Leaks	Open	05/28/2024	06/07/2024	cantu,omar	There was a water leak yesterday before the...
<a href="#">8022</a>	Water Leaks	Open	05/28/2024	06/07/2024	cantu,omar	water is flowing out of the bottom of the...

# STREET LIGHTS



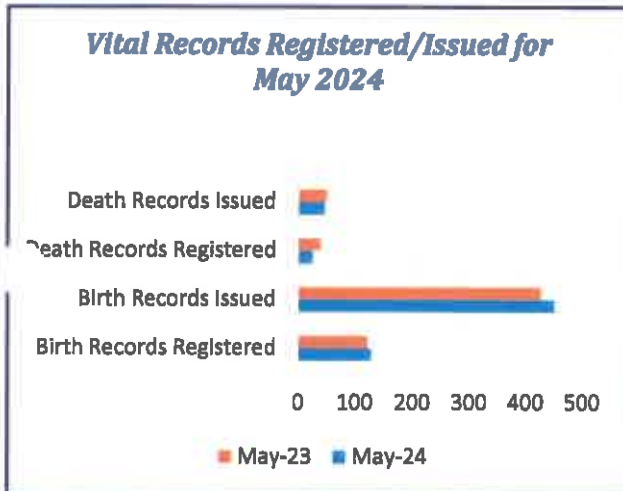
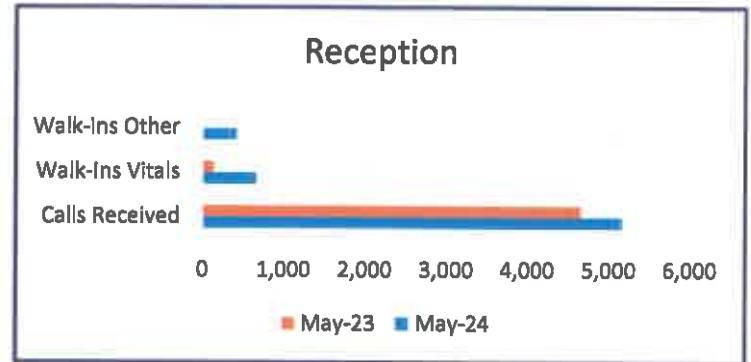
- 1 105 Ebano Avenue, Mission
- 2 113 Greenlawn St, Mission
- 3 1332-1382 Circle Dr, Mission
- 4 1500 Debby Ln, Mission
- 5 1506 Debby Ln, Mission
- 6 2003 Brazos Ct, Mission
- 7 2225 Colorado Street, Mission
- 8 3500 Los Milagros, Mission

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<a href="#">7480</a>	Street Light	Open	05/07/2024	05/12/2024	acevedo,Yahaira	street lighting is poor pedestrians are not...
<a href="#">7484</a>	Street Light	Open	05/07/2024	05/12/2024	acevedo,Yahaira	Light post has been broken for months,...
<a href="#">7485</a>	Street Light	Open	05/07/2024	05/12/2024	acevedo,Yahaira	Street light has been broken for months,...
<a href="#">7514</a>	Street Light	Closed	05/08/2024		acevedo,Yahaira	1904 Trinity-Street Light Out
<a href="#">7525</a>	Street Light	Closed	05/09/2024		acevedo,Yahaira	street light is out.
<a href="#">7671</a>	Street Light	Open	05/14/2024	05/19/2024	acevedo,Yahaira	New street light went out as of yesterday...
<a href="#">7692</a>	Street Light	Open	05/15/2024	05/20/2024	acevedo,Yahaira	2003 Brazos Court
<a href="#">7693</a>	Street Light	Closed	05/15/2024		acevedo,Yahaira	Colorado & Cimarron Dr
<a href="#">7785</a>	Street Light	Closed	05/19/2024		acevedo,Yahaira	Colorado St at number 5 tee box
<a href="#">8067</a>	Street Light	Open	05/29/2024	06/03/2024	acevedo,Yahaira	4758263540 - street light is out between 105...
<a href="#">8068</a>	Street Light	Closed	05/30/2024		acevedo,Yahaira	pole Number 128722 - Brazos Ct
<a href="#">8069</a>	Street Light	Closed	05/30/2024		acevedo,Yahaira	Pole Number 343094 -1904 Trinity St

# CITY SECRETARY MONTHLY REPORT – MAY 2024



Reception			
<b>Calls Received</b>	<b>5,179</b>	<b>May 2024</b>	
<b>Walk-Ins - Vitals</b>	<b>676</b>	<b>Calls Received</b>	<b>4,678</b>
<b>Walk- Ins Other Departments</b>	<b>431</b>	<b>Walk-Ins</b>	<b>150</b>



Vital Statistics				
	May 2024	YTD 2024	May 2023	YTD 2023
<b>Birth Records Registered</b>	<b>130</b>	<b>1,232</b>	<b>124</b>	<b>1,132</b>
<b>Birth Records Issued</b>	<b>454</b>	<b>3,747</b>	<b>430</b>	<b>3,885</b>
<b>Death Records Registered</b>	<b>27</b>	<b>335</b>	<b>41</b>	<b>353</b>
<b>Death Records Issued</b>	<b>47</b>	<b>543</b>	<b>52</b>	<b>572</b>
<b>Funds Received</b>	<b>\$11,089</b>	<b>\$91,626</b>	<b>\$10,603</b>	<b>\$94,716</b>

## Cemetery:

2023-2024	Laurel Hill	San Jose	Catholic	Baby Space	YTD 23/24
<b>Burials</b>	<b>3</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>43</b>
<b>Sold Spaces</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
2022-2023	Laurel Hill	San Jose	Catholic	Baby Space	YTD 23/24
<b>Burials</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>41</b>
<b>Sold Spaces</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>





# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** June 10, 2024  
**PRESENTED BY:** Anna Carrillo, City Secretary  
**AGENDA ITEM:** Approval of Minutes – Carrillo  
 Regular Meeting – May 28, 2024

### 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 *MRP*

**RECORD OF VOTE:** **APPROVED:** \_\_\_\_\_  
**DISAPPROVED:** \_\_\_\_\_  
**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_



## **MINUTES**

### **PRESENT:**

Norie Gonzalez Garza, Mayor  
Ruben D. Plata, Mayor Pro-Tem  
Jessica Ortega, Councilwoman  
Marissa Ortega-Gerlach, Councilwoman  
Alberto Vela, Councilman  
Bob Galligan, Interim City Attorney  
Mike R. Perez, City Manager  
Anna Carrillo, City Secretary

### **ABSENT:**

### **ALSO PRESENT:**

Peter Geddes  
Marianna Wright  
Jennifer Vasquez  
Brenda Enriquez  
Crystal Chavez  
Josue Rodriguez  
Debanhi Perez  
Zaida M. Vargas  
Marc Vargas  
Karen Prewitt

### **STAFF PRESENT:**

Anais Chapa, Assistant City Secretary  
David Flores, Asst. City Manager  
Juan Pablo Terrazas, Asst. City Manager  
Andy Garcia, Asst. City Manager  
Adrian Garcia, Fire Chief  
Susie De Luna, Planning Director  
Alex Hernandez, Assistant Planning Director  
Noemi Munguia, HR Director  
Robert Hinojosa, Director of Organizational Dev.  
Abram Ramirez, IT Director  
Abel Bocanegra, P.E., City Engineer  
Cesar Torres, Chief of Police  
Yenni Espinoza, Library Director  
Roel Mendiola, Sanitation Dept. Director  
Jesse Lerma Civil Service Director  
Kenia Gomez, Media Relations Director  
Teclo Garcia, MEDC CEO  
Brad Bentsen, Parks & Recreation Director  
Cynthia Lopez, Museum Director  
Joe Enriquez, Utility Billing Manager  
Aida Lerma, Mission Event Center Director  
Alex Fajardo, Media Relations  
Vidal Roman, Finance Director  
Randy Cruz, Deputy Fire Chief  
Sergio Martinez, Police Officer  
Veronica Longoria, Police Officer

### **STAFF PRESENT:**

## **REGULAR MEETING**

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

With a quorum being present, Mayor Pro Tem Plata called the meeting to order 4:30 p.m.

**INVOCATION AND PLEDGE ALLEGIANCE**

Councilwoman Marissa Gerlach led the invocation and Pledge of Allegiance.

**DISCLOSURE OF CONFLICT OF INTEREST**

None

**PRESENTATIONS****1. Proclamation - National Tennis Month - Brad Bentsen**

Councilwoman Jessica Ortega moved to approve the Proclamation – National Tennis Month. Motion was seconded by Councilman Alberto Vela and approved unanimously 4-0.

**2. Proclamation - National Building Safety Month - De Luna**

Councilwoman Ortega moved to approve the Proclamation – National Building Safety Month. Motion was seconded by Councilman Vela and approved unanimously 4-0.

**3. Report from the Greater Mission Chamber of Commerce – Brenda Enriquez**

Brenda Enriquez, Mission Chamber of Commerce President, spoke about upcoming events such as: Small Business Resource Seminar on May 30<sup>th</sup>, Driscoll Press Conference & Tree Planting Ceremony on May 30<sup>th</sup>, Joint Mixer at Elevated Drip Spa on June 20<sup>th</sup>, “Coffee, Croissants & Commerce” on June 25<sup>th</sup>, Buenas Tardes Luncheon on August 14<sup>th</sup> at the Mission Event Center, and the Annual Member Awards Banquet at the Mission Event Center on October 3<sup>rd</sup>. Ms. Enriquez also mentioned that they were launching new outreach program to connect new businesses opening up in Mission with the Chamber and board nominations were opening up as well. They had one vacancy on the board.

Mayor Norie Gonzalez Garza joined the meeting via zoom at 4:40 p.m.

**4. Report from the Rio Grande Valley Humane Society - Marianna Trevino Wright**

Marianna Trevino Wright, Rio Grande Valley Humane Society Executive Director, gave an update on the current operations for the Animal Shelter. Over the last month, there were 285 taken in, 122 of these were cats and 163 were dogs, 75 animals were adopted, 47 were reclaimed, 22 were transferred, 39 were returned to the field leaving the shelter at a rate of 87.72% for the month.

**5. Update on Public Safety Building No. 6 – Terrazas**

Crystal Chavez, representative for the Warren Group, stated that Public Safety Building No. 6 was at 99.97% completion. They had passed all inspections and had received their certificate of occupancy; however, there were a few minor details that were pending prior to opening up the building. The Warren Group had contacted the contractor to ensure that minor issues found during the punch list check were fixed. These issues included some laminate areas that needed replacement, a tie bracket needed to be installed in the restrooms and the flooring needed one more cleaning. This project had a projected completion date of February 2023; however, due to delays, it has yet to be completed. Ms. Chavez said she would provide a list of delays/extensions to date.

**6. Departmental Reports – Perez**

Councilman Vela moved to approve the departmental reports as presented. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**7. Citizen's Participation – Garza**

None

**PUBLIC HEARING****PLANNING & ZONING RECOMMENDATIONS****8. Rezoning: Lots 1-5, Block 1, North Hampton Subdivision, (R-1) Single Family Residential to (C-3) General Business, Debanhi Perez & Josue Rodriguez, and Adoption of Ordinance#5487 - De Luna**

On May 15, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located 355' north of U.S. Expressway 83 Frontage Road along the east side of Mayberry Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended denial of a C-3 (General Business) but approval of a C-2 (Neighborhood Commercial).

Staff and City Manager recommended approval.

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

Josue Rodriguez, owner, stated he felt the valley had a shortage of PCPAs and locations as the one he was proposing. His wife was a licensed therapist and they both felt there was a dire need for this type of business in the area. They both love the location and would like to open the daycare to better serve the needs of those who live in this area.

Upon motion by Councilman Vela seconded by Councilwoman Ortega and approved unanimously, the public hearing was closed.

Councilwoman Ortega moved to approve the Rezoning: Lots 1-5, Block 1, North Hampton Subdivision, (R-1) Single Family Residential to (C-2) Neighborhood Commercial, Debanhi Perez & Josue Rodriguez, and Adoption of Ordinance#5487. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

**ORDINANCE NO. 5487**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A REZONING LOTS 1-5, BLOCK 1, NORTH HAMPTON SUBDIVISION, (R-1)  
SINGLE FAMILY RESIDENTIAL TO (C-2) NEIGHBORHOOD COMMERCIAL

**9. Conditional Use Permit: Construction of a Pool House, 1805 E. 28th Street, Lot 14, Magnolia Park Estates, R-1A, Zaida M. Vargas, and Adoption of Ordinance#5488 - De Luna**

On May 15, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 963' west of N. Glasscock Road along the north side of E. 28<sup>th</sup> Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Marc Vargas, owner of the property, stated that they were seeking approval from council to build the pool house.

Upon motion by Councilwoman Ortega seconded by Councilman Vela and approved unanimously, the public hearing was closed.

Councilwoman Ortega moved to approve the Conditional Use Permit: Construction of a Pool House and variance request, 1805 E. 28th Street, Lot 14, Magnolia Park Estates, R-1A, Zaida M. Vargas, and Adoption of Ordinance#5488. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

**ORDINANCE NO. 5488**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR THE CONSTRUCTION OF A POOL  
HOUSE, 1805 E. 28<sup>TH</sup> STREET, LOT 14, MAGNOLIA PARK ESTATES

**10. Conditional Use Permit: Drive-Thru Service Windows & Sale & On-Site Consumption of Alcoholic Beverages – Taquero Mucho, 3501 N Conway Avenue, Ste. 15, Lot 2, IHOP On Conway Subdivision, C-3, Taquero Mucho, LLC, and Adoption of Ordinance#5489 and Wet Zone Ordinance#5490 - De Luna**

On May 15, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 1,355' north of Mile 2 Road along the west side of Conway Avenue. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

Upon motion by Councilman Vela seconded by Councilwoman Gerlach and approved unanimously, the public hearing was closed.

Councilwoman Ortega moved to approve the Conditional Use Permit: Drive-Thru Service Windows & Sale & On-Site Consumption of Alcoholic Beverages – Taquero Mucho, 3501 N Conway Avenue, Ste. 15, Lot 2, IHOP On Conway Subdivision, C-3, Taquero Mucho, LLC, and Adoption of Ordinance#5489 and Wet Zone Ordinance#5490. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**ORDINANCE NO. 5489**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR A DRIVE-THRU SERVICE WINDOWS &  
THE SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – TAQUERO  
MUCHO, 3501 N. CONWAY AVENUE, STE. 15, LOT 2, IHOP ON CONWAY SUBDIVISION

**ORDINANCE NO. 5490**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS AMENDING  
ORDINANCE NO.780 DESIGNATING PLACES WHERE BEER AND OTHER ALCOHOLIC  
BEVERAGES MAY BE SOLD WITHIN THE CORPORATE LIMITS OF THE CITY OF MISSION  
TO INCLUDE THE PREMISES LOCATED AT 3501 N. CONWAY AVENUE, STE 15 –  
TAQUERO MUCHO

**11. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – Sstash, LLC, 308 N. Shary Road, Ste. C, Lot 1, Sundance Crossing, C-3, SSTASH, LLC c/o Americo Garza Castelan, and Adoption of Ordinance#5491 - De Luna**

On May 15, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 214' south of E. 4<sup>th</sup>

Street along the east side of Shary Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

Upon motion by Councilwoman Gerlach seconded by Councilman Vela and approved unanimously, the public hearing was closed.

Councilwoman Ortega moved to approve the Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – Sstash, LLC, 308 N. Shary Road, Ste. C, Lot 1, Sundance Crossing, C-3, SSTASH, LLC c/o Americo Garza Castelan, and Adoption of Ordinance#5491. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**ORDINANCE NO. 5491**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR SALE & ON-SITE CONSUMPTION OF  
ALCOHOLIC BEVERAGES – SSTASH, 308 N. SHARY ROAD, SUITE C., LOT 1, SUNDANCE  
CROSSING

**12. Conditional Use Permit Renewal: To have a Restaurant in a C-2 zone – The Magnolia Tea Room, 1022 E. Griffin Parkway, Ste. 107B, Lot 1, Bryan Road Medical Plaza Subdivision, C-2, Elizabeth M. Romero, and Adoption of Ordinance#5492 - De Luna**

On May 15, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site was located on the southwest corner of E. Griffin Parkway (F.M. 495) and Bryan Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

Upon motion by Councilman Vela seconded by Councilwoman Gerlach and approved unanimously, the public hearing was closed.

Councilman Vela moved to approve the Conditional Use Permit Renewal: To have a Restaurant in a C-2 zone – The Magnolia Tea Room, 1022 E. Griffin Parkway, Ste. 107B, Lot 1, Bryan Road Medical Plaza Subdivision, C-2, Elizabeth M. Romero, and Adoption of Ordinance#5492. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

**ORDINANCE NO. 5492**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT RENEWAL TO HAVE A RESTAURANT IN A C-2  
ZONE – THE MAGNOLIA TEA ROOM, 1022 E. GRIFFIN PARKWAY, STE. 107 B, LOT 1,  
BRYAN ROAD MEDICAL PLAZA SUBDIVISION

**CONSENT AGENDA**

*All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately. The City Council May Take Various Actions;*



*Including But Not Limited To Rescheduling An Item In Its Entirety For A Future Date Or Time. The City Council May Elect To Go Into Executive Session On Any Item Whether Or Not Such Item Is Posted As An Executive Session Item At Any Time During The Meeting When Authorized By The Provisions Of The Open Meetings Act*

### **13. Approval of Minutes – Carrillo**

Special Meeting and Regular Meeting – May 13, 2024

Special Meeting – May 14, 2024

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

Parks & Recreation Board – April 9, 2024

### **15. Authorization to purchase twenty (20) 2 Cubic Yard Standard Duty Front Load Containers and twenty (20) 8 Cubic Yard Standard Duty Slant Front Load Containers in the amount of \$32,780 from Wastequip via BuyBoard Contract #686-22 - Mendiola**

Staff was seeking authorization to purchase twenty (20) 2 Cubic Yard standard duty front load containers and twenty (20) 8 Cubic Yard standard duty slant front load containers, in the amount of \$32,780, for our Commercial Division. Due to the city's rapid growth, the Sanitation Department was requesting these commercial containers to keep up with the demand and the city's current services. These containers would be purchased from Wastequip via BuyBoard Contract #686-22.

### **16. Authorization to re-solicit bids for monthly air conditioner filter service – Mares**

Staff was seeking authorization to re-solicit bids for the monthly air conditioner filter service for all city facilities. On December 18, 2023, staff requested authorization for solicitation and received a total of five (5) bids. However, due to discrepancies on the filter types, sizing, and pricing, solicitation was cancelled.

### **17. Approval of Resolution No.1905 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 Speedy 5k run – Torres**

The agreement is required by the Texas Department of Transportation for the closure of the right lane of travel of FM 494 (Shary Road) from Victoria Drive to U.S. Business 83, and the right lane of travel of U.S. Business 83 from FM 494 to Taylor Road on June 8, 2024. The Mission Police Department will be responsible for securing the route and participants involved.

#### **RESOLUTION NO. 1905**

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 FM 494 (SHARY ROAD) (RIGHT LANE) FROM VICTORIA DRIVE TO U.S. BUSINESS 83, AND U.S. BUSINESS 83 (RIGHT LANE) FROM FM 494 TO TAYLOR ROAD, FOR THE SPEEDY 5K EVENT AND AUTHORIZING THE ISSUANCE OF A PUBLIC PERMIT THEREFORE

### **18. Approval of Resolution # 1906 authorizing the transfer of equipment, a Mine-Resistant Ambush Protected vehicle, to the City of Palmview Police Department as allowed by LESO Program – Torres**

The Mission Police Department was seeking authorization to transfer a Mine-Resistant Ambush Protected vehicle to the City of Palmview Police Department, which was previously accepted via the LESO program. The Mission Police Department recently obtained a Roshel armored vehicle via the RGV TAG, therefore, there was no further need to keep the Mine-Resistant Ambush Protected vehicle. The transfer would be processed & completed via the LESO program, which set guidelines for all agencies possessing LESO-granted equipment. There was no cost associated with the transfer of equipment and attachments.

**RESOLUTION NO. 1906**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS DECLARING CERTAIN LAW ENFORCEMENT SUPPORT OFFICE (LESO) PROGRAM PROPERTY AS EXCESS PROPERTY AND AUTHORIZING THE TRANSFER OF SAID PROPERTY TO ANOTHER PARTICIPATING AGENCY AS ALLOWED BY LESO PROGRAM

Councilwoman Ortega moved to approve all consent agenda items 13 thru 18 as presented. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**APPROVALS AND AUTHORIZATIONS**

**19. Preliminary & Final Re-Plat Approval: Re-Plat of Lot 6A and 7A, M.E.D.C. Subdivision, Being a resubdivision of 3.113 acres, being all of Lots 6 and 7, M.E.D.C. Subdivision, C-3, Developer: Teclo Garcia, Engineering, Melden & Hunt, Inc. - De Luna**

On May 15, 2024 the Planning and Zoning Commission held a Public Hearing to consider the replat. The subject site was located within the M.E.D.C. Subdivision located 330' east of the intersection of Victoria Street & S. Shary Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata requested this item be a public hearing and asked if there were any comments for or against the request.

There were no comments.

Upon motion by Councilwoman Gerlach seconded by Councilman Vela and approved unanimously, the public hearing was closed.

Councilman Vela moved to approve the Preliminary & Final Re-Plat Approval: Re-Plat of Lot 6A and 7A, M.E.D.C. Subdivision, Being a resubdivision of 3.113 acres, being all of Lots 6 and 7, M.E.D.C. Subdivision, C-3, Developer: Teclo Garcia, Engineering, Melden & Hunt, Inc.. Motion was seconded by Councilwoman Ortega and approved 4-1, with Mayor Garza abstaining.

**20. Interlocal Agreement between the City of Mission, Texas and City of Alton, Texas regarding sewer services for Alton Crossing Plaza (aka Lot 23, La Homa Five Subdivision) - De Luna**

The request was to allow Alton Crossing Plaza (aka Lot 23, La Homa Five Subdivision) within the City of Mission's ETJ/Sewer CCN to connect to the City of Alton's Sewer Main Line along La Homa Road and Mile 5 Road.

Alton Crossing Plaza was located at the southwest corner of La Homa Road and W. 5 Mile Road along the southside of La Homa Road. Unfortunately, the City of Mission sewer line was approximately 3,100 linear feet south of the site making the connection unfeasible. An alternative to this issue was to connect to the City of Alton's sewer system.

The City of Mission agreed that City of Alton may provide retail sewer service to Alton Crossing Plaza (aka Lot 23, La Homa Five Subdivision) (the “Customer”) until such time as the City of Mission transitioned the customer to the City of Mission sewer service. The City of Alton shall not expand its sewer service beyond the service to the Customer or add any additional sewer customers in the City of Mission’s Sewer CCN without prior written permission of the City of Mission.

The City of Mission shall provide thirty (3) days written notice to the City of Alton that it intended to provide sewer service to the Customer. City of Alton shall orderly transfer and relinquish sewer services to the customers and cease to provide sewer service to the customer’s location immediately upon written confirmation from the City of Mission that sewer service was available for the customer.

In an effect to assist for a successful completion, we were seeking your consideration to allow this lot to connect to the City of Alton’s sewer system.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve the Interlocal Agreement between the City of Mission, Texas and City of Alton, Texas regarding sewer services for Alton Crossing Plaza (aka Lot 23, La Homa Five Subdivision). Motion was seconded by Councilman Vela and approved unanimously 5-0.

## **21. Approval of Shary Municipal Golf Course Fee Waiver and Discounted Rate Policy – Fernuik**

The purpose of this policy was to govern the provision of fee waivers or discounted rates for golf play at the City of Mission Shary Municipal Golf Course.

Qualifying Members: Advisory Board Members that were in good standing and currently appointed to the Golf Course Advisory Board.

Qualifying Members would be allowed to play once per week and will be required to only pay one of the following:

- A trail fee, if a personal golf cart was furnished; or
- A cart fee for the rental of an SMGC golf cart.

For any additional play beyond once a week, Qualifying Members would be required to pay all applicable fees at the then-established rate(s).

Policy was approved by the Shary Municipal Golf Course Board on May 8, 2024.

Staff and City Manager recommended approval.

Councilman Vela moved to approve the Shary Municipal Golf Course Fee Waiver and Discounted Rate Policy. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

## **22. Board Appointments – Citizen Advisory Committee, Special Events & Entertainment Committee and Zoning Board of Adjustments – Carrillo**

Attached was the list of Board and Committee Appointments along with the recommendations by Mayor Norie Garza

Citizen Advisory Committee – Appoint Ruben Davila Lozano term to expire 12/31/2026

Special Events & Entertainment Committee – Appoint Danet Garza Ibarra term to expire 12/31/2026

Zoning Board of Adjustments – Appoint Romeo Sanchez and William F. Uckert terms to expire 12/31/2024.

Staff and City Manager recommended approval.

Councilman Vela moved to approve Board Appointments – Ruben Davila Lozano to the Citizen Advisory Committee, Danet Garza Ibarra to the Special Events & Entertainment Committee and Romeo Sanchez and William F. Uckert to the Zoning Board of Adjustments. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

### **23. Approval of Development Agreement between R&G Development, LP & City of Mission – Terrazas**

The City of Mission sought to develop a portion of real property owned by Rio Grande Valley Development, Inc. The city had requested that the developer dedicated approximately 1.8 acres of real property for right-of-way purposes for the development of Hoerner Road. In exchange for the land dedication, the City shall construct Hoerner Road with water, wastewater lines to include stub outs to the east and west sides of the proposed street and an adjacent storm system.

Mission Redevelopment Authority Board engaged Halff Associates for the design and surveying services for this project.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve the Development Agreement between R&G Development, LP & City of Mission. Motion was seconded by Councilman Vela and approved unanimously 5-0.

### **24. Approval of First Amendment to Interlocal Cooperation Agreement between the City of Mission and McAllen Public Utility – Terrazas**

The City of Mission and the McAllen Public Utility entered into an Interlocal Agreement on or about the 12<sup>th</sup> day of April, 2022 to undertake roadway widening improvements on Taylor Rd. between US. Business 83 and Interstate 2. (U.S. 83).

PUB and Mission now desired to extend the scope of the project to include the area of Taylor road between US Business 83 and Mile 2 Road (Daffodil Avenue) to include the installation of Water and Wastewater lines by Mission as an additive alternative in its request for bids for the expanded scope of the project.

PUB agreed that they would pay any and all costs to construct the Water and Wastewater Lines as per the expanded scope of the Project including, but not limited to, costs for materials, labor, and equipment in the amount of \$1,176,287.64. PUB would pay this amount on or before execution of an awarded contract.

PUB and Mission were authorized to enter into this Agreement pursuant to the Interlocal Cooperation Act, Tex. Gov't Code 791.001 et. seq., which authorized local governments to contract with each other to perform governmental functions and services under the terms of the Act.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to First Amendment to Interlocal Cooperation Agreement between the City of Mission and McAllen Public Utility. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**25. Authorization to Extend First & Final One-Year Renewal Service Agreement between the City of Mission and Lone Star Citrus Growers Agreement – Bocanegra**

Staff was recommending an Extension for First & Final Renewal of Sanitary Sewer Service Agreement between the City of Mission and Lone Star Citrus Growers in accordance with Local Government Code Chapter 552, City of Mission Charter, and Code of Ordinances. The renewal authorized Lone Star Citrus Grower to dispose of industrial wastewater at the City of Mission Industrial Pre-treatment plant for an additional one-year term, June 1, 2024 through May 31, 2025. Fees associated with disposal were based on meter readings (gallons), Industrial Waste BOD (biochemical Oxygen Demand) and SS (Suspended Solids) Surcharge as described in the agreement.

Staff and City Manager recommended approval.

Councilman Vela moved to Extend First & Final One-Year Renewal Service Agreement between the City of Mission and Lone Star Citrus Growers Agreement. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

**26. Authorization to Ratify acquisition for Emergency Services Paramedic Program taught by Texas EMS School in the amount of \$89,880.00. – Garcia**

Authorization to Ratify acquisition for Emergency Services Paramedic Program taught by Texas EMS School in the amount of \$89,880.00.

On May 13, 2024 City Council approved the Interlocal agreement between the County of Hidalgo, Texas, and the City of Mission for the establishment of an Emergency Services Paramedic Program partially funded by Hidalgo County American Rescue Plan Act (ARPA) Recovery in the amount of \$83,460. Hidalgo County ARPA Funds in the amount of \$83,460 would be allocated to the City of Mission to cover 50% of Paramedic training costs and would be made available to other municipalities within the County. The funding allocated would provide coverage of 50% of program costs for 26 participants in the Paramedic Program provided by Texas EMS School at a per-student cost of \$6,420 (or \$3,210 with County subsidy). The first round of Paramedic training would begin in May 2024 and would host 14 students, 6 with the City of Mission and 8 with other municipalities. The Interlocal Agreement would allow the City of Mission to acquire a 50% reduction in training costs and the City of Mission would be reimbursed for all other participating organization costs via Hidalgo County and reimbursements from participating organizations.

A budget amendment was approved to recognize incoming revenue from (1) the Interlocal for a Paramedic training course occurring on May 2024 for 14 participants in the amount of \$44,940 (50% of program cost for 14 participants) and (2) reimbursements from participating municipalities of \$25,680 (50% of program costs of 8 participants from other municipalities). The remaining \$38,520 ARPA Funds allocated from the Hidalgo County Interlocal for the remaining 12 participants will be used in the subsequent fiscal year thereby not included in this budget amendment. Additionally, the budget amendment did not include the 50% share for the City of Mission's 6 participants (\$19,260) given that it was budgeted in the current fiscal year.



The City of Mission would not incur additional costs for other municipalities and would receive 50% off program costs for its participants.

Staff and City Manager recommended approval.

Councilman Vela moved to Ratify acquisition for Emergency Services Paramedic Program taught by Texas EMS School in the amount of \$89,880.00. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

## UNFINISHED BUSINESS

### **27. TABLED: 05/13/2024 - Adoption of Fee Waiver and Discounted Rate Policy for the Mission Event Center - A. Lerma**

The Mission Event Center sought to implement a policy outlining procedures for organizations requesting fee waivers or discounted rates for facility use to specifically limit the use of the MEC as a general public forum to ensure that the facility remains easily accessible to clients and residents doing business with the MEC.

The MEC may offer fee waivers or discounted rates to non-profit organizations, government agencies, or educational institutions meeting the specific requirements outlined in policy.

The different fee waivers or discounted rates included:

Eligibility for 50% Discounted Rate- included discount on room rental fees, equipment fees, service fees, and refundable damage deposit fee. Under this discounted rate, events must be open and available to the general public, free of charge, provide a public benefit, be non-partisan, be non-commercial and not for profit, be non-controversial and shall avoid advocacy of a particular position in areas of public policy dispute or controversy.

Eligibility for 20% Discounted Rate – included discount only on the room rental fees. Organizations would be responsible for all other applicable fees (equipment fees, service fees, and refundable damage deposit fee). Under this discounted rate, non-profits, government agencies, or educational institutions may host revenue-generating events or provide trainings, seminars and meetings for their members.

Eligibility for 100% Fee Waiver – included discount on room rental fees and all other applicable fees (equipment fees, service fees, and refundable damage deposit fee). Under this waiver, organizations must be in an official partnership with the City of Mission for a joint event.

No discounts or fee waivers were provided for security services. If security was required for an event, organizations would be responsible for all security fees and hiring such security personnel from the Mission Police Department at its own expense.

Organization may submit one (1) request annually for consideration of either a fee waiver or a discounted rate.

Councilwoman Ortega moved to leave this item on the table to discuss when all members of council were present. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

## ROUTINE MATTERS

City Manager Comments – No Comments.



City Council Comments – Councilwoman Ortega wished Councilman Vela a Happy Birthday and reminded everyone that it was election day and to make time to go vote. She also stated that she had attended the Mental Health Awareness event which was great and was thankful to all the organizations that participated. Councilman Gerlach stated that she had attended the Memorial Day Service at the Veterans Cemetery which she said was a beautiful ceremony. Councilman Vela thanked everyone for the birthday wishes.

Mayor's Comments – No Comments.

At 5:38 p.m., Councilwoman Ortega moved to convene into Executive Session. Motion was seconded by Councilman Vela and approved unanimously 5-0.

Councilman Vela stepped out of the meeting at 5:40 p.m.

## EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.074 (Personnel Matters) Evaluation of City Manager relating to goals and objectives
2. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) relating to Meet and Confer negotiations with Mission Firefighters Association, IAFF Local 3609
3. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to Black Diamond Developers, LP and CCC Operations, LLC v. City of Mission, Cause No. C-5276-23-D.
4. Closed session pursuant to Tex. Gov't Code Section 551.074 (Personnel Matters) Assistant Municipal Court Judge and possible re-appointment.
5. Closed session pursuant to Tex. Gov't Code Section 551.072 (Deliberation regarding real property) related to 523 N. Dunlap, Mission, TX
6. Closed session pursuant to Tex. Gov't Code Section 551.074 (Personnel Matters) relating to contract with City Attorney.

Mayor Garza left the meeting at 6:30 p.m. before considering items 7, 8 and 9 of executive session.

7. Closed session pursuant to Tex. Gov't Code Section 551.072 (Deliberation regarding real property) Consideration of the use of eminent domain to acquire a tract of land containing 0.283 of one acre situated in the City of Mission, County of Hidalgo, Texas, being part or portion out of Lot 265, John H. Shary Subdivision, according to plat thereof recorded in Volume 1, Page 17, Hidalgo County Map Records, which said 0.283 of one acre being out of a certain tract conveyed to Ricardo Martinez and wife, Petra Martinez, by virtue of a Warranty Deed recorded under Document Number 1047422, Hidalgo County Official Records, Hidalgo County, Texas, to acquire for the public purpose of completing Shary Road Sewer Extension, (Parcel 1)
8. Closed session pursuant to Tex. Gov't Code Section 551.072 (Deliberation regarding real property) Discussion, Consideration of Counter-offer and possible action on proposed 15.0-foot Utility Easement described as a tract of land containing 0.100 of one acre situated in the City of Mission, County of Hidalgo, Texas, being a part or portion out of Lot 31-6, West Addition To Sharyland, according to the plat thereof recorded in Volume 1, Page 56, Hidalgo County Map Records, which said 0.100 of one acre being a part or portion out of a larger tract of land conveyed to Mo-Lo LTD by virtue of a Warranty Deed recorded under Document Number 842052, Hidalgo County Official Records.

9. Closed session pursuant to Tex. Gov't Code Section 551.072 (Deliberation regarding real property) determining a public necessity and granting authorization to exercise the use of eminent domain authority to acquire certain real property, giving notice of an official determination to acquire said property described generally as 0.009 of one acre tract of land situated in the City of Mission, Texas, out of Lot 31-6, West Addition to Sharyland, according to the plat thereof recorded in Volume 1, Page 56, of the Map Records, Hidalgo County, Texas, for the public purpose of the city's street and water system improvement project.

Upon conclusion of Executive Session at 6:47 p.m., Councilwoman Ortega moved to reconvene the regular meeting. Motion was seconded by Councilwoman Gerlach and approved unanimously 3-0.

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

1. Action, if any, regarding evaluation of City Manager regarding goals and objectives.

No Action

2. Consideration and action, if any, related to Meet and Confer negotiations with Mission Firefighters Association, IAFF Local 3609.

Councilwoman Ortega moved to approve Meet and Confer Agreement with Mission Firefighters Association, IAFF Local 3609 and to be presented to the Fire Firefighters Association for approval. Motion was seconded by Councilwoman Gerlach and approved unanimously 3-0.

3. Consideration and action, if any, related to Black Diamond Developers, LP and CCC Operations, LLC v. City of Mission, Cause No. C-5276-23-D.

No action.

4. Action, if any, regarding Assistant Municipal Court Judge and possible re-appointment.

Councilwoman Gerlach moved to not reappoint Assistant Municipal Court Judge and authorize to post for the position. Motion was seconded by Councilwoman Ortega and approved unanimously 3-0.

5. Consideration and action, if any, related to 523 N. Dunlap, Mission, TX

Councilwoman Ortega moved to authorize City Manager to request appraisals for the two safe haven homes. Motion was seconded by Councilwoman Gerlach and approved unanimously 3-0.

6. Consideration and action, if any, related to contract with City Attorney

Councilwoman Ortega moved to approve the contract with Patricia A. Rigney as City Attorney to begin on May 29, 2024 and authorize the law firm of Jones, Galligan, Key and Lozano to continue working for the city for two weeks or as long as needed for transition purposes. Motion was seconded by Councilwoman Gerlach and approved unanimously 3-0.

7. Consideration and action, if any, related to a tract of land containing 0.283 of one acre situated in the City of Mission, County of Hidalgo, Texas

Councilwoman Ortega moved to discontinue condemnation proceedings regarding this property. Motion was seconded by Councilwoman Gerlach and approved unanimously 3-0.

8. Consideration and action, if any, related to a 15.0-foot Utility Easement described as a tract of land containing 0.100 of one acre situated in the City of Mission, County of Hidalgo, Texas

Councilwoman Ortega moved to discontinue condemnation proceedings regarding this project. Motion was seconded by Councilwoman Gerlach and approved unanimously 3-0.

9. Consideration and action, if any, related to a 0.009 of one acre tract of land situated in the City of Mission, Texas, out of Lot 31-6, West Addition to Sharyland

Councilwoman Ortega moved to discontinue condemnation proceedings regarding this project. Motion was seconded by Councilwoman Gerlach and approved unanimously 3-0.

## ADJOURNMENT

At 6:50 p.m., Councilwoman Ortega moved for adjournment. Motion was seconded by Councilwoman Gerlach and approved unanimously 3-0.

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Norie Gonzalez Garza, Mayor

ATTEST:

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Anna Carrillo, City Secretary



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** June 10, 2024

**PRESENTED BY:** Mike R. Perez, City Manager

**AGENDA ITEM:** Acknowledge Receipt of Minutes – Perez  
Citizens Advisory Committee – April 23, 2024, April 30, 2024, May 14, 2024

### NATURE OF REQUEST:

See attached minutes.

**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 *MRP*

**RECORD OF VOTE:** **APPROVED:** \_\_\_\_\_

**DISAPPROVED:** \_\_\_\_\_

**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_

**CITIZEN'S ADVISORY COMMITTEE**  
**April 23, 2024**  
**Regular Meeting**

**Members Present**

Lorenzo Garza- Chairman

Zoreida Lopez- Vice-Chairwoman

Marsha Terry

Alma Garcia

Roxanne Mendez

Monika Rosales-Flores

Emigdio Villanueva, Jr.

**Members Absent**

Cynthia Pacheco

Francisco Cadena

**Staff Present**

Jo Anne Longoria

Esther Rivera

Danny Sanchez

**Call Regular Meeting to Order to Establish Quorum**

Chairman Lorenzo Garza called Regular Meeting to order at 5:30 pm. Ms. Jo Anne Longoria conducted roll call. She stated that seven members were present therefore there was quorum.

**Citizens Participation**

Chairman Garza asked if there were any citizens present to discuss any items on the agenda or to express their concerns. With no one present, and no comments, he continued with the next item.

**Discussion and Recommendation to Approve Minutes for Public Hearing/Regular Meeting held on March 26, 2024 and Regular Meeting held on April 9, 2024**

Mr. Danny Sanchez asked the members if they had reviewed the minutes for the Public Hearing/Regular Meeting held on March 26, 2024 and Regular Meeting held on April 9, 2024 and if there were any questions or comments. After a brief discussion, Chairman Garza asked for a motion to approve the minutes as presented. Ms. Alma Garcia motioned to approve the minutes as presented. Vice-Chair Zoreida Lopez seconded the motion. Motion carried (7-0).

**Discussion and Recommendation to Approve Tentative Schedule for Annual Action Plan FY 2024-2025 (Revisions)**

Ms. Longoria stated that she added April 30<sup>th</sup> to the Tentative Schedule for the Public Hearing scheduled at Marcell Elementary. She also stated no other changes were made and that the discussions for funding will be presented on the May 14<sup>th</sup> meeting. Vice-Chair Lopez asked if the members can ask questions regarding the funding. Ms. Longoria responded by stating that committee members can ask questions pertaining to funding for the meeting scheduled on May 14<sup>th</sup>. After a brief discussion, Chairman Garza asked for a motion to approve the Tentative Schedule for Annual Action FY 2024-2025 (Revisions). Ms. Marsha Terry motioned to approve the Tentative Schedule for Annual Action Plan FY 2024-2025 (Revisions) as presented. Ms. Roxanne Mendez seconded the motion. Motion carried (7-0).

### **Discussion and Recommendation on Housing Assistance Program (HAP) Applicant Waiting List**

Ms. Longoria presented the HAP Applicant Waiting List. She stated there are five reconstruction bids that have been approved by City Council. She also mentioned that CDBG is working with Applicant #5 pending the lead based paint testing. Ms. Longoria went on to say that we'd like to get Applicant #6 considered for this fiscal year with the available balance from the reconstruction homes. After a brief discussion, Chairman Garza asked for a motion to approve the Housing Assistance Program (HAP) Applicant Waiting List. Mr. Villanueva motioned to approve the Housing Assistance Program (HAP) Applicant Waiting List. Ms. Garcia seconded the motion. Motion carried (7-0).

### **Discussion on HAP Phase 23-I**

Ms. Esther Rivera stated City Council awarded the bids and pending the contractor to submit the required insurances. She went on to say that after the contractor submits the required documentation, she would meet with the homeowners to sign the contracts and to provide them ten days to move out. After a brief discussion, Chairman Garza thanked Ms. Rivera for the update and moved on to the next item.

### **PowerPoint Presentation on Paint Mission Beautiful**

Ms. Rivera presented the PowerPoint Presentation on Paint Mission Beautiful. Throughout the slide show she elaborated on the different departments that were involved and how fortunate that there were a good number of volunteers. She went on to say that this wouldn't have been possible if it wasn't for Area Agency on Aging (AAA) expediting the process to provide Ms. Mendez the ramp that she needed for her home. Ms. Rivera concluded her presentation by thanking the committee members that participated in the Paint Mission Beautiful project.

### **Other Business**

#### **A. Progress Reports- March 2024 Unofficial**

Mr. Sanchez presented the Unofficial Progress Reports for March 2024. He explained the expenditures received to date for the agencies, housing, and administration. He also mentioned the CDBG-CV expenditures for Emergency Assistance Program, Affordable Homes, and Fire Department. After a brief discussion, Chairman Garza asked for a motion to approve the progress reports as presented. Mr. Villanueva motioned to approve the Progress Reports as presented. Vice-Chairwoman Lopez seconded the motion. Motion carried (7-0).

#### **B. Chairman's Comments**

Chairman Garza stated he wasn't going to be available for next week's meeting, but Vice-Chair Lopez preside the meeting and he'll see everyone back at the following meeting.

#### **C. Committee Member's Comments**

Ms. Garcia mentioned that on Stewart and old 83 the railroad tracks had a big pothole in the middle of it. Ms. Longoria stated that she would take care of contacting the Railroad Commission as soon as possible.

**D. Director's Comments**

Ms. Longoria reminded everyone about the next Public Hearing Meeting at Marcell Elementary and to bring their binders with all the agencies/departments information regarding their requests.

**Adjourn**

Chairman Garza asked for a motion to adjourn the meeting. Ms. Mendez motioned to adjourn the meeting. Mr. Villanueva seconded the motion. Motion carried (7-0). The meeting was adjourned at 6:04 pm.

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Lorenzo Garza, Chairman



**CITIZEN'S ADVISORY COMMITTEE**  
**April 30, 2024**  
**Public Hearing**

**Members Present**

Zoreida Lopez, Vice-Chairwoman  
 Roxanne Mendez  
 Marsha Terry  
 Alma Garcia  
 Francisco Cadena  
 Monika Rosales-Flores

**Members Absent**

Lorenzo Garza, Chairman  
 Emigdio Villanueva, Jr.  
 Cynthia Pacheco

**Staff Present**

Jo Anne Longoria  
 Danny Sanchez

**Call Public Hearing to Order to Establish Quorum**

Vice-Chair Zoreida Lopez called Public Hearing to order at 5:36 pm. Ms. Jo Anne Longoria conducted roll call. She stated that six members were present therefore there was quorum.

**Citizens Participation**

Vice-Chair Lopez asked if there were any citizens present to discuss any items on the agenda or to express their concerns. With no one present, and no comments, she continued with the next item.

**Presentation on the Needs of City for Annual Action Plan FY 2024-2025**

Ms. Longoria stated that the purpose for this Public Hearing is for the public to express any comments or concerns they may have for the annual funding. Ms. Longoria went on to open the floor since there were no questions on the funding and she allowed the members to express their concerns. Ms. Marsha Terry inquired about the first responders in her neighborhood the other night. Ms. Longoria responded by stating that she would contact the Police Department to find out more information. Ms. Alma Garcia stated that there's still a pot hole in the railroad tracks on Old 83 and Stewart Rd. Ms. Longoria responded by stating that she would contact Texas Railroad Commission. After a brief discussion, Vice-Chair Lopez moved on to adjourn the Public Hearing.

**Adjourn**

Vice-Chair Lopez asked for a motion to adjourn the meeting. Ms. Roxanne Mendez motioned to adjourn meeting. Ms. Garcia seconded the motion. Motion carried (6-0). The meeting was adjourned at 5:45 pm.

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Lorenzo Garza, Chairman

**CITIZEN'S ADVISORY COMMITTEE**  
**May 14, 2024**  
**Joint Meeting**

**Members Present**

Zoreida Lopez, Vice-Chairwoman

Roxanne Mendez

Marsha Terry

Alma Garcia

Francisco Cadena

Monika Rosales-Flores

Emigdio Villanueva, Jr.

**Members Absent**

Lorenzo Garza, Chairman

Cynthia Pacheco

**Staff Present**

Jo Anne Longoria

**Others Present**

Mike Perez

Mayor Norie Garza

Ruben Plata

Jessica Ortega

Albert Vela

Marissa Gerlach

**Call Public Hearing to Order to Establish Quorum**

Vice-Chair Zoreida Lopez called Joint Meeting to order at 6:24 pm. Ms. Jo Anne Longoria conducted roll call. She stated that seven members were present therefore there was quorum.

**Citizens Participation**

Vice-Chair Lopez asked if there were any citizens present to discuss any items on the agenda or to express their concerns. With no one present, and no comments, she continued with the next item.

**Discussion and Recommendation on Community Development Block Grant (CDBG) Funding**

Mr. Mike Perez, City Manager explained that he recommends the city utilize Community Development Block Grant Program funds for other city projects that benefit more residents instead of a few families. He recommended to pivot funding from the Housing Assistance Program and allocate funds for infrastructure improvement projects which benefits more residents in the area than several families. Mayor and City Council members agreed that it was a good idea that the Community Development Department pursue other funding for housing and allocate funds towards infrastructure for the City of Mission. Mr. Perez asked Ms. Longoria to discuss what could be done with economic development projects. Ms. Longoria stated that micro enterprise and incubators could be assisted and the purpose to assist was to create and retain jobs. Mr. Perez also mentioned the Section 108 Loan Guarantee Program which the city can request up to five times its allocation for numerous projects and could be repaid annually through CDBG allocations. Mayor Norie Garza asked Mr. Bentsen on his two proposed projects which he addressed. She also asked. Mr. Abel Bocanegra to elaborate on the infrastructure projects he proposed. Mr. Emigdio Villanueva Jr. mentioned that Mr. Bocanegra had identified possible funding by Precinct 3 for the infrastructure projects. After a brief discussion, Citizens Advisory Committee members agreed on the direction of the funding allocations for CDBG as proposed by Mike Perez, Mayor, and City Council members.

**Adjourn**

Vice-Chairwoman Zoreida Lopez asked for a motion to adjourn the meeting. Mr. Emigdio Villanueva Jr. motioned to adjourn the meeting. Ms. Alma Garcia seconded. Motion carried (8-0). The meeting was adjourned at 6:56 pm.

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Lorenzo Garza, Chairman

**CITIZEN'S ADVISORY COMMITTEE**  
**May 14, 2024**  
**Public Hearing**

**Members Present**

Lorenzo Garza, Chairman  
 Zoreida Lopez, Vice-Chairwoman  
 Roxanne Mendez  
 Marsha Terry  
 Alma Garcia  
 Francisco Cadena  
 Monika Rosales-Flores  
 Emigdio Villanueva, Jr.

**Members Absent**

Cynthia Pacheco

**Staff Present**

Jo Anne Longoria

**Other Staff Present**

J.P. Terrazas  
 Brad Bentsen  
 Abel Bocanegra

**Call Public Hearing to Order to Establish Quorum**

Chairman Lorenzo Garza called Public Hearing to order at 5:30 pm. Ms. Jo Anne Longoria conducted roll call. She stated that eight members were present therefore there was quorum.

**Citizens Participation**

Chairman Garza asked if there were any citizens present to discuss any items on the agenda or to express their concerns. Chairman Garza allowed Mr. Abel Bocanegra to present the Needs of the City for Public Works request.

Mr. Abel Bocanegra, Engineering Director/City Engineer presented the **Bryan Road Improvement Project** request for \$5,271,434.13 as the areas on Bryan Road between Business 83 and 495 are outdated. Mr. Bocanegra went on to say that this project would benefit the community as it is recognized as a main corridor. Mr. Bocanegra is also requesting \$4,793,268.65 for the **Holland Road Improvement Project**. He stated that this project would address the street, drainage, and utility improvements for residents in the area. He also elaborated that Holland Road requires to be updated to serve the residents. Mr. Bocanegra requested \$1,870,702.50 for **La Cuchilla Storm Drainage** to improve its drainage system to upgrade the drainage system for the residents of the area. Mr. Bocanegra requested \$2,993,634.05 for **Bryan Road Reconstruction Project** to include paving for residents in the area. Mr. Bocanegra also mention that Precinct 3 would be able to provide additional funding because the service area overlaps between the precinct and the city. After a brief discussion, Chairman Garza thanked Mr. Bocanegra for his presentations.

**Presentation on the Needs of City for Annual Action Plan FY 2024-2025**

Chairman Garza called on Parks and Recreation for their presentation.

**City of Mission- Parks and Recreation Department****Astroland- Phase II Playground Equipment**

Chairman Garza called on Parks and Recreation Department Mr. Brad Bentsen Parks and Recreation Director presented the request for \$229,125.00 and provided an illustration of a 10-year master plan for Astroland Park requesting. He went ahead and stated that the project is being broken down into different phases with Phase I establishing the restrooms and swings. He stated that Phase II would have a children's playground in the shape of a space rocket with a carpeted indoor type of grass for children to play safely. After a brief discussion, Chairman Garza thanked Mr. Bentsen for his presentation and continued with the next department.

**Adjourn**

Chairman Garza asked for a motion to adjourn the meeting. Mr. Emigdio Villanueva Jr. motioned to adjourn the meeting. Ms. Alma Garcia seconded. Motion carried (8-0). The meeting was adjourned at 6:00 pm.

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Lorenzo Garza, Chairman



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** June 10, 2024  
**PRESENTED BY:** Abel Bocanegra, P.E., City Engineer  
**AGENDA ITEM:** Authorization to Solicit for bids for Chlorine Gas chemical for the Public Works Department North and South Water Treatment Plants - Bocanegra

### NATURE OF REQUEST:

Staff is seeking authorization to solicit bids for the purchase of Chlorine Gas for Public Works. Chlorine Gas is needed by the Public Works Department as part of the Water Treatment Process.

**BUGETED:** Yes **FUND:** Utility -North Plant **ACCT. #:** 02-430-64220

**BUDGET:** \$ 900,000 **EST. COST:** \$ 80,000 **CURRENT BUDGET BALANCE:** \$ 329,738

**BUGETED:** Yes **FUND:** Utility -South Plant **ACCT. #:** 02-413-64220

**BUDGET:** \$ 800,000 **EST. COST:** \$ 60,000 **CURRENT BUDGET BALANCE:** \$ 83,615

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

**City Manager's Recommendation:** Approval *MRP*

**RECORD OF VOTE:** **APPROVED:** \_\_\_\_\_

**DISAPPROVED:** \_\_\_\_\_

**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_

**City of Mission**  
**Pricing Schedule**

**Bid Name/No.: Chlorine Gas for Water Treatment Plants / RFB: XX-XXX-XX-XX**

For any questions directly regarding the **“Chlorine Gas for Water Treatment Plants - Bid No. XX-XXX-XX-XX”**, please email:

Edgar Chapa, Contracts Administrator: [echapa@missiontexas.us](mailto:echapa@missiontexas.us)

Telephone: (956) 580-8667

Line Item	Estimated Qty	UOM	Item Description BASE TERM (3 Months)	Unit Price	Extension
1.	312	One-ton Container	<b>Chlorine Gas as follows:</b> Bidder shall supply <b>Chlorine Gas</b> in one (1) ton containers	\$ _____/container	\$ _____

**Renewal Terms:** The City of Mission shall reserve the option, contingent upon the agreement of both parties, to exercise two (2) additional one (1) - year extensions. A bidder may offer a fixed maximum percentage of escalation for each of the additional two years. The term of this contract shall be one (1) year from contract award date. The total duration of this contract, including the exercise of any renewals under this clause, shall not exceed three (3) year. The amount of escalation will be taken into consideration in evaluation of the bid. State maximum percentage of escalation as follows:

Renewal %'s Options for **Chlorine Gas**:

\* \_\_\_\_\_ % 1<sup>st</sup> year renewal term

\* \_\_\_\_\_ % 2<sup>nd</sup> year renewal term

For any questions regarding the “Purchase of Chlorine Gas for Water Treatment Plants,” you may email to the following:Email: [echapa@missiontexas.us](mailto:echapa@missiontexas.us)

Owner or President Name: \_\_\_\_\_  
 Company Name: \_\_\_\_\_  
 Company Address: \_\_\_\_\_  
 City, State, Zip Code: \_\_\_\_\_  
 Telephone Number: \_\_\_\_\_  
 Fax Number: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Tax ID Number: \_\_\_\_\_

\_\_\_\_\_  
 \*\*Company Representative's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Company Representative's Name (Please Print)

\_\_\_\_\_  
 Company Representative's Title

\*\*Signature on this form indicates agreement with “Pricing, Instructions to Bidder-General Terms and Conditions, and Specifications”



**CITY OF MISSION  
SPECIFICATIONS**

**BID NAME/NO.: CHLORINE GAS FOR WATER TREATMENT PLANTS/XX-XXX-XX-XX**

- I. Scope of Work: The City of Mission is accepting bids for Chlorine Gas for Water Treatment Plants for the North and South Water Treatment Plants on an as needed basis.
- II. General Information: The maximum plant flow at the North Water Plant is 17.5 mgd and the minimum plant flow is 7.0 mgd. The average plant flow is 10.5 mgd. The maximum plant flow at the South Water Plant is 8.0 mgd and the minimum plant flow is 6.0 mgd. The average plant flow is 7.0mgd.
- III. Specifications: Please read your specifications thoroughly and be sure that the Chlorine Gas for Water Treatment Plants offered complies with all requirements. Variations from the specifications will not be allowed. The City requires for a product bulletin and material safety data sheets to be included with bid. The bidder must provide proof of NSF Standard 60 certification with bid.
- IV. Delivery: Deliveries of Chlorine Gas for Water Treatment Plants shall be by drivers thoroughly trained and familiar with the related hazards, safety measures, and spill clean-up procedures. **ALL SPILLS AND LEAKAGE, REGARDLESS OF SIZE, SHALL BE PROPERLY AND IMMEDIATELY CLEANED UP BY THE BIDDER'S PERSONNEL.** Proper labeling, including hazard warnings, will be required on all delivery trucks.

Item Description	
<b>Chlorine Gas as follows:</b>	
a.	Bidder shall supply <b>Chlorine Gas</b> in one (1) ton containers.
b.	The bidder's Chlorine Gas must be approved and registered as an <b>NSF Standard 60</b> product for use in potable water systems.
c.	One (1) ton containers shall conform to the following: <ol style="list-style-type: none"> <li>i. The containers shall meet the U.S. Department of Transportation standards.</li> <li>ii. Each container shall have three fusible metal plugs in each and designed to melt at about 158° F.</li> <li>iii. One end of the container shall be fitted with two valves, permitting the withdrawal of either Chlorine Gas or liquid.</li> <li>iv. All containers shall be up-to-date on their required hydrostatic testing.</li> <li>v. All containers shall be delivered and put in place by bidder.</li> </ol>
d.	An inventory of three (3), one (1) ton, containers on sight at all times.
e.	Historical annual usage: <ol style="list-style-type: none"> <li>i. South Water Plant: 155 one-ton containers</li> <li>ii. North Water Plant: 155 one-ton containers</li> </ol>
f.	To include product bulletin and material safety data sheets



## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** June 10, 2024

**PRESENTED BY:** David Flores, Assistant City Manager

**AGENDA ITEM:** Approval of Resolution # \_\_\_\_\_ of the City of Mission, Texas finding that AEP Texas Inc.'s requested increase to its electric transmission and distribution rates and charges within the city should be denied - Flores

### NATURE OF REQUEST:

On February 29, 2024, AEP Texas Inc. filed an application with cities retaining original jurisdiction seeking to increase system-wide distribution rates by \$100.4 million per year (an increase of 13.1%), and increase to system-wide transmission rates by \$63.1 million (a decrease of 9.29%). According to AEP Texas, the impact of this approval on an average residential customer would be an increase of about \$4.59 per month.

In a prior City action, AEP Texas' rate request was suspended from taking effect for 90 days, the fullest extent permissible under the law. This time period has permitted the City, through its participation with Cities Served by AEP Texas, to determine that the proposed rate increase is unreasonable. Consistent with the recommendations of experts engaged by Cities, AEP Texas' request for a rate increase should be denied.

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

**City Manager's Recommendation:** Approval *MRP*

**RECORD OF VOTE:**      **APPROVED:** \_\_\_\_\_

**DISAPPROVED:** \_\_\_\_\_

**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_

## **MODEL STAFF REPORT REGARDING AEP TEXAS' REQUESTED RATE CHANGE**

### **PURPOSE:**

On February 29, 2024, AEP Texas Inc. ("AEP Texas" or "Company") filed an application with cities retaining original jurisdiction seeking to increase system-wide distribution rates by \$100.4 million per year (an increase of 13.1%), and increase to system-wide transmission rates by \$63.1 million (a decrease of 9.29%). According to AEP Texas, the impact of this approval on an average residential customers would be an increase of about \$4.59 per month.

In a prior City action, AEP Texas' rate request was suspended from taking effect for 90 days, the fullest extent permissible under the law. This time period has permitted the City, through its participation with Cities Served by AEP Texas ("Cities"), to determine that the proposed rate increase is unreasonable. Consistent with the recommendations of experts engaged by Cities, AEP Texas' request for a rate increase should be denied.

Accordingly, the purpose of the Resolution is to deny the rate change application proposed by AEP Texas.

### **Explanation of "Be It Resolved" Sections:**

SECTION 1. This paragraph finds that the Company's application is unreasonable and should be denied.

SECTION 2. This section requires AEP Texas to maintain its existing rates for transmission and distribution service to customers within the City.

SECTION 3. This section states that Cities' reasonable rate case expenses shall be reimbursed by AEP Texas within 30 days of presentation of an invoice to AEP Texas.

SECTION 4. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law, and that the public notice was given of the time, place, and purpose of said meeting, as required.

SECTION 5. A copy of this Resolution shall be sent to AEP Texas, care of Jennifer Frederick, American Electric Power Company, 400 West 15th Street, Suite 1520, Austin, Texas 78701 (aepaustintx@aep.com), and to Thomas Brocato at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701 (tbrocato@lglawfirm.com).

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY OF MISSION TEXAS FINDING THAT AEP TEXAS INC.'S REQUESTED INCREASE TO ITS ELECTRIC TRANSMISSION AND DISTRIBUTION RATES AND CHARGES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL**

**WHEREAS**, on or about February 29, 2024, AEP Texas Inc. ("AEP Texas" or "Company"), pursuant to Public Utility Regulatory Act ("PURA") §§ 33.001 and 36.001 filed with the City of Mission ("City") a Statement of Intent to change electric delivery rates in all municipalities exercising original jurisdiction within its service area, effective April 4, 2024; and

**WHEREAS**, the City is an electric utility customer of AEP Texas and a regulatory authority over the rates and charges of AEP Texas within the City; and

**WHEREAS**, the City is a member of the Cities Served by AEP Texas ("Cities"), a membership of similarly situated cities served by AEP Texas that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in AEP Texas' service area; and

**WHEREAS**, Cities is an intervenor in the parallel proceeding at the Public Utility Commission of Texas to review AEP Texas' filing; and

**WHEREAS**, pursuant to its exclusive original jurisdiction over AEP Texas' rates and operations within city limits, the City previously suspended the effective date of the Company's requested rate increase; and

**WHEREAS**, PURA § 33.023 provides that costs incurred by cities in ratemaking activities are to be reimbursed by the regulated utility; and

**WHEREAS**, the City's attorneys and consultants recommend that the City deny the application.

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

SECTION 1. That the rates proposed by AEP Texas in an application submitted to the City by the Company on or about February 29, 2024, are hereby found to be unreasonable, and are denied.

SECTION 2. That the Company shall continue to charge its existing rates for transmission and distribution service to customers with the City.

SECTION 3. That Cities' reasonable rate case expenses shall be reimbursed by AEP Texas within 30 days of presentation of an invoice to AEP Texas.

SECTION 4. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law, and that the public notice was given of the time, place, and purpose of said meeting, as required.

SECTION 5. A copy of this Resolution shall be sent to AEP Texas, care of Jennifer Frederick, American Electric Power Company, 400 West 15th Street, Suite 1520, Austin, Texas 78701 (aepaustintx@aep.com), and to Thomas Brocato at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701 (tbrocato@lglawfirm.com).

PASSED AND APPROVED this 10th day of June, 2024.

\_\_\_\_\_  
Norie Gonzalez Garza, Mayor

**ATTEST:**

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

APPROVED AS TO FORM:

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



## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** June 10, 2024

**PRESENTED BY:** David Flores, Assistant City Manager

**AGENDA ITEM:** Approval of Resolution # \_\_\_\_\_ of the City of Mission, Texas suspending the July 12, 2024 effective date of the proposal by Texas Gas Service Company – Rio Grande Valley Service Area, to implement interim GRIP rate adjustments for utility investment in 2023 - Flores

### NATURE OF REQUEST:

On May 13, Texas Gas Service Company made Interim Rate Adjustment or “GRIP” filings with the cities in its Rio Grande Valley Service Area. The Company is seeking recovery of \$3,654,076 in invested capital. The current filing will increase rates to residential customers by \$3.03 per month. This will increase the current residential customer charge from \$18.00 to \$21.03 per month.

The increase is currently scheduled to go into effect on July 12, 2024.

Under the GRIP statute, cities may not challenge the Company’s request. Approval of the Resolution will suspend the effective date of the rate increase by 45 days.

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

**City Manager’s Recommendation:** Approval *MRP*

**RECORD OF VOTE:**

**APPROVED:** \_\_\_\_\_

**DISAPPROVED:** \_\_\_\_\_

**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION BY THE CITY OF MISSION, TEXAS SUSPENDING THE JULY 12, 2024 EFFECTIVE DATE OF THE PROPOSAL BY TEXAS GAS SERVICE COMPANY, A DIVISION OF ONE GAS, INC. – RIO GRANDE VALLEY SERVICE AREA, TO IMPLEMENT INTERIM GRIP RATE ADJUSTMENTS FOR GAS UTILITY INVESTMENT IN 2023 AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of Mission, Texas (“City”) is a gas utility customer of Texas Gas Service Company, a Division of ONE Gas, Inc. – Rio Grande Valley Service Area, (“TGS” or “the Company”) and a regulatory authority with an interest in the rates and charges of TGS; and

WHEREAS, TGS made filings with the City and the Railroad Commission of Texas (“Railroad Commission”) on May 13, 2024, proposing to implement interim rate adjustments (“GRIP Rate Increases”) pursuant to Texas Utilities Code § 104.301 on all customers served by TGS, effective July 12, 2024; and

WHEREAS, it is incumbent upon the City, as a regulatory authority, to examine the GRIP Rate Increases to determine its compliance with the Texas Utilities Code.

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

1. The July 12, 2024 effective date of the GRIP Rate Increases proposed by TGS is hereby suspended for the maximum period allowed by Texas Utilities Code § 104.301(a) to permit adequate time to review the proposed increases, analyze all necessary information, and take appropriate action related to the proposed increases.

2. A copy of this Resolution shall be sent to TGS, care of Judy J. Hitchye at [judy.hitchye@onegas.com](mailto:judy.hitchye@onegas.com), and to Thomas Brocato, legal counsel to the City, at Lloyd Gosselink, 816 Congress Ave., Suite 1900, Austin, Texas 78701 or [tbrocato@lglawfirm.com](mailto:tbrocato@lglawfirm.com).



Signed this 10th day of June, 2024.

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Norie Gonzalez Garza, Mayor

ATTEST:

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Anna Carrillo, City Secretary



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** May 28, 2024  
**PRESENTED BY:** Cesar Torres, Chief of Police  
**AGENDA ITEM:** Authorization to accept the 2024 STEP Operation Slow Down Grant from the Texas Department of Transportation - Torres

### NATURE OF REQUEST:

The Mission Police Department is requesting authorization to accept the 2024 STEP Operation Slow Down Grant from the Texas Department of Transportation. The grant award amount is \$5,019.14 and will be utilized for traffic (speeding and hazardous driving) enforcement purposes. There is a 21.10% match of \$1,059.14 required by the City of Mission.

**BUGETED:** Yes **FUND:** Designated Purpose **ACCT. #:** 15-300-33622

**BUDGET:** \$45,989 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$0

**BID AMOUNT:** \$

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance

**Advisory Board Recommendation:** N/A

**City Manager's Recommendation:** Approval *MRP*

**RECORD OF VOTE:** **APPROVED:** \_\_\_\_\_  
**DISAPPROVED:** \_\_\_\_\_  
**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_

# Texas Traffic Safety eGrants

## Fiscal Year 2024

**Organization Name:** City of Mission Police Department

**Legal Name:** City of Mission

**Payee Identification Number:** 17460017381012

**Project Title:** STEP - Operation Slowdown

**ID:** 2024-Mission-OpSlow-00004

**Period:** 07/16/2024 to 08/07/2024

### 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 - Operation Slowdown

#### 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.

<b>Name:</b>	
<b>Title:</b>	
<b>Signature:</b>	
<b>Date:</b>	
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.	Cesar Torres	Chief of Police
2.	Luis Gutierrez	Corporal / Grant Supervisor
3.		

City of Mission Police Department  
STEP - OpSlow- 2024

**FOR REVIEW ONLY - NOT A LEGAL DOCUMENT**

**Budget Summary**

Budget Category		TxDOT	Match	Total
Category I - Labor Costs				
(100)	Salaries	\$3,960.00	\$183.60	\$4,143.60
(200)	Fringe Benefits	\$0	\$875.54	\$875.54
	Category I Sub-Total	\$3,960.00	\$1,059.14	
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		\$3,960.00	\$1,059.14	\$5,019.14
Category III - Indirect Costs				
(800)	Indirect Cost Rate	\$0	\$0	\$0
Summary				
	Total Labor Costs	\$3,960.00	\$1,059.14	\$5,019.14
	Total Direct Costs	\$0	\$0	\$0
	Total Indirect Costs	\$0	\$0	\$0
	Grand Total	\$3,960.00	\$1,059.14	\$5,019.14
	Fund Sources (Percent Share)	78.90%	21.10%	

**FOR REVIEW ONLY - NOT A LEGAL DOCUMENT**

**TEXAS TRAFFIC SAFETY PROGRAM GRANT AGREEMENT**

THE STATE OF TEXAS  
THE COUNTY OF TRAVIS

THIS AGREEMENT IS MADE BY and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the Department and the, **City of Mission** hereinafter called the Subgrantee, and becomes effective then fully executed by both parties. For the purpose of this agreement, the Subgrantee is designated as a(n) **Local Government/Transit District**.

AUTHORITY: Texas Transportation Code, Chapter 723, the Traffic Safety Act of 1967, and the Highway Safety Performance Plan for the Fiscal Year 2024.

Name of the Federal Agency: **National Highway Traffic Safety Administration**

CFDA Number: **20.600**

CFDA Title: **State and Community Highway Safety Grant Program**

Funding Source: Section **402**

Unique Entity Identifier (UEI) : **NB6GZTVY4BF7**

FAIN:

**69A37524300004020TX0**

Project Title: **STEP - Operation Slowdown**

This project is **Not Research and Development**

Grant Period: This Grant becomes effective on **07/16/2024** or on the date of final signature of both parties, whichever is later, and ends on **08/07/2024** unless terminated or otherwise modified.

Total Awarded: **\$5,019.14**

Amount Eligible for Reimbursement by the Department: **\$3,960.00**

Match Amount provided by the Subgrantee: **\$1,059.14**



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** June 10, 2024

**PRESENTED BY:** Vidal Roman, Finance Director

**AGENDA ITEM:** Approval of Resolution # \_\_\_\_\_ to Amend Resolution # 1902 authorizing the Finance Director as an Authorized Representative for Texas Local Government Investment Pool (TexPool) - Roman

### NATURE OF REQUEST:

Approval is requested to amend Resolution # 1902 authorizing the new Finance Director to serve as an Authorized Representative on the Texas Local Government Investment Pool (TexPool). Approval is sought to add the following authorized representatives:

- Finance Director – Vidal Roman

**BUGETED:** \_\_\_\_\_ **FUND:** \_\_\_\_\_ **ACCT. #:** \_\_\_\_\_

**BUDGET:** \_\_\_\_\_ **EST. COST:** \_\_\_\_\_ **CURRENT BUDGET BALANCE:** \_\_\_\_\_

**BID AMOUNT:** \_\_\_\_\_

**STAFF RECOMMENDATION:** Approval

**Departmental Approval:** Finance

**Advisory Board Recommendation:** N/A

**City Manager's Recommendation:** Approval *MRP*

**RECORD OF VOTE:** **APPROVED:** \_\_\_\_\_

**DISAPPROVED:** \_\_\_\_\_

**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_





Resolution Amendment

Item 13.

Authorized Representatives

Please complete this form to amend or designate Authorized Representatives. *This document supersedes all prior Authorized Representative forms.*

\* Required Fields

1. Resolution

WHEREAS,

City of Mission

Participant Name\*

78953

Location Number\*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool / Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

- That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

- Mike Perez

City Manager

Name

Title

9567783111

Phone

Fax

mrperez@missiontexas.us

Email

Signature
- Andy Garcia

Assistant City Manager

Name

Title

9568654990

Phone

Fax

jagarcia@missiontexas.us

Email

Signature
- Ezeiza Elizabeth Garcia

Assistant Finance Director

Name

Title

9565808683

Phone

9565808612

Fax

egarcia@missiontexas.us

Email

Signature

**1. Resolution (continued)**

Item 13.

4. Vidal Roman Finance Director  
Name Title  
9 5 6 5 8 0 8 6 8 5 9 5 6 5 8 0 8 6 1 2 vroman@missiontexas.us  
Phone Fax Email  
  
Signature

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Ezeiza Elizabeth Garcia  
Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. *This limited representative cannot perform transactions.* If the Participant desires to designate a representative with inquiry rights only, complete the following information.

Name Title  
    
Phone Fax Email

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the 1 0 day of June, 2 0 2 4.

**Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.**

City of Mission  
Name of Participant\*

**SIGNED**

Signature\*  
Norie Gonzalez Garza  
Printed Name\*  
Mayor  
Title\*

**ATTEST**

Signature\*  
Anna Carrillo  
Printed Name\*  
City Secretary  
Title\*

**2. Delivery Instructions**

Please return this document to **TexPool Participant Services:**

**Email:** [texpool@dstsystems.com](mailto:texpool@dstsystems.com)

**Fax:** 866-839-3291



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** June 10, 2024

**PRESENTED BY:** Vidal Roman, Finance Director

**AGENDA ITEM:** Approval of Resolution # \_\_\_\_ of the City Council of the City of Mission declaring certain city property surplus and authorizing the disposition of said property to further a public purpose - Roman

### NATURE OF REQUEST:

The Surplus Resolution lists items staff has determined is no longer of use to the city. This request is to authorize the surplus of (16) leased units that will be released back to D&M Leasing for action. All other surplus items will be sold at online auction and those items with no resale value will be disposed. Finance Department is requesting authorization to surplus the attached list of machinery and equipment.

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

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

**BID AMOUNT:** \$ \_\_\_\_\_

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance

**Advisory Board Recommendation:** N/A

**City Manager's Recommendation:** Approval *MRP*

**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 \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.**

\_\_\_\_\_  
Norie Gonzalez Garza, Mayor

ATTEST:

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

## INVENTORY TO SURPLUS FY 2023-2024

Machinery/Equipment	Identifier	Asset Tag No.	Department
RED RECLINER	N/A	007142	FIRE
RED RECLINER	N/A	009056	FIRE
(3) TWIN BED MATTRESSES	N/A	N/A	FIRE
FIRE BOOTS	N/A	N/A	FIRE
(9) FIRE EXTENGIUSHERS	N/A	N/A	FIRE
BROWN RECLINER	N/A	N/A	FIRE
BROWN RECLINER	N/A	N/A	FIRE
BROWN RECLINER	N/A	N/A	FIRE
OFFICE DESK	N/A	N/A	FIRE
BLACK AND DECKER RADIO DECK	N/A	N/A	FIRE
SYLVANIA TV	N/A	N/A	FIRE
HUSKY AIR COMPRESSOR	035917	N/A	FIRE
(4) OFFICE CHAIRS	N/A	N/A	FIRE
42" LCD WESTINGHOUSE	5PB0Y02601004	N/A	FIRE
MULTI RAE PLUS GAS DETECTOR	095-531276	009143	FIRE
MULTI RAE PLUS GAS DETECTOR	095-531281	009144	FIRE
MULTI RAE PLUS GAS DETECTOR	095-531285	009146	FIRE
PHYSIO CONTROL BSS	00004731	N/A	FIRE
PHYSIO CONTROL BSS	00017582	N/A	FIRE
SEAT ORGANIZER	N/A	N/A	FIRE
SEAT ORGANIZER	N/A	N/A	FIRE
(2) TRAFFIC CONES	T41493237	N/A	FIRE
TOSHIBA TV	N/A	005072	FIRE
AMANA DRYER	N/A	013188	FIRE
AMANA WASHER	N/A	N/A	FIRE
APEX TV	N/A	N/A	FIRE
GE DRYER	RCI-532167	N/A	FIRE
WHIRLPOOL WASHER	N/A	014439	FIRE
MAYTAG WASHER	RCI-532186	N/A	FIRE
50" SAMSUNG PLASMA TV	B46V3CMQ303073R	007139	FIRE
Q RAE II	181-115028	009132	FIRE
Q RAE II	181-115117	009136	FIRE
Q RAE II	181-115028	009137	FIRE
Q RAE II	N/A	009138	FIRE
GAS ALERT MAX GAS DETECTOR	L407-0404	N/A	FIRE
GAS ALERT MAX GAS DETECTOR	M404-3648	N/A	FIRE
GAS ALERT MAX GAS DETECTOR	M404-3651	N/A	FIRE
GAS ALERT MAX GAS DETECTOR	M404-3653	N/A	FIRE
AUTO RAE LITE	T0120032MB	009142	FIRE
TWIN II 18HP ENGINE	N/A	N/A	FIRE
CANON S900 PRINTER	N/A	003248	FIRE
30" SANYO FLAT SCREEN TV	B1500239707863	N/A	FIRE
SNAPPER LAWN MOWER	N/A	N/A	FIRE
FOOD METAL CONTAINER	N/A	N/A	FIRE
(30) DUFFEL BAGS	N/A	N/A	FIRE
OPTIPLEX 360 DESKTOP	CTWJ0R1	009567	FIRE
GIBSON REFRIGERATOR	N/A	000691	FIRE
VISION FITNESS TREADMILL	N/A	N/A	FIRE
LG WASHER	401PNAJ61344	N/A	FIRE
GE WASHER/DRYER COMBO	M6003958C	N/A	FIRE
BAUER AIR COMPRESSOR W/ FILL STATION	N/A	N/A	FIRE

## INVENTORY TO SURPLUS FY 2023-2024

Machinery/Equipment	Identifier	Asset Tag No.	Department
EAGLE AIR COMPRESSOR	N/A	N/A	FIRE
2020 Chevy Tahoe	1GNLCDEC4LR306723	016441	Police
2020 Chevy Tahoe	1GNLCDEC4LR306740	016442	Police
2020 Chevy Tahoe	1GNLCDEC4LR307242	016443	Police
2020 Chevy Tahoe	1GNLCDEC5LR306648	016444	Police
2020 Ford Explorer	1FM5K8AB1LGD18716	016761	Police
2020 Ford Explorer	1FM5K8AB1LGD18859	016762	Police
2020 Ford Explorer	1FM5K8AB7LGD18719	016763	Police
2020 Ford Explorer	1FM5K8AB8LGD18857	016764	Police
2020 Ford Explorer	1FM5K8ABXLGD18861	016767	Police
2020 Ford Explorer	1FM5K8AB8LGD18860	016765	Police
2020 Ford Explorer	1FM5K8ABXLGD18858	016768	Police
2020 Ford Explorer	1FM5K8AB7LGD18722	016766	Police
2020 Ford Explorer	1FM5K8AB5LGD18721	016774	Police
2020 Ford Explorer	1FM5K8AB3LGD18717	016772	Police
2020 Ford Explorer	1FM5K8AB3LGD18720	016773	Police
2020 Ford Explorer	1FM5K8AB5LGD18718	016775	Police





# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** June 10, 2024  
**PRESENTED BY:** Adrian Garcia, Fire Chief  
**AGENDA ITEM:** Amend contract for construction of disaster shelter concrete pad and carport – A.L. Garcia

### NATURE OF REQUEST:

The City of Mission awarded bid to JAX Construction for construction of disaster shelter concrete pad and carport on April 22, 2024 and issued Notice of Award on April 28, 2024. This amendment will include requirements for Davis Bacon Act as an addition to the Terms and Conditions set forth on BID NO: 24-317-03-25. Item 67 Payrolls and Basic Records and Item 68 Wage Rates (WD#TX20240255 for Construction of Building published on January 5, 2024).

**BUGETED:** \_\_\_\_\_ **FUND:** CDBG **ACCT. #:** \_\_\_\_\_

**BUDGET:** \$ N/A **EST. COST:** \$ \_\_\_\_\_ **CURRENT BUDGET BALANCE:** \$ N/A

**BID AMOUNT:** \$ N/A \_\_\_\_\_

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Purchasing

**Advisory Board Recommendation:** N/A

**City Manager's Recommendation:** Approval *MRP*

**RECORD OF VOTE:** **APPROVED:** \_\_\_\_\_

**DISAPPROVED:** \_\_\_\_\_

**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_



Jamie Schach  
JAX Construction  
7021 Mile 7 ½ Rd.  
Mission, Texas 78573

**Subject: Notice of Award – Bid No: 24-317-03-25 Construction of Disaster Shelter Concrete Pad and Carport**

Dear Mr. Schach:

You are hereby notified that you have been awarded the City of Mission Bid No: 24-317-03-25 Construction of Disaster Shelter Concrete Pad and Carport in the amount of \$ 37,894.00 (Base Bid). Please use this bid number on any correspondence to the City of Mission.

You are required to furnish the Payment Bonds, Insurance Certificate, Milestone Schedules, and Disclosure of Interested Parties within seven (7) calendar days from the date of this notice to you.

**Days to complete work as per specifications after receipt of notice to proceed:  
Disaster Shelter Concrete Pad and Carport: ninety (45) calendar days**

To facilitate the discharge of this contract, the Technical Representative (TR) for the contract is Adrian L. Garcia, Fire Chief who can be reached at (956) 580-8704. The Technical Representative will perform the following duties during the term of this contract:

1. Monitor, verify and take such action necessary to ensure that your firm performs the technical requirements of the contract in accordance with the contract terms, conditions, and specifications. Specific emphasis shall be placed on the quality, quantity, acceptability, and manner of work for both adherences to the contract provisions and to your firm's quality control program.
2. Notify your firm of deficiencies observed during delivery of goods and/or services and direct your firm to comply with the contract requirements. Coordinate with the Purchasing Agent about your firm's unacceptable performance. Your firm's corrective actions must be within the scope of the contract.
3. Forward all disagreements with your firm that cannot be resolved within the scope of the delegated authority to higher levels within the City. The TR will provide records and reports to the Purchasing Agent concerning faulty or non-conforming

work, delays or problems, and recommend appropriate actions to effect correction within the scope of the contract or dispute.

4. Ensure that any City furnished property is provided and returned in accordance with the contract provisions.
5. Maintain records applicable to the criteria established in the contract for performance issues, as they relate to the assessment of potential liquidated damages. Assert when applicable, in coordination with the Purchasing Agent, any damages provided in the contract due to your firm's failure to meet standards.
6. Maintain a current record of the obligated contract dollar amount, billed and paid.
7. Recommend acceptance or rejection of invoices that have been submitted by your firm. Disposition of payment recommendations rest with the appropriate Purchasing Agent and the TR.
8. Coordinate with the Purchasing Agent prior to releasing any correspondence involving schedule, performance, cost, and invoices/payment.
9. Work with the Purchasing Agent to properly close out the contract and all records.
10. Perform, or cause to be performed, inspections required by the contract. Verify that your firm has corrected all deficiencies. Act as certifying official, and receive, accept or reject supplies/services for the City specified in the contract and invoiced by your firm.

The following actions are specifically reserved for the Purchasing Agent.

1. Issuance of any orders or modifications to your firm regarding contractual matters, such as changes in price, deliveries, statements of work, specifications, or other contractual terms.
2. Directing work to start or stop, except as specifically provided for by the terms and conditions of the contract.
3. Amending the contract requirements in any respect.
4. Submit for Approval any action that will result in additional charges to the City.
5. Interpretation of contract terms and conditions.

In the event of the Technical Representative absence, the Purchasing Agent shall act in this capacity. The presence or absence of the TR shall not relieve the Contractor from any requirements of the contract. In the event of any discrepancies the original bid submitted

will take precedence.

This assignment and delegation of the city is effective as of this date and shall remain in full effect until contract expiration or termination in writing by the Purchasing Agent.

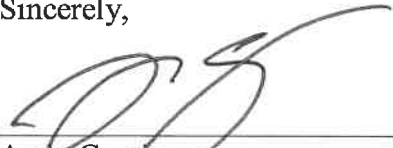
A copy of your bid response is enclosed for your records. Said bid response and this notice of award constitute the contract. Please include the bid number on all correspondence pertaining to this contract, and with each invoice that you submit.

If you have any questions, please contact your assigned **Assistant City Manager, Andy Garcia** at the phone number or address listed below.

City of Mission  
1201 E. 8<sup>th</sup> Street  
Mission, TX 78592  
956/580-8667  
956/580-8798 FAX

We appreciate your interest in City of Mission and look forward to working with you.

Sincerely,

  
\_\_\_\_\_  
Andy Garcia  
Assistant City Manager

04/28/24  
\_\_\_\_\_  
Date

cc: Contract file, Fire Chief Adrian Garcia

## 67. Payrolls and Basic Records

- (a) Payrolls and basic records relating thereto shall be maintained by the Contractor during the course of the work and preserved for a period of **three (3) years** thereafter for all laborers and mechanics working at the site of the work. Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in Section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions, made, and actual wages paid. Whenever the Secretary of Labor has found, under paragraph (d) of the clause entitled "Davis-Bacon Act," that the wages of any laborer or mechanic include the amount of any cost reasonably anticipated in providing benefits under a plan or program described in Section 1(b)(2)(B) of the Davis-Bacon Act, the Contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.
- (1) The Contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls submitted shall set out accurately and completely all of the information required to be maintained under paragraph (a) of this clause. This information may be submitted in any form desired. Optional Form WH-347 (Federal Stock Number 029-055-00014-1) is available for this purpose and may be purchased from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. The Prime Contractor is responsible for the submission of copies of payrolls by all subcontractors.
- (2) Each payroll submitted be accompanied by a "Statement of Compliance," signed by the Contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract, which shall certify:
  - (i) That the payroll for the payroll period contains the information required to be maintained under paragraph (a) of this clause and that such information is correct and complete;
  - (ii) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in Regulations, at 29 CFR Part 3; and
  - (iii) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work

performed, as specified in the applicable wage determination incorporated into the contract.

- (3) The weekly submission of a properly executed certification set forth in the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by paragraph (b)(2) of this clause.
- (4) The falsification of any of the certifications in this clause may subject the Contractor or subcontractor to civil or criminal prosecution under Section 1001 of Title 18 and Section 3729 of Title 31 of the United States Code.
- (5) The Contractor or subcontractor shall make the records required under paragraph (a) of this clause available for inspection, copying, or transcription by the City Engineer, or authorized representatives, or the Department of Labor. The Contractor or subcontractor shall permit the Purchasing Department or representatives of the Purchasing Department or Department of Labor to interview employees during working hours on the job. The contractor or subcontractor fails to submit the required records or to make them available, the Purchasing Department may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment. Furthermore, failure to submit the required request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

#### 68. Wage Rates

All persons employed in the performance of the work under this contract, or any subcontracts hereunder, shall be paid not less than the general rates of per diem, holiday, and overtime wages prevailing in the locality for work of a similar character (which wages are specified in an attachment to this contract). Failure to comply with this provision shall subject the Contractor to the penalties prescribed in the Texas Government Code, Chapter 2258, Prevailing Wage Rates, as amended.



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Mar 1, 2024



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May 21, 2024



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## Wage Determination

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### WAGE DETERMINATIONS

## Davis-Bacon Act WD # TX20240255

Wage Determination

Modification #

0

Construction

Building

Published Date

Jan 05, 2024

### States and Counties

State

Texas

Counties

Hidalgo

### Document

1 of 1 | [Download](#) | [Print](#)

"General Decision Number: TX20240255 01/05/2024

Superseded General Decision Number: TX20230255

State: Texas

Construction Type: Building

County: Hidalgo County in Texas.

BUILDING CONSTRUCTION PROJECTS (does not include single family homes or apartments up to and including 4 stories).

Note: Contracts subject to the Davis-Bacon Act are generally required to pay at least the applicable minimum wage rate



required under Executive Order 14026 or Executive Order 13658. Please note that these Executive Orders apply to covered contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but do not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(1).

If the contract is entered into on or after January 30, 2022, or the contract is renewed or extended (e.g., an option is exercised) on or after January 30, 2022:	Executive Order 14026 generally applies to the contract. The contractor must pay all covered workers at least \$17.20 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in 2024.
If the contract was awarded on or between January 1, 2015 and January 29, 2022, and the contract is not renewed or extended on or after January 30, 2022:	Executive Order 13658 generally applies to the contract. The contractor must pay all covered workers at least \$12.90 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on that contract in 2024.

The applicable Executive Order minimum wage rate will be adjusted annually. If this contract is covered by one of the Executive Orders and a classification considered necessary for performance of work on the contract does not appear on this wage determination, the contractor must still submit a conformance request.

Additional information on contractor requirements and worker protections under the Executive Orders is available at <http://www.dol.gov/whd/govcontracts>.

Modification Number	Publication Date
0	01/05/2024

BOIL0074-003 07/01/2023

	Rates	Fringes
BOILERMAKER.....	\$ 37.00	24.64
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ENGI0178-005 06/01/2020		

	Rates	Fringes
POWER EQUIPMENT OPERATOR		
(1) Tower Crane.....	\$ 32.85	13.10
(2) Cranes with Pile Driving or Caisson		

Attachment and Hydraulic Crane 60 tons and above.....\$ 28.75	10.60
(3) Hydraulic cranes 59 Tons and under.....\$ 32.35	13.10
-----	
IRON0084-011 06/01/2023	
	Rates Fringes
IRONWORKER, ORNAMENTAL.....\$ 27.51	8.13
-----	
PLUM0412-004 04/01/2013	
	Rates Fringes
PLUMBER.....\$ 31.14	12.43
-----	
SUTX2014-031 07/21/2014	
	Rates Fringes
BRICKLAYER.....\$ 16.17 **	0.00
CARPENTER.....\$ 14.21 **	2.22
CEMENT MASON/CONCRETE FINISHER...\$ 12.46 **	0.00
ELECTRICIAN.....\$ 18.44	4.53
INSULATOR - MECHANICAL (Duct, Pipe & Mechanical System Insulation).....\$ 11.54 **	2.17
IRONWORKER, REINFORCING.....\$ 12.01 **	0.00
IRONWORKER, STRUCTURAL.....\$ 15.04 **	4.34
LABORER: Common or General.....\$ 8.00 **	0.00
LABORER: Mason Tender - Brick...\$ 10.00 **	0.00
LABORER: Mason Tender - Cement/Concrete.....\$ 10.89 **	0.96
LABORER: Pipelayer.....\$ 11.00 **	3.47
LABORER: Roof Tearoff.....\$ 10.06 **	0.00
OPERATOR: Backhoe/Excavator/Trackhoe.....\$ 14.04 **	1.01
OPERATOR: Bobcat/Skid Steer/Skid Loader.....\$ 13.93 **	0.00
OPERATOR: Bulldozer.....\$ 18.29	1.31
OPERATOR: Drill.....\$ 16.22 **	0.34
OPERATOR: Forklift.....\$ 14.83 **	0.00
OPERATOR: Grader/Blade.....\$ 10.00 **	0.00
OPERATOR: Loader.....\$ 12.87 **	0.70

OPERATOR: Mechanic.....	\$ 17.00 **	0.00
OPERATOR: Paver (Asphalt, Aggregate, and Concrete).....	\$ 16.03 **	0.00
OPERATOR: Roller.....	\$ 12.70 **	0.00
PAINTER (Brush, Roller, and Spray).....	\$ 11.27 **	0.00
PIPEFITTER.....	\$ 15.22 **	3.16
ROOFER.....	\$ 11.42 **	0.00
SHEET METAL WORKER (HVAC Duct Installation Only).....	\$ 18.40	2.12
SHEET METAL WORKER, Excludes HVAC Duct Installation.....	\$ 21.13	6.53
TILE FINISHER.....	\$ 11.22 **	0.00
TILE SETTER.....	\$ 12.15 **	0.00
TRUCK DRIVER: Dump Truck.....	\$ 12.39 **	1.18
TRUCK DRIVER: Flatbed Truck.....	\$ 19.65	8.57
TRUCK DRIVER: Semi-Trailer Truck.....	\$ 12.50 **	0.00
TRUCK DRIVER: Water Truck.....	\$ 12.00 **	4.11

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WELDERS - Receive rate prescribed for craft performing  
operation to which welding is incidental.

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\*\* Workers in this classification may be entitled to a higher minimum wage under Executive Order 14026 (\$17.20) or 13658 (\$12.90). Please see the Note at the top of the wage determination for more information. Please also note that the minimum wage requirements of Executive Order 14026 are not currently being enforced as to any contract or subcontract to which the states of Texas, Louisiana, or Mississippi, including their agencies, are a party.

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is a victim of, domestic

violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at <https://www.dol.gov/agencies/whd/government-contracts>.

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (iii)).

-----

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of "identifiers" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate).

#### Union Rate Identifiers

A four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than "SU" or "UAVG" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

#### Survey Rate Identifiers

Classifications listed under the "SU" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

## Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

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WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- \* an existing published wage determination
- \* a survey underlying a wage determination
- \* a Wage and Hour Division letter setting forth a position on a wage determination matter
- \* a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour National Office because National Office has responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations  
Wage and Hour Division  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

=====

END OF GENERAL DECISION"

## History

🕒 Jan 05, 2024

TX20240255 - Modification 0



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CITY OF  
**MISSION**

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** June 10, 2023  
**PRESENTED BY:** Susana De Luna, Planning Director  
**AGENDA ITEM:** Final Plat Approval: El Cordero Subdivision, being a 20 acre tract of land out of Lots 25 & 26, Block 15, Texan Gardens Subdivision, Suburban E.T.J., Developer: Pena Chapa Development, Inc., Engineer: South Texas Infrastructure Group - De Luna

### NATURE OF REQUEST:

On May 8, 2023 the Mission City Council held a Public Hearing to consider the Preliminary Plat Approval for El Cordero Subdivision. The subject site is located on Western Road approximately 2,700' north of 6 Mile Line Road. There was no public opposition during the City Council. The Board unanimously recommended approval

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

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

**BID AMOUNT:** \$ \_\_\_\_\_

### STAFF RECOMMENDATION:

Staff recommends approval subject to: 1) meeting the Model Subdivision Rules, 2) complying with the street alignment policy, and 3) meeting any comments from the County Planning Department.

**Departmental Approval:** Fire Marshal, Public Works, City Engineer

**Advisory Board Recommendation:** P&Z Approval

**City Manager's Recommendation:** Approval *MRP*

**RECORD OF VOTE:** **APPROVED:** \_\_\_\_\_

**DISAPPROVED:** \_\_\_\_\_

**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_



**ITEM# 3.0****PRELIMINARY & FINAL  
PLAT APPROVAL:**

El Cordero Subdivision  
 Being a 20 acre tract of land out of Lots 25 & 26,  
 Block 15, Texan Gardens Subdivision  
 Suburban E.T.J.  
 Developer: Pena Chapa Development, Inc.  
 Engineer: South Texas Infrastructure Group

**REVIEW DATA****PLAT DATA**

The property is located on Western Rd. approximately 2,700' north of 6 Mile Line Rd. (Mission Suburban ETJ) – see vicinity map. El Cordero Subdivision is a proposed 33 Single Family Residential lot subdivision. – see plat for actual dimension, square footages, and land uses.

**WATER**

The water CCN belongs to Agua Special Utility District. The developer is proposing to connect to an existing 8" water line located along the west side of Western Rd. to provide water service to each lot. There will be 3 fire hydrants to be used as filling stations via direction of the Fire Marshal's office – see utility plan.

**SEWER**

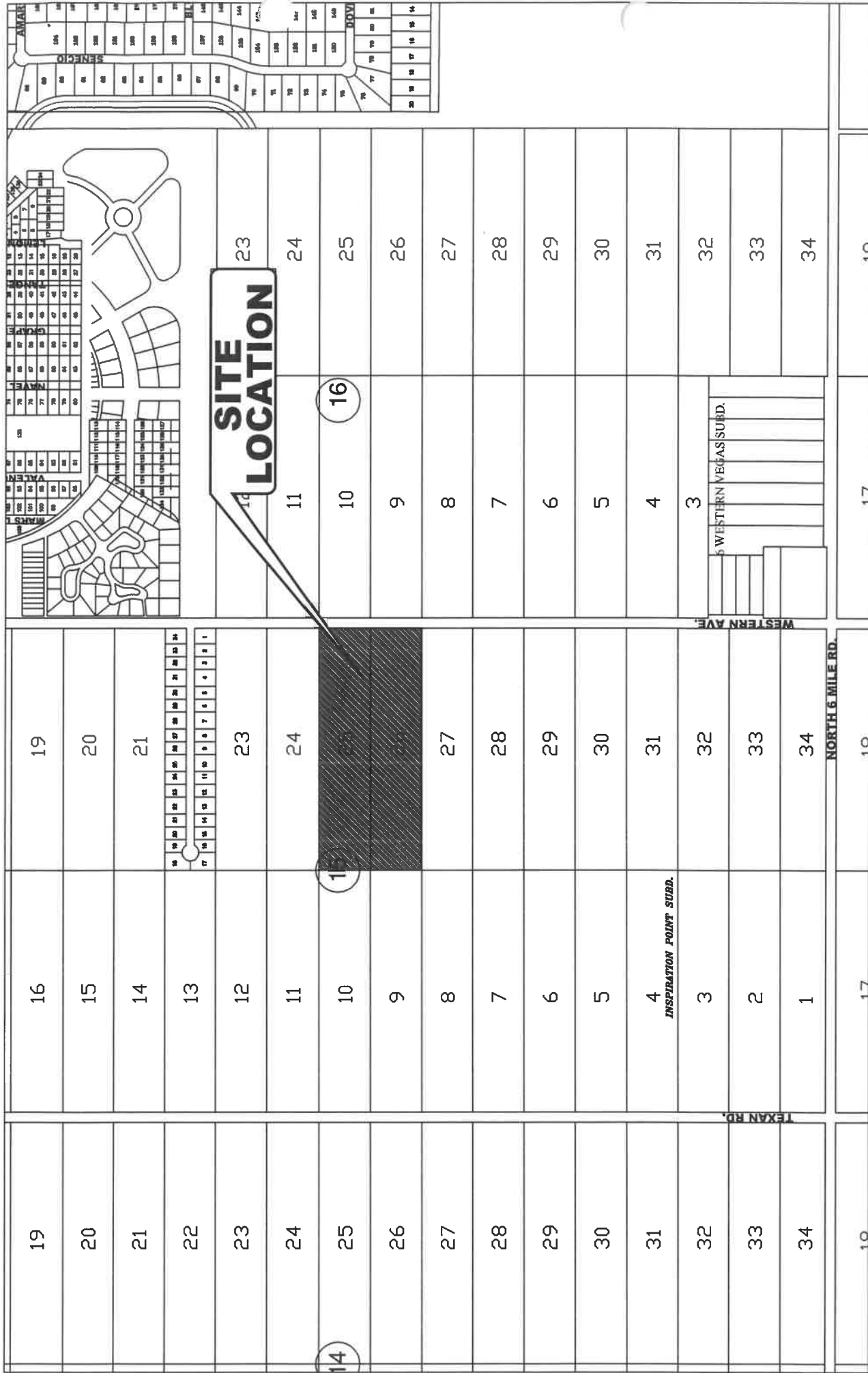
Sanitary Sewer service for this subdivision will be addressed by individual on-site sewage facilities (OSSF) of a standard design septic tank and drain field on each lot. Each lot meets or exceeds the county's typical ½ acre standard where septic tanks are permitted. This is not within the City of Mission's Sewer CCN.

**STREETS & STORM DRAINAGE**

The proposed internal street is a 32' back-to-back within a 50' Right of Way. Access will be from Western Road. The proposed drainage system shall consist of internal inlets in the street to collect surface runoff. Pipes sizes range from 18" to 36" to have an outfall to PD-lateral, to be extended and maintained by HCDD No. 1. The City Engineer has reviewed and approved the drainage report.

**RECOMMENDATION**

Staff recommend approval subject to meeting the Model Subdivision Rules complying with the street alignment policy and meeting any comments from the County Planning Department.



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

Item 16.

No.

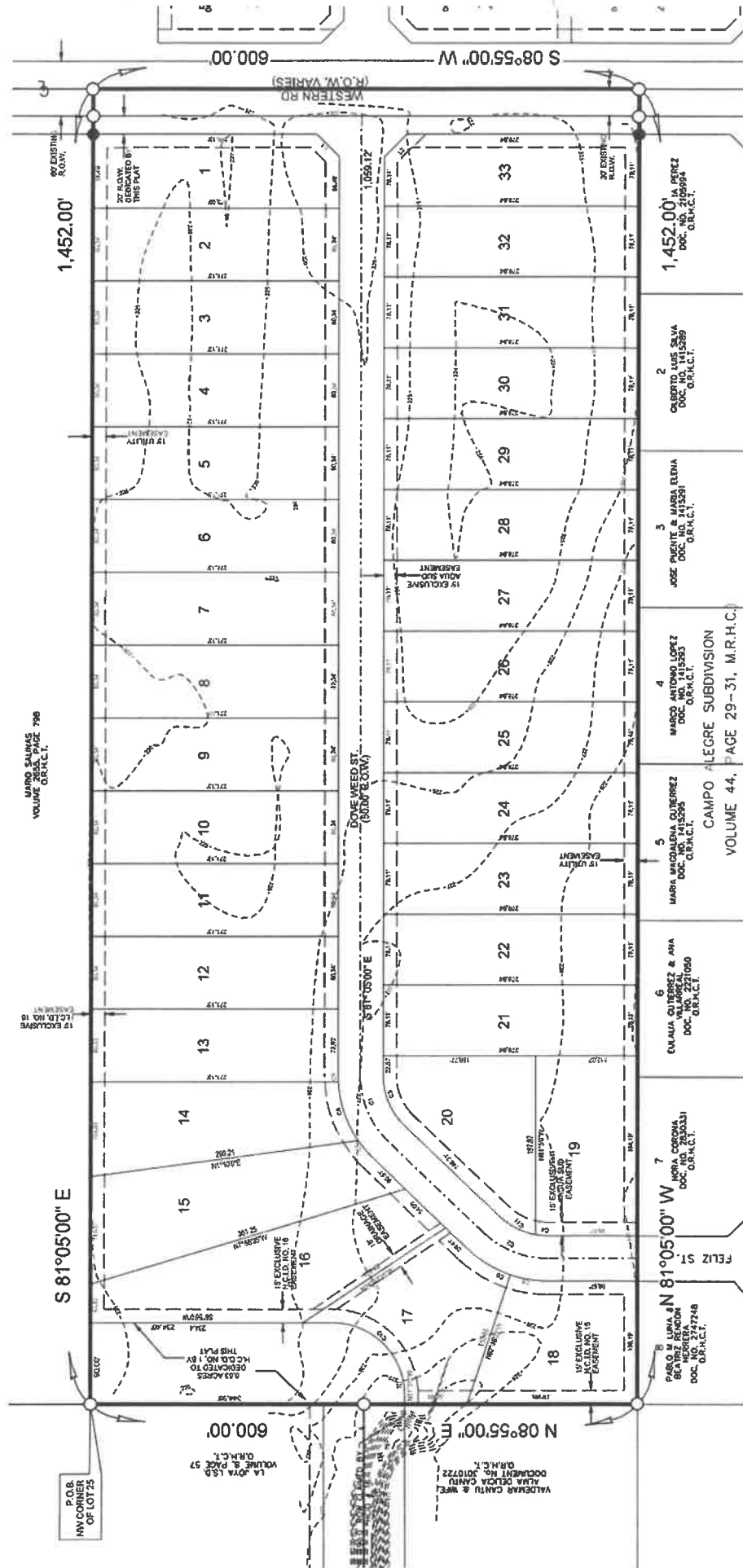
171

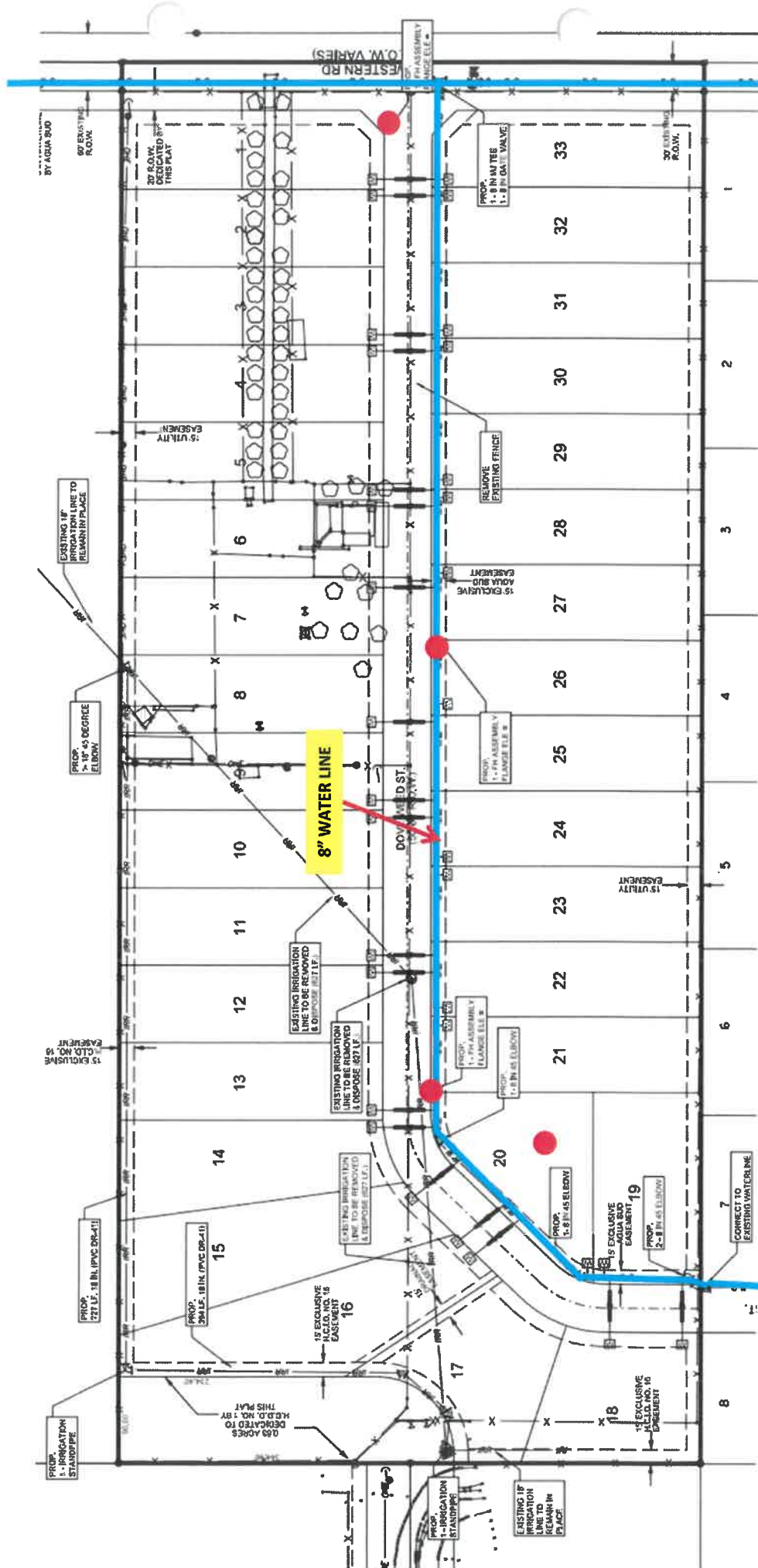
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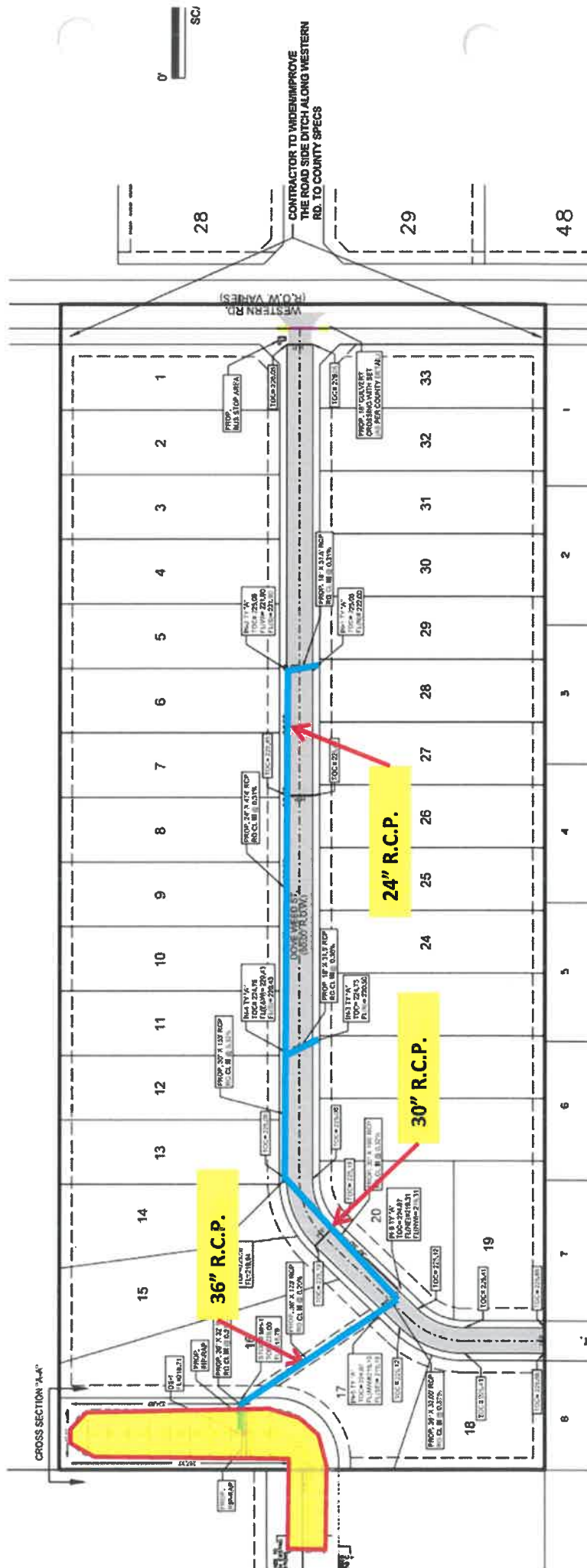
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## El Cordero Subdivision

### DRAINAGE REPORT

#### DRAINAGE REPORT – EL CORDERO SUBDIVISION

##### PROJECT LOCATION

El Cordero Subdivision is a proposed 33 Lot Single Family Residential lots subdivision located within the city of Mission 3 ½ Mile extraterritorial jurisdiction (ETJ). The property is located on Western Rd. and approximately 2,700 feet north of 6 Mile Line Rd.

Being a 20 acre tract of land out of Lots 25 and 26 Block 15, Texan Gardens Subdivision, recorded in Volume 8, Page 57-58, Map Records, Hidalgo County, Texas.

##### FLOOD PLAIN

The property is in zone "X" & "A", Zone "X" are areas of 500-year flood and Zone "A" are areas with No base flood elevations determined; Community Panel No. 480334 0290 D, revised June 06, 2000. Based on recent improvements to the site, we have determined that the Base Flood Elevation for this Zone "A" on this specific property is \_\_\_\_\_. Property is in process to be taken out of the flood zone with LOMA Case No \_\_\_\_\_.

##### SOIL CONDITIONS

According to the Soil Survey Report prepared for Hidalgo County by the U.S.D.A. Soil Conservation Service, the site consists of 96.5% of Brennan fine sandy loam, with 0 to 1 percent slopes and 3.5% of Ramadero sandy clay loam, with 0 to 1 percent slopes. Existing terrain has a westerly natural flow direction. These soils are well drained, surface runoff is negligible, permeability is moderately high to high, and the water capacity is high. Both soils are listed in Hydrologic Group B, having moderate infiltration rate when thoroughly wet. See Appendix C.

##### EXISTING CONDITIONS

The subject property is currently undeveloped. Topographic elevations obtained from the site indicate that the existing terrain has a very slight grade approximately (0-0.8%). In accordance with the Drainage policies of the City of Mission and County of Hidalgo, the Rationale Method, 10-year frequency storm event was utilized to determine the existing storm water runoff for this site. The total contributing 10-year existing storm water runoff from this site is approximately 17.17 cfs.

## El Cordero Subdivision

### DRAINAGE REPORT



#### PROPOSED CONDITIONS

The proposed drainage system shall consist on the installation of an internal storm sewer system with inlets in the street to collect surface runoff from lots and street. This system will be sized as per calculations on **Appendix F**. Pipe sizes range from 18" to 30" and will consist of a proposed outfall to PD-Lateral (FID: 1250), maintained by HCDD No. 1.

In accordance with the City of Mission and County of Hidalgo Drainage Policy, the peak rate for runoff for this development will be mitigated to the proposed 50-year storm water runoff. The peak rate will be **56.96 cfs** which will give us a net increase of **39.79 cfs**. For proposed Cordero Subdivision only **73,753 cubic-feet**, or **1.693 acre-feet** of storm water runoff will be required to be detained. We are proposing an extension for the existing drain ditch (PD-LATERAL, FID:1250) located at the west of the proposed subdivision. See Appendix D for the specifications.

  
 Victor Trevino, P.E.  
 South Texas  
 Infrastructure Group, LLC  
 03/22/2023



<input type="checkbox"/> REJECTED	
<input checked="" type="checkbox"/> APPROVED FOR SUBMITTAL	
<input checked="" type="checkbox"/> TO H.C. PLANNING DEPT.	
<input checked="" type="checkbox"/> TO CITY	
<input checked="" type="checkbox"/> DISCHARGE PERMIT REQUIRED	
<input checked="" type="checkbox"/> DISTRICT FACILITY	
<input type="checkbox"/> CITY FACILITY	
<input type="checkbox"/> OTHER	
	
H.C.D.D. NO. 1	DATE 3-20-23





# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** June 10, 2024

**PRESENTED BY:** Susana De Luna, Planning Director

**AGENDA ITEM:** Final Plat Approval: El Crucero III Subdivision, being a resubdivision of a 21.50 acre tract of land out of Lot 18 and 19, Block 11, Texan Gardens Subdivision, Suburban E.T.J., Developer: Pena Chapa Development, Inc., Engineer: South Texas Infrastructure Group - De Luna

### NATURE OF REQUEST:

On June 26, 2023 the Mission City Council held a Public Hearing to consider the Preliminary Plat Approval for El Crucero III Subdivision. The subject site is located on the SW corner of 5 Mile Rd. and Texan Road (Mission Suburban E.T.J.). There was no public opposition during the City Council. The Board unanimously recommended approval

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

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

**BID AMOUNT:** \$ \_\_\_\_\_

### STAFF RECOMMENDATION:

Staff recommends approval subject to: 1) Meeting the Model Subdivision Rules and 2) Meeting any comments from the County Planning Department

**Departmental Approval:** Fire Marshal, Public Works, City Engineer

**Advisory Board Recommendation:** P&Z Approval

**City Manager's Recommendation:** Approval *MRP*

**RECORD OF VOTE:** **APPROVED:** \_\_\_\_\_

**DISAPPROVED:** \_\_\_\_\_

**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_

**ITEM # 3.0****PRELIMINARY & FINAL  
PLAT APPROVAL:**

El Crucero III Subdivision  
 Being a resubdivision of a 21.50 acre tract of land out  
 of Lot 18 and 19, Block 11, Texan Gardens  
 Subdivision  
 Suburban E.T.J.  
 Developer: Pena Chapa Development, Inc.  
 Engineer: South Texas Infrastructure Group

**REVIEW DATA****PLAT DATA**

The property is located on SW corner of 5 Mile Rd. and Texan Rd. (Mission Suburban ETJ) – see vicinity map. El Crucero III Subdivision is a proposed 22 single family lot subdivision with an optional commercial use for Lots 17, 21 & 22 – see plat for actual dimension, square footages, and land uses.

**WATER**

The water CCN belongs to Agua Special Utility District. The developer is proposing to supply each lot by individual services from an existing 12” water main on the north side of 5 Mile Rd. and proposing a new 12” water extension east of Texan Rd. to supply Lots 18-22. There will be 3 fire hydrants to be used as filling stations via direction of the Fire Marshal’s office – see utility plan.

**SEWER**

Sanitary Sewer service for this subdivision will be addressed by individual on-site sewage facilities (OSSF) of a standard design septic tank and drain field on each lot. Each lot meets or exceeds the county’s typical ½ acre standard where septic tanks are permitted. This is not within the City of Mission’s Sewer CCN.

**STREETS & STORM DRAINAGE**

Access will be from Mile 5 Rd. for Lots 1-16 and from Texan Rd for Lots 17-22. Storm water will be mitigated by installing a grate inlet on Texan Rd that will drain into an existing drain ditch located on the property. The developer is dedicating the property that encompasses the existing drain ditch which will account for a volume of 52,568 cft for detention purposes. The City Engineer has reviewed and approved the drainage report.

**RECOMMENDATION**

Staff recommend approval subject to meeting the Model Subdivision Rules and meeting any comments from the County Planning Department.





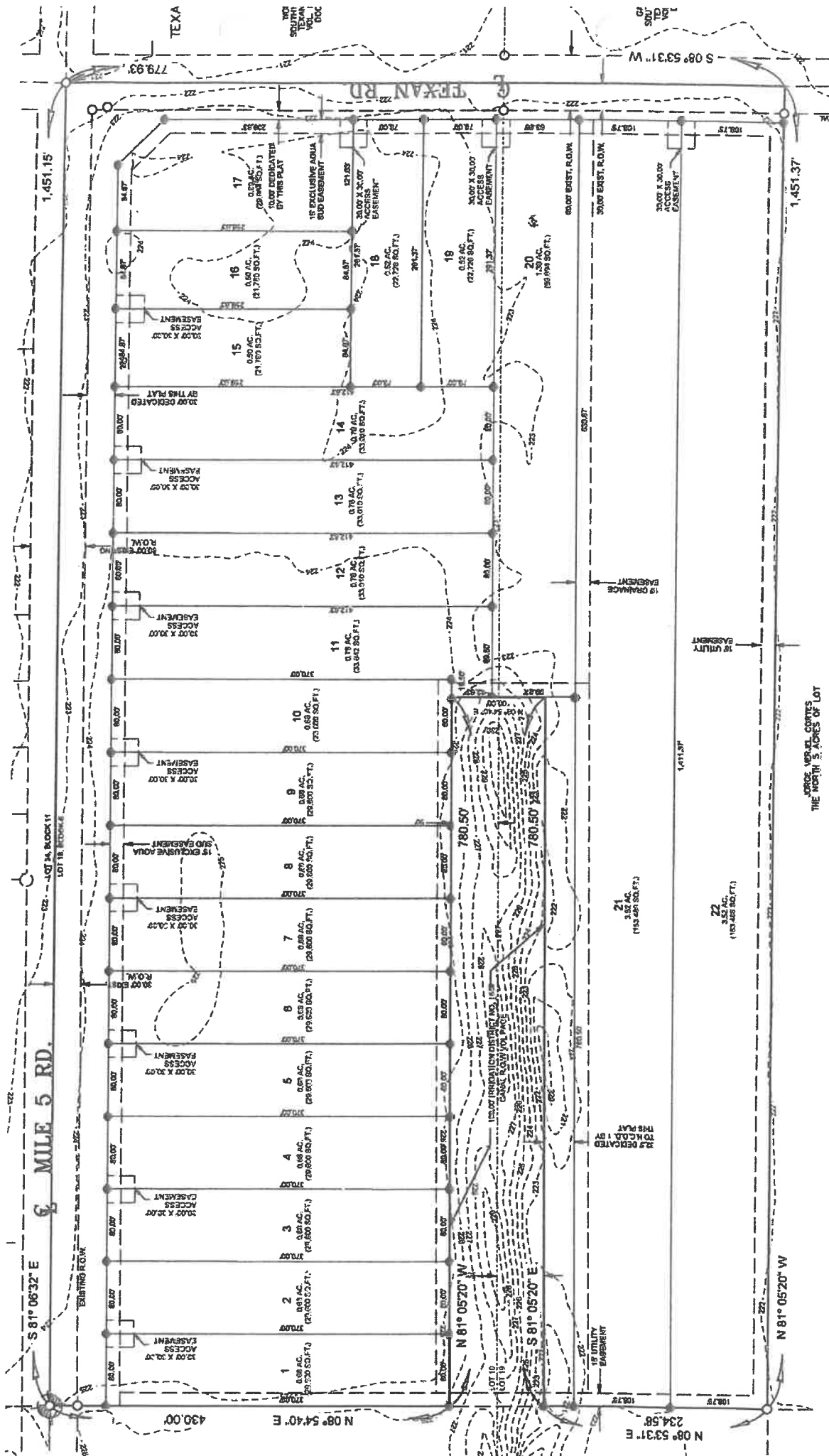
**CITY OF MISSION**  
 HIDALGO COUNTY, TEXAS  
 1201 E. 8th Street  
 MISSION, TX 78572  
 PH: (956) 380-8672  
 FAX: (956) 580-6680

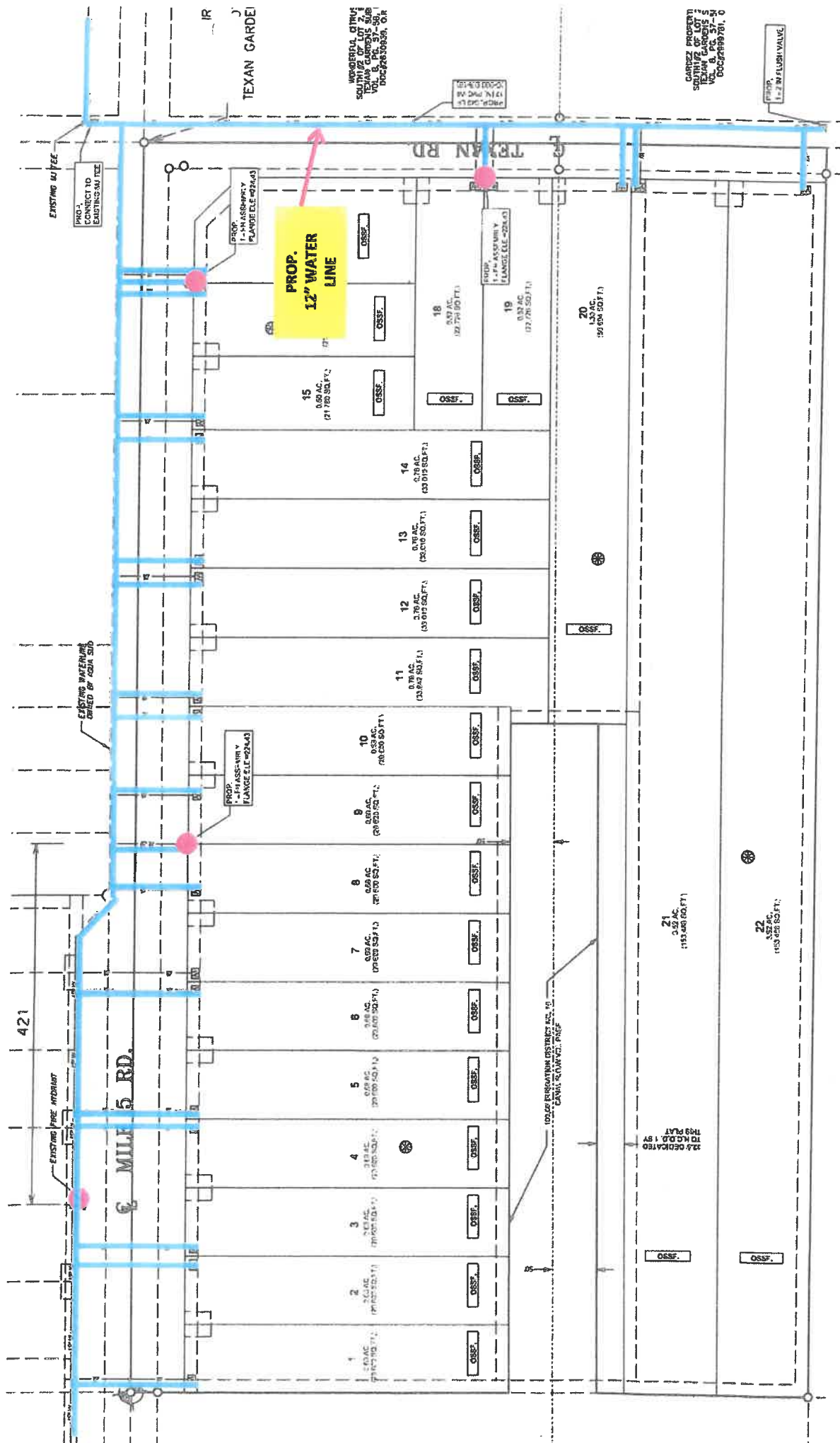
Item 17.

No.

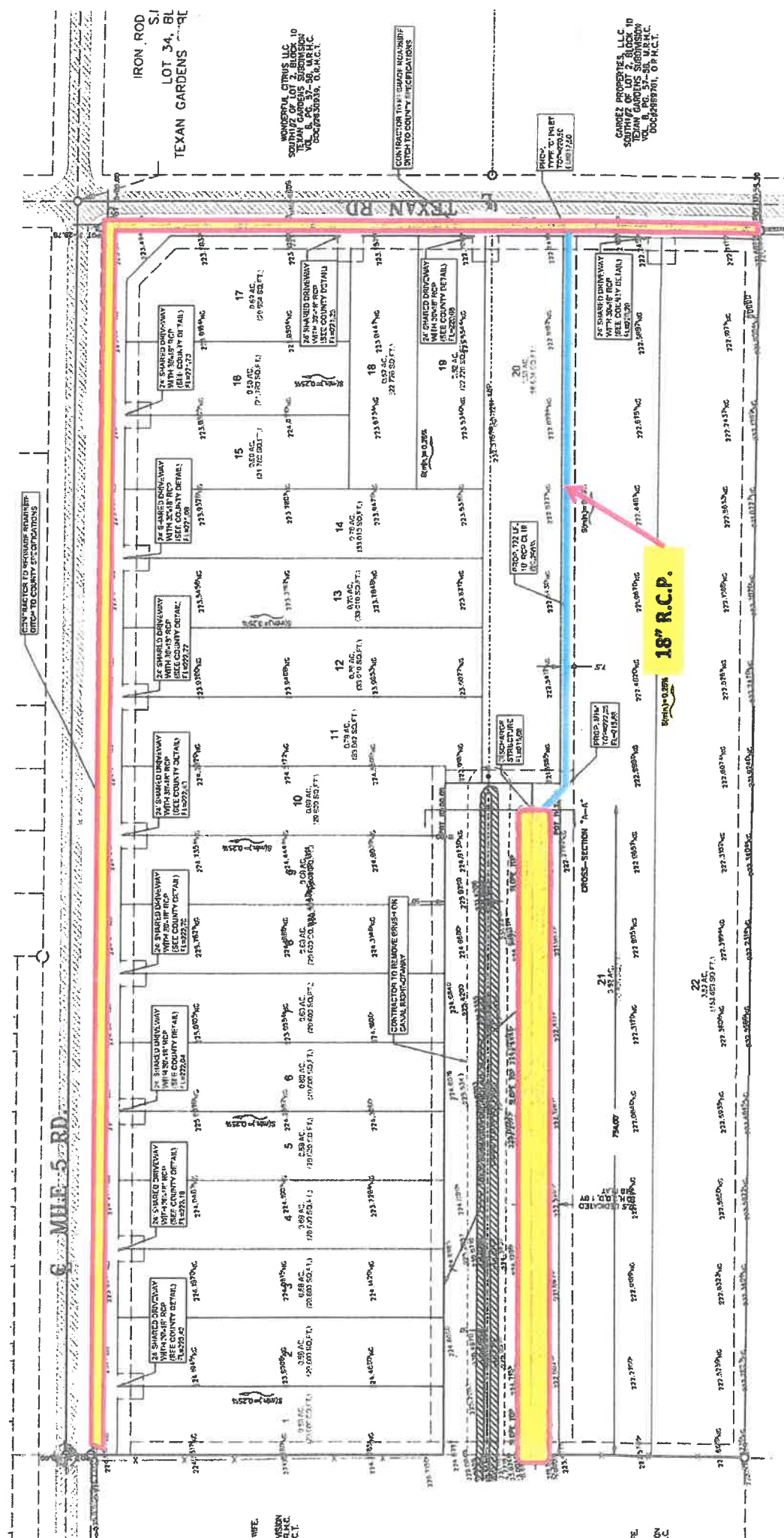








Item 17.





**EL CRUCERO III SUBDIVISION****DRAINAGE REPORT****DRAINAGE REPORT – EL CRUCERO III SUBDIVISION****PROJECT LOCATION**

El Crucero III Subdivision is a proposed 22 Lot Single Family Residential & Commercial subdivision located within the City of Mission jurisdiction, located at the intersection of Texan Road & 5 Mile Rd. Being a 25.98 acre tract of land out of All of Lot Eighteen (18) & Lot Nineteen (19), Block Eleven (11), TEXAN GARDENS, Hidalgo County, Texas, according to the map recorded in Volume 8, Pages 57-58, Map Records, Hidalgo County, Texas.

**FLOOD PLAIN**

The property is in zone "X"; Zone "X" are areas of 500-year flood; Community Panel No. 480334 0290 D, revised June 06, 2000.

**SOIL CONDITONS**


According to the Soil Survey Report prepared for Hidalgo County by the U.S.D.A. Soil Conservation Service, the site consists of 93.1 % of Brennan fine sandy loam (3), with 0 to 1 percent slope, and of 6.9% of Cuevitas-Randado complex (51), with 0 to 3 percent slopes; These soils are well drained, surface runoff is negligible, permeability is moderately high to high, and the water capacity is high. This soils are listed in Hydrologic Group B. See Appendix C.


**EXISTING CONDITIONS**

The subject property is currently undeveloped. Topographic elevations obtained from the site indicate that the existing terrain has a slight grade towards the Northeast corner of the property. In accordance with the Drainage policies of the City of Mission and County of Hidalgo, the Rationale Method, 10-year frequency storm event was utilized to determine the existing storm water runoff for this site. The total contributing 10-year existing storm water runoff from this site is approximately 23.63 cfs.

**PROPOSED CONDITIONS**

In accordance with the City of Mission and County of Hidalgo Drainage Policy, the peak rate for runoff for this development will be mitigated to the proposed 50-year storm water runoff. As per attached calculations, the peak rate will be 49.44 cfs, which will give us a net increase of 25.81 cfs. For proposed El Crucero III Subdvision, we have calculated that approximately a total of 51,098 cft or 1.173 acre-ft, will be mitigated by installing a grate inlet on Texan Road that will drain into a existing drain ditch (PD Lateral 3, UID: 1531) located within the property. Developer is dedicating the property than encompasses the existing drain ditch which will account for a volume of 52,568 cft for detention purposes, see Appendix G.

<input type="checkbox"/> REJECTED	
<input checked="" type="checkbox"/> APPROVED FOR SUBMITTAL	
<input checked="" type="checkbox"/> TO H.C. PLANNING DEPT.	
<input checked="" type="checkbox"/> TO CITY	
<input type="checkbox"/> DISCHARGE PERMIT REQUIRED	
<input type="checkbox"/> DISTRICT FACILITY	
<input type="checkbox"/> CITY FACILITY	
<input type="checkbox"/> OTHER	
H.C.D.D. NO. 1	DATE 6-7-23

  
 Victor Trevino, P.E.  
 South Texas  
 Infrastructure Group, LLC  
 06/06/2023



**AGENDA ITEM:** Authorization to Lease (2) 2024 Dodge Durango 4WD 4dr Wgn SXT to be used as patrol units and (1) 2024 Dodge Durango 4WD 4dr Wgn SXT to be used as a K9 Unit from D&M Leasing Company (Buyboard #652-21) in the amount of \$243,031.25, and approval of respective budget amendment – C. Torres

**NATURE OF REQUEST:**

The Mission Police Department was seeking authorization to lease two (2) 2024 Dodge Durango to be used as patrol units and (1) 2024 Dodge Durango to be used as a K9 unit for the Mission Police Department fleet from D&M Leasing Company (Buyboard contract #652-21). The (3) 2024 Dodge Durangos would be leased for a 36-month term. Monthly debt service (including principal and interest) is estimated to be \$7,169.56 pending adjustments in the salvage value of vehicles at end of lease term. The purchase cost amount is \$243,031.25.

**BUGETED:** Yes      **FUND:** Capital Asset Replacement      **ACCT. #:** 29-410-84800

29-410-84820

**BUDGET:** See Amend. **EST. COST:** \$243,031.25 **CURRENT BUDGET BALANCE:** See Amend.

**BID AMOUNT: \$ N/A**

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

**City Manager's Recommendation:** Approval *MRP*

**RECORD OF VOTE:**                      **APPROVED:**

**DISAPPROVED:**

**TABLED:**

AYES

NAYS

DISSENTING



## Open-End (Equity) Lease Quote

Quote: 24631

Prepared For: City of Mission, TX

Date: 05/13/2024

Unit#: 24631

Unit: 2024 Dodge Trucks DURANGO 4WD 4dr Wgn SXT

Order Type: Ordered

Term: 36

State: TX

Customer#: 6606

Schedule#: 0.00

\$ 79,826.00	Capitalized Cost of Vehicle <sup>1</sup>
\$ 0.00	Up Front Sales Tax Rate <u>6.25%</u> State <u>TX</u>
\$ 21.75	Initial License and Registration Fees
\$ 32,993.00	Added Equipment (See Page 2)
\$ 0.00	Acquisition Fee
\$ 0.00	Other Capitalized Fees Tax
\$ 0.00	on Gain on Prior Vehicle
\$ 0.00	Inventory Tax Extended
\$ 0.00	Service Contract Gross
\$ 79,847.75	Capitalized Cost LESS:
\$ 0.00	Cash Down
\$ 0.00	Trade Equity
\$ 0.00	Rebate
\$ 79,847.75	Total Capitalized Cost (Delivered Price)

All language and acknowledgements contained in the signed quote apply to all vehicles ordered under this signed quote

## Order Information

Driver  
Ext Color  
Int Color  
License  
GVWR 0



Contract # 652-21

\$ 1,980.15	Depreciation Reserve @ <u>2.480%</u>
\$ 372.94	Monthly Lease Charge (Based on Rate - Subject to a Floor) <sup>2</sup>
\$ 2,353.09	<b>Total Monthly Rental Excluding Additional Services</b>

**Additional Fleet Management and Services**

\$ 0.00	Full Maintenance Program <sup>3</sup>
\$ 0.00	Miscellaneous
\$ 0.00	<b>Additional Services Sub Total</b>

Contract Miles 0  
Incl: #Brake Sets (1 set = 1 axle) 0

Over Mileage Charge \$ 0.0000 / Mile  
#Tires 0 Loaner Vehicle Not Incl

\$ 0.00	Monthly Sales Tax <u>0.00%</u>
\$ 0.00	Total Monthly Insurance

**\$ 2,353.09 Total Monthly Rental Including Additional Services**

\$ 8,562.24	Reduced Book Value at <u>36</u> Months
\$ 250.00	Service Charge Due at Lease Termination

**Monthly Insurance Premiums and Disclosures**

<u>\$ 0.00</u>	Commercial Liability Enrollment (Estimate Only)
<u>\$ 0.00</u>	Physical Damage (Estimate Only)
	Liability Limit <u>\$ 0.00</u>
	Comprehensive/Collision Deductible: <u>\$ 0.00 / \$ 0.00</u>

Quote based on estimated annual mileage of 40,000 and a Security Deposit of \$ 0.00

(Current market and vehicle conditions may also affect value of vehicle)

(Quote is Subject to Customer's Credit Approval)

**Terms:**

Commercial Vehicle Leasing, L.L.C., d/b/a D&M Leasing Commercial (Lessor) will be the owner of the vehicle(s) covered by this Quote, and shall have all rights and remedies arising under the Master Lease. By signing below, Lessee authorizes Lessor to order the vehicle(s), and Lessee agrees to accept delivery and lease the vehicle(s) pursuant to the Master Lease. In the event Lessee fails or refuses to accept delivery of the vehicle(s), Lessor shall have the right to recover from Lessee any damages (whether actual, general consequential, special, incidental or otherwise) and seek any other available relief, at law or in equity, arising from such failure or refusal. The terms of the Master Lease are referenced and incorporated herein. Lessee acknowledges and agrees that Lessor makes no promises, representations or warranties concerning the manufacture or delivery date for the vehicle(s). Lessee certifies that it intends for more than 50% of the use of the vehicle is to be in a trade or business of Lessee. **ALL TAX AND LICENSE FEES TO BE BILLED TO Lessee AS THEY OCCUR.**

LESSEE City of Mission, TX

BY

TITLE

DATE

05/13/2024

\* INDICATES ITEMS TO BE BILLED ON DELIVERY.

1 Capitalized Cost of Vehicle may be adjusted to reflect final manufacturer's invoice. Lessee hereby assigns to LESSOR any Manufacturer Rebates and/or Manufacturer incentives intended for the Lessee, which Rebates and/or incentives have been used by LESSOR to reduce the Capitalized Cost of the Vehicle.

2 Monthly Lease Charge will be adjusted to reflect the Interest Rate on the Delivery Date (Subject to a Floor).

3 The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of the Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule /Quote] all such maintenance services are to be performed by LESSOR and all such maintenance fees are payable by Lessee solely for the account of LESSOR pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and LESSOR; provided that such maintenance fees are being billed by LESSOR and are payable at the direction of LESSOR solely as an authorized agent for collection on behalf of LESSOR.

## Open-End (Equity) Lease Quote

Quote: 24631

*Item 18.*

Prepared For: City of Mission, TX

Date: 05/13/2024

Unit#: 24631

Unit: 2024 Dodge Trucks DURANGO 4WD 4dr Wgn SXT

ADDED EQUIPMENT / OTHER TOTALS

Description	(B)illed or (C)apped	Price
Police Package	C	\$ 32,993.00
<b>Total Charges (B)illed</b>		\$ 0.00
<b>Total Charges (C)apitalized</b>		\$ 32,993.00
<b>Total of All Added Equipment and Other Charges</b>		\$ 32,993.00



## Open-End (Equity) Lease Quote

Quote: 24630

Prepared For: City of Mission, TX

Date: 05/13/2024

Unit#: 24630

Unit: 2024 Dodge Trucks DURANGO 4WD 4dr Wgn SXT

Order Type: Ordered

Term: 36

State: TX

Customer#: 6606

Schedule#: 0.00

\$ 83,314.00	Capitalized Cost of Vehicle <sup>1</sup>
\$ 0.00	Up Front Sales Tax Rate <u>6.25%</u> State <u>TX</u>
\$ 21.75	Initial License and Registration Fees
\$ 36,481.00	Added Equipment (See Page 2)
\$ 0.00	Acquisition Fee
\$ 0.00	Other Capitalized Fees Tax
\$ 0.00	on Gain on Prior Vehicle
\$ 0.00	Inventory Tax Extended
\$ 0.00	Service Contract Gross
\$ 83,335.75	Capitalized Cost LESS:
\$ 0.00	Cash Down
\$ 0.00	Trade Equity
\$ 0.00	Rebate
\$ 83,335.75	Total Capitalized Cost (Delivered Price)

All language and acknowledgements contained in the signed quote apply to all vehicles ordered under this signed quote

## Order Information

Driver  
Ext Color  
Int Color  
License  
GVWR 0



Contract # 652-21

\$ 2,077.04	Depreciation Reserve @ <u>2.492%</u>
\$ 386.34	Monthly Lease Charge (Based on Rate - Subject to a Floor) <sup>2</sup>
\$ 2,463.38	<b>Total Monthly Rental Excluding Additional Services</b>

**Additional Fleet Management and Services**

\$ 0.00	Full Maintenance Program <sup>3</sup>
\$ 0.00	Miscellaneous
\$ 0.00	<b>Additional Services Sub Total</b>

Contract Miles 0  
Incl: #Brake Sets (1 set = 1 axle) 0

Over Mileage Charge \$ 0.0000 / Mile  
#Tires 0 Loaner Vehicle Not Incl

\$ 0.00	Monthly Sales Tax <u>0.00%</u>
\$ 0.00	Total Monthly Insurance

**\$ 2,463.38 Total Monthly Rental Including Additional Services**

\$ 8,562.24	Reduced Book Value at <u>36</u> Months
\$ 250.00	Service Charge Due at Lease Termination

**Monthly Insurance Premiums and Disclosures**

<u>\$ 0.00</u>	Commercial Liability Enrollment (Estimate Only)
<u>\$ 0.00</u>	Physical Damage (Estimate Only)
	Liability Limit <u>\$ 0.00</u>
	Comprehensive/Collision Deductible: <u>\$ 0.00 / \$ 0.00</u>

Quote based on estimated annual mileage of 40,000 and a Security Deposit of \$ 0.00

(Current market and vehicle conditions may also affect value of vehicle)

(Quote is Subject to Customer's Credit Approval)

**Terms:**

Commercial Vehicle Leasing, L.L.C., d/b/a D&M Leasing Commercial (Lessor) will be the owner of the vehicle(s) covered by this Quote, and shall have all rights and remedies arising under the Master Lease. By signing below, Lessee authorizes Lessor to order the vehicle(s), and Lessee agrees to accept delivery and lease the vehicle(s) pursuant to the Master Lease. In the event Lessee fails or refuses to accept delivery of the vehicle(s), Lessor shall have the right to recover from Lessee any damages (whether actual, general consequential, special, incidental or otherwise) and seek any other available relief, at law or in equity, arising from such failure or refusal. The terms of the Master Lease are referenced and incorporated herein. Lessee acknowledges and agrees that Lessor makes no promises, representations or warranties concerning the manufacture or delivery date for the vehicle(s). Lessee certifies that it intends for more than 50% of the use of the vehicle is to be in a trade or business of Lessee. **ALL TAX AND LICENSE FEES TO BE BILLED TO Lessee AS THEY OCCUR.**

LESSEE City of Mission, TX

BY

TITLE

DATE

05/13/2024

\* INDICATES ITEMS TO BE BILLED ON DELIVERY.

1 Capitalized Cost of Vehicle may be adjusted to reflect final manufacturer's invoice. Lessee hereby assigns to LESSOR any Manufacturer Rebates and/or Manufacturer incentives intended for the Lessee, which Rebates and/or incentives have been used by LESSOR to reduce the Capitalized Cost of the Vehicle.

2 Monthly Lease Charge will be adjusted to reflect the Interest Rate on the Delivery Date (Subject to a Floor).

3 The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of the Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule /Quote] all such maintenance services are to be performed by LESSOR and all such maintenance fees are payable by Lessee solely for the account of LESSOR pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and LESSOR; provided that such maintenance fees are being billed by LESSOR and are payable at the direction of LESSOR solely as an authorized agent for collection on behalf of LESSOR.

## Open-End (Equity) Lease Quote

Quote: 24630

*Item 18.*

Prepared For: City of Mission, TX

Date: 05/13/2024

Unit#: 24630

Unit: 2024 Dodge Trucks DURANGO 4WD 4dr Wgn SXT

ADDED EQUIPMENT / OTHER TOTALS

Description	(B)illed or (C)apped	Price
K9 Police Package	C	\$ 36,481.00
<b>Total Charges (B)illed</b>		\$ 0.00
<b>Total Charges (C)apitalized</b>		\$ 36,481.00
<b>Total of All Added Equipment and Other Charges</b>		\$ 36,481.00



## Vendor Contract Information Summary

Vendor	D&M Leasing Company
Contact	Christi Paine
Phone	2144121657
Email	cpaine@dmautoleasing.com
Vendor Website	www.dmautoleasing.com
TIN	90-0996325
Address Line 1	1400 W. 7th Street, #200
Vendor City	Fort Worth
Vendor Zip	76102
Vendor State	TX
Vendor Country	USA
Delivery Days	11
Freight Terms	FOB Destination
Payment Terms	Net 30 Days
Shipping Terms	Pre-paid and added to invoice
Ship Via	Common Carrier
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	Yes
Women Owned	No
Certificate Number	1900996325700
Certifying Agency	DFW Minority Supplier Development Council
National	Yes
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	Yes
ESCs	All Texas Regions
States	All States
Contract Name	Vehicle Fleet Leasing and Management Services
Contract No.	652-21
Effective	10/01/2021
Expiration	09/30/2024
Accepts RFQs	Yes
Service Fee Note	Vehicle purchase orders are subject to a \$400 service fee
Quote Reference Number	652-21





## Vendor Contract Information Summary

Item 18.

BA-24-10

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE / DECREASE	PROPOSED BUDGET
29-410-74950	Machinery & Equipment	-	246,247.00	246,247.00
29-410-84800	Other Principal	600,000.00	21,777.00	621,777.00
29-410-84810	Other Interest	-	6,903.00	6,903.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
TOTAL		600,000.00	274,927.00	874,927.00

## JUSTIFICATION

Amendment to enter a lease for 2x 2024 Durango Patrol Units and 1x Durango K9 Unit and debt service (principal and interest) for 4 months remaining in the 2023/2024 Fiscal Year.

Finance Director: Adel Kama

**Date:** 6/6/2024

**City Council Approved on:** \_\_\_\_\_

**Date Posted:**



**AGENDA ITEM:** Authorization to approve Change Order #8 for Taylor Rd Phase 1 for the City of Mission in the amount of \$19,382.94 - Bocanegra

The City of Mission is seeking authorization to approve Change Order #8 of the Taylor Rd Phase 1. Plans called for the installation of a drainage line underneath Rail Road ROW (UPRR) at Bus. 83 and Taylor Rd intersection using jack & bore method. Several other requirements were needed to continue operations. A Geo-Tech report and a risk/settlement analysis determined that existing ground is going to settle for more than 1/8". To avoid settlement of existing ground, contractor will need to inject flowable fill as a precautionary measure. This Change Order will introduce this new line item to properly compensate contractor for the installation of flowable fill and any cost incurred for the installation of it. Contract price will increase by \$19,382.94 and no additional days. City Staff is recommending Change Order for the total contract amount of \$6,078,832.65 and 301 working days with all approved Change Orders.

**BUDGET: \$** **EST. COST: \$6,078,832.65** **CURRENT BUDGET BALANCE: \$**

**BID AMOUNT: \$**

## Approval

**City Manager's Recommendation:** Approval *MRP*

DISSENTING

**CONSTRUCTION CONTRACT CHANGE ORDER NUMBER: 08**

1. CONTRACTOR: Texas Cordia Construction, LLC
2. Change Order Work Limits: Sta. 149+50 to Sta. 151+56
3. Type of Change (on federal-aid non-exempt projects): Minor (Major/Minor)
4. Describe the change and the reason for the change order. When necessary, include exceptions to this agreement.

Plans called for the installation of a drainage line underneath Rail Road ROW (UPRR) using jack & bore method. UPRR does not allow cutting head extension outside the casing leading edge. For a cutting head variance, a Geo-Tech report and a risk/settlement analysis was needed. After performing these reports, it was determined that existing ground is going to settle for more than 1/8". To avoid settlement of existing ground, contractor will need to inject flowable fill as a precaution measure.

CCSJ: 0921-02-327

Project: Taylor Rd Phase 1

Highway: Taylor Rd

County: Hidalgo

District: 21 - Pharr

Contract Number: 22-472-09-12

5. New or revised plan sheet(s) are attached and numbered: N/A

Each signatory hereby warrants that each has the authority to execute this Change Order.

<p>By signing this change order, the contractor agrees to waive any and all claims for additional compensation due to any and all other expenses; additional changes for time, overhead and profit; or loss of compensation as a result of this change. Further, the contractor agrees that this agreement is made in accordance with Item 4 and the Contract. Exceptions should be noted in the response for #5 above.</p>	<p><b>The following information must be provided</b></p> <p>Time Ext. #: _____ Days added on this C.O.: _____</p> <p>Amt. added by this change order: <u>\$19,382.94</u></p>
<p>THE CONTRACTOR Date <u>5/24/24</u></p> <p>By <u>[Signature]</u></p> <p>Typed/Printed Name <u>Yara M. Corbitt, PE</u></p> <p>Typed/Printed Title <u>CEO</u></p>	<p><b>For TxDOT use only:</b></p> <p>Days participating: _____</p> <p>Amount participating: _____</p> <p>Signature _____ Date _____</p> <p>Name/Title _____</p>

**RECOMMENDED FOR EXECUTION:**

Name/Title \_\_\_\_\_ Date \_\_\_\_\_

Name/Title \_\_\_\_\_ Date \_\_\_\_\_

☐ APPROVED ☐ REQUEST APPROVAL

Name/Title \_\_\_\_\_ Date \_\_\_\_\_

Name/Title \_\_\_\_\_ Date \_\_\_\_\_

☐ APPROVED ☐ REQUEST APPROVAL

Name/Title \_\_\_\_\_ Date \_\_\_\_\_

Name/Title \_\_\_\_\_ Date \_\_\_\_\_

☐ APPROVED ☐ REQUEST APPROVAL

Name/Title \_\_\_\_\_ Date \_\_\_\_\_

Name/Title \_\_\_\_\_ Date \_\_\_\_\_

☐ APPROVED

Engineer's Seal:

Item 19.

CCSJ: 0921-02-327

**TABLE A: Force Account Work and Materials Placed into Stock**[illegible][illegible]

Change Order #8

**Taylor Road Project – City of McAllen**

TO: Texas Cordia Construction, LLC  
3149-A Center Pointe Drive  
Edinburg, TX, 78539

From Owner: City of Mission

And: SAM-CS

Project: Taylor Road

Contract: 22-472-09-12

CSJ: 0921-02-327

Limits: From I-5 (US 83) To BUS 83

Change Order #8 – in the amount of **\$19,382.94** has been reviewed and approved by City of Mission to make the following contract changes.

**Purpose:**

Change Order #8 will introduce a new line item for the installation of flowable fill backfill on the proposed jack & bore for the installation of storm drain line from STA 149+50 to STA 151+56 on the contract.

City of Mission has reviewed Change Order #8 and approves the changes provided herein.

**Description:**

Plans called for the installation of a drainage line underneath Rail Road ROW (UPRR) using jack & bore method. UPRR does not allow cutting head extension outside the casing leading edge. For a cutting head variance, a Geo-Tech report and a risk/settlement analysis was needed. After performing these reports, it was determined that existing ground is going to settle for more than 1/8". To avoid settlement of existing ground, contractor will need to inject flowable fill as a precaution measure. This Change Order will introduce this new line item to properly compensate contractor for the installation of flowable fill and any cost inquired for the installation of it.

This Change Order is within the scope of the original environmental assessments and reviews.

**ADDITIONAL TIME: N/A**

**Modified Sheet No. included: N/A**

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIME:
Original Contract Price <b><u>\$6,212,300.31</u></b>	Original Contract Time <b><u>215 Working Days</u></b>
Previous Change Orders <b><u>-\$152,850.60</u></b>	Previous Change Orders <b><u>86 Working Days</u></b>

Contract Price prior to this Change Order <b><u>\$6,059,449.71</u></b>	Contract Time prior to this Change Order <b><u>301 Working Days</u></b>
Net <b>increase/decrease</b> of the Change Order <b><u>\$19,382.94</u></b>	Net <b>increase/decrease</b> of the Change Order <b><u>0 Working Days</u></b>
Contract Price with all approved Change Orders <b><u>\$6,078,832.65</u></b>	Contract Time with all approved Change Orders <b><u>301 Working Days</u></b>





# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** June 10, 2024  
**PRESENTED BY:** Adrian Garcia, Fire Chief  
**AGENDA ITEM:** Approval to enter into Affiliation Agreement Between Texas State Technical College (TSTC) and Mission Fire Department - Garcia

### NATURE OF REQUEST:

Approval to enter into an affiliation agreement between Texas State Technical College (TSTC) and the Mission Fire Department. This partnership aims to enhance the educational and training opportunities for TSTC students and provide mutual benefits to both institutions.

Texas State Technical College (TSTC) is committed to providing hands-on, practical education to prepare students for technical careers. The Mission Fire Department is dedicated to ensuring the safety and well-being of the community through emergency services and public safety education. An affiliation agreement between these two entities will facilitate student internships, practical training, and collaborative initiatives that enhance educational outcomes and community service.

**BUGETED:** \_\_\_\_\_ **FUND:** \_\_\_\_\_ **ACCT. #:** \_\_\_\_\_

**BUDGET:** \_\_\_\_\_ **EST. COST:** \_\_\_\_\_ **CURRENT BUDGET BALANCE:** \_\_\_\_\_

**BID AMOUNT:** \_\_\_\_\_

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** None

**City Manager's Recommendation:** Approval *MRP*

**RECORD OF VOTE:** **APPROVED:** \_\_\_\_\_

**DISAPPROVED:** \_\_\_\_\_

**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_

## AFFILIATION AGREEMENT

This Affiliation Agreement, hereinafter referred to as the “Agreement”, is made and entered into by and between **Texas State Technical College**, an institution of higher education and an agency of the State of Texas (hereinafter referred to as “TSTC”), and **Mission Fire Department**, with its principal place of business at 415 W. Tom Landry | Mission, Texas 78572 (hereinafter referred to as the “Facility”). Facility and TSTC may individually be referred to as a “Party” or collectively as “Parties” to this Agreement.

Now, therefore, the Parties agree as follows:

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### **Article 1. TSTC RESPONSIBILITIES**

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- 1.01 Plan and Administer: In consultation with representatives of the Facility, plan and administer the educational program for its students assigned to the Facility.
- 1.02 Placement Plan: Provide the Facility with its overall plan for the placement of students at Facility prior to the commencement of the academic term. The plan shall include details of the TSTC’s clinical program at the Facility, including the objectives, and approximate number of students for each term, dates, times, and levels of each student’s academic preparation. The TSTC shall work with the Facility to modify its clinical program as necessary to accommodate the reasonable requirements of the Facility.
- 1.03 Provide Names of Students: Provide the names of students as soon as possible after registration for each semester, but in no event later than one week before the beginning of the placement at the Facility.
- 1.04 Pre-Placement Instruction: Provide pre-placement instruction to each student in accordance with standards mutually agreeable to both Parties, and to present for placement at the Facility only those students who have satisfactorily completed the pre-placement instructional program.
- 1.05 Instruction of Regulations and Procedures: Instruct its students assigned to the Facility with regard to general regulations and procedures which the Parties have agreed are necessary, including those regulations regarding:
  - a. Confidentiality of client/patient and Facility records and information.
  - b. Authority of Facility staff over patient care and Facility administrative operations.
- 1.06 Educational Records: Maintain all education records and reports relating to the educational program of its students at the Facility, and to comply with all applicable statutes, rules and regulations respecting the maintenance of and release of information from such records.
- 1.07 Insurance: Inform each student submitted for placement of the requirement to have in force a policy of health insurance, and of the substantial monetary liability that the student might incur as a result of failure to have such insurance in force. If applicable, inform students of the requirement to purchase needlestick, accident, and professional liability insurance.
- 1.08 Immunizations: TSTC will provide Facility documentation that each student will be up to date on immunizations and screenings to include TDap, Measles-Mumps-Rubella vaccination or a titer proving immunity, Hepatitis B vaccine series or a titer proving immunity, Influenza Vaccination for the current vaccination year, Varicella vaccination or a varicella titer proving immunity and a TB screen within the last year prior to start of clinical rotation or require student to submit such documentation prior to clinical rotation.

- 1.09 Drug Screen: TSTC will ensure each student will have a drug screen upon enrollment into the program or if there is a break in enrollment, and submit it to Facility at the start of clinical rotation. Facility can request a drug screen at student's expense if the Facility suspects student impairment.
- 1.10 Background Check: TSTC will provide Facility with state and federal criminal background checks on student and all known student aliases if required by TSTC upon entry to the program or student shall undergo a criminal background check at his/her expense and submit results at the start of clinical rotation.

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**Article 2. FACILITY RESPONSIBILITIES**

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- 2.01 Plan and Administer: Plan and administer all aspects of, retain primary and ultimate responsibility over the quality of, and have final responsibility, authority and supervision over all aspects of, patient care, clinical services, plant operations, etc. at its facilities.
- 2.02 Supervision of Student: Provide qualified supervision of TSTC students during their placement. Facility supervisory personnel may, in an emergency, or in certain cases based upon applicable standards of patient care, client service, plant operations, etc., temporarily relieve a student from a particular assignment or require that a student leave an area or department pending a final determination of the future status of the student by the Parties. TSTC students shall at all times abide by such supervision.
- 2.03 Placement of Students: Cooperate with TSTC in the planning and conduct of the student's placement in order that such placement is appropriate to the TSTC's educational objectives.
- 2.04 Facility: Make available to students the use of its cafeteria, conference rooms, dressing or locker rooms, library or any other appropriate facilities as available and required by the educational program, without charge except for food consumed by the students.
- 2.05 Pre-Placement Instruction: Provide the TSTC with all rules, regulations, procedures and information necessary for pre-placement instruction prior to the commencement of the academic term.
- 2.06 Release and Withdrawal of Student:
- a. Have the authority to refuse any student who has previously been discharged for cause, relieved of responsibilities for cause or who would not be eligible to be employed by the Facility. Facility shall notify TSTC of its refusal to accept a student and its reasons for doing so in writing, prior to the commencement of the academic term.
  - b. Have the authority to require the withdrawal of any student from their placement at Facility for any reason and TSTC shall immediately comply with such request. The notice of required withdrawal of a student shall be in writing and shall state the reason(s) for the the required withdrawal.
  - c. In the event TSTC does not agree with the Facility's refusal to accept a student or the Facility's notice of required withdrawal of a student placed at Facility, it shall provide the Facility with a written statement setting forth its reasons for any such disagreement within ten (10) business days after receipt of Facility's written notice.
- 2.07 Insurance: Intentionally deleted.
- 2.08 Student Information: Acknowledge that that the education records of students assigned to Facility are protected by the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g. Further, Facility

agrees to maintain the confidentiality of student educational records in accordance with the provisions of FERPA.

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**Article 3. MUTUAL RESPONSIBILITIES**

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- 3.01 Students Are Not Employees: Students assigned to this clinical, field or internship experience shall not be deemed to be employees of either Party and thus are not covered by TSTC or Facility for purposes of compensation, fringe benefits, worker's compensation, unemployment compensation, minimum wage laws, income tax withholding, social security or any other purpose. Each student is placed with the Facility to receive this educational experience as a part of his or her academic curriculum; those duties performed by a student are not performed as an employee, but in fulfillment of these academic requirements and are performed under supervision. At no time shall students replace or substitute for any employee of the Facility. This provision shall not be deemed to prohibit the employment of any such student by either Party under a separate employment agreement. The TSTC shall notify each student of the contents of this paragraph.
- 3.02 Monetary Consideration: There shall be no monetary consideration paid by either Party to the other, it being acknowledged that the program provided hereunder is mutually beneficial. The Parties shall cooperate in administering this program in a manner which will tend to maximize the mutual benefits provided to the TSTC and the Facility.
- 3.03 Non-Teaching Designator: No provision of this Agreement shall prevent any patient, client, etc. from requesting not to be a teaching patient, client, etc. or prevent any member of the Facility's staff from designating any patient, client, etc. as a non-teaching patient, client, etc.
- 3.04 Extension of Rights: This Agreement is intended solely for the mutual benefit of the Parties hereto, and there is no intention, express or otherwise, to create any rights or interests for any party or person other than the Facility and the TSTC; without limiting the generality of the foregoing, no rights are intended to be created for any patient, client, etc., student, parent or guardian of any student, employer, or prospective employer of any student.

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**Article 4. TERM AND TERMINATION**

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- 4.01 Term: This Agreement shall be effective as of Upon Execution and continue for an initial term of thirty-six (36) months and shall automatically renew for two (2) successive twelve (12) month periods unless notice is provided ninety (90) days prior to the end of the then renewal term.
- 4.02 Termination for Convenience: Either TSTC or Facility may terminate this Agreement, without cause, upon 30 days written notice. Should notice of termination by TSTC be given, any student then placed at Facility for clinical, field or internship experience in any program shall be given the opportunity to complete the full program during that instructional period.
- 4.03 Loss of Funding: If the Agreement term is greater than one year, then performance by TSTC under the Agreement may be dependent upon the appropriation and allotment of funds by the Texas State Legislature (the "Legislature") and/or allocation of funds by the Board of Regents of Texas State Technical College System (the "Board"). If the Legislature fails to appropriate or allot the necessary funds, or the Board fails to allocate the necessary funds, then TSTC will issue written notice to Facility and TSTC may terminate the Agreement without further duty or obligation hereunder. Facility acknowledges that appropriation, allotment, and allocation of funds are beyond the control of TSTC.

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**Article 5. INDEMNIFICATION**


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5.01 Intentionally deleted.

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**Article 6. OTHER TERMS AND CONDITIONS**


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- 6.01 Venue; Governing Law: As required by Chapter 135 of the Texas Education Code, McLennan County or Travis County, Texas, will be the proper place of venue for suit on or in respect of the Agreement. The Agreement and all of the rights and obligations of the Parties hereto and all of the terms and conditions hereof will be construed, interpreted and applied in accordance with and governed by and enforced under the laws of the State of Texas.
- 6.02 Texas Public Information Act: Notwithstanding any provisions of this Agreement to the contrary, the Facility understands that TSTC will comply with the Texas Public Information Act, Gov't Code, Chapter 552 as interpreted by judicial opinions and opinions of the Attorney General of the State of Texas.
- 6.03 Amendments to Agreement: No amendment or modification to this Agreement, including any amendment or modification of this paragraph, shall be effective unless in writing, signed by both TSTC and the Facility.
- 6.04 Entire Agreement: Notwithstanding the provisions in Article 1, this Agreement supersedes all prior agreements, written or oral, between Facility and TSTC and will constitute the entire Agreement and understanding between the Parties with respect to the subject matter hereof. The Agreement and each of its provisions will be binding upon the Parties and may not be waived, modified, amended or altered except in writing signed by TSTC and Facility in approved Change Orders and memorialized in an amendment to this Agreement.
- 6.05 Sole Conduct: In the performance of their respective duties and obligations under this Agreement, both Parties are independent contractors, and neither is the agent, employee or servant of the other, and each is responsible for only its sole conduct.
- 6.06 Compliance with Laws: Each Party agrees to comply with and to be separately responsible for compliance with all laws, including but not limited to anti-discrimination laws, which may be applicable to their respective activities under this program. Both Parties promise to not discriminate on the basis of race, color, creed, age, sex, national origin, religion, or disability.
- 6.07 Counterparts: This Agreement may be executed in one or more counterparts and may be electronically transmitted. Each counterpart shall be deemed an original and all of which shall constitute one and the same document.

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**Article 7. NOTICE**


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7.01 Any and all notices given under this Agreement shall be directed, in writing, to:

**TSTC:**

Brandon Hernandez  
Dean of Health Science  
119 North Lowrance Rd  
Red Oak, Texas 75154  
Email: [brandon.hernandez@tstc.edu](mailto:brandon.hernandez@tstc.edu)

**WITH COPY TO:**

Office of Contract Administration  
a division of Finance  
3801 Campus Drive  
Waco, Texas 76705  
Email: [contractadmin@tstc.edu](mailto:contractadmin@tstc.edu)

**FACILITY:**

Chris Navarrete  
415 W. Tom Landry  
Mission, Texas 78572  
Email: [cnavarrete@missiontexas.us](mailto:cnavarrete@missiontexas.us)

IN WITNESS WHEREOF, duly authorized representatives of the Parties have agreed to the terms of this Agreement and thereby execute and deliver this Agreement to the other Party.

TEXAS STATE TECHNICAL COLLEGE

MISSION FIRE DEPARTMENT

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Authorized Signature

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Authorized Signature

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Print Name

---

Print Name

---

Title

---

Title

---

Date

---

Date



## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** June 10, 2024

**PRESENTED BY:** Aida Lerma, Director, Mission Event Center

**AGENDA ITEM:** TABLED: 05/28/2024 - Adoption of Fee Waiver and Discounted Rate Policy for the Mission Event Center - A. Lerma

### NATURE OF REQUEST:

The Mission Event Center seeks to implement a policy outlining procedures for organizations requesting fee waivers or discounted rates for facility use to specifically limit the use of the MEC as a general public forum to ensure that the facility remains easily accessible to clients and residents doing business with the MEC. The MEC may offer fee waivers or discounted rates to non-profit organizations, government agencies, or educational institutions meeting the specific requirements outlined in policy.

The different fee waivers or discounted rates include:

Eligibility for 50% Discounted Rate- includes discount on room rental fees, equipment fees, service fees, and refundable damage deposit fee. Under this discounted rate, events must be open and available to the general public, free of charge, provide a public benefit, be non-partisan, be non-commercial and not for profit, be non-controversial and shall avoid advocacy of a particular position in areas of public policy dispute or controversy.

Eligibility for 20% Discounted Rate – includes discount only on the room rental fees. Organizations will be responsible for all other applicable fees (equipment fees, service fees, and refundable damage deposit fee). Under this discounted rate, non-profits, government agencies, or educational institutions may host revenue-generating events or provide trainings, seminars and meetings for their members.

Eligibility for 100% Fee Waiver – includes discount on room rental fees and all other applicable fees (equipment fees, service fees, and refundable damage deposit fee). Under this waiver, organizations must be in an official partnership with the City of Mission for a joint event.

No discounts or fee waivers are provided for security services. If security is required for an event, organizations will be responsible for all security fees and hiring such security personnel from the Mission Police Department at its own expense.

Organization may submit one (1) request annually for consideration of either a fee waiver or a discounted rate

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance

**Advisory Board Recommendation:** N/A

**City Manager's Recommendation:** Approval *MRP*

**RECORD OF VOTE:**

**APPROVED:** \_\_\_\_\_

**DISAPPROVED:** \_\_\_\_\_

**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_



## Mission Event Center Fee Waiver and Discounted Rate Policy Passed and Approved on May 13, 2024

### PURPOSE

The purpose of this policy is to govern the provision of fee waivers or discounted rates for the use of the Mission Event Center (“MEC”). Further, this policy intends to specifically limit the use of the MEC as a general public forum to ensure that the facility remains easily accessible to clients and residents doing business with the MEC.

### POLICY

The MEC may provide Fee Waivers or Discounted Rates for the use of the MEC facility by not-for-profit (“NFP”) organizations, other government agencies, or educational institutions (upon request of such organization) when such use can be accommodated without interfering with residents/clients wishing to transact business at the MEC. Costs subject to fee waivers or discounted rates are to include (1) “Room Rental Fees”, the base fee charged for the use of a specific space within the MEC facility (to include tables and chairs, and set-up), (2) “Equipment Fees”, the fee charged for the use of MEC-owned equipment (including but not limited to dance floor stage, cocktail tables, LED ambient lighting, etc.), (3) “Service Fees”, the fee charged for the use of the MEC kitchen space, and (4) “Refundable Damage Deposits”, a deposit collected upon renting an MEC facility space held for any unforeseen damages to the MEC upon use by customers. All security services required by organizations seeking fee waivers or discounted rates will be the responsibility of the requesting organization. Priority may be given to organizations that demonstrate a lack of financial resources and/or promote diversity and inclusivity.

### **Eligibility for 50% Discounted Rates:**

Organizations may qualify for a 50% Discounted Rate on Room Rental Fees and other applicable MEC fees including Equipment Fees, Services Fees, and Refundable Damage Deposits if the criteria below are met. Should the event require security services, the organization will be responsible for hiring such security personnel through the Mission Police Department at its own expense. For a 50% Discounted Rate, such organizations must meet the following general guidelines:

1. The organization must be an NFP, government agency, or educational institution.
2. Any meetings held or information displayed by such organizations must be open and available to the general public, be intended through the various media to provide information to the general public, and/or provide a public benefit to the residents of the City of Mission.
3. Any meetings held or information displayed should be free of charge to the public.
4. Any meetings and information shall be non-partisan in nature.
5. Any meetings and information shall be educational in nature and shall avoid advocacy of a particular position in areas of public policy dispute or controversy.
6. Any meetings and information shall be non-commercial and not-for-profit in nature.
7. Any meetings and information should be reasonably related to public interests of the City of Mission and its residents.

**Eligibility for 20% Discounted Rates:**

Under certain circumstances, an NFP, government agency, or educational institution may conduct revenue-generating not-for-profit activities such as fundraisers and/or provide training, seminars, meetings, or information not open to the general public but solely to its organization. Although these organizations will be ineligible for a 50% Discounted Rate or Fee Waiver, they may receive a 20% Discounted Rate on Room Rental Fees. In addition to the discounted Room Rental Fees, organizations will be responsible for 100% of all other applicable MEC fees to include: Equipment Fees, Service Fees, and Refundable Damage Deposits. Should the event require security services, the organization will also be responsible for hiring such security personnel through the Mission Police Department at its own expense.

**Fee Waivers:**

NFPs, government agencies, and/or educational institutions in an official partnership with the City of Mission for a joint event may receive a 100% Fee Waiver for Room Rental Fees and all other applicable MEC fees including Equipment Fees, Service Fees, and Refundable Damage Deposits.

**Application Process:**

For organizations seeking a Fee Waiver or Discounted Rate, a letter must be submitted to include the following information:

1. Letter of request must be submitted in writing for consideration to:
  - City Mayor
  - City of Mission
  - 1201 E. 8<sup>th</sup> St.
  - Mission, Texas 78572
2. Letter must include:
  - a. Responsible Representative,
  - b. Name of Organization,
  - c. Contact Information,
  - d. Nature of the Request, and
  - e. Potential Impact on Community and/or Long-Term Positive Outcomes or Public/Community Benefit (if seeking Fee Waiver)
3. Letter must be received a minimum of 3 months in advance.
4. Applicant may be required to submit a profit and loss statement for the organization/event.
5. Applicant may be required to submit sponsorship packet information along with a list of confirmed sponsors.
6. NFP organizations must submit proof of their non-for-profit status by providing a copy of their Internal Revenue Service Determination Letter or Certificate of Formation also known as Articles of Incorporation.

Information above needs to be emailed to: [eventcenterdirector@missiontexas.us](mailto:eventcenterdirector@missiontexas.us) or mailed via U.S. Postal service to:

City of Mission  
Attn: Mission Event Center Director  
1201 E. 8<sup>th</sup> St.  
Mission, Texas 78572

**Organizations may submit one (1) request annually for consideration of either a fee waiver or a discounted rate.**

MEC Director will complete a Facility Request Form and an Event Order (proposal) after discussing dates and logistical needs from the client.

MEC Director will submit the following documents for consideration to the City Mayor and City Manager:

1. Letter of Request from Client
2. Facility Request Form
3. Event Order Form (proposal)

**Responsibilities of the Applicant:**

1. Adhere to the facility's policies, safety regulations and any other relevant rules.
2. Provide insurance coverage as required.
3. Assist with clean-up after the event.
4. Schedule a pre-event meeting with MEC staff to review final details of event as many times as needed and at least three (3) weeks prior to event.
5. Agree to and shall indemnify, defend and hold harmless the City of Mission and its appointed officials, and employees (collectively, the "City") against all suits, actions, demands, damages, and expenses of any nature which may be brought or made against the City or which the City may pay, sustain, or incur by reason of the use of the MEC.
6. Assume full responsibility for any damages based on actual repair or replacement costs for the facilities or equipment.

**Review and Approval:**

Each request submitted will be reviewed within ten (10) business days by the City of Mission City Mayor, City Manager, and MEC Director. The review process will consider the eligibility criteria and the impact on the community. Once reviewed, the MEC Director will notify the applicant of the decision.

Decisions are final and may not be appealed.

The City has the right to refuse and may change/modify the use of any facility or meeting room to any person or group if the proposed event conflicts with the intended use of the building, is in conflict with established policies, or is in conflict with any confirmed reservation or unplanned reservation of public necessity.