



AGENDA

Pursuant to V.T.C.A. Gov. Code Section 551.001 et. seq., the City Council of the City of Mission, Texas will hold a regular meeting on **Tuesday, May 12, 2026 at 4:30 p.m.** at the Mission Council Chambers, 1201 E. 8th Street, Mission, Texas to consider the following matters.

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

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

INVOCATION AND PLEDGE ALLEGIANCE

DISCLOSURE OF CONFLICT OF INTEREST

PRESENTATIONS

1. Proclamation - Motorcycle Safety Awareness Month - Carrillo
2. Presentation by Veteran's Land Board - National Cemetery Administration Operational Excellence Award - Hernandez
3. Proclamation - Stroke Awareness Month - Carrillo
4. Proclamation - Mental Health Awareness Month - Carrillo
5. Proclamation - Emergency Medical Services Week - Silva
6. Proclamation - National Police Week - Torres
7. Departmental Reports – Terrazas / A. Garcia
8. Citizen's Participation on Specific Agenda Items – Garza

ANNOUNCEMENTS - CITY COUNCIL / CITY MANAGER

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

9. Conduct a public hearing and consideration of a rezoning request from Duplex-Fourplex Residential District ("R-2") to Neighborhood Commercial District ("C-2"), being Lot 6, Block 75, Original Townsite of Mission Subdivision, located at 312 W. 4th Street. Applicant, Pedro A. Zamarron, Adoption of Ordinance #_____ - Cervantes

10. Conduct a public hearing and consideration of a rezoning request from Duplex-Fourplex Residential District (“R-2”) to Office Building District (“C-1”), being all of Lot 1, Block 4, and a 0.213 gross acre tract of land, being a portion of that abandoned and vacated Bryce Drive between Blocks 3 & 4, Bryan Park Addition Subdivision, located along the East side of Bryan Road approximately 1,500 feet North of U.S. Business 83. Applicant, Series 3-Rentals c/o Noralinda Gonzalez Garza, Adoption of Ordinance # _____ - Cervantes
11. Conduct a public hearing and consideration of a rezoning request from Multi-family Residential District (“R-3”) to General Business District (“C-3”), being an 11.43 acre tract of land, being a portion of a 22.380 acre tract of land situated in Porcion 55, being a part of Lot 25-6 of the West Addition to Sharyland Subdivision, located along the North side of W. Griffin Parkway approximately 760 feet West of N. Conway Avenue. Applicant, Yen W. Lai - Cervantes, Adoption of Ordinance # _____ - Cervantes
12. Conduct a public hearing and consideration of a Conditional Use Permit to allow a Mobile Food Unit – Sushi Crunch in an approved Food Truck Park, being the West ½ of Lots 7 & 8, Block 176, Mission Original Townsite Subdivision, in a (C-4) Heavy Commercial District, located at 307 W. Tom Landry Street, Space A. Applicant: Janeth Mendez, Adoption of Ordinance # _____ - Cervantes
13. Conduct a public hearing and consideration of the adoption of Ordinance No. _____ amending the City of Mission Code of Ordinances Chapter 98 - Subdivisions, Article VI – Fees and Charges, Section 98-272- Inspection fees by Amending the Fees for Subdivision Infrastructure Inspections for Geotechnical Lab Testing. Applicant: City of Mission - Cervantes
14. Conduct a public hearing and consideration of the adoption of Ordinance No. _____ amending the City of Mission Code of Ordinances Appendix A – Zoning, Article VIII – Use Districts and Conditional Uses, Section 1.37 – R-1A (Large Lot Single Family Residential District), Subsection (3) Conditional Uses, Section 1.371 - R-1 (Single Family Residential District), Subsection (3) Conditional Uses, Section 1.372 – R-1T (Townhouse Residential District), Subsection (3) Conditional Uses, Section 1.38 – R-2 (Duplex-Fourplex Residential District), Subsection (3) Conditional Uses, Section 1.39 – R-3 (Multi-Family Residential District), Subsection (3) Conditional Uses, and Section 1.40 (Mobile Home and Modular Home District), Subsection (3) Conditional Uses, Section 1.44(A) – C-5 (Adaptive Commercial District), Subsection (3) Conditional Uses, Section 1.45 – I-1 (Light Industrial District), Subsection (3) Conditional Uses, Section 1.46 – I-2 (Heavy Industrial District), Subsection (3) Conditional Uses, Section 1.47 - PUD (Planned Unit Development), Subsection (2) Permitted Uses by Adding Telephone, Radio, Television and/or Other Communications Towers as a Conditional Use. Applicant: City of Mission - Cervantes
15. Conduct a public hearing and consideration of the adoption of Ordinance No. _____ amending the City of Mission Code of Ordinances Appendix A – Zoning, Article VIII – Use Districts and Conditional Uses, Section 1.43 – C-3 (General Business District), Subsection (3) Conditional Uses, Section 1.47 – PUD (Planned Unit Development District), Subsection (2) Permitted Uses by Adding Car Wash Establishments as a Conditional Use. Applicant: City of Mission - Cervantes

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

16. Approval of Minutes – Carrillo
Regular Meeting – April 28, 2026
17. Acknowledge Receipt of Minutes – Terrazas / A. Garcia
Parks & Recreation – March 10, 2026
Mission Economic Development Authority – January 22, 2026
Planning & Zoning Commission – March 18, 2026, April 1, 2026
Civil Service Commission – February 26, 2026
18. Discussion and possible action on matters related to the approval of Resolution No. ____ authorizing the Mission Police Department to submit an Agreement for the Temporary Closure of State Right-of-Way to the Texas Department of Transportation for the Speedy 5k run - Torres
19. Discussion and possible action on matters related to Board Appointments – Building Board of Adjustments and “Keep Mission Beautiful” Beautification Committee - Carrillo
20. Discussion and possible action on matters related to authorization to solicit bids for Manholes Rehabilitation throughout the City of Mission. - Gonzalez
21. Discussion and possible action on matters related to the authorization to accept grant funds from the Texas Department of Transportation for the FY 2026 Mini Grant – Click It or Ticket in the total amount of \$9,903.57, with a 20% match accepted by TXDOT via in-kind match through fringe benefits and administrative costs – Torres
22. Discussion and possible action on matters related to the acceptance of a grant award for the FY26-27 Regional Solid Waste Grant Program with the LRGVDC in the amount of \$30,000 with a 10% cash match required of \$3,000 committed – Elizalde
23. Discussion and possible action on matters related to a Second Amendment to Reimbursement Agreement between Mission Economic Development Corporation and the City of Mission – T. Garcia
24. Discussion and possible action on matters related to authorization to receive a donation of an Addressable Fire Alarm System training display from Absolute Services to the Mission Fire Department - Silva
25. Discussion and possible action on matters related to authorization to receive a donation of two (2) 3000-gallon steel tanks from Rio Grande Juice Company to the Mission Fire Department - Silva
26. Discussion and possible action on matters related to soliciting qualifications for a Comprehensive Utility Rate Study - Enriquez

APPROVALS AND AUTHORIZATIONS

27. Discussion and possible action on matters related to the ratification of the solicitation of RFQs for Insurance Consulting Services, pursuant to direction provided by City Council at the April 28 meeting - Munguia
28. Discussion and possible action to direct the Police Chief, Fire Chief, and/or City Engineer to evaluate traffic conditions within the Cimarron subdivision for potential speed hump installation or other traffic control mechanism in accordance with City policy, and to bring findings and recommendations back to the Traffic Safety Committee and City Council - Torres
29. Discussion and possible action on matters related to authorizing the Mayor to sign an Escrow Agreement between the City of Mission, Lone Star National Bank and Vanguard Academy for the construction of a right-turn lane at the intersection of Mile 2 and Stewart Roads associated with the construction of the Vanguard Academy Monet Campus along Stewart Road. Applicant: Vanguard Academy, Inc. – Cervantes
30. Discussion and possible action related to approval of selected site location for Wreaths Across America Memorial 5K Run/Walk and waiving of associated fees - Bentsen
31. Discussion and possible action on matters related to authorization to purchase portable radios from Motorola Solutions at a cost of \$219,988.12 via Contract 17724-HGAC (TX)-RA05-21. Purchase will be made using CDBG Grant - Silva
32. Discussion and possible action on matters related to authorization to enter a student affiliation agreement between Acadian Ambulance Service, Inc. dba The National EMS Academy and Mission Fire Department - Silva
33. Discussion and possible action on matters related to adoption of Ordinance # _____ establishing a Budget Policy for the City of Mission – A. Garcia
34. Discussion and possible action on matters related to presentation of unaudited Financial Statements for the month of January 2026 – Roman
35. Discussion and possible action on matters related to approval of Mid-Year Budget Amendment: General, Utility, Golf, Solid Waste, Capital Projects, 2025 CO Designated Purpose, Speer Memorial Fund, Event Center Fund, Park Dedication Fund - Roman

UNFINISHED BUSINESS

36. Tabled 04/28/2026 - Conduct a public hearing and consideration and possible action to approve a variance to allow the construction of a Billboard Sign along Griffin Parkway, and to allow it to be a distance of 177 feet from an existing billboard sign, being Lot 1, Elizondo 495 Plaza Subdivision, located at 2211 E. Griffin Parkway (F.M. 495). Applicant – Antonio & Melissa Villarreal - Cervantes
37. Tabled 04/28/2026 - Discussion and possible action on matters related to approval of Resolution # _____ approving the resolution of Mission Economic Development Corporation authorizing the issuance of bonds on behalf of Graphic Packaging International LLC; and matters related thereto. – T. Garcia
38. Tabled 04/28/2026 - Discussion and possible action on matters related to the Authorization to solicit Request for Proposals for Third Party Administrator, Pharmacy Benefit Management (PBM), and Stop Loss Insurance - Munguia

EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney), regarding the possible sale of City property located between 315 and 401 Stacie Lane out of Gerlach Subdivision No. 2.
2. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney), regarding the authority, procedures, and development impact of the Mission Historical Preservation Commission (HPC) under Ordinance No. 5035.
3. Consultation and deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, compensation, resignation, complaints involving, or dismissal of public officers and employees, including discussions regarding City organizational structure, staffing matters, Council-appointed officials, and related personnel issues pursuant to Texas Government Code § 551.074.
4. Consultation with legal counsel and deliberation regarding governance matters, Council operations, duties and responsibilities of elected officials, charter interpretation, ethics matters, board and commission appointments, intergovernmental relations, and other matters involving the official conduct or responsibilities of the City Council pursuant to Texas Government Code §§ 551.071 and 551.074.
5. Deliberation regarding the purchase, exchange, lease, value, acquisition, disposition, development, use, or potential acquisition or disposition of real property interests and related negotiations pursuant to Texas Government Code § 551.072.
6. Consultation with the City Attorney regarding pending or contemplated litigation, settlement offers, contractual matters, legal risks, privileged communications, statutory interpretation, charter interpretation, enforcement matters, and other legal issues in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings Act pursuant to Texas Government Code § 551.071.
7. Discussion regarding complaints, grievances, allegations, administrative investigations, workplace conduct matters, and related personnel or employment issues involving City officers or employees pursuant to Texas Government Code §§ 551.071 and 551.074.

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

1. Consideration and action if any, regarding the possible sale of City property located between 315 and 401 Stacie Lane out of Gerlach Subdivision No. 2
2. Consideration and action if any, regarding the authority, procedures, and development impact of the Mission Historical Preservation Commission (HPC) under Ordinance No. 5035

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 06th day of May, 2026 and will remain posted continuously for at least three business days preceding the scheduled date of said meeting, in compliance with Chapter 551 of the Government Code.

Anna Carrillo

Anna Carrillo, City Secretary

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

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

Notice is hereby given that on the **12th day of May, 2026** the City Council of the City of Mission will hold a regular meeting at 4:30 p.m. at 1201 E. 8th Street, Mission, Texas to consider the following matters. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this Notice.

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

Texas Government Code Section:

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

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

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

On this the **06th day of May, 2026** this Notice was emailed to news media who had previously requested such notice and an original copy was posted on the bulletin board at City Hall, 1201 E. 8th Street on said date and will remain posted continuously for at least three business days preceding the scheduled date of said meeting, in compliance with Chapter 551 of the Government Code.

Anna Carrillo

Anna Carrillo, City Secretary

Proclamation

City of Mission



WHEREAS, the National Highway Traffic Safety Administration and the Motorcycle Safety Foundation reminds all road users that May marks Motorcycle Safety Awareness Month; and

WHEREAS, motorcycle riding is a popular form of recreation and transportation for thousands of people across the state and nation; and

WHEREAS, due to their smaller size, motorcycles may easily be overlooked in the traffic flow, and motorists are encouraged to always be aware of motorcycles at intersections, when performing lane changes, or when passing other vehicles; and

WHEREAS, the City of Mission, wishes to promote the safety campaign of the National Highway Traffic Safety Administration in their effort to ensure the safety and wellbeing of all; and

WHEREAS, motorcyclists ask that motorists get in the habit of looking for motorcycles as they drive, both during Motorcycle Safety Awareness Month and throughout the entire riding season;

NOW, THEREFORE, we the City Council of the City of Mission do hereby proclaim the month of May as:

“Motorcycle Safety Awareness Month”

and encourage everyone to share the road safely.

PROCLAIMED on this the 12th day of May, 2026.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman

Proclamation

City of Mission



WHEREAS, every 40 seconds someone in the United States experiences a stroke, according to the CDC, and more than 795,000 people suffer a stroke each year; and

WHEREAS, someone in the U.S. dies from a stroke every four minutes, making stroke is a leading cause of death nationwide, per the CDC, with about 140,000 stroke-related deaths each year; and

WHEREAS, “time is brain,” meaning swift response to a stroke is crucial because every minute it goes untreated, the brain loses an estimated 1.9 million neurons. This rapid loss of brain cells can result in permanent brain damage, long-term disability or death; and

WHEREAS, up to 80% of strokes are preventable through healthy lifestyle choices and effective management of underlying health conditions. Prevention strategies include maintaining a healthy diet, being physically active, avoiding tobacco use and receiving regular medical screenings, along with controlling key risk factors like high blood pressure, elevated cholesterol and high blood sugar, all of which are major contributors to stroke risk; and

WHEREAS, knowing the warning signs of stroke is essential to survival and improved recovery. Recognizing symptoms early and acting quickly can save brain function and lives. Health experts recommend remembering **B.E.F.A.S.T.**, an easy-to-remember acronym that highlights the most common stroke warning signs: **B**alance, **E**yes, **F**acial droop, **A**rm weakness, **S**peech difficulty, **T**ime to call 911; and

WHEREAS, the South Texas Health System Neurosciences & Stroke Institute, part of South Texas Health System, offers a full spectrum of advanced, nationally recognized neurological and stroke care services. These comprehensive services include endovascular stroke treatment, neurosurgery and neurocritical care, delivered through the Comprehensive Stroke Center at STHS McAllen, as well as Primary Stroke Centers at STHS Edinburg and STHS Heart. In addition, STHS extends rapid stroke access across the region through six of its seven Acute Stroke Ready Hospital–certified freestanding emergency departments, including STHS ER Mission, ensuring timely, lifesaving care close to home; and

WHEREAS, the STHS Neurosciences & Stroke Institute has played a vital role in raising stroke awareness across the City of Mission, the Rio Grande Valley and beyond through a robust slate of community outreach initiatives. These efforts include its dedicated Let’s Talk Your Health educational webinar series, online stroke risk assessments available to the community, and the Institute’s signature Steps for Stroke 50,000-Step Challenge; and

NOW, THEREFORE, we the City Council of the City of Mission, do hereby proclaim the month of May 2026, as:
Stroke Awareness Month

in the City of Mission and encourage all citizens to take proactive steps to prevent stroke and to join STHS’ Steps for Stroke initiative to help confront this life-threatening medical emergency. Together, we can fight stroke and, most importantly, help change its future for our community.

PROCLAIMED on this the 12th day of May, 2026.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman

Proclamation

City of Mission



WHEREAS, mental health is essential to the overall well-being of individuals, families, and communities, and affects how we think, feel, act, and interact with others; and

WHEREAS, one in five adults experiences a mental health condition each year, and many more are impacted through family members, friends, and colleagues; and

WHEREAS, stigma, misunderstanding, and barriers to care continue to prevent many individuals from seeking the support and treatment they need; and

WHEREAS, Mental Health Awareness Month serves as an opportunity to raise awareness, educate the public, reduce stigma, and promote resources that support mental wellness; and

WHEREAS, this year’s theme, *“More Good Days, Together,”* emphasizes the importance of connection, compassion, and collective action in creating environments where everyone has the opportunity to thrive; and

WHEREAS, by working together—residents, families, educators, healthcare providers, employers, and community leaders—we can foster a culture of understanding, resilience, and hope;

NOW, THEREFORE, we the City Council of the City of Mission hereby recognize the month of May as

“Mental Health Awareness Month”

and encourage all residents to prioritize mental wellness, support one another, and help create more good days, together.

PROCLAIMED on this the 12th day of May, 2026.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman

Proclamation

City of Mission



WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the City of Mission Fire Department's Fire Based EMS emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the members of the City of Mission Fire Department's Fire Based EMS and First Responder staff, receive numerous hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating the Emergency Medical Services Week;

NOW THEREFORE, we the City Council of the City of Mission do hereby recognize the city of Mission Fire Department's Fire Based EMS and First Responder staff and do hereby proclaim the week of May 18 - 23, 2026, as:

EMERGENCY MEDICAL SERVICES WEEK

In the City of Mission with the 52nd anniversary of EMS Week theme is **EMS WEEK: Improving Outcomes, Together** and encourage the community to observe this week with appropriate programs, ceremonies, and activities in honor of the EMS profession and the essential service it provides.

PROCLAIMED on this the 12th day of May, 2026.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman

Proclamation

City of Mission



WHEREAS, the Congress and President of the United States have designated May 15 as Peace Officers Memorial Day, and the week in which it falls as Police Week; and

WHEREAS, the members of the Mission Police Department play an essential role in safeguarding the rights and freedoms of the citizens of Mission, Texas; and

WHEREAS, it is important that all citizens know and understand the problems, duties and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation,

NOW, THEREFORE, we, the City Council of the City of Mission, do hereby proclaim the week of May 11 - 16, 2026, as

NATIONAL POLICE WEEK

And call upon all citizens of Mission and upon all patriotic, civic and educational organizations to observe the week of May 11th through 16th, 2026, as Police Week with appropriate ceremonies in which all of our people may join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens; and, we call upon all citizens of Mission, Texas, to observe Friday, May 15th, as Peace Officers Memorial Day in Mission, Texas, to honor those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.

PROCLAIMED on this the 12th day of May, 2026.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: May 12, 2026

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

AGENDA ITEM: Departmental Reports – Terrazas / A. Garcia

NATURE OF REQUEST:

RGV Veterans Cemetery – April 2026

Grants – April 2026

Information Technology – April 2026

311 – April 2026

Civil Service – April 2026

City Secretary – April 2026

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *JP7 / AG*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



RIO GRANDE VALLEY STATE VETERANS CEMETERY

MONTHLY REPORT



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

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

Interments April

Rio Grande Valley State Veterans Cemetery - (Mission)							
December - 2025	Double Depth	Standard	Columbarium	In Ground	Scatter Garden	Memorial Garden	Total
Veterans	1	13	2	6			22
Spouses			2	2			4
Family Members							0
Total	1	13	4	8	0	0	26
Percentage of Total	3.85%	50.00%	15.38%	30.77%	0.00%	0.00%	100.00%

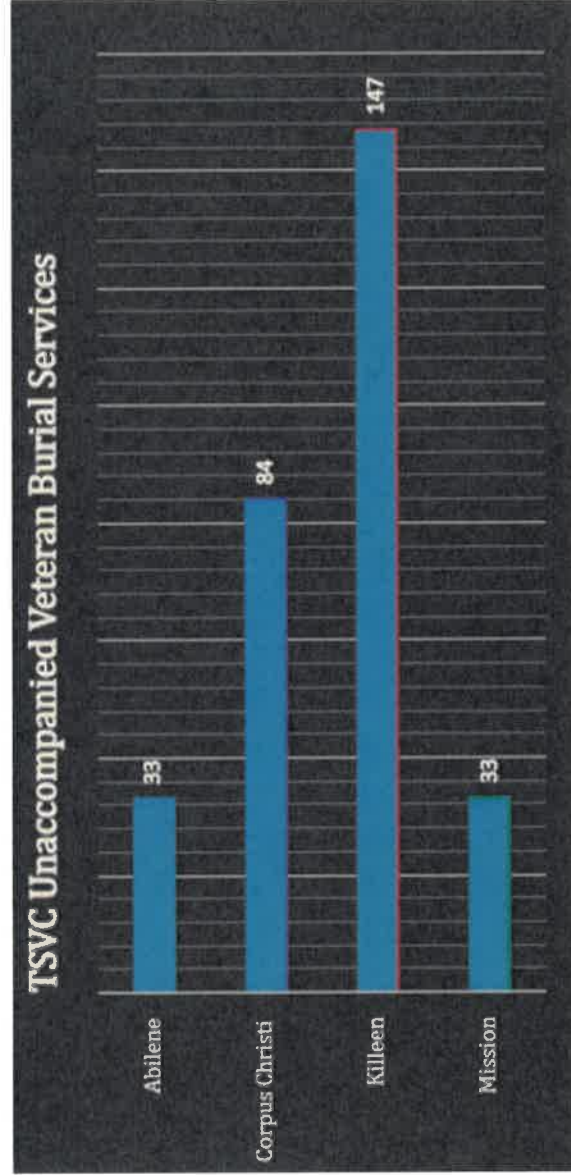
Rio Grande Valley State Veterans Cemetery - Plot Availability and Utilization Report						
	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available	
Estimate of Total Plots Planned for RGVSYC	25,090	4,455	20,635	17.76%	82.24%	
RGVSYC - Total Plots in Developed Areas	9,255	4,455	4,800	48.14%	51.86%	
RGVSYC - Availability of Casketed Burial Option in Developed Areas	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available	
	4,430	2,542	1,888	57.38%	42.62%	
RGVSYC - Availability of Cremation Burial Option in Developed Areas	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available	
	3,825	1,873	1,952	48.97%	51.03%	
RGVSYC - Availability of Memorial Plot Option in Developed Areas	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available	
	1,000	40	960	4.00%	96.00%	



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

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



Current interments as of April 2026 -5374



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

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



Events and Ceremonies Information:
Federal Inspection 2/23/2026 to 2/24/2026 Completed
Memorial Day Event May 25, 2026, TBD

Upcoming Events:
Veterans Day Event November, 2026, TBD



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

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



Completed Projects:

- Irrigation Audit for January 2026 completed
- 2020 File Migration Completed- pending VLB direction
- 2021 File Migration Completed- pending VLB direction
- Water Conservation Action Plan –On-going 4/2024
- Electronic Reporting on IPADs- for all staff (7)
- Working on Section 31–Realigningment & Resetting
- CSR in training for 180 days-Completed

Ongoing Projects Pending- VLB OAR- Funded:

- Power washing areas with mold with the cemetery
- Maintenance Tech II in training for 180 days-Training Plan
- Winterization Plan Pending approval City of Mission
- Working on Section 35-Realigningment & Resetting
- Removal of 30% non-usable equipment 11/24/2023
- Prepping for NCA inspection 2/2026- Completed
- Roof construction to commence –10/6/2025-Completed

Ongoing Projects Pending:

- Monthly Irrigation Audit-replace broken lines/equipment
- 100% Pre-registration eligibility review-on going project
- Headstone setting vehicle – revamp 4/2024 in use
- Staff cross-training -2026
- Clearing/Mowing of 43.17 acres on the NW side-48% done
- Digital reporting option (for staff)- currently using this method
- 2023 File Migration pending completion 1/2026
- Water Conservation Action Plan –On-going 1/2026
- Irrigation Audit for September 2025 on-going
- Maintenance Plan for 2026 on-going
- Electronic Reporting on IPADs- PM Reporting for equipment
- Current interments 5374 as of April 29, 2026**

VLB Funded (In-Progress)

- Re-alignment on 44 Flat Marker/ Headstone
- 100% Eligibility Review-Headstone 80% Completed
- Construction on Roof/Gates/Service Seals till 5/2026

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
- New Privacy Fence Slats Completed
- Electrical Services for Garrison Flag and offices 8/24-Completed
- 2025-2026 Budget Approved
- Administration Building Roofing Replacement Insurance approved
- Administration Building Roofing Replacement 11/2025 on-going
- Installation of Automatic and Remotely Controlled Entry Gate 11/2025

VLB Funded (Received)

- Administration Building Roofing Replacement 11/2025 on-going
- Installation of Automatic and Remotely Controlled Entry Gate 11/2025

VA Grant Applications Pending:

- Public Water Fountains Installed Throughout Grounds
- Remotely Controlled Public Digital Display Board for Schedules and Events



CITY OF MISSION

Grants Activity Report- April 2026

Grant Name	Funding Agency	Department	Application Amount	Matching Amount	Due Date	Status
FY25 SHSP LETPA	OOG	Police	\$ 50,000	None		Submitted-Tracking
FY25 SHSP Regular	OOG	Fire	\$ 200,527	None		Submitted-Tracking
FY25 SHSP Regular	OOG	Police	\$ 100,000	None		Submitted-Tracking
FY25 SHSP LETPA	OOG	Fire	\$ 158,900	None		Submitted-Tracking
Resilient Communities Program	TX GLO	Planning	\$ 250,000	None		Submitted-Tracking
FY23 FMA-Spike and Jupiter Construction	TWDB/FEMA	Executive	\$ 9,056,388	10%		Submitted-Tracking
FY23 FMA-Astroland Construction	TWDB/FEMA	Executive	\$ 3,886,409	10%		Submitted-Tracking
FY27 General Victim Assistance	OOG	Police	\$ 50,000	20%		Submitted-Tracking
FY27 Body Worn Camera Program	OOG	Police	\$ 40,000	25%		Submitted-Tracking
FY27 Peace Officer Mental Health	OOG	Fire	\$ 73,550	None		Submitted-Tracking
FY27 Criminal Justice Grant	OOG	Police	\$ 250,000	None		Submitted-Tracking
FY27 Peace Officer Mental Health	OOG	Police	\$ 410,000	None		Submitted-Tracking
FY27 Project Safe Neighborhood	OOG	Police	\$ 650,000	None		Submitted-Tracking
FY27 State Crisis Intervention Grant	OOG	Police	\$ 200,000	None		Submitted-Tracking
FY27 Juvenile Justice & Youth Diversion	OOG	Police	\$ 200,000	None		Submitted-Tracking
FY25 SHSP LETPA	OOG	Police	\$ 110,000	None		Submitted-Tracking
FY25 SHSP Regular	OOG	Police	\$ 100,000	None		Submitted-Tracking
FY25 SHSP Regular	OOG	Fire	\$ 50,000	None		Submitted-Tracking
FY25 SHSP LETPA	OOG	Fire	\$ 50,000	None		Submitted-Tracking
FY27 Operation Lone Star Grant	OOG	Police	\$ 3,000,000	None		Submitted-Tracking
FY27 Operation Lone Star Grant	OOG	Fire	\$ 2,000,000	None		Submitted-Tracking
FY27 Border Zone Fire Department	OOG	Fire	\$ 250,000	None		Submitted-Tracking
Animal Welfare Organization	Petco Love	Health	\$ 50,000	None		Submitted-Tracking
FY25 Edward Byrne Memorial Justice Assistance Grant Program (JAG)	DOJ	Police	\$ 15,749.00	None		InProgress



CITY OF MISSION

Grants Activity Report- April 2026

Grant Name	Funding Agency	Department	Application Amount	Award Amount	Matching Amount	Status
FY26-27 Solid Waste Grant	LRGVDC	Sanitation	\$ 30,000	\$ 30,000	10%	Awarded/Active
FY26 General Victim Assistance Program	OOG	Police	\$ 40,000	\$ 40,000	None	Awarded/Active
FY26 Rifle-Resistant Body Armor	OOG	Police	\$ 278,747.10	\$ 194,862.48	None	Awarded/Active
FY26 Border Zone Fire Department	OOG	Fire	\$ 250,000	\$ 234,604.98	None	Awarded/Active
FY25 Fire Responder Mental Health	OOG	Fire	\$ 70,000	\$ 70,000	20% (In-Kind)	Awarded/Active
FY26 Operation Lone Star Grant	OOG	Police	\$ 1,839,262.35	\$ 350,000	None	Awarded/Active
FY26 Body Worn Camera	OOG	Police	\$ 37,500	\$ 28,125	25%	Awarded/Active
OVAG-Victim Services	OAG	Police	\$ 49,500	\$ 49,500	None	Awarded/Active
FY22 Building Resilient Infrastructure and Communities (Bric)	TDEM	Executive	\$ 415,000	\$ 404,710	25%	Awarded/Active
Energy Efficiency & Conservation Grant	DOE	Executive	\$ 140,450	\$ 140,450	None	Active/Awarded
Recreational Trails Grant	TPWD	Parks	\$ 250,000	\$ 250,000	20%	Awarded/Active
FY25 Rifle Resistant Body Armor	OOG	Police	\$ 189,505	\$ 47,325	None	Awarded/Active
FY24 Operation Stonegarden	OOG	Police	\$ 300,000	\$ 300,000	None	Award/Active
FY25 Project Safe Neighborhood	OOG	Police	\$ 49,680	\$ 49,680	None	Awarded/Active
FY24 Edward Byrne Memorial Justice Assistance Grant (JAG)	BJA	Police	\$ 12,134	\$ 12,134	None	Awarded/Active
FY25 Local Border Security Program	OOG	Police	\$ 180,000	\$ 180,000	None	Awarded/Active
DWI Phlebotomy Program Grant	TXDOT	Police	\$ 187,557.88	\$ 187,557.88	20%	Awarded/Active
FY22 FEMA Flood Mitigation Assistance (FMA)	TWDB	Executive	\$ 288,000	\$ 288,000	10%	Awarded/Active
FY23 COPS Hiring Program	DOJ COPS	Police	\$ 1,771,398.16	\$ 1,000,000	25%	Awarded/Active
FY23 Transportation Alternatives	RGVMP	Executive	\$ 200,000	\$ 200,000	25%	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	BJA	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
				Grand Total: \$	6,803,311	



Information Technology

Departmental Report April 2026

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. Complete

Work Orders

IT goal is to address tickets within 12 business hours. Priority work orders are worked on first. About 330 Work orders closed April 2026.

Technology Equipment and Application Inventory

Confirm all technology inventory city wide. In progress

Data Integrity

Review accounts on all systems. In progress

IT Policies and Procedures

Review and introduce new policies as needed. In progress.

Strengthen Security Posture

In progress.

Internal Pen Testing

In Progress.

Replace Yearly End of life Computers

In progress

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: ANDY GARCIA, CO-CITY MANAGER
FROM: JESSE LERMA, 311 COORDINATOR/CIVIL SERVICE DIRECTOR
SUBJECT: 311 REPORT, APRIL 2026
DATE: APRIL 30, 2026

We have a total of 889 submissions for April 2026, with a total of 27,334 since we began. The system is fully functional and very user friendly. We can customize the system to meet the needs of our daily operations. Our staff have bought into the system and are working on improvements every day. We can find problematic areas using the system and it allows 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.

1. We continued our weekly distribution of flyers for our Bryan Rd project.
2. Meeting with residents along the Bryan Rd project.

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 04/01/2026 Through 04/28/2026

Item 7.

Topic	Count
Animal Control	
Animal Control	670
Bee Complaint	11
Total - Animal Control	681
Code Enforcement	
Accumulation of Items	2
Commercial Parking Lot Maintenance	0
Demolition For Unsafe Buildings	0
Double Occupancy/Hooked RV	0
Health & Sanitation (Nuisance)	15
Home Occupation (Business in a Residential)	2
Illegal Dumping	7
Illegal Signs (Right of Ways, Bandit, Telephone and Garage)	0
IPMC Violations (Property Maintenance)	4
Junked Vehicle on private property	6
No Garage Sales Permit	1
Non Residential Parking/Semi-Truck	0
Parking on Lawn - Grass	6
Sight Obstruction/Sidewalks/Right of Way/Driveway	4
Storage of Vehicles/Boats/Trailers	0
Unsafe/Unsecured Building	4
Weedy Lot	39
Total - Code Enforcement	90
Health	
Food Complaint	0
Food Truck Complaint	0
Grease Trap Complaint	0
Mosquitoes	27
Total - Health	27
Obstructions -Tree/Branches	
MOWING	2
Total - Obstructions -Tree/Branches	2
Parks & Rec	
Graffiti	1
Parks	4
Restrooms	0
Right of way (mowing)	1
Trails	1
Total - Parks & Rec	7
Planning	
Commercial Landscaping	0
Construction Concerns	0
No Business License	0
No Conditional Use Permit	0
P&Z Zoning Violations/Subdivision	0
Total - Planning	0
Police Department	
Illegal Parking	3
Junk/Abandon Vehicle on street	4
Total - Police Department	7
Public Works	
Flooded area/Roadway and streets	5
Foul smell	1
Lift Station	0
Low Water Pressure	4
Mowing (Drainage & Alleys)	2
Obstruction Tree Signs/Tree Trimming	4
Pot Holes	4
Sandbag (Elderly And Disabled)	0
Sewer Concerns	0
Side Walk	4
Street Light	3
Streets/Signs	4
Tires	5
Traffic Signals	1
Water Leaks	6

Total - Public Works	
Sanitation	
Brush	17
Bulky Items	6
Garbage	2
Obstruction/ Brush	3
Trash	4
Total - Sanitation	32
All Topics	
Total All Topics	889

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: ANDY GARCIA, CO-CITY MANAGER
FROM: JESSE LERMA, CIVIL SERVICE DIRECTOR
SUBJECT: CIVIL SERVICE REPORT, APRIL 2026
DATE: APRIL 30, 2026

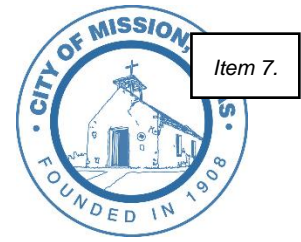


1. Mission Fire Department has exhausted their eligibility list, and we will be conducting an entry level examination on June 10, 2026. Applications will be accepted until June 2, 2026.
2. Mission Fire Department has seven (7) openings that need to be filled.
3. Mission Police Department has eight (8) openings. They have an active eligibility list.

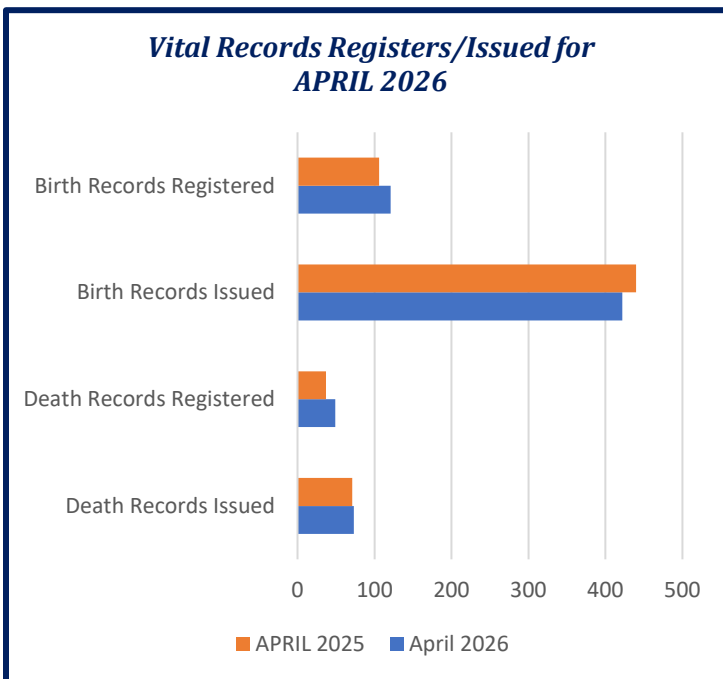
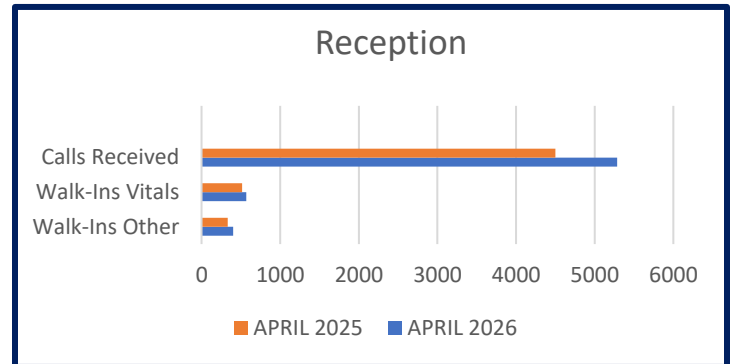
1. FF Randy Alvarez-Indefinite Suspension-Requested to hold hearing after the disposition of criminal case-we accepted the delay with no back pay.
2. FF Enrique Lozano-Indefinite Suspension-Requested to hold hearing after disposition of criminal case-we accepted the delay with no back pay.
3. PO Javier Lara-Indefinite Suspension-started process for hearing with Third Party Hearing Examiner

THANKS

CITY SECRETARY MONTHLY REPORT – APRIL 2026



<i>Reception</i>		
APRIL	2026	2025
Calls Received	5,285	4,501
Walk-Ins-Vitals	568	515
Walk-Ins Other Departments	402	334



<i>Vital Statistics</i>				
	APR 2026	YTD 2026	APR 2025	YTD 2025
Birth Records Registered	121	908	106	1020
Birth Records Issued	422	3,108	440	3541
Death Records Registered	49	348	37	289
Death Records Issued	73	451	71	436
Funds Received	\$10,491	\$76,315	\$10,792	\$88,477

<i>Cemetery</i>					
2025-2026	Laurel Hill	San Jose	Catholic	Baby Space	YTD 25/26
Burials	3	0	5	0	38
Sold Spaces	0	0	0	0	0
 					
2024-2023	Laurel Hill	San Jose	Catholic	Baby Space	YTD 24/25
Burials	2	0	0	1	36
Sold Spaces	0	0	0	0	0



MEETING DATE: May 12, 2026

PRESENTED BY: Xavier Cervantes, AICP, CPM, Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of a rezoning request from Duplex-Fourplex Residential District (“R-2”) to Neighborhood Commercial District (“C-2”), being Lot 6, Block 75, Original Townsite of Mission Subdivision, located at 312 W. 4th Street. Applicant, Pedro A. Zamarron, Adoption of Ordinance #_____ - Cervantes

NATURE OF REQUEST:

Project Timeline:

- March 20, 2026 – Application for rezoning submitted for processing.
- April 4, 2026 – In accordance with State and local law notice of the required public hearings was mailed to all the property owners within a 200’ radius of the subject tract and notice of hearings was published in the Progress Times.
- April 15, 2026 – Public hearing and consideration of the requested rezoning by the Planning and Zoning Commission.
- May 12, 2026 – Public hearing and consideration of the requested rezoning ordinance by the City Council.

Summary:

- The applicant is requesting to rezone the subject property from Duplex-fourplex Residential District (“R-2”) to Neighborhood Commercial District (“C-2”) to occupy a former commercial establishment at the site.
- The code of ordinances states that the main purpose of the neighborhood commercial zoning is to provide space and off-street parking in appropriate locations in proximity to residential areas, for commercial development catering to the convenience shopping and service needs of the occupants of nearby residences.
- The property is located at the Northeast corner of W. 4th Street and Cummings Avenue and measures 150 feet along 4th Street and 50 feet along Cummings Avenue for a total area of 7,500 square feet.
- The surrounding zones are Single-family Residential District (R-1) District to the North and East, Agricultural Open Interim (AO-I) to the South and Public (P) district to the West.
- The property has an abandoned 2-suite commercial building with a parking lot that accommodates ten (10) vehicles. The surrounding land uses include the single-family homes to the East and North, A water reservoir to the South and an irrigation canal to the West.
- The Future Land Use Map shows the property designated as Low density residential.
- The requested rezoning is not in line with the comprehensive plan designation but due that the property has a long history of commercial uses staff believe that Neighborhood Commercial zoning will complement the area.
- Notices were mailed to fourteen (14) surrounding property owners. Planning staff has not received any phone calls from the notice.

STAFF RECOMMENDATION:

Staff recommends approval to C-2 zoning.

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *JP7*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING FOR BEING LOT 6, BLOCK 75, ORIGINAL TOWNSITE OF MISSION SUBDIVISION, LOCATED AT 312 W. 4TH STREET, FROM R-2 (DUPLEX-FOURPLEX RESIDENTIAL DISTRICT) TO C-2 (NEIGHBORHOOD COMMERCIAL DISTRICT)

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning Request of Wednesday, April 15, 2026, the Planning and Zoning Commission of the City of Mission, upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, the City Council of the City of Mission held a public hearing at 4:30 p.m. Tuesday, May 12, 2026, in the Council Chambers of the City Hall, to consider the following rezoning:

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, THAT THE FOLLOWING REZONING BE GRANTED: AS SHOWN IN EXHIBIT "A"

Legal Description	From	To
being Lot 6, Block 75, Original Townsite of Mission Subdivision	R-2	C-2

READ, CONSIDERED, AND PASSED, this the 12th day of May, 2026.

Norie Gonzalez Garza, Mayor

ATTEST:

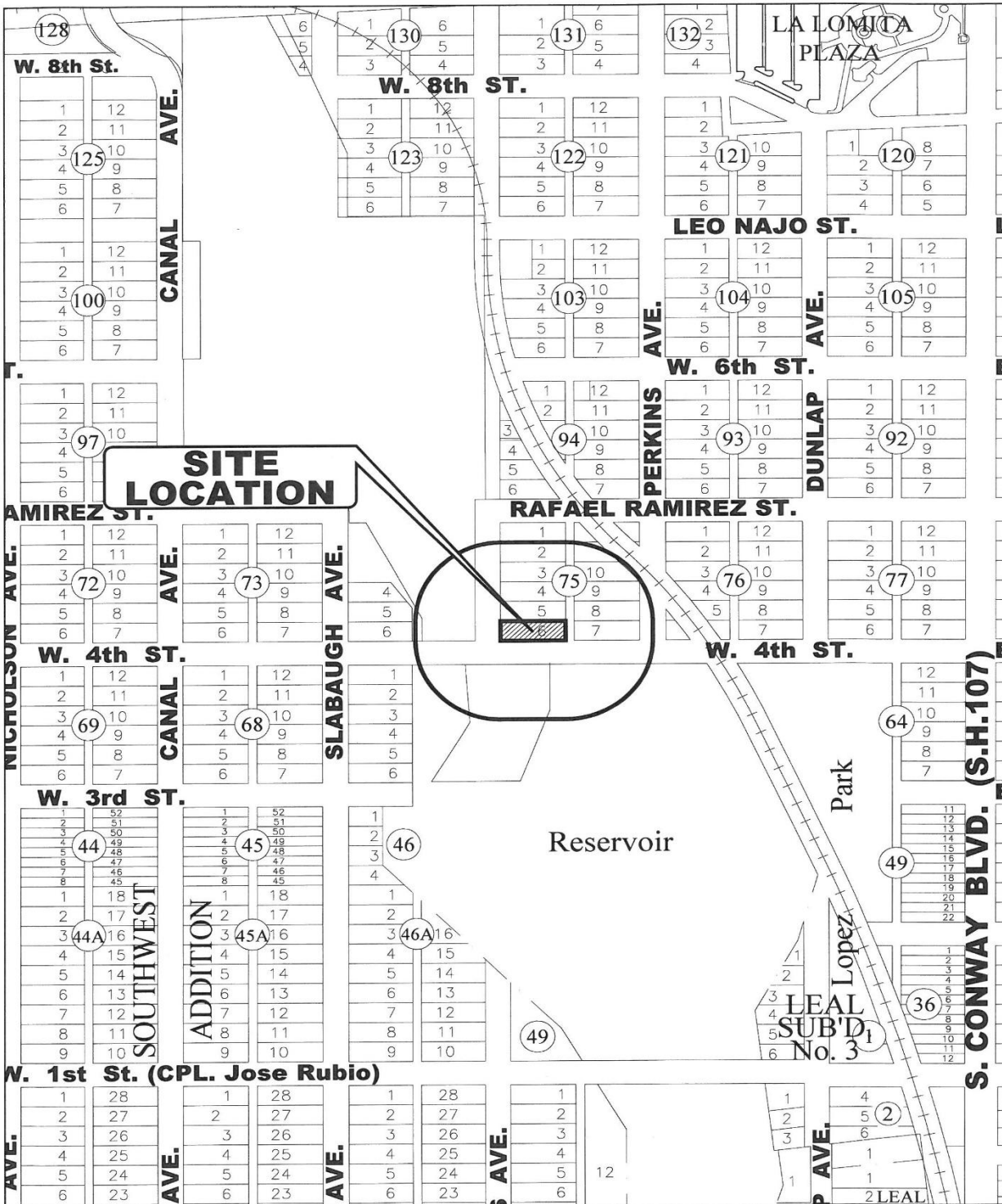
Anna Carrillo, City Secretary

EXHIBIT "A"



Texas Parks & Wildlife, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

LEGAL NOTICE MAP



200' RADIUS MAILOUT



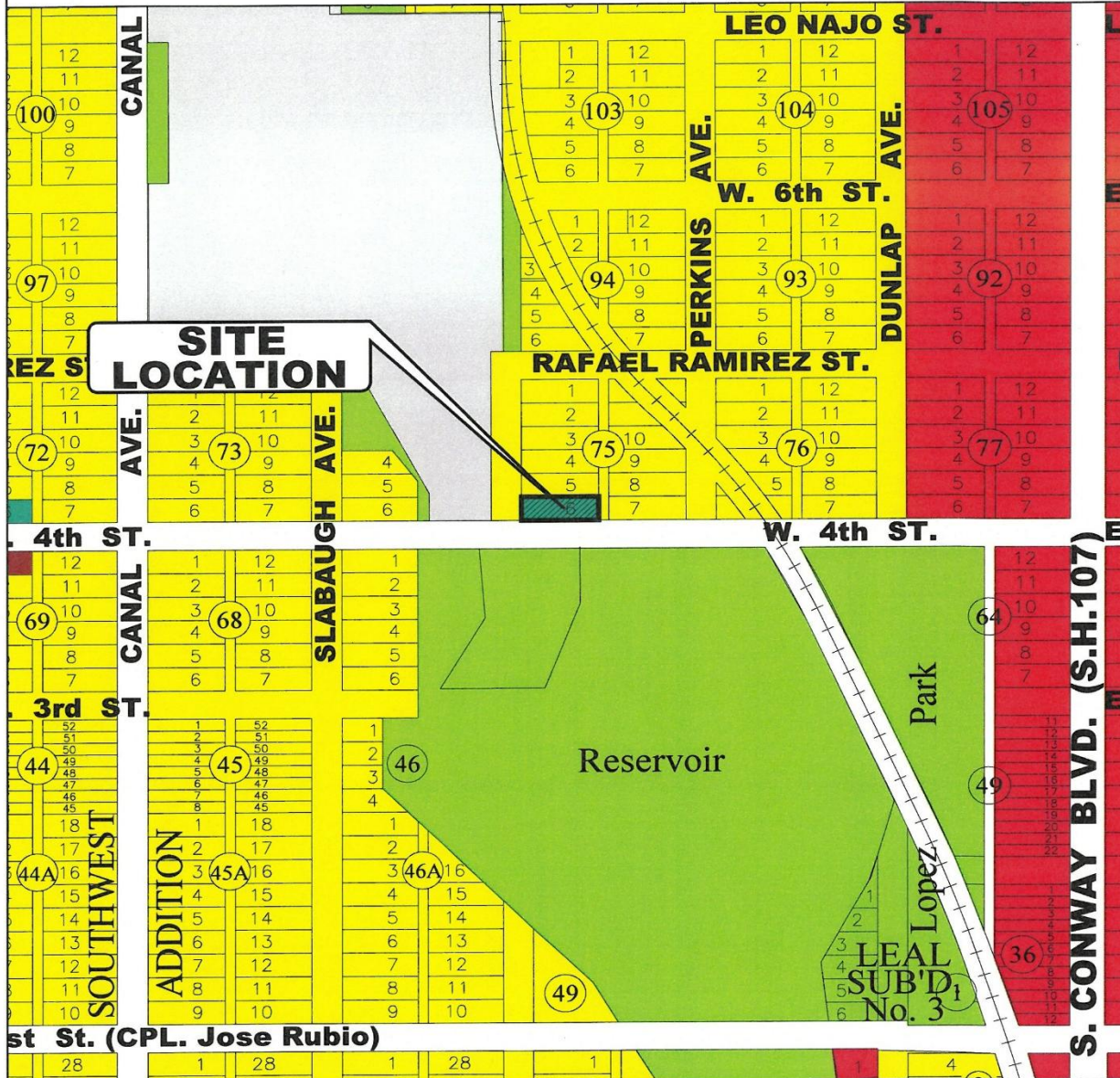
CITY OF MISSION
 HIDALGO COUNTY, TEXAS

1201 E. 8th Street
 MISSION, TX 78572

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

No.

ZONING MAP



ZONING LEGEND

- | | | |
|----------------------------------|--------------------------------|------------------------------|
| A0-I AGRICULTURAL OPEN INTERIM | R-3 MULTI-FAMILY RESIDENTIAL | C-4 HEAVY COMMERCIAL |
| AO-P AGRICULTURAL OPEN PERMANENT | R-4 MOBILE & MODULAR HOME | C-5 ADAPTIVE COMMERCIAL |
| R-1A LARGE LOT SINGLE FAMILY | R-5 HIGH DENSITY MFCTD HOUSING | I-1 LIGHT INDUSTRIAL |
| R-1T TOWNHOUSE RESIDENTIAL | C-1 OFFICE BUILDING | I-2 HEAVY INDUSTRIAL |
| R-1 SINGLE FAMILY RESIDENTIAL | C-2 NEIGHBORHOOD COMMERCIAL | PUD PLANNED UNIT DEVELOPMENT |
| R-2 DUPLEX-FOURPLEX RESIDENTIAL | C-3 GENERAL BUSINESS | P PUBLIC |

AERIAL



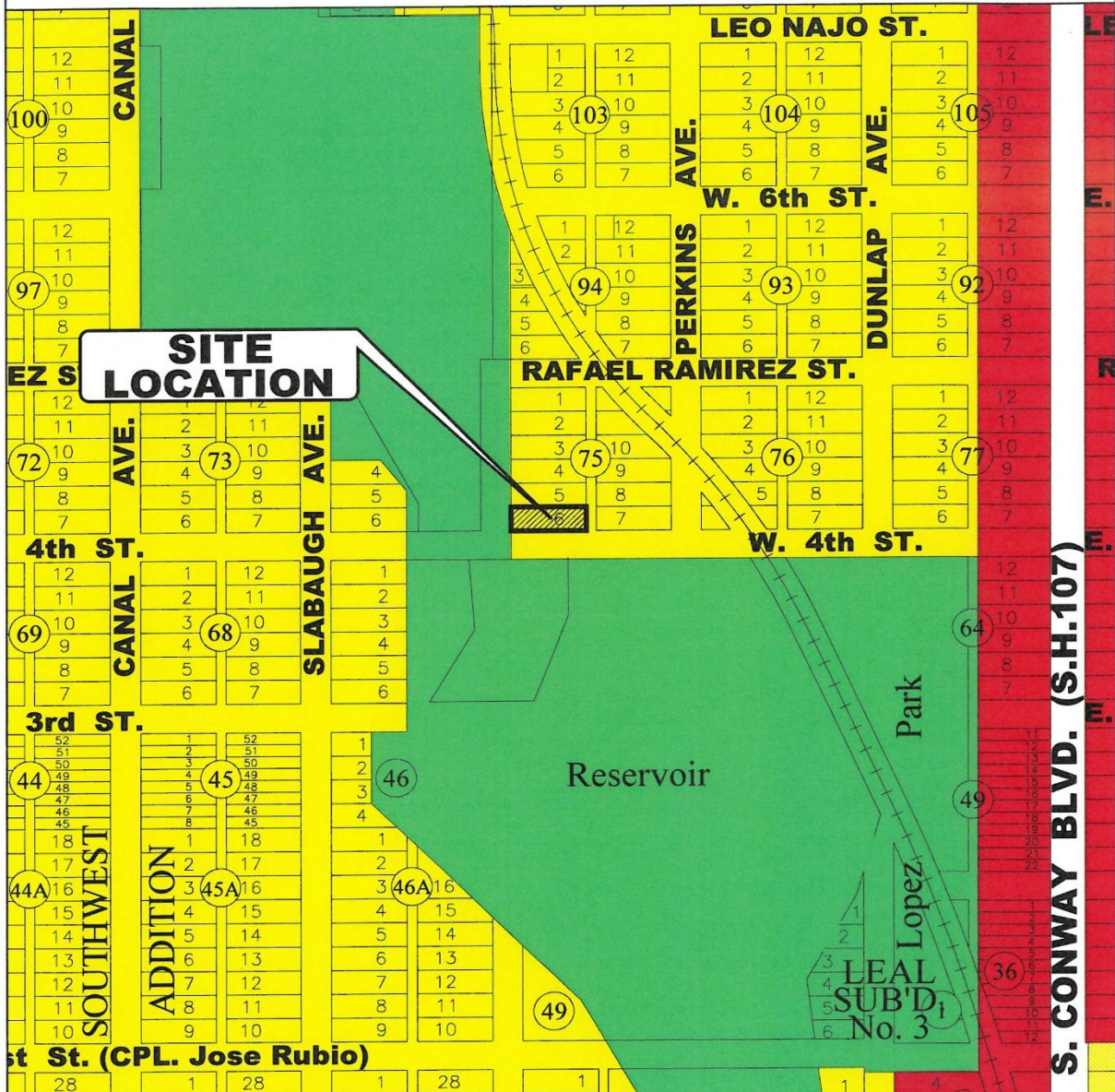
PHOTO OF THE PROPERTY FROM 4th STREET



PHOTO OF THE PROPERTY FROM CUMMINGS AVENUE



FUTURE LAND USE MAP



FUTURE LAND USE MAP

- | | |
|--|--|
| - LD - Low Density Res. | - GC - General Commercial |
| - LDA - Lower Density Res. | - HC - Heavy Commercial |
| - MD - Moderate Density Res. | - I - Industrial |
| - HD - High Density Res. | - P - Public |
| - ● - Neighborhood Commercial | - PUD - Planned Unit Development |

PERMITTED USES FOR THE C-2 DISTRICT

NEIGHBORHOOD COMMERCIAL DISTRICT ("C-2")

PERMITTED USES

- Generally recognized retail businesses which supply commodities on the premises for persons residing in adjacent residential areas such as groceries, meats, dairy products, baked goods, clothing or hardware and similar uses
- Personal services establishments which perform services on the premises such as: Repair shops, tailor shops, beauty parlors or barber shops, photographic studios and self-service laundries but not automotive repair services
- Dry cleaning establishments or pick up stations dealing directly with the consumer
- Personal services including the following: Outpatient medical clinics, offices of doctors, dentists and similar professions
- Business establishments such as banks, mortgage companies, insurance, and real estate offices
- Accessory uses related to a principal use above
- On-premise signs
- Daycare services
- Changeable copy signs not along the expressway corridor
- In the Original Townsite R-3 uses are permitted.

CONDITIONAL USES

- R-3 uses except for mobile homes
- Gasoline service stations
- Drive thru service window business for food establishments
- Restaurants
- Planned neighborhood convenience centers
- Accessory structures and uses incidental to the permitted uses above
- Portable buildings
- Household goods, warehousing or storage by individuals in rented storage units
- Veterinary hospitals or clinics all in an enclosed building with no noise or odor outside
- Telephone, radio or tv communication towers
- Limousine rental services
- Mobile food units
- Storage unit facilities

PROHIBITED USES

- Any use not listed above
- Off-premise signs

PERMITTED USES FOR THE C-1 DISTRICT**OFFICE BUILDING DISTRICT (“C-1”)****PERMITTED USES**

- Office building for professional occupations including: executive, administrative, legal accounting, writing, clerical, drafting and real estate
- Medical offices, including clinics, where all activities are conducted within an enclosed building
- An accessory use related to a principal use above
- Parking lots
- On-premise signs
- Additions to existing residences including accessory buildings
- Photographic studies including incidental sale of related merchandise
- In the Original Townsite R-3 uses are permitted.

CONDITIONAL USES

- All R-3 uses except for mobile homes
- Funeral homes
- Banks, credit unions, and savings and loans associations
- Household goods, warehousing or storage in individually rented storage units
- Telephone, radio or tv communication towers
- Hair salon service
- Detached pharmacy buildings
- Antique shop
- Tutoring and/or kindergarten services
- Drive-thru service window business for food establishments
- Mobile food units
- Storage unit facilities

PROHIBITED USES

- Any use not listed above
- Off-premise signs

MAILOUT LIST

PROP_ID	name	addrDelive	addrCity	addrState	addrZip
239116	SYGMA HOMES LLC	315 N SHARY RD STE 1001	MISSION	TX	78572-8235
239119	REYNA JOSE ROBERTO JR	2320 CRIMSON AVE	MISSION	TX	78574-2287
239122	HERNANDEZ NELIDA ALANIS & ADOLFO HERNANDEZ	300 W 4TH ST	MISSION	TX	78572-5114
239126	DE LA CRUZ SONIA CELENE	9406 CARMEN AVILA RD	EDINBURG	TX	78542-0459
239120	RAZO BRENDA JASMIN	404 N CUMMINGS AVE	MISSION	TX	78572-5140
239115	GARCIA JOANNA GRISELDA OROZCO	313 W RAFAEL RAMIREZ	MISSION	TX	78572-5119
239125	TREJO ALFREDO	2636 EASY ST	EDINBURG	TX	78539-7384
239124	LUCIO DANIEL JR	313 RAFAEL DR APT 4	SAN JUAN	TX	78589
239123	GUZMAN LINDA	PO BOX 121	MISSION	TX	78573-0003
239121	MERCURY HEAD MORTGAGE LLC	PO BOX 720485	MCALLEN	TX	78504-0485
239024	DE LEON NOE	5613 N TAYLOR RD LOT 9	MISSION	TX	78573
239117	GONZALEZ ROBERTO	1714 N BRYAN RD	MISSION	TX	78572-3022
239118	GONZALEZ ROBERTO	1714 N BRYAN RD	MISSION	TX	78572-3022
591551	CITY OF MISSION	1201 E 8TH ST	MISSION	TX	78572-5812



MEETING DATE: May 12, 2026

PRESENTED BY: Xavier Cervantes, AICP, CPM, Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of a rezoning request from Duplex-Fourplex Residential District (“R-2”) to Office Building District (“C-1”), being all of Lot 1, Block 4, and a 0.213 gross acre tract of land, being a portion of that abandoned and vacated Bryce Drive between Blocks 3 & 4, Bryan Park Addition Subdivision, located along the East side of Bryan Road approximately 1,500 feet North of U.S. Business 83. Applicant, Series 3-Rentals c/o Noralinda Gonzalez Garza, Adoption of Ordinance # _____ - Cervantes

NATURE OF REQUEST:

Project Timeline:

- April 15, 2026 – Application for rezoning submitted for processing.
- April 25, 2026 – In accordance with State and local law notice of the required public hearings was mailed to all the property owners within a 200’ radius of the subject tract and notice of hearings was published in the Progress Times.
- May 6, 2026 – Public hearing and consideration of the requested rezoning by the Planning and Zoning Commission.
- May 12, 2026 – Public hearing and consideration of the requested rezoning ordinance by the City Council.

Summary:

- The applicant is requesting to rezone the subject property from Duplex-Fourplex Residential District (“R-2”) to Office Building District (“C-1”) to develop an office complex.
- The code of ordinances states that the main purpose of the office building zoning is to provide office uses, office sales uses and certain personal services of a nature that will not have a blighting effect on adjacent residential areas.
- The property measures 88 feet along Bryan Road and has a depth of 300 feet along the South side and 310 feet along the North side for a total area of 0.613 acres.
- The surrounding zones are Duplex-Fourplex Residential District (R-2) to the North, Large Lot Single Family (R-1A) District to the East, Single-family Residential (R-1) District to the South, and Office Building (C-1) to the West. There are Multifamily Residential (R-3) and Public (P) Districts in the vicinity.
- The property is vacant. The surrounding land uses are vacant properties to the North and south, a single-family home to the East and an apartment complex to the West. In addition, the Mission ISD administrative offices are located to the Northwest.
- The Future Land Use Map shows the property designated for lower density residential uses.
- The requested rezoning is not in line with the comprehensive plan designation, but staff finds the area to be in transition to light commercial uses.

- Notices were mailed to sixteen (16) surrounding property owners. Planning staff received no phone calls from the surrounding property owners.

STAFF RECOMMENDATION:

Staff recommends approval.

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *JP7*

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

_____ AYES
_____ NAYS
_____ DISSENTING _____

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING FOR BEING ALL OF LOT 1, BLOCK 4, AND A 0.213 GROSS ACRE TRACT OF LAND, BEING A PORTION OF THAT ABANDONED AND VACATED BRYCE DRIVE BETWEEN BLOCKS 3 & 4, BRYAN PARK ADDITION SUBDIVISION, LOCATED ALONG THE EAST SIDE OF BRYAN ROAD APPROXIMATELY 1,500 FEET NORTH OF U.S. BUSINESS 83, FROM R-2 (DUPLIX-FOURPLEX RESIDENTIAL DISTRICT) TO C-1 (OFFICE BUILDING DISTRICT)

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning Request of Wednesday, May 6, 2026, the Planning and Zoning Commission of the City of Mission, upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, the City Council of the City of Mission held a public hearing at 4:30 p.m. Tuesday, May 12, 2026, in the Council Chambers of the City Hall, to consider the following rezoning:

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, THAT THE FOLLOWING REZONING BE GRANTED: AS SHOWN IN EXHIBIT "A"

Legal Description	From	To
being all of Lot 1, Block 4, and a 0.213 gross acre tract of land, being a portion of that abandoned and vacated Bryce Drive between Blocks 3 & 4, Bryan Park Addition Subdivision	R-2	C-1

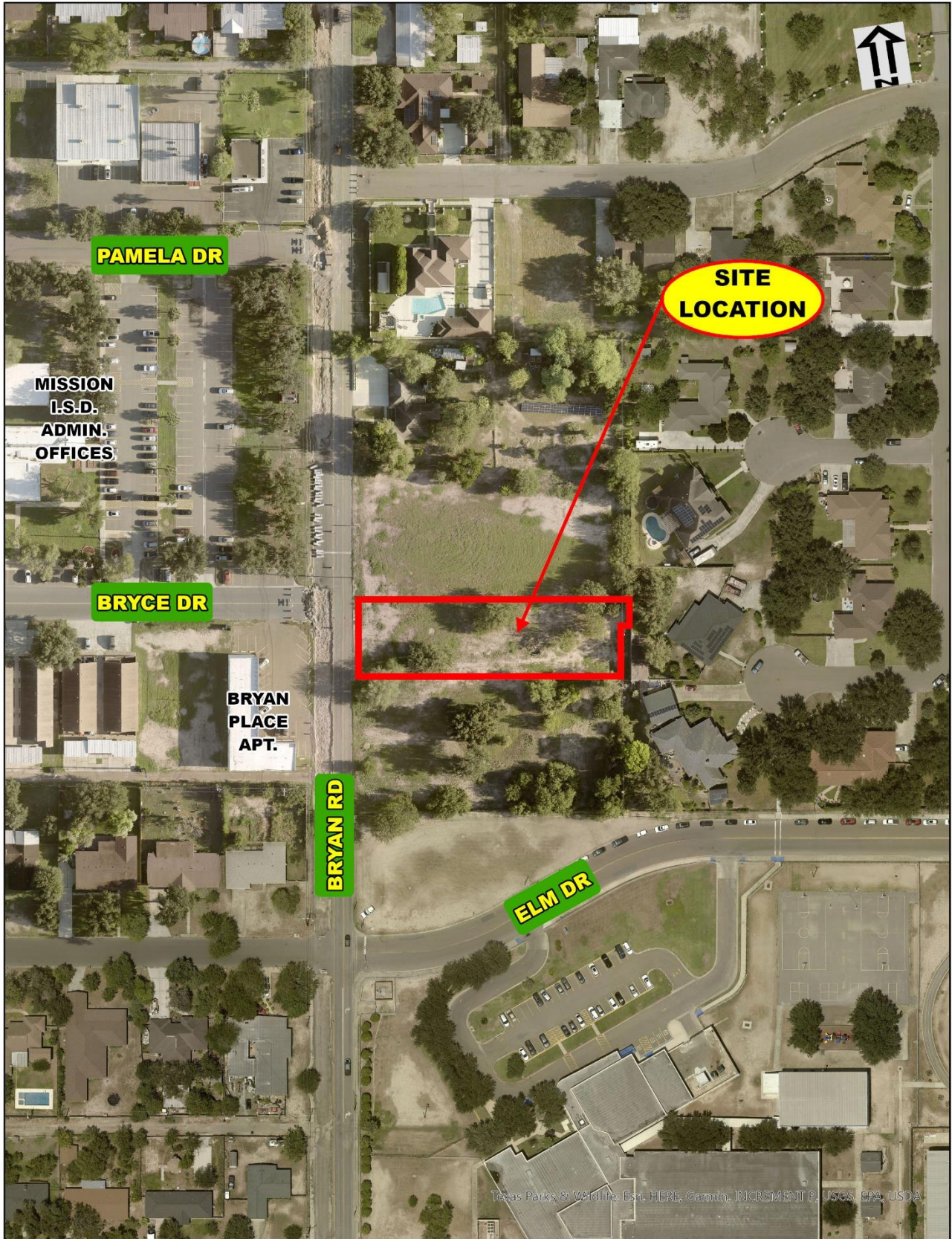
READ, CONSIDERED, AND PASSED, this the 12th day of May, 2026.

Norie Gonzalez Garza, Mayor

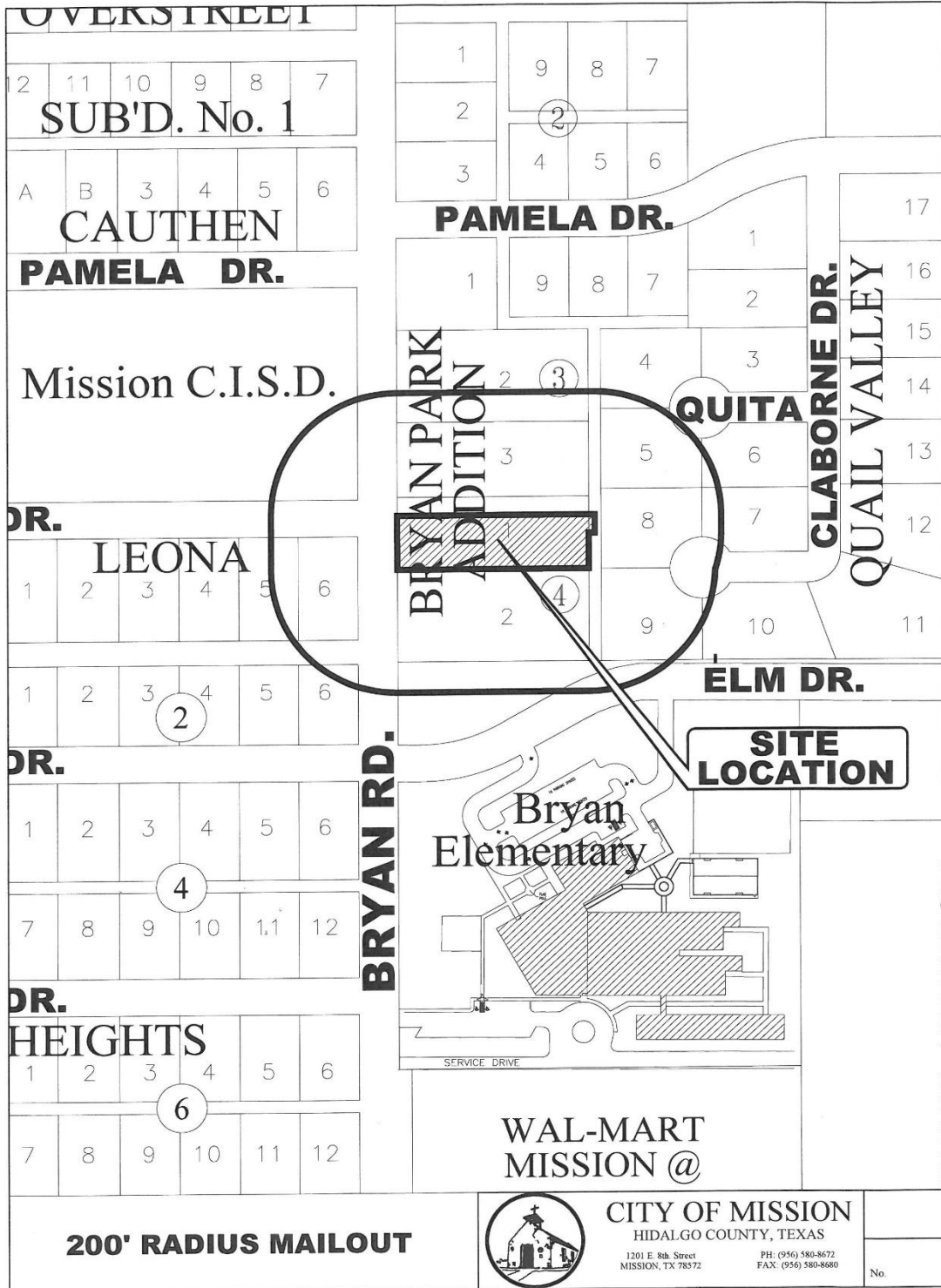
ATTEST:

Anna Carrillo, City Secretary

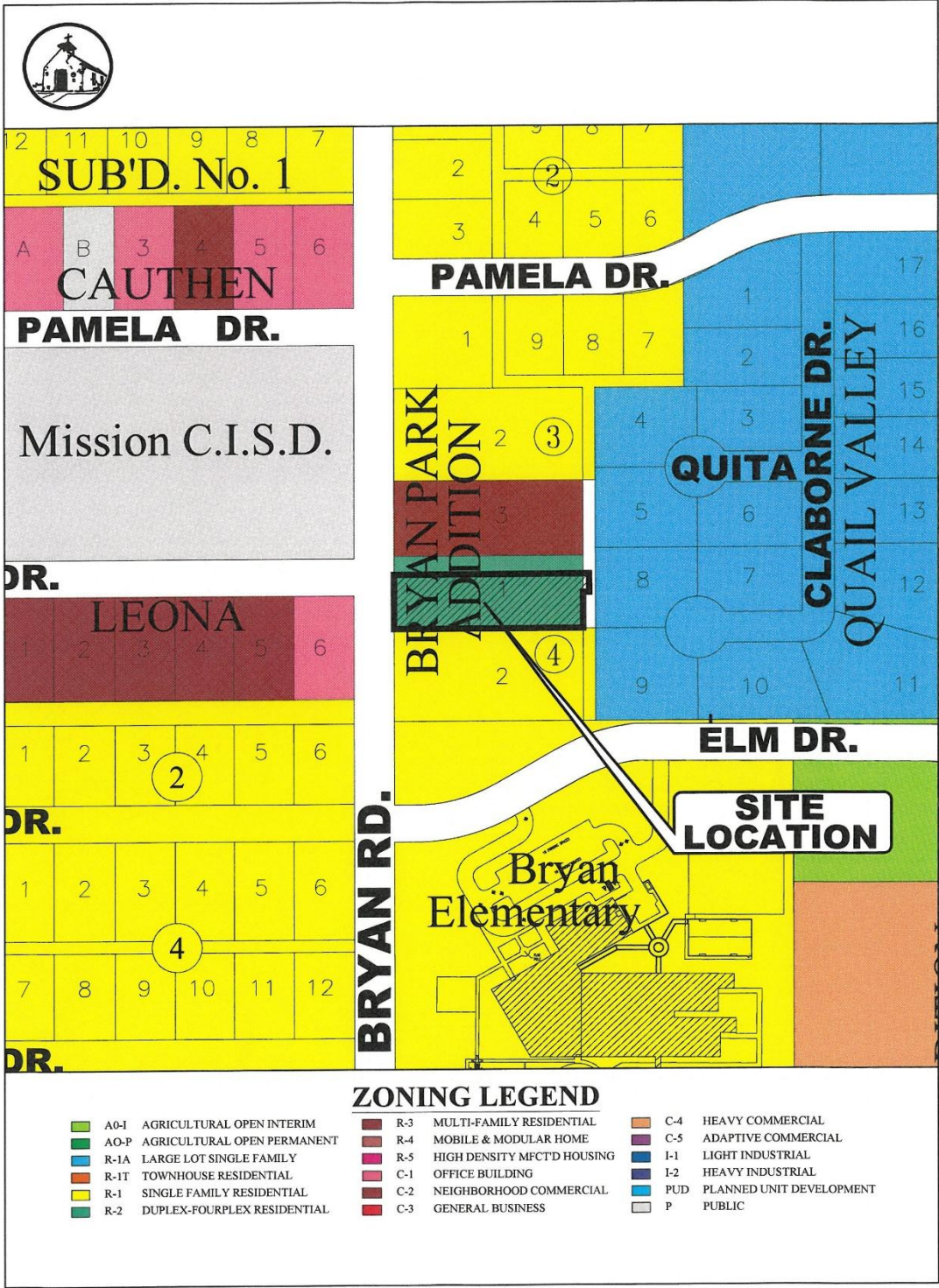
EXHIBIT "A"



LEGAL NOTICE MAP



ZONING MAP



AERIAL



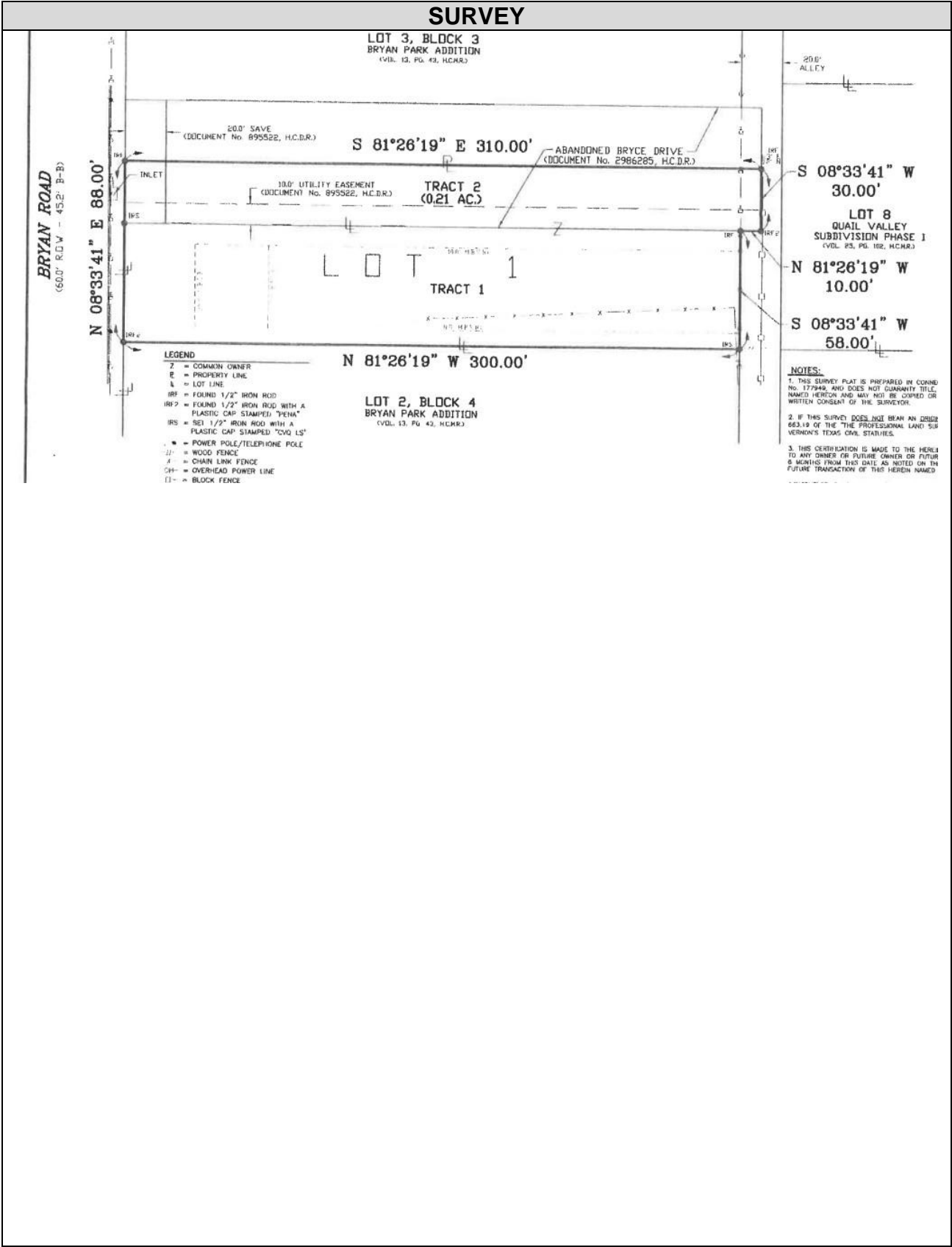
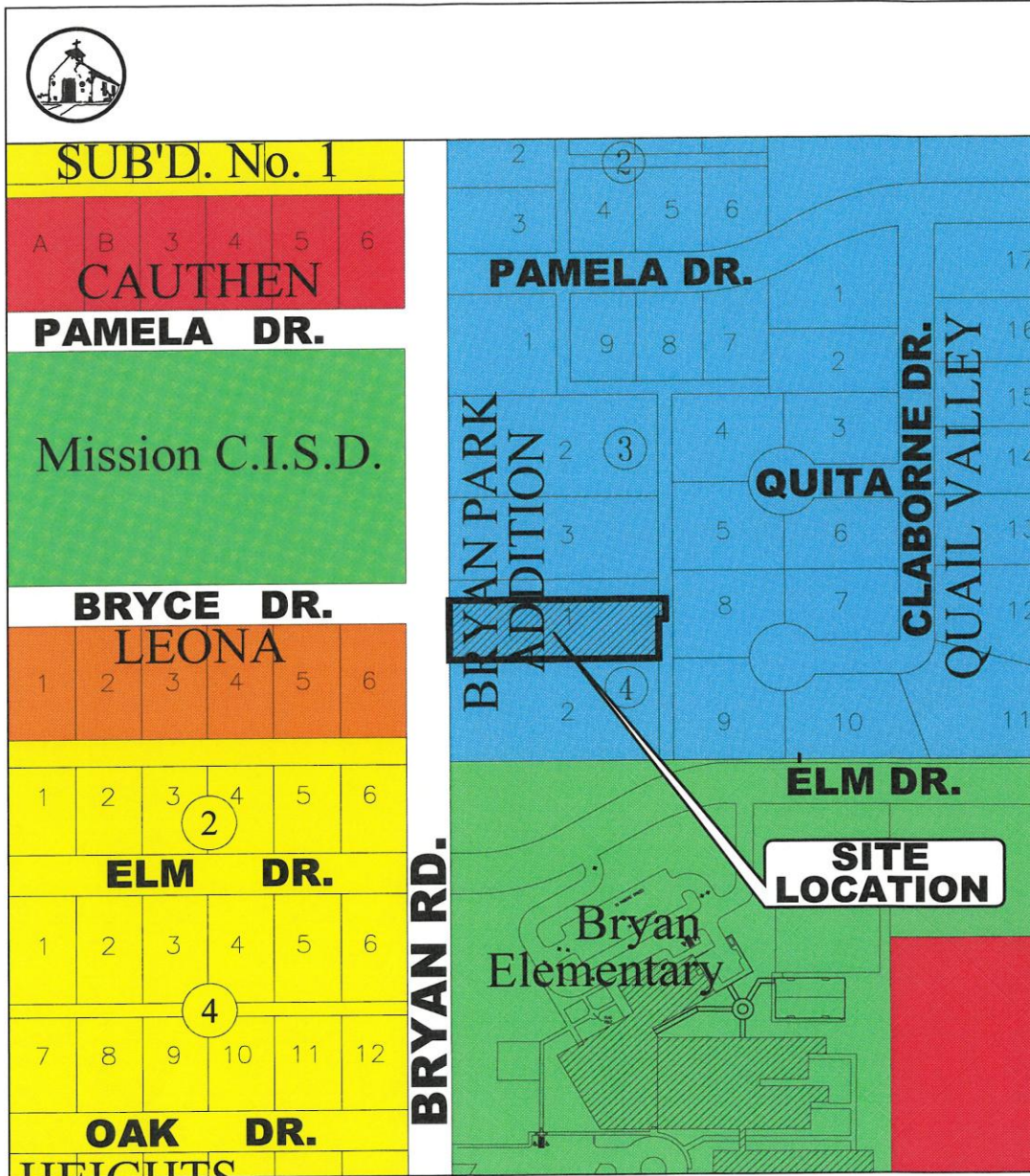


PHOTO OF THE PROPERTY



FUTURE LAND USE MAP



FUTURE LAND USE MAP

- | | |
|---|--|
| - LD - Low Density Res. | - GC - General Commercial |
| - LDA - Lower Density Res. | - HC - Heavy Commercial |
| - MD - Moderate Density Res. | - I - Industrial |
| - HD - High Density Res. | - P - Public |
| - Neighborhood Commercial | - PUD - Planned Unit Development |

PERMITTED USES FOR THE C-1 DISTRICT**OFFICE BUILDING DISTRICT (“C-1”)****PERMITTED USES**

- Office building for professional occupations including: executive, administrative, legal accounting, writing, clerical, drafting and real estate
- Medical offices, including clinics, where all activities are conducted within an enclosed building
- An accessory use related to a principal use above
- Parking lots
- On-premise signs
- Additions to existing residences including accessory buildings
- Photographic studies including incidental sale of related merchandise
- In the Original Townsite R-3 uses are permitted.

CONDITIONAL USES

- All R-3 uses except for mobile homes
- Funeral homes
- Banks, credit unions, and savings and loans associations
- Household goods, warehousing or storage in individually rented storage units
- Telephone, radio or tv communication towers
- Hair salon service
- Detached pharmacy buildings
- Antique shop
- Tutoring and/or kindergarten services
- Drive-thru service window business for food establishments
- Mobile food units
- Storage unit facilities

PROHIBITED USES

- Any use not listed above
- Off-premise signs

MAILOUT LIST

PROP_ID	name	addrDelive	addrCity	addrState	addrZip
264090	BROWNFIELD MITCHELL GREGORY & ROSIO	1309 QUITA CIR	MISSION	TX	78572
264093	DE LA ROSA JUAN J & NORMA B	1303 CLABORNE ST	MISSION	TX	78572-4309
316812	MISSION CONSOLIDATED	1116 N CONWAY AVE	MISSION	TX	78572-4103
218182	JIM & MARY KAY MOFFITT FAMILY LTD	1128 PECAN BLVD	MCALLEN	TX	78501-7872
127893	SERIES 3-RENTALS	PO BOX 1886	MISSION	TX	78573-0031
127894	SHIBA TOM MASAMI	PO BOX 8580	HIDALGO	TX	78557-8580
127886	ACEVEDO SILVESTRE & REBECCA	901 BARNES	MISSION	TX	78572-3542
264089	ROJAS LEONARDO & MAGDALENA	1311 QUITA CIR	MISSION	TX	78572-4342
264091	SANCHEZ GILBERT & PATRICIA	1307 CLABORNE	MISSION	TX	78572-4309
264094	PEREZ TOMAS & MARY LOU	1301 CLABORNE ST	MISSION	TX	78572-4309
264095	STINSON GERALD RAY & ELIZABETH	1300 CLABORNE ST	MISSION	TX	78572-4366
218181	LAMAR DESIGNS LLC	1206 LINDBERG	PALMHURST	TX	78573-1354
264092	EL MESIAS UNITED METHODIST CHR	PO BOX 1787	MISSION	TX	78573
127885	ALGRIM NANCY RAYLENE	1400 N BRYAN RD	MISSION	TX	78572-4347
641627	CITY OF MISSION	1201 E 8TH ST	MISSION	TX	78572-5812
258204	CAVAZOS BEN A	915 W BUSINESS HIGHWAY 83	MISSION	TX	78572-3649



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: May 12, 2026

PRESENTED BY: Xavier Cervantes, AICP, CPM, Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of a rezoning request from Multi-family Residential District (“R-3”) to General Business District (“C-3”), being an 11.43 acre tract of land, being a portion of a 22.380 acre tract of land situated in Porcion 55, being a part of Lot 25-6 of the West Addition to Sharyland Subdivision, located along the North side of W. Griffin Parkway approximately 760 feet West of N. Conway Avenue. Applicant, Yen W. Lai - Cervantes, Adoption of Ordinance # _____ - Cervantes

NATURE OF REQUEST:

Project Timeline:

- March 20, 2026 – Application for rezoning submitted for processing.
- April 5, 2026 – In accordance with State and local law notice of the required public hearings was mailed to all the property owners within a 200’ radius of the subject tract and notice of hearings was published in the Progress Times.
- April 15, 2026 – Public hearing and consideration of the requested rezoning by the Planning and Zoning Commission.
- May 12, 2026 – Public hearing and consideration of the requested rezoning ordinance by the City Council.

Summary:

- The applicant is requesting to rezone the subject property from Multi-family Residential District (“R-3”) to General Business District (“C-3”) for a commercial development at the site.
- The tract of land has 11.43 acres in area and measures 827.13 feet East-West and measures 1,058.89 feet North-South.
- The surrounding zones are General Business (C-3) District to the East, South and West and Agricultural Open Interim (AO-I) District to the North.
- The surrounding land uses include Carmelita’s restaurant, Paris Bakey and Move it Storage to the West. To the East the surrounding land uses include Starbucks coffee, ER 24/7, Wells Fargo Bank, Burger King and El Pollo Loco.
- The property is vacant.
- The Future Land Use Map shows the property designated for general commercial uses. The requested rezoning is in-line with the comprehensive plan designation.
- Notices were mailed to seven (7) surrounding property owners. Planning staff received no phone calls in opposition to the rezoning.

STAFF RECOMMENDATION:

Staff recommends approval to the rezoning request.

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *JP7*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING FOR BEING AN 11.43 ACRE TRACT OF LAND, BEING A PORTION OF A 22.380 ACRE TRACT OF LAND SITUATED IN PORCION 55, BEING A PART OF LOT 25-6 OF THE WEST ADDITION TO SHARYLAND SUBDIVISION, LOCATED ALONG THE NORTH SIDE OF W. GRIFFIN PARKWAY APPROXIMATELY 760 FEET WEST OF N. CONWAY AVENUE, FROM R-3 (MULTI-FAMILY RESIDENTIAL DISTRICT) TO C-3 (GENERAL BUSINESS DISTRICT)

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning Request of Wednesday, April 15, 2026, the Planning and Zoning Commission of the City of Mission, upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, the City Council of the City of Mission held a public hearing at 4:30 p.m. Tuesday, May 12, 2026, in the Council Chambers of the City Hall, to consider the following rezoning:

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, THAT THE FOLLOWING REZONING BE GRANTED: AS SHOWN IN EXHIBIT "A"

Legal Description	From	To
being an 11.43 acre tract of land, being a portion of a 22.380 acre tract of land situated in Porcion 55, being a part of Lot 25-6 of the West Addition to Sharyland Subdivision	R-3	C-3

READ, CONSIDERED, AND PASSED, this the 12th day of May, 2026.

Norie Gonzalez Garza, Mayor

ATTEST:

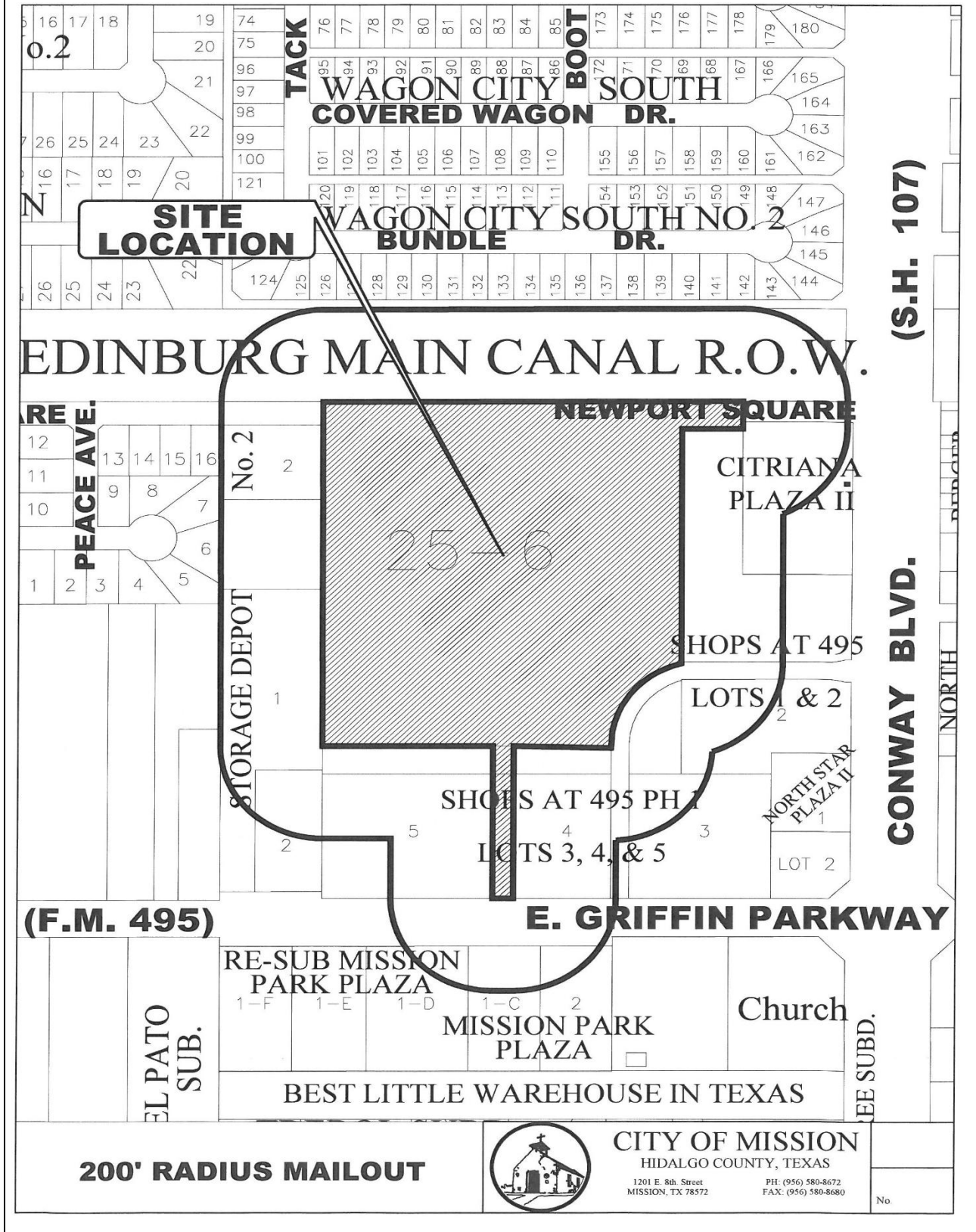
Anna Carrillo, City Secretary

EXHIBIT "A"



Texas Parks & Wildlife, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

LEGAL NOTICE MAP

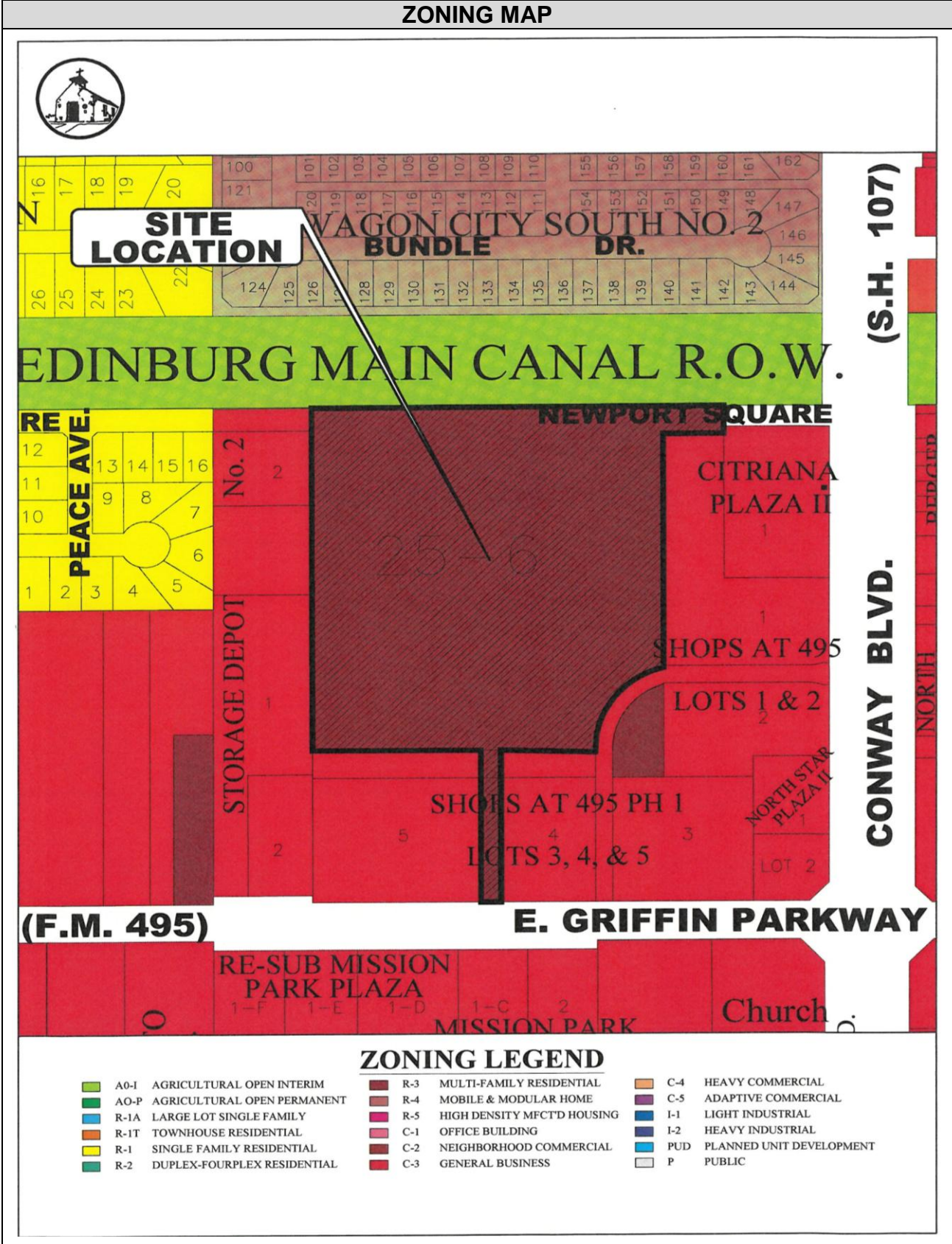


200' RADIUS MAILOUT



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

No.



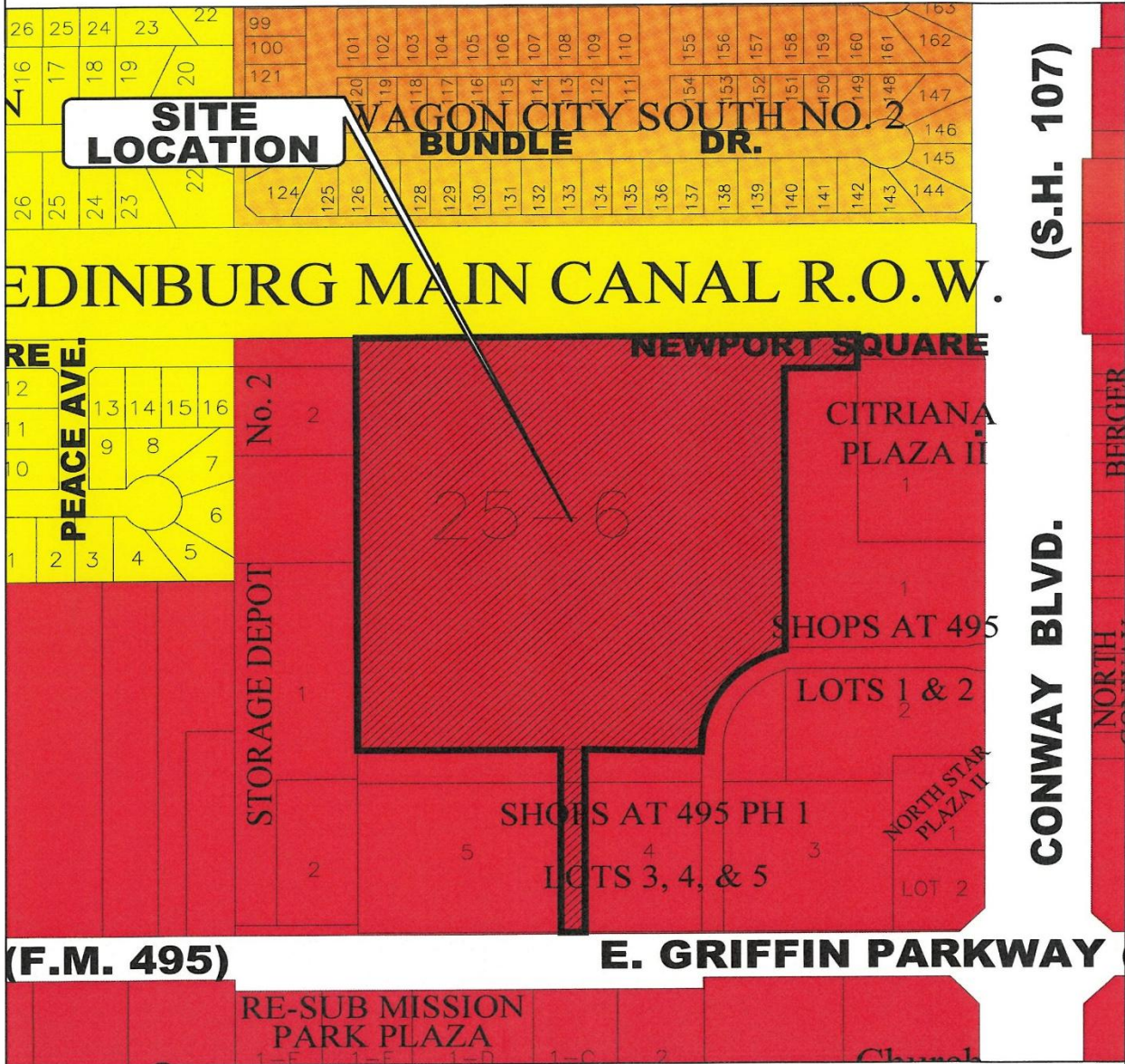
AERIAL



PHOTO OF THE SUBJECT PROPERTY



FUTURE LAND USE MAP



(F.M. 495)

E. GRIFFIN PARKWAY

FUTURE LAND USE MAP

- | | |
|------------------------------|----------------------------------|
| - LD - Low Density Res. | - GC - General Commercial |
| - LDA - Lower Density Res. | - HC - Heavy Commercial |
| - MD - Moderate Density Res. | - I - Industrial |
| - HD - High Density Res. | - P - Public |
| - Neighborhood Commercial | - PUD - Planned Unit Development |

C-3 PERMITTED BY RIGHT AND CONDITIONAL USES

GENERAL BUSINESS DISTRICT ("C-3")

PERMITTED USES

- All uses permitted in C-1 and C-2
- Any retail business except for lumberyards or contractor yard, farm equipment or other heavy equipment sales, general warehousing.
- Hotel, motel and restaurants
- Printing, publishing, and allied products manufacturing
- Rail and motor vehicle transportation passenger terminals
- Telephone, television, radio or similar media stations but not including public microwave, radio and television towers.
- Any wholesale trade accessory to any permitted retail operation except for agricultural products
- Signs
- Automotive repair, paint and body shops
- Credit access business but not within 1,500 feet of another credit access business
- In the Original Townsite R-3 uses

CONDITIONAL USES

- R-3 uses except mobile homes
- Gasoline service stations
- Drive-thru service window for food establishment
- Planned shopping centers
- Restaurants that serve liquor for on-premise consumption
- Bars, cocktail lounges, taverns, saloons, dance halls or nightclubs
- Amusement parks, circus or carnival grounds
- Portable buildings
- Light industry uses
- Telephone, radio or television towers
- Crematoriums in association with a funeral home establishment
- Indoor gun shooting range
- Mobile food units
- Storage unit facilities
- BYOB establishments

PROHIBITED USES

- Any use not listed above

MAILOUT LIST

PROP_ID	name	addrDelive	addrCity	addrState	addrZip
550706	FIRST VALLEY BANK	PO BOX 193775	SAN FRANCISCO	CA	94119-3775
316994	SHOPS AT 495 LTD	4040 BROADWAY STE 508	SAN ANTONIO	TX	78209-6351
316997	SHOPS AT 495 LTD	4040 BROADWAY STE 508	SAN ANTONIO	TX	78209-6351
691021	DECASAS OTONIEL & EDELMIRA TRUSTEES	2019 INOLA ST	GLENDORA	CA	91740-4626
685471	CAVA DUCK & BETTY 2012 FAMILY TRUST	26000 BUCKS RUN	SALINAS	CA	93908-9371
732598	T - NORTHGATE VILLAGE LTD	9434 VISCOUNT BLVD STE 155	EL PASO	TX	79925-7003
620581	SECURCARE MOVEIT MCALLEN LLC	PO BOX 320099	ALEXANDRIA	VA	22320
846835	SECURCARE MOVEIT MCALLEN LLC	PO BOX 320099	ALEXANDRIA	VA	22320
1371325	SHOPS AT 495 LTD	4040 BROADWAY STE 508	SAN ANTONIO	TX	78209-6351
1371327	SHOPS AT 495-LOT 1 LTD	4040 BROADWAY STE 508	SAN ANTONIO	TX	78209-6351
1371326	SHOPS AT 495-LOT 1 LTD	4040 BROADWAY STE 508	SAN ANTONIO	TX	78209-6351
1371328	SHOPS AT 495-LOT 1 LTD	4040 BROADWAY STE 508	SAN ANTONIO	TX	78209-6351
1466415	SHOPS AT 495 - LOT 3 LTD	4040 BROADWAY STE 508	SAN ANTONIO	TX	78209-6351
1466424	SHOPS AT 495 LTD	4040 BROADWAY STE 508	SAN ANTONIO	TX	78209-6351
1466421	SHOPS AT 495 LTD	4040 BROADWAY STE 508	SAN ANTONIO	TX	78209-6351
1466420	SHOPS AT 495 LTD	4040 BROADWAY STE 508	SAN ANTONIO	TX	78209-6351
1466423	SHOPS AT 495 LTD	4040 BROADWAY STE 508	SAN ANTONIO	TX	78209-6351
1466422	SHOPS AT 495 LTD	4040 BROADWAY STE 508	SAN ANTONIO	TX	78209-6351
1466418	SHOPS AT 495 LTD	4040 BROADWAY STE 508	SAN ANTONIO	TX	78209-6351
1466425	SHOPS AT 495 LTD	4040 BROADWAY STE 508	SAN ANTONIO	TX	78209-6351
1466426	SHOPS AT 495 LTD	4040 BROADWAY STE 508	SAN ANTONIO	TX	78209-6351



MEETING DATE: May 12, 2026

PRESENTED BY: Xavier Cervantes, Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of a Conditional Use Permit to allow a Mobile Food Unit – Sushi Crunch in an approved Food Truck Park, being the West ½ of Lots 7 & 8, Block 176, Mission Original Townsite Subdivision, in a (C-4) Heavy Commercial District, located at 307 W. Tom Landry Street, Space A. Applicant: Janeth Mendez, Adoption of Ordinance #_____ - Cervantes

NATURE OF REQUEST:

Project Timeline:

- March 25, 2026 – Application for a Conditional Use Permit (“CUP”) submitted to the City.
- April 1, 2026 – Following State and local law, notice of the required public hearings was mailed to all property owners within 200 feet of the subject tract.
- April 15, 2026 - Public hearing and consideration of the requested Conditional Use Permit by the Planning and Zoning Commission (P&Z)
- May 12, 2026 – Public hearing and consideration of the requested Conditional Use Permit by the City Council.

Summary:

- The site is located 75 feet West of N. Perkins Avenue along the North side of W. Tom Landry Street.
- Pursuant to Section 1.56 (11)(H) of the City of Mission Code of Ordinances, a Mobile Food Park requires the approval of a conditional use permit by the City Council.
- The applicant proposes to place an 8-foot by 18-foot mobile food unit in a mobile food park to sell Sushi.
- The proposed hours of operation are as follows: Monday through Sunday from 10:00 a.m. to 12:00 am.
- Staff: 2 employees
- Parking: The site has 9 parking stalls and 5 additional parking stalls with written approval behind the West Side Liquor Store to use their parking lot in case of any overflow. Staff notes that this property is located within the Mission Central Business District, thus exempt from parking requirements.
- The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (19) legal notices to the surrounding property owners.
- In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties.

STAFF RECOMMENDATION:

- Approval for a 1-year re-evaluation to assess this new operation;
- Must comply with all City Codes (Building, Fire, Health, etc.),
- Hours of operation are every day from 10:00 am to 12:00 am;
- Must comply with the noise ordinance
- Acquisition of a business license before occupancy;
- CUP is not transferable to others.

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *JP7*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO ALLOW A MOBILE FOOD UNIT – SUSHI CRUNCH IN AN APPROVED FOOD TRUCK PARK, BEING THE WEST ½ OF LOTS 7 & 8, BLOCK 176, MISSION ORIGINAL TOWNSITE SUBDIVISION, IN A (C-4) HEAVY COMMERCIAL DISTRICT, LOCATED AT 307 W. TOM LANDRY STREET, SPACE A

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of April 15, 2026, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Tuesday, May 12, 2026, in the Council Chambers of the City Hall to consider the following conditional use permit:

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, THAT THE FOLLOWING CONDITIONAL USE PERMIT BE GRANTED: AS SHOWN IN EXHIBIT “A”

Legal Description	Type	Conditions of Approval
307 W. Tom Landry Street, Space A being the West ½ of Lots 7 & 8, Block 176, Mission Original Townsite Subdivision	A Mobile Food Unit – Sushi Crunch	<ol style="list-style-type: none"> 1. Approval for a 1-year re-evaluation to assess this new operation; 2. Must comply with all City Codes (Building, Fire, Health, etc.), 3. Hours of operation are every day from 10:00 am to 12:00 am; 4. Must comply with the noise ordinance 5. Acquisition of a business license before occupancy; 6. CUP is not transferable to others.

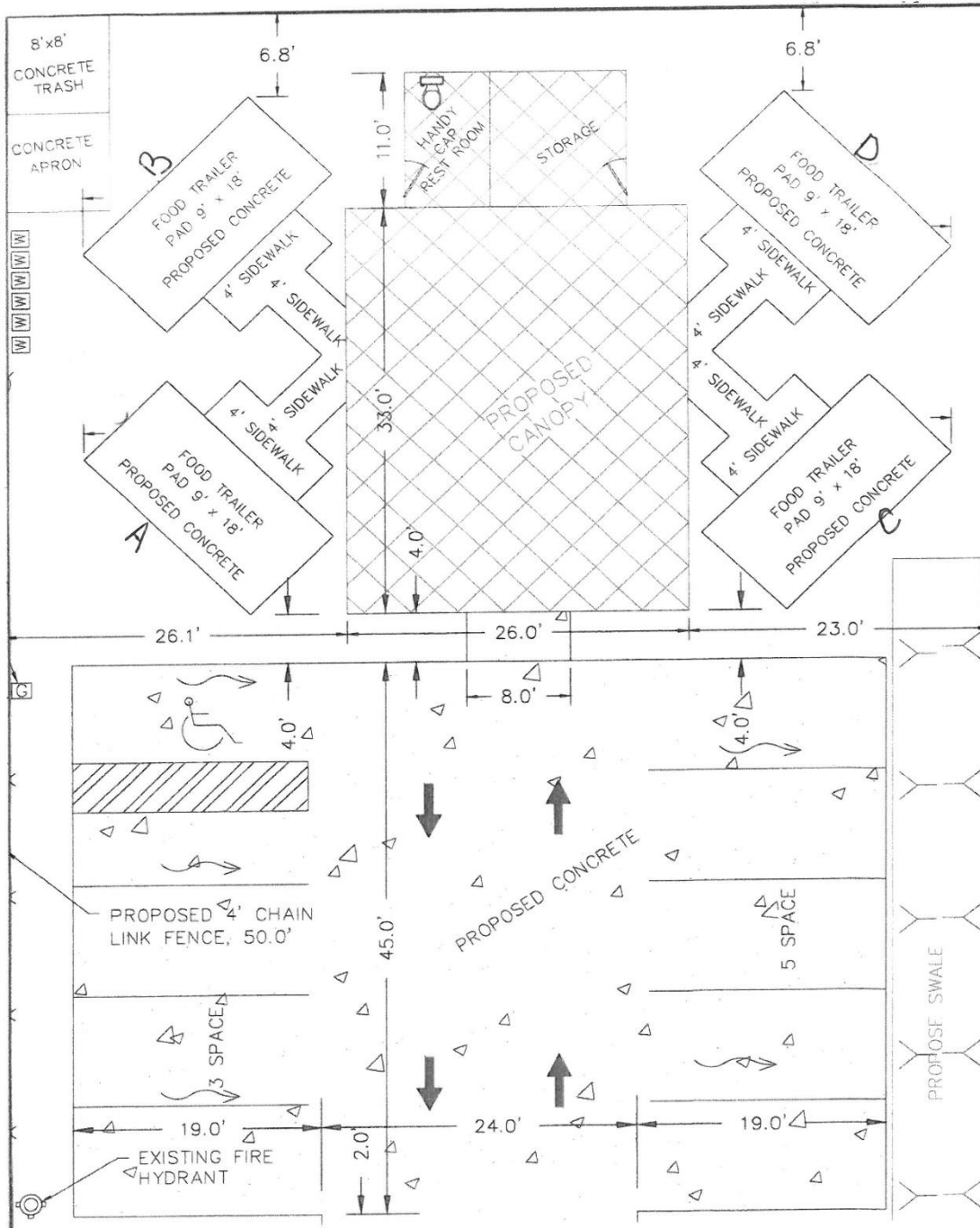
READ, CONSIDERED AND PASSED, this the 12th day of May, 2026.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

EXHIBT "A"



SITE LOCATION



SITE LOCATION



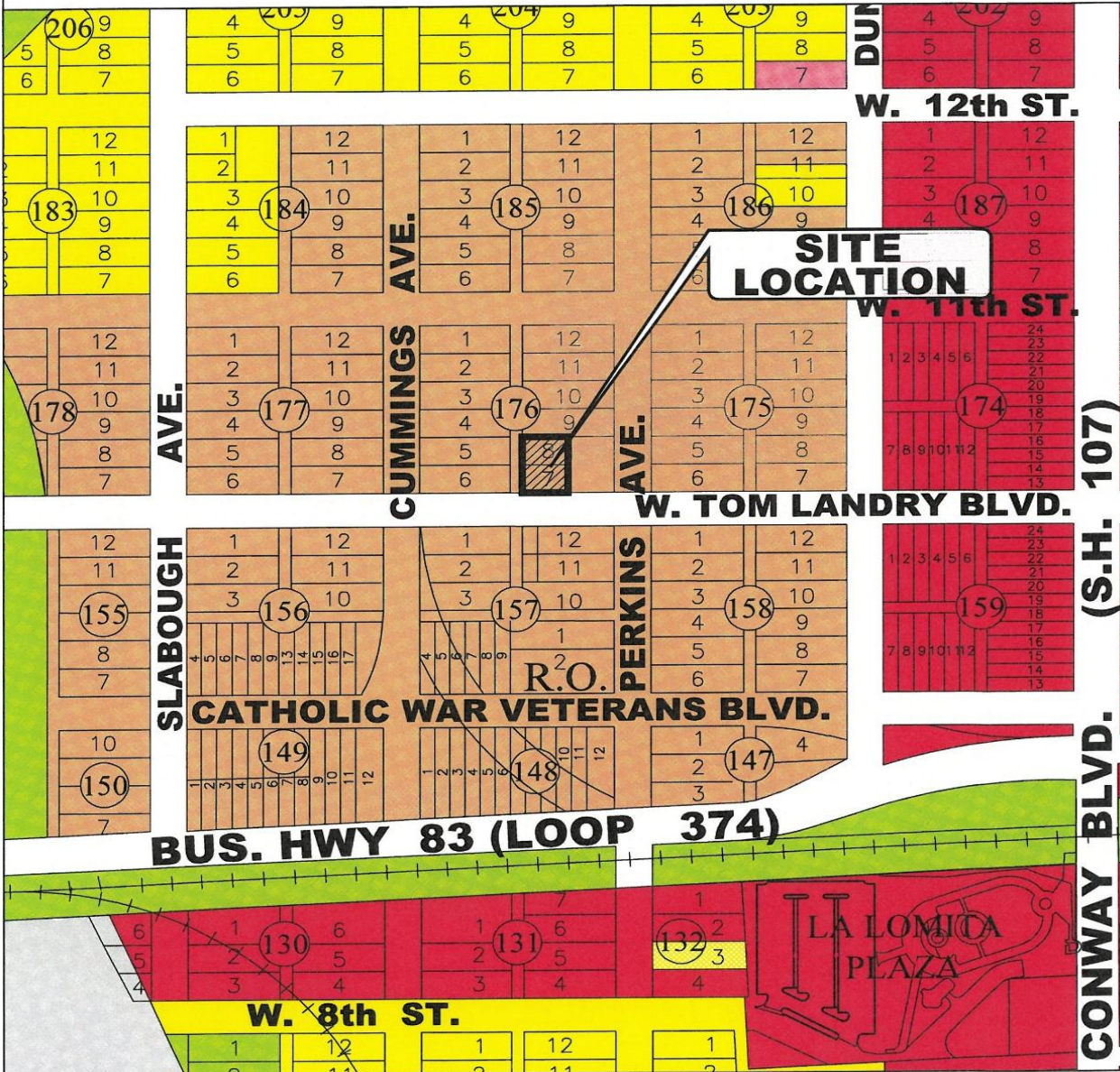
CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 580-8672
 FAX: (956) 580-8680

No.

AERIAL MAP



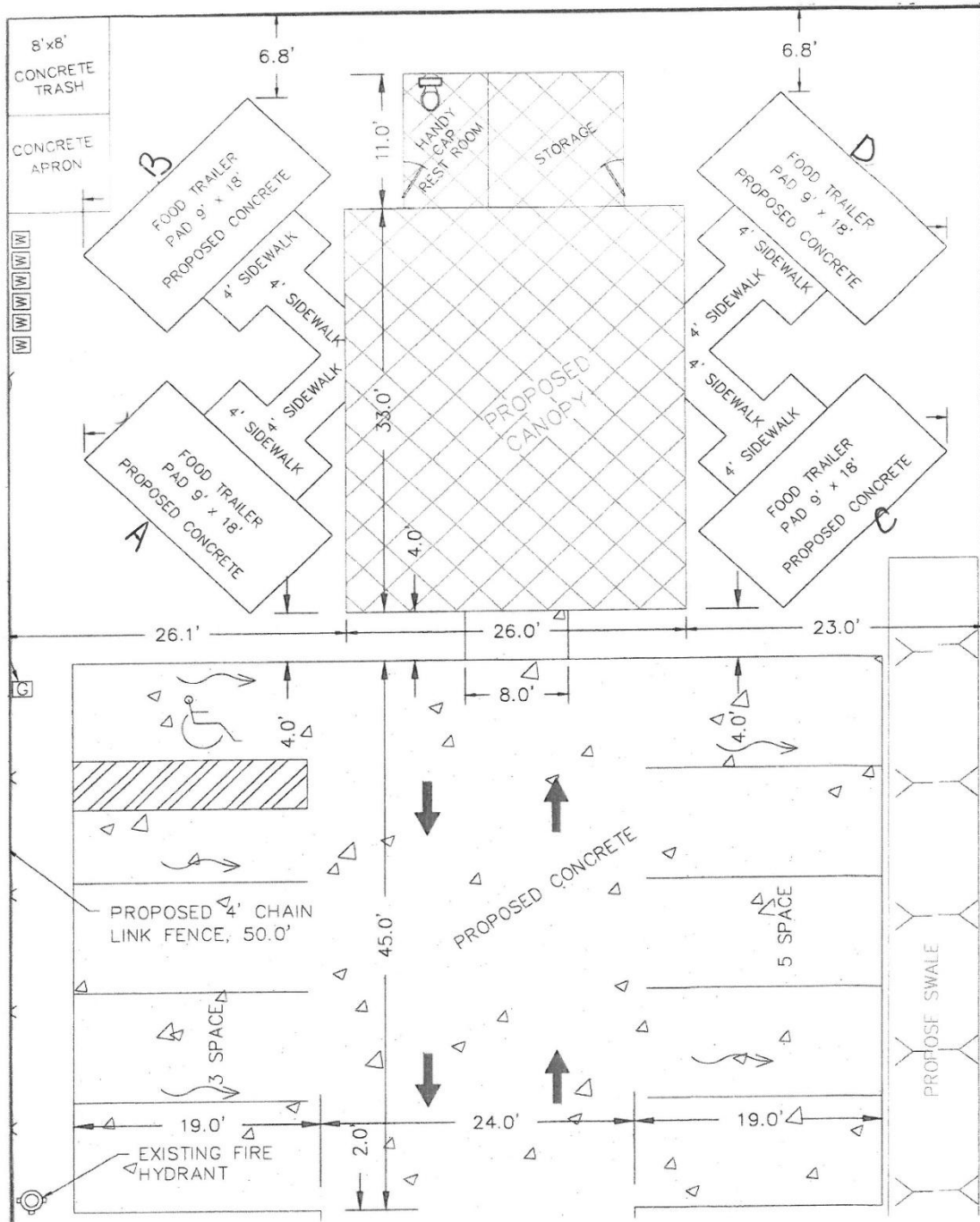
ZONING MAP



ZONING LEGEND

- | | | |
|----------------------------------|---------------------------------|------------------------------|
| A0-I AGRICULTURAL OPEN INTERIM | R-3 MULTI-FAMILY RESIDENTIAL | C-4 HEAVY COMMERCIAL |
| AO-P AGRICULTURAL OPEN PERMANENT | R-4 MOBILE & MODULAR HOME | C-5 ADAPTIVE COMMERCIAL |
| R-1A LARGE LOT SINGLE FAMILY | R-5 HIGH DENSITY MFCT'D HOUSING | I-1 LIGHT INDUSTRIAL |
| R-1T TOWNHOUSE RESIDENTIAL | C-1 OFFICE BUILDING | I-2 HEAVY INDUSTRIAL |
| R-1 SINGLE FAMILY RESIDENTIAL | C-2 NEIGHBORHOOD COMMERCIAL | PUD PLANNED UNIT DEVELOPMENT |
| R-2 DUPLEX-FOURPLEX RESIDENTIAL | C-3 GENERAL BUSINESS | P PUBLIC |

SITE PLAN



PICTURES



PICTURES




PICTURES



PICTURES



MENU



Individual Roll \$9
 Combos \$24 : side of cucumber salad and fried rice

MENU

SPECIAL ROLLS

AVOCADO ROLL
 Tempura shrimp, cream cheese & spicy crab topped with avocado, sweet soy, spicy mayo & sesame seeds

CALI ROLL
 Crab, avocado, cucumber topped with sesame seeds

CHESTER ROLL
 Breaded shrimp, avocado, cream cheese, wrapped with hot Cheetos topped with spicy mayo

TEXAS ROLL
 Tempura shrimp, cream cheese, spicy crab and fresh salmon topped with avocado, salmon, Serrano, spicy mayo & sweet soy

SHARY ROLL
 Tempura shrimp, avocado, cream cheese, spicy crab topped with fresh salmon, serrano & spicy mayo

TEMPTATION
 Tempura shrimp, avocado, cream cheese, soy paper topped with crab, spicy mayo & sweet soy

MONKEY ROLL
 Fresh salmon, avocado, cream cheese, kanikama & soy paper topped with furikake, spicy mayo & sracha

FRIED/TEMPURA ROLLS

FRIED ROLL
 Breaded shrimp, avocado, cream cheese topped with Tempco paste

TEMPURA ROLL
 Cream Cheese and crab, tempura topped with spicy crab with rice inside

SHAGGY ROLL
 Crab, cream cheese, avocado, tempco paste, sracha, tempura with rice inside

SPIDER ROLL
 Breaded, Cream cheese, avocado, crab & cucumber topped it eel sauce and sesame seeds

SIDES

Fried rice \$6

Cucumber salad \$6

ADDITIONAL PARKING PICTURE



MAILOUT LIST

PROP_ID	name	addrDelive	addrCity	addrState	addrZip
239868	GUERRA LITA ANNE	2214 REBEL RD	AUSTIN	TX	78704-5245
239853	PASCUAL JORGE A & SILVIA B SCUDELETTI PASCUAL TRUSTEETS	4109 SAN GERARDO	MISSION	TX	78572-7377
239689	SEGLER INTERESTS LLC	20212 CHAMPIONS FOREST DR STE 700-369	SPRING	TX	77379
239852	MARTINEZ CARLOS & CRUZ OLIVIA	1016 PERKINS AVE	MISSION	TX	78572-3934
239860	CANTU JORGE LUIS & MARIA DE LA LUZ	901 PERKINS AVE STE A	MISSION	TX	78572-3940
239865	WLS INC	311 W TOM LANDRY ST	MISSION	TX	78572-3911
239863	RIVAS RUBEN	313A W TOM LANDRY ST	MISSION	TX	78572-3911
239864	WEST LIQUOR	311 W TOM LANDRY ST	MISSION	TX	78572-3911
239866	GONZALEZ ROBERTO & TERESA C GONZALEZ	1714 N BRYAN RD	MISSION	TX	78572-3022
239867	TIME WARNER COMMUNICATIONS RGV	PO BOX 7467	CHARLOTTE	NC	28241-7467
239872	GARCIA FRANKE	2119 LIBERTY ST	MISSION	TX	78573-9862
239871	HERNANDEZ JAVIER	1111 W NOLANA AVE	MCALLEN	TX	78504-3747
239861	SALINAS GUADALUPE	319 WEST TOM LANDRY	MISSION	TX	78572
239686	DOLIFKA LAND COMPANY	PO BOX 444	BRIGHTON	CO	80601-0444
239685	D L LIGHTING & AUDIO LLC	3616 N 43RD ST	MCALLEN	TX	78501-3473
239681	CITY OF MISSION	1201 E 8TH ST	MISSION	TX	78572-5812
239687	GONZALEZ RUBEN	1803 AZALEA ST	MISSION	TX	78573-9166
0					
239870	ROCHA ESTEVAN GABRIEL	1015 PERKINS	MISSION	TX	78572-3935
239869	CANTU ROSA SALINAS	1015 PERKINS AVE	MISSION	TX	78572-3935
0					



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: May 12, 2026

PRESENTED BY: Xavier Cervantes, AICP, CPM, Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of the adoption of Ordinance No. _____ amending the City of Mission Code of Ordinances Chapter 98 - Subdivisions, Article VI – Fees and Charges, Section 98-272- Inspection fees by Amending the Fees for Subdivision Infrastructure Inspections for Geotechnical Lab Testing. Applicant: City of Mission - Cervantes

NATURE OF REQUEST:

Project Timeline:

- April 15, 2026 – Ordinance reviewed and approved by the Planning and Zoning Commission
- May 12, 2026 – Consideration of the adoption of the ordinance by the City Council.

Summary:

- In 2025, the City amended the Code to charge for geotechnical testing based on a cost estimate from the geotechnical firm the City has under contract. The subdivision developer is required to pay the estimate during the preconstruction meeting.
- Due to possible conflicts of interests, the City desires to pay for any possible re-inspection fees.
- The proposal is to charge a 15 percent contingency fee from the initial cost estimate to pay for those possible expenses.
- Any funds leftover after the project is completed will be refunded to the developer.

STAFF RECOMMENDATION:

Staff recommends the adoption of the ordinance.

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager’s Recommendation: Approval *JPT*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY OF MISSION CODE OF ORDINANCES CHAPTER 98-SUBDIVISIONS, ARTICLE VI -FEES AND CHARGES, SECTION 98-272 – INSPECTION FEES BY AMENDING THE FEES FOR SUBDIVISION INFRASTRUCTURE INSPECTIONS FOR GEOTECHNICAL LAB TESTING; PROVIDING REPEALER CLAUSE; PROVIDING SEVERABILITY CLAUSE; PROVIDING EFFECTIVE DATE; AND PROVIDING FOR PUBLICATION.

WHEREAS, The City of Mission is a home-rule municipality possessing the full power of local self-governance pursuant to Article XI, Section 5 of the Texas Constitution; and

WHEREAS, Pursuant to the laws of the State of Texas, including Section 51.001 of the Texas Local Government Code, the City Council has the authority to adopt an ordinance that, among other things, is good government peace or order of Mission; and

WHEREAS, The Planning and Zoning Commission has reviewed the proposed amendment and has recommended approval; and

WHEREAS, The City Council of the City of Mission finds that it is in the best interest of the citizens of Mission to amend the Code of Ordinances as set forth below:

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

SECTION 1: That the City of Mission Code of Ordinances, Chapter 98-Subdivisions, Article VI -Fees and Charges, Section 98-272 – Inspection Fees is hereby amended by adding the language underlined (added) and deleting the language that is stricken to read in full as follows:

- (a) A fee for the inspection of the subdivision improvements shall be paid so that the city gets a full reimbursement for the expenses associated with conducting such inspections. The inspection fee shall be \$85.00 per hour per inspection. If multiple city employees attend an inspection at the same time the fee shall be \$85.00 per hour for each person present during the inspection. Inspections will be invoiced at the minimum 1-hour call and rounded up to the nearest hour. The fees shall be invoiced by Planning Department staff on a monthly basis to the developer or the engineering firm of record.
- (b) For the geotechnical lab testing fees associated with the proper acceptance of public infrastructure the geotechnical firm, under contract with the city, shall provide a cost estimate for their total fees after review of the approved construction plans. The cost estimate provided by the firm shall be paid by the developer in order to obtain a notice to proceed with the infrastructure construction. ~~Any additional testing fees, due to initial failed tests, shall be paid to the firm separately by the developer.~~ In addition to the cost estimate for lab testing, the developer shall also pay a contingency fee equal to fifteen percent (15%) of the cost estimate to cover the cost of any failed tests. After the

subdivision is approved and recorded, and after paying all outstanding invoices for lab testing, any unused funds will be refunded to the developer.

SECTION 2. REPEALER All ordinances or parts of ordinances in conflict herewithin are hereby repealed.

SECTION 3. SEVERABILITY If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and any remaining provision shall continue in effect notwithstanding the invalidity of such section, subsection, clause, phrase or portion.

SECTION 4. EFFECTIVE DATE This ordinance shall take effect immediate upon its passage and publication as required by law.

PASSED, APPROVED, AND ADOPTED THIS ____ day of _____, 2026, at a regular meeting of the City Council Elective Commission of the City of Mission, Texas at which a quorum was present and which was held in accordance with the TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF MISSION

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

City Attorney



MEETING DATE: May 12, 2026

PRESENTED BY: Xavier Cervantes, AICP, CPM, Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of the adoption of Ordinance No.____ amending the City of Mission Code of Ordinances Appendix A – Zoning, Article VIII – Use Districts and Conditional Uses, Section 1.37 – R-1A (Large Lot Single Family Residential District), Subsection (3) Conditional Uses, Section 1.371 - R-1 (Single Family Residential District), Subsection (3) Conditional Uses, Section 1.372 – R-1T (Townhouse Residential District), Subsection (3) Conditional Uses, Section 1.38 – R-2 (Duplex-Fourplex Residential District), Subsection (3) Conditional Uses, Section 1.39 – R-3 (Multi-Family Residential District), Subsection (3) Conditional Uses, and Section 1.40 (Mobile Home and Modular Home District), Subsection (3) Conditional Uses, Section 1.44(A) – C-5 (Adaptive Commercial District), Subsection (3) Conditional Uses, Section 1.45 – I-1 (Light Industrial District), Subsection (3) Conditional Uses, Section 1.46 – I-2 (Heavy Industrial District), Subsection (3) Conditional Uses, Section 1.47 - PUD (Planned Unit Development), Subsection (2) Permitted Uses by Adding Telephone, Radio, Television and/or Other Communications Towers as a Conditional Use. Applicant: City of Mission - Cervantes

NATURE OF REQUEST:

Project Timeline:

- April 3, 2026 – Notice of public hearings advertised in The Progress Times.
- April 15, 2026 – Ordinance reviewed and approved by the Planning and Zoning Commission.
- May 12, 2026 – Consideration of the adoption of the ordinance by the City Council.

Summary

- As demand for reliable wireless communication continues to grow, municipalities are increasingly challenged to balance infrastructure needs with neighborhood compatibility. Expanding coverage for cellular and broadband services is critical to support public safety, economic development, remote work, education, and overall quality of life.
- Currently, telecommunication towers are often restricted to non-residential zoning districts, which can limit service coverage and create gaps in connectivity, particularly in underserved or rapidly developing residential areas. To address these challenges, it is proposed that telecommunications towers be considered as a Conditional Use within residential zones.
- Allowing telecommunication towers through a conditional use process provides the City with discretionary authority to evaluate each application on a case-by-case basis. This ensures that proposed towers meet clearly defined criteria related to location, design, height, setbacks, aesthetics, safety, and potential impacts on surrounding properties. Additional

conditions may be imposed to minimize visual impacts, encourage co-location of multiple providers, and ensure compliance with federal and state regulations.

- This approach promotes a balanced solution supporting modern infrastructure needs while preserving neighborhood character and protecting property values. It also provides transparency and public input opportunities through the conditional use permitting process.
- Amending the ordinance to allow telecommunication towers with a conditional use permit in residential and industrial zones allows the City to proactively address connectivity demands while maintaining appropriate local control and safeguarding community interests.

STAFF RECOMMENDATION:

Staff recommends the adoption of the ordinance amendment.

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *JP7*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY OF MISSION CODE OF ORDINANCES APPENDIX A – ZONING, ARTICLE VIII – USE DISTRICTS AND CONDITIONAL USES, SECTION 1.37 – R-1A (LARGE LOT SINGLE FAMILY RESIDENTIAL DISTRICT), SUBSECTION (3) CONDITIONAL USES, SECTION 1.371 – R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT), SUBSECTION (3) CONDITIONAL USES, SECTION 1.372 – R-1T (TOWNHOUSE RESIDENTIAL DISTRICT), SUBSECTION (3) CONDITIONAL USES, SECTION 1.38 – R-2 (DUPLEX-FOURPLEX RESIDENTIAL DISTRICT), SUBSECTION (3) CONDITIONAL USES, SECTION 1.39 – R-3 (MULTI-FAMILY RESIDENTIAL DISTRICT), SUBSECTION (3) CONDITIONAL USES, AND SECTION 1.40 – R-4 (MOBILE HOME AND MODULAR HOME DISTRICT), SUBSECTION (3) CONDITIONAL USES, SECTION 1.44(A) – C-5 (ADAPTIVE COMMERCIAL DISTRICT), SUBSECTION (3) CONDITIONAL USES, SECTION 1.45 – I-1 (LIGHT INDUSTRIAL DISTRICT), SUBSECTION (3) CONDITIONAL USES, SECTION 1.46 – I-2 (HEAVY INDUSTRIAL DISTRICT), SUBSECTION (3) CONDITIONAL USES, SECTION 1.47 – PUD (PLANNED UNIT DEVELOPMENT), SUBSECTION (2) PERMITTED USES BY ADDING TELEPHONE, RADIO, TELEVISION AND/OR OTHER COMMUNICATIONS TOWERS AS A CONDITIONAL USE, PROVIDING REPEALER CLAUSE; PROVIDING SEVERABILITY CLAUSE; PROVIDING EFFECTIVE DATE; AND PROVIDING FOR PUBLICATION.

WHEREAS, The City of Mission is a home-rule municipality possessing the full power of local self-governance pursuant to Article XI, Section 5 of the Texas Constitution; and

WHEREAS, Pursuant to the laws of the State of Texas, including Section 51.001 of the Texas Local Government Code, the City Council has the authority to adopt or amend an ordinance that, among other things, is for good government, peace, or order of Mission; and

WHEREAS, The Planning and Zoning Commission has reviewed the proposed amendment and has recommended approval; and

WHEREAS, The City Council of the City of Mission finds that it is in the best interests of the citizens of Mission to amend the Code of Ordinances as set forth below:

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

SECTION I: That the City of Mission Code of Ordinances, Appendix A, Zoning, is hereby amended by adding the language underlined (**added**) to read in full as follows: *The remaining sections are to remain in force.

Section 1.37. – R-1A (Large Lot Single Family Residential District)

3. Conditional Uses:

1. Telephone, radio, television, and/or other communication towers.

Section 1.371. – (R-1 Single-Family Residential District)

3. Conditional Uses:

l. Telephone, radio, television, and/or other communication towers.

Section 1.372. – R-1T (Townhouse Residential District)

3. Conditional Uses:

k. Telephone, radio, television, and/or other communication towers.

Section 1.38. – R-2 Duplex-Fourplex Residential District

3. Conditional Uses:

l. Telephone, radio, television, and/or other communication towers.

Section 1.39. – R-3 (Multi-Family Residential District)

3. Conditional Uses:

m. Telephone, radio, television, and/or other communication towers.

Section 1.40 – R-4 (Mobile Home and Modular Home District)

3. Conditional Uses:

g. Telephone, radio, television, and/or other communication towers.

Section 1.44(A) – C-5 (Adaptive Commercial District)

3. Conditional Uses:

l. Telephone, radio, television, and/or other communication towers.

Section 1.45 – I-1 (Light Industrial District)

3. Conditional Uses:

j. Telephone, radio, television, and/or other communication towers.

Section 1.46 – I-2 (Heavy Industrial District)

3. Conditional Uses:

i. Telephone, radio, television, and/or other communication towers.

Section 1.47 – PUD (Planned Unit Development District)

2. Permitted Uses:

d. Telephone, radio, television, and/or other communication towers with a conditional use permit.

SECTION 2: REPEALER: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: SEVERABILITY: If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court or competent jurisdiction, such portion shall be deemed a separate, distinct, and independent

provision, and any remaining provision shall continue in effect notwithstanding the invalidity of such section, subsection, clause, phrase or portion.

SECTION 4. EFFECTIVE DATE: This ordinance shall take effect immediately upon its passage and publication as required by law.

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____, 2026, at a regular meeting of the City Council Elective Commission of the City of Mission, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF MISSION

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

City Attorney



CITY OF
MISSION

**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: May 12, 2026

PRESENTED BY: Xavier Cervantes, ACIP, CPM – Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of the adoption of Ordinance No. _____ amending the City of Mission Code of Ordinances Appendix A – Zoning, Article VIII – Use Districts and Conditional Uses, Section 1.43 – C-3 (General Business District), Subsection (3) Conditional Uses, Section 1.47 – PUD (Planned Unit Development District), Subsection (2) Permitted Uses by Adding Car Wash Establishments as a Conditional Use. Applicant: City of Mission - Cervantes

NATURE OF REQUEST:

Project Timeline:

- April 24, 2026 - In accordance with State and local law, notice of required public hearings was published in the Progress Times.
- May 6, 2026 – Public hearing and consideration of proposed ordinance amendment by the Planning and Zoning Commission.
- May 12, 2026 – Public hearing and consideration of proposed ordinance amendment by the City Council.

Summary:

- This proposed ordinance amendment seeks to modify the City’s zoning regulations within the General Business District to allow car wash establishments as a conditional use, subject to approval through the conditional use permit process.
- The General Business District is intended to accommodate a wide range of commercial uses that serve the community’s general retail, service, and business needs. While car wash establishments provide valuable commercial services and contribute to local economic activity, they can also have impacts such as increased traffic, noise, and significant water consumption, particularly during periods of drought or water supply constraints.
- Allowing car washes as a conditional use rather than a permitted by right use ensures that each proposed development is evaluated on a case-by-case basis. This approach provides the City with the flexibility to impose site-specific conditions that mitigate potential adverse impacts, including but not limited to: traffic circulation, and access management, noise control and hours of operation, water conservation measures and compliance with drought restrictions, landscaping, buffering, and screening requirements, and compatibility with surrounding land uses.
- This amendment aligns with the City’s goals of responsible commercial development, water resource management, and neighborhood compatibility, while still supporting business growth and investment opportunities.

- The approval of this amendment will provide a balanced regulatory framework that allows car wash establishments to operate within the General Business District under appropriate oversight and conditions that protect the health, safety, and welfare of the community.

STAFF RECOMMENDATION:

Staff recommends adopting the ordinance amendment.

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *JP7*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY OF MISSION CODE OF ORDINANCES APPENDIX A – ZONING, ARTICLE VIII – USE DISTRICTS AND CONDITIONAL USES, SECTION 1.43 – C-3 (GENERAL BUSINESS DISTRICT), SUBSECTION (3) CONDITIONAL USES, SECTION 1.47 – PUD (PLANNED UNIT DEVELOPMENT DISTRICT), SUBSECTION (2) PERMITTED USES BY ADDING CAR WASH ESTABLISHMENTS AS A CONDITIONAL USE; PROVIDING REPEALER CLAUSE; PROVIDING SEVERABILITY CLAUSE; PROVIDING EFFECTIVE DATE; AND PROVIDING FOR PUBLICATION

WHEREAS, The City of Mission is a home-rule municipality possessing the full power of local self-governance pursuant to Article XI, Section 5 of the Texas Constitution; and

WHEREAS, Pursuant to the laws of the State of Texas, including Section 51.001 of the Texas Local Government Code, the City Council has the authority to adopt or amend an ordinance that, among other things, is for good government, peace, and order of Mission; and

WHEREAS, The Planning and Zoning Commission has reviewed the proposed amendment and has recommended approval; and

WHEREAS, The City Council of the City of Mission finds that it is in the best interest of the citizens of Mission to amend the Code of Ordinances as set forth below;

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

SECTION 1: That the City of Mission Code of Ordinances, Appendix A – Zoning, Article VIII – Use Districts and Conditional Uses, Section 1.43 – C-3 (General Business District); Subsection (3) Conditional Uses, and Section 1.47 – PUD (Planned Unit Development District), Subsection (2) Permitted uses is hereby amended by adding the language underlined (added) to read in full as follows: *The remaining sections are to remain in force.

Section 1.43 – C-3 (General Business District)

3. Conditional Uses:

r. Car Wash Establishments.

Section 1.47 – PUD (Planned Unit Development District)

2. Permitted Uses:

e. Car Wash Establishments with a conditional use permit.

SECTION 2: REPEALER: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: SEVERABILITY: If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court or

competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and any remaining provision shall continue in effect notwithstanding the invalidity of such section, subsection, clause, phrase or portion.

SECTION 4. EFFECTIVE DATE: This ordinance shall take effect immediately upon its passage and publication as required by law.

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____, 2026, at a regular meeting of the City Council Elective Commission of the City of Mission, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF MISSION

Norie Gonzalez Garza, Mayor

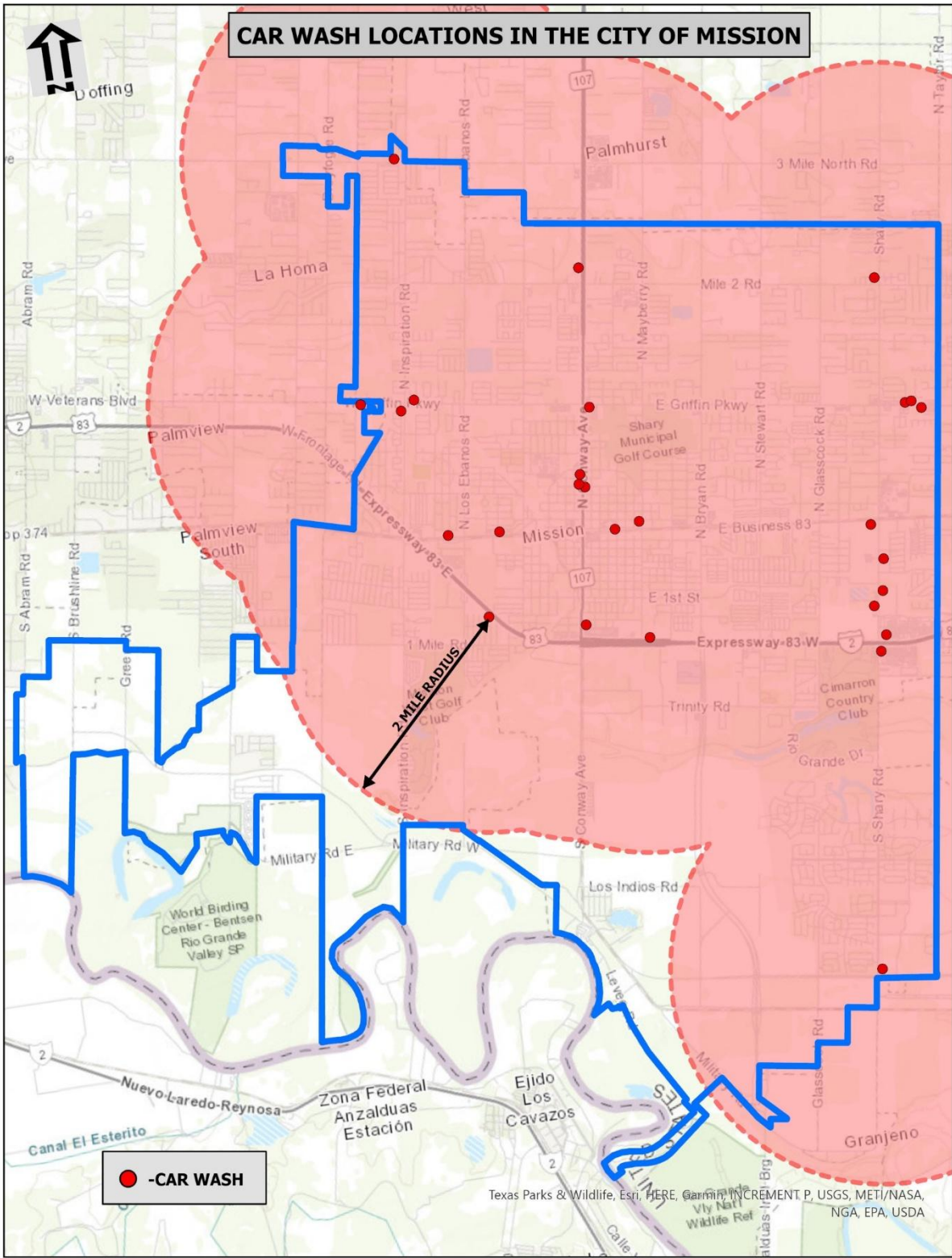
ATTEST:

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

City Attorney

ATTACHMENTS





CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: May 12, 2026
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Approval of Minutes – Carrillo
 Regular Meeting – April 28, 2026

NATURE OF REQUEST:

See attached minutes

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *JP7 / AG*

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
Eden Ramirez, City Attorney
Anna Carrillo, City Secretary
Juan Pablo Terrazas, Co-Interim City Manager
Andy Garcia, Co-Interim City Manager

ABSENT:

ALSO PRESENT:

Brenda Enriquez
Christie Gonzalez
Eluid Garcia
Cathy Garcia
Rick Salinas
Ernie Villarreal
Jessica Barrera
Leanna Pecina
Antonio Villarreal
Francisco Huerta
Tim Brown
Adela Ortega
Lisa Rivera
Julian Alvarez

STAFF PRESENT:

Anais Chapa, Assistant City Secretary
Edgar Gonzalez, Deputy City Engineer
Cesar Torres, Chief of Police
Vidal Roman, Finance Director
Xavier Cervantes, Planning Director
Alex Hernandez, Asst Planning Director
Ruben Hernandez, Media Relations
Aida Lerma, Mission Event Center Director
Joe Salazar, MEDC
Candace Rodriguez, MEDC
Michael Silva, Fire Chief
Teclo Garcia, MEDC CEO
Jesse Mares, Facilities/Fleet Manager
Brad Bentsen, Parks & Recreation Director
Yenni Espinoza, Speer Memorial Library Dir.
Pete Lopez, Parks & Recreation Supervisor

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

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

INVOCATION AND PLEDGE ALLEGIANCE

Pastor Cathy Garcia led the invocation and Pledge of Allegiance

DISCLOSURE OF CONFLICT OF INTEREST

None

PRESENTATIONS

1. Presentation of TAAF Silver Award received by Parks and Recreation – Bentsen

Brad Bentsen, Parks & Recreation Director, stated that the Mission Parks & Recreation Department had been awarded the TAAF Silver Award. TAAF was made up of 17 regions within the state of Texas. The City of Mission was Region 2 which made up one of the strongest

regions of this organization. Region 2 was made up of 12 valley cities. There are three tiers for this recognition and due to our population, the Mission Parks & Recreation was awarded the Silver Award. Mr. Bentsen thanked the Mayor and City Council for all of their support.

2. Proclamation - Centennial Anniversary of the Mission Lions Club – Carrillo

Mayor Pro Tem Ruben Plata moved to approve the Proclamation – Centennial Anniversary of the Mission Lions Club. Motion was seconded by Councilwoman Marissa Gerlach and approved unanimously 5-0.

3. Proclamation - National Day of Prayer - A. Lerma

Mayor Pro Tem Plata moved to approve the Proclamation – National Day of Prayer. Motion was seconded by Councilwoman Jessica Ortega and approved unanimously 5-0.

4. Proclamation - National Economic Development Week - T. Garcia

Mayor Pro Tem Plata moved to approve the Proclamation – National Economic Development Week. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

5. Proclamation - National Small Business Week - T. Garcia

Mayor Pro Tem Plata moved to approve the Proclamation – National Small Business Week. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

6. Proclamation - National Travel and Tourism Week 2026 – Carrillo

Councilwoman Ortega moved to approve the Proclamation – National Travel and Tourism Week 2026. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

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

Brenda Enriquez, Greater Mission Chamber of Commerce President, gave an update on events that happened throughout the month such as: several ribbon cuttings and milestone celebrations throughout the month, a very successful 1st Annual Woman On a Mission Seminar. The Chamber did have several upcoming events such as: 5/1/26 – Citrus Golf Classic Golf Tournament, 5/6/26 – Ribbon Cutting for Buena Vida, 5/6/26 – Lunch and Learn: AI, 5/7/26 – Mayors Evening of Prayer, 5/14/26 – Governor's Small Business Summit. They have also welcomed three new members to the chamber. They would be hosting two mixers next month, one in the morning and one in the afternoon.

8. Report from Mission Economic Development Corporation - Teclo Garcia

Teclo Garcia, MEDC CEO, gave an update on the operations of the EDC. Stanley Black and Decker was expanding and would be creating 88 new jobs. The CEED Building would be welcoming a new tenant, Xcelerate. Ready Mix Concrete, a tenant of the CEED building would be having a ribbon cutting ceremony. The EDC had also launched their Mission Ready program. This was a program that would allow students from Mission to participate in a six week, paid internship program. They currently had more than 130 applications for this program. Ruby Red Ventures was also underway with 54 applicants. For this program, applicants would have to complete a 14 week program, and ten applicants would be chosen to present their business idea in a "Shark Tank" style presentation. The EDC had the opportunity to attend the North American Manufacturing Expo & Summit where they made many connections. Two of the EDC's employees attended Oklahoma University's Economic Development Institute for continued education. UTRGV would be hosting a Business Resource Showcase at the CEED building on May 12th.

9. Quarterly Report by Ambulance Board on EMS - Tim Brown

Tim Brown, Ambulance Board Chairman, gave an update on the operations of the Mission Fire Department's EMS Program. Mr. Brown presented data for two quarters for the EMS program. Over the last two quarters, they averaged 600 calls per month with an average response time of 6:52 for one quarter and 7:00 minutes for the second quarter, which was well under the 8 minute national response time. On average 60% of all transports were remaining in the Mission area. The call distribution was still very steady with few calls being overlapped. The addition of Medic 5 and Medic 6 had greatly assisted with the call volume and had allowed for regular maintenance on the medic units. Cash collections to date were above \$1.6 million. They were collecting an average of \$583 per call.

10. Departmental Reports – Terrazas / A. Garcia

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

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

None

ANNOUNCEMENTS - CITY COUNCIL / CITY MANAGER

City Manager – Mr. Terrazas spoke about upcoming events: Dia Del Nino/Dia Del Nino at the Speer Memorial Library on April 30th at 5:30 pm.; Mayor's Evening of Prayer on May 7th at the Mission Event Center, and the Police Memorial Ceremony at the Mission Police Department on May 11th at 9:30 am.

City Council – Councilwoman Ortega thanked staff for going above and beyond to organize such meaningful events for the City. The Autism Awareness Walk was a great success.

Councilwoman Gerlach spoke about the Annual Trash Bash. She was glad to see so many students and different organizations participate. She was looking forward to next year's event.

Mayor – Mayor Garza also spoke about the city's events and thanked staff for all their hard work in organizing such events. April had been filled with plenty of meaningful events such as the Lion's Club 100th Anniversary, the Capes 4 a Cause, and the Annual Trash Bash. She was amazed at the number of volunteers that showed up to clean up and was looking forward to next year's event. Mayor also invited the public to attend the Mayor's Evening of Prayer on May 7th at the Mission Event Center.

PUBLIC HEARING**PLANNING & ZONING RECOMMENDATIONS****12. Conduct a public hearing and consideration of a Conditional Use Permit to allow a Mobile Food Unit – Rincon Tapatio in an approved Food Truck Park in a property zoned (C-3) General Business District, being Lot 1, Block 2, Santa Lucia Development Subdivision, located at 2515 Colorado Street, Ste. 203. Applicant: Crystal Zavala, Adoption of Ordinance #5804 - Cervantes**

The site was located on the Northwest corner of Colorado and Taylor Road along the north side of Colorado Street. Pursuant to Section 1.56 (11)(H) of the City of Mission Code of Ordinances, a Mobile Food Park required the approval of a conditional use permit by the City Council. The applicant was leasing a space in an approved Mobile Food Park to offer a variety of tacos. The applicant was granted a Conditional Use Permit for this location on February 10, 2025, for a period

of two years. Shortly after receiving approval, the applicant chose to remove the mobile food truck from the park due to personal reasons. The proposed hours of operation were as follows: Tuesday through Sunday from 4:00 p.m. to 12:00 am; Staff: 3 employees; Parking: The Mobile Food Park measured 134'x72' for a total of 9,648 sq. ft. Based on the square footage, they were required to have 23 parking spaces. The landlord had a total of 67 parking spaces available in this area and had submitted a written agreement to use the parking spaces from the commercial plaza if needed. The Planning Staff had not received any objections to the request from the surrounding property owners. Staff mailed out (6) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as were needed to ensure that a use requested by a conditional use permit was compatible and complementary to adjacent properties.

Staff and Co-Interim City Managers recommended approval subject to the following conditions: Approval for a 2-year re-evaluation to assess this new operation; Must comply with all City Codes (Building, Fire, Health, etc.), Hours of operation were every day from 4:00 pm to 12:00 am; Must comply with the noise ordinance; Acquisition of a business license before occupancy; CUP was not transferable to others.

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

There were no comments.

Mayor Pro Tem Plata moved to approve a Conditional Use Permit to allow a Mobile Food Unit – Rincon Tapatio in an approved Food Truck Park in a property zoned (C-3) General Business District, being Lot 1, Block 2, Santa Lucia Development Subdivision, located at 2515 Colorado Street, Ste. 203. Applicant: Crystal Zavala, Adoption of Ordinance #5804. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5804

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO ALLOW A MOBILE FOOD UNIT – RINCON TAPATIO IN A PROPERTY ZONED (C-3) GENERAL BUSINESS DISTRICT, BEING LOT 1, BLOCK 2, SANTA LUCIA DEVELOPMENT SUBDIVISION, LOCATED AT 2515 COLORADO STREET, SUITE 203

13. Conduct a public hearing and consideration of a Conditional Use Permit to allow an Event Center with proposed On-Site Consumption of Alcoholic Beverages – Rodeo Bull Event Center in a property zoned (C-3) General Business District, being Lot 9, Northtown Unit No. 1 Subdivision, located at 2714 N. Conway Avenue, Applicant: Jessica & Esteban Barrera, Adoption of Ordinance #5805 - Cervantes

The subject site WAS located within a commercial plaza located at the Southeast corner of Conway Avenue and E. 28th Street. Per Code of Ordinance, an event center and the on-site consumption of alcoholic beverages (BYOB) require the approval of a Conditional Use Permit by the City Council. The applicant would like to take over an existing event center and would like to include bring your own beverage (BYOB) for her customers. She planned to host small-scale events such as weddings, quinceañeras, graduations, baby showers, meetings, posadas, and indoor markets. Since she was a new owner, a new conditional use permit was required due to the change of ownership. Days/Hours of Operation: Monday – Sunday from 8:00 a.m. to 1:00 a.m.; Staff: 2 employees; In reviewing the floor plan, staff noticed that the applicant was proposing a total of 88 seating spaces (11 tables with 8 chairs each) for this establishment, which would

require 29 parking spaces. The parking spaces were calculated based on the number of seats, 1 parking space for every 3 seats. (88 seats/3=29.33 parking spaces). It was noted that the parking area was held in common for this commercial plaza (72 existing parking spaces). Alcoholic Beverages – This request was compliant with Sec. 6-4, which required that no alcoholic beverages be sold within 300' of a church, public or private school, or public hospital. The Planning staff had not received any objections to the request from the surrounding property owners. Staff mailed out (21) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit was compatible and complementary to adjacent properties.

Staff and Co-Interim City Managers recommended approval subject to the following conditions: Permit for one (1) year to continue to assess this new business. Continued compliance with all City Codes (Building, Fire, Health, Sign codes, etc.). Continued compliance with TABC requirements. CUP was not transferable to others. Must have security cameras inside and outside with a minimum 30-day retention. Must comply with the noise ordinance. Hours of operation to be as followed: Monday – Sunday from 8:00 a.m. to 1:00 a.m. Must have a minimum of two (2) Level II licensed security officers from 8:00 p.m. to 1:00 a.m. Maximum occupancy was 115 people. BYOB establishments must not exceed three calls for emergency within any 90-day period categorized as major disturbance. Place “No alcohol beyond this point” signs at every exit and in parking lot. The applicant or representative of the applicant must be present during all events. Must acquire a business license.

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

There were no comments.

Mayor Pro Tem Plata wanted to verify that this would fall in line with the conditions previously established for security guards.

Mr. Xavier Cervantes, Director of Planning, assured him that it did, and the applicant was willing to comply with all of the conditions set forth.

Mayor Pro Tem Plata moved to approve a Conditional Use Permit to allow an Event Center with proposed On-Site Consumption of Alcoholic Beverages – Rodeo Bull Event Center in a property zoned (C-3) General Business District, being Lot 9, Northtown Unit No. 1 Subdivision, located at 2714 N. Conway Avenue, Applicant: Jessica & Esteban Barrera, Adoption of Ordinance #5805. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5805

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO ALLOW AN EVENT CENTER WITH PROPOSED ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – RODEO BULL EVENT CENTER IN A PROPERTY ZONED (C-3) GENERAL BUSINESS DISTRICT, BEING LOT 9, NORTHTOWN UNIT NO. 1 SUBDIVISION, LOCATED AT 2714 N. CONWAY AVENUE

14. Conduct a public hearing and consideration of the adoption of Ordinance No. 5806 amending the Code of Ordinances Appendix A - Zoning, Article XII – Commercial and Industrial Area Requirements, Section 1.58 General; by amending subsection 3, Car Wash Establishments, by establishing a two-mile minimum radius and distance requirement, ensuring no new car wash business be established within a two-mile radius of an existing car wash. Applicant: City of Mission – Cervantes

This ordinance would prohibit the establishment of new car wash businesses within a two-mile radius of an existing car wash due to the severe drought. This ordinance would assist with the city's water conservation efforts.

Staff and Co-Interim City Managers recommended approval subject to the following conditions: Permit for one (1) year to continue to assess this new business. Continued compliance with all City Codes (Building, Fire, Health, Sign codes, etc.). Continued compliance with TABC requirements. CUP was not transferable to others. Must have security cameras inside and outside with a minimum 30-day retention. Must comply with the noise ordinance. Hours of operation to be as followed: Monday – Sunday from 8:00 a.m. to 1:00 a.m. Must have a minimum of two (2) Level II licensed security officers from 8:00 p.m. to 1:00 a.m. Maximum occupancy was 115 people. BYOB establishments must not exceed three calls for emergency within any 90-day period categorized as major disturbance. Place “No alcohol beyond this point” signs at every exit and in parking lot. The applicant or representative of the applicant must be present during all events. Must acquire a business license.

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

There were no comments.

Mayor Pro Tem Plata moved to approve the adoption of Ordinance No. 5806 amending the Code of Ordinances Appendix A - Zoning, Article XII – Commercial and Industrial Area Requirements, Section 1.58 General; by amending subsection 3, Car Wash Establishments, by establishing a two-mile minimum radius and distance requirement, ensuring no new car wash business be established within a two-mile radius of an existing car wash. Applicant: City of Mission. Motion was seconded by Councilwoman Gerlach and approved unanimously **5-0**.

ORDINANCE NO. 5806

AN ORDINANCE AMENDING THE CITY OF MISSION CODE OF ORDINANCES APPENDIX A – ZONING, ARTICLE XII. COMMERCIAL AND INDUSTRIAL AREA REQUIREMENTS, SECTION 1.58 GENERAL; BY AMENDING SUBSECTION 3, CAR WASH ESTABLISHMENTS, BY ESTABLISHING A TWO-MILE MINIMUM RADIUS AND DISTANCE REQUIREMENT, ENSURING NO NEW CAR WASH BUSINESS IS ESTABLISHED WITHIN A TWO-MILE RADIUS OF AN EXISTING CAR WASH, PROVIDING REPEALER CLAUSE; PROVIDING SEVERABILITY CLAUSE; PROVIDING EFFECTIVE DATE; AND PROVIDING FOR PUBLICATION

15. Conduct a public hearing and consideration and possible action to approve a variance to allow the construction of a Billboard Sign along Griffin Parkway, and to allow it to be a distance of 177 feet from an existing billboard sign, being Lot 1, Elizondo 495 Plaza Subdivision, located at 2211 E. Griffin Parkway (F.M. 495). Applicant – Antonio & Melissa Villarreal – Cervantes

The applicant was proposing to construct an 8-foot by 16-foot LED changeable billboard sign measuring 128 square feet, and 35 feet in total height. The request was for a variance not to comply with Sec. 86-154. – General Business District of the Mission Code of Ordinances, which states: (b) Billboard sign. Off-premises signs shall not be permitted in the General Business, the Heavy Commercial, the Light Industrial, and Heavy Industrial zones except as provided for in the expressway corridor and the secondary arterial corridors. A Secondary Arterial Corridor was defined by Ordinance 4133 to be all of U.S. Business Highway 83 and the commercially or

industrially zoned properties along F.M. 1016 frontage, south of the U.S. Expressway 83. Ordinance 4133 was adopted in August 25, 2014. (4) Spacing: off-premises billboards shall not be erected within 1,000 linear feet of another off-premises sign as per Ordinance 4581. Ordinance 4581 was adopted in December 18, 2017. There was a total of eight (8) existing billboards along Griffin Parkway within the city limits. As per Code of Ordinance: Billboard sign was defined as any flat surface erected on a framework or on any structure, or attached to posts and used for, or designed to be used for, the display of bills, poster, or other advertising materials, for the purpose of advertising a business, organization, event, person, place, or thing not located on the same premises as such advertising material, with one or two parallel and directly opposite signs with their faces oriented in opposite directions and space not more than ten feet apart. The Planning and Zoning liked the concept of the digital billboard sign but recommended denial due to an existing billboard in the same commercial plaza.

Staff and Co-Interim City Managers recommended denial.

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

Antonio and Melissa Villarreal, applicants, were excited to bring this new billboard to the City of Mission. This was a great opportunity for the City of Mission to be seen and heard. They wanted to be able to advertise city events and let the community know what was happening in our city.

Mayor Pro Tem Plata asked if the tenants in this plaza had been advised of the proposed change. They tenants pay a lot of money and had their advertisement on the current billboard. He wanted to know if they had been notified that it would be torn down and if they would be charged to advertise on the new one. He also stated that he felt more comfortable if there was a contract in place before approving this item.

Mr. Cervantes stated that the owner of the plaza should have notified the tenants of the change. He was unsure whether they had done so or not.

Mayor Garza and Mayor Pro Tem Plata both suggested that the item be tabled until the tenants were formally notified and there were some kind of contract in place.

Mayor Pro Tem Plata moved to table this item. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

CONSENT AGENDA

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

16. Approval of Minutes – Carrillo

Regular Meeting – April 14, 2026

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

Planning and Zoning – March 4, 2026

Mission Redevelopment Authority – February 25, 2026

Mission Tax Increment Reinvestment Zone – February 25, 2026

Mission Economic Development Corporation – February 26, 2026
Ambulance Board Meeting – September 16, 2025
Traffic Safety Committee – January 22, 2026

18. Authorization to purchase a total of ten (10) vehicles from D&M Leasing Company (Lease of City Fleet Vehicles RFP: 19-139-02-22) in the total amount of \$55,507.10 – Mares

Staff requested authorization to finalize the purchase of 10 fleet vehicles for the Fire and Police Departments. These units were originally leased for five years (April 1, 2020 – March 31, 2025) and recently underwent a one-year lease extension through March 31, 2026. As no further renewal options are available, and given the vehicles' current condition, staff recommended exercising the "buyout" option. The total capitalized cost for all units was \$55,507.10.

Fire Department: (1) 2020 Chevrolet Suburban; Police Department: (2) 2020 Dodge Chargers, (2) 2019 Ram 1500s, and (5) 2019 Chevrolet Impalas

19. Authorization to convey 200 surplus chairs to Iglesia Cristiana Ebenezer from the Mission Event Center– A. Lerma

Staff respectfully requested authorization from the City Council to convey two hundred (200) surplus chairs currently located at the Mission Community Center to Iglesia Cristiana Ebenezer. The chairs had been declared as surplus due to significant damage and no longer meeting the needs of the Event Center's quality standards for client satisfaction and professional presentation

20. Authorization to approve 100% Fee Waiver Application RGV Cyber – A. Lerma

RGV Cyber was requesting 100% fee waiver for the Mission Event Center to host the BSides RGV cyber security conference which would provide high-quality technical education and professional networking opportunities to the community. This event features expert speakers and hands-on competitions designed to cultivate a skilled-cybersecurity community in the Rio Grande Valley, laying the ground to attract and sustain the technology industry as our region continues to grow. The event was scheduled to take place on June 27, 2026 and estimated attendance was 300 guests.

21. Authorization to exceed the FY 2025–2026 \$25,000 threshold for cumulative emergency repairs with DEA Specialties Co., Inc. in the total amount of \$26,944. – A. Lerma

Due to unforeseen operational failures of the facility's partition wall system, the department initiated emergency repairs in March 2026 to restore functionality critical to ongoing operations. Additional failures identified in April 2026 required continued emergency services from the same vendor to ensure the facility remains operational and able to meet contractual obligations. To date, cumulative expenditures with DEA Specialties Co., Inc. for these emergency repairs total \$26,944, exceeding the \$25,000 threshold requiring City Council approval. In accordance with the City of Mission Procurement Manual regarding emergency purchases and cumulative thresholds, staff is requesting City Council authorization to exceed the \$25,000 threshold for these necessary repairs. These repairs were essential to: Maintain contractual commitments for facility rentals, Ensure operational continuity of divisible event space, Prevent disruption to scheduled events and revenue generation

22. Approval of Resolution # _____ approving the resolution of Mission Economic Development Corporation authorizing the issuance of bonds on behalf of Graphic Packaging International LLC; and matters related thereto. – Garcia

Lee McCormick, President of Community Development Associates, had facilitated the issuance of revenue bonds by the Mission Economic Development Corporation for the purpose of financing and refinancing projects for Graphic Packaging International LLC, under the assistance of MEDC's Private Activity Bond program. Attached was a staff report and the proposed resolution. Mr. McCormick would be available to answer any questions City Council members may have.

23. Authorization to Solicit Requests for Proposals for Third-Party Administrator (TPA) Services (Including Pharmacy Benefit Management), Stop-Loss Insurance, and Voluntary Supplemental Products – Munguia

In 2023, the City of Mission entered into a contractual agreement with Blue Cross Blue Shield of Texas to provide Third-Party Administrator (TPA) services (including Pharmacy Benefit Management (PBM) and a PPO network), as well as Stop-Loss Insurance. The TPA services were established for a three-year term with two one-year renewal options, while Stop-Loss Insurance was established for a one-year term with four one-year renewal options.

In 2024, the City entered into a separate contractual agreement with Colonial to provide Voluntary Supplemental Products for a three-year term with two one-year renewal options.

Staff was now seeking authorization to solicit Requests for Proposals (RFPs) for Third-Party Administrator (TPA) services (including PBM and PPO network), Stop-Loss Insurance, and Voluntary Supplemental Products.

24. Authorize Mayor to execute a Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Taylor Road Phase II Project – Terrazas

This project involved public improvements related to the utilities portion of road improvements for the Taylor Road II Project in the amount of \$4,000,000. This Reimbursement Agreement was approved by the Mission Redevelopment Authority/TIRZ #1 Board at their April 20, 2026 Board meeting and the Authority's legal counsel, Gene Vaughan with Jones Galligan Key & Lozano LLP, created the reimbursement agreement. The public improvements would be financed and designed, and all necessary right of way will be acquired by the City of Mission.

Mayor Garza asked to remove item 22 and 23 from the list and be discussed individually.

Mayor Pro Tem Plata moved to approve all consent agenda items 16 thru 21 and 24 as presented. Motion was seconded by Councilman Vela and approved unanimously 5-0.

Eden Ramirez Jr, City Attorney, stated that MEDC had not been able to meet; therefore item 22 would have to be tabled.

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

Mayor Garza requested to discuss item 23 in Executive Session.

APPROVALS AND AUTHORIZATIONS

25. Authorization to enter into an Agreement between the City of Mission and EYLY, LLC, Esmeralda Lozano, Principal, regarding sewer service for the proposed Esmeralda

Subdivision, being a five (5) lot subdivision out of a 5.73-acre tract of land out of Lot 35, La Homa Acres Unit No. 3 Subdivision, located along the West side of Moorefield Road approximately one (1) mile North of Mile 3 Road – Cervantes

This 5-lot proposed subdivision was located within the Mission ETJ. The agreement was required by the Hidalgo County Planning Department to allow the plat to get recorded. The property would connect to the City of Mission's sewer main line along Moorefield Road. The proposed subdivision was made up of five (5) commercial lots with frontage on Moorefield Road. The infrastructure was completed and approved and all the fees have been paid by the developer. The subdivision was processed administratively. The water for the subdivision will be provided by the Sharyland Water Supply Corporation (SWSC). The monthly sewer fees would be collected by the SWSC as per a 2001 agreement between the City and SWSC. Additional language was added to the standard agreement (shown in bold) in which the County agrees not to issue any building permits unless approved by the City of Mission first. This would ensure that the City of Mission Authorization for Billing of Sewer Services form was filled and signed by the property owner. This would guarantee that the City of Mission would receive the monthly sewer revenues in perpetuity for each lot once a building permit was issued.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to enter into an Agreement between the City of Mission and EYLY, LLC, Esmeralda Lozano, Principal, regarding sewer service for the proposed Esmeralda Subdivision, being a five (5) lot subdivision out of a 5.73-acre tract of land out of Lot 35, La Homa Acres Unit No. 3 Subdivision, located along the West side of Moorefield Road approximately one (1) mile North of Mile 3 Road. Motion was seconded by Councilman Vela and approved unanimously 5-0.

26. Consideration and possible action to approve Ordinance #5807 repealing Ordinance # 5794 temporarily suspending the acceptance, processing, and approval of applications for new car wash facilities – Cervantes

On March 24, 2026, the City Council adopted a 180-day moratorium (Ordinance No. 5794) to suspend the development of new car wash facilities. This action was taken primarily to address concerns regarding water intensive uses during ongoing drought conditions and to allow the City to consider its regulatory options.

The proposed ordinance effectively ends this suspension as per legal recommendation.

Staff and Co-Interim City Managers recommended approval.

City Attorney, Mr. Ramirez, stated that he recommended approval of this item.

Mayor Pro Tem Plata moved to approve Ordinance #5807 repealing Ordinance # 5794 temporarily suspending the acceptance, processing, and approval of applications for new car wash facilities. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5807

AN ORDINANCE OF THE CITY OF MISSION, TEXAS, REPEALING ORDINANCE NO. 5794 WHICH ESTABLISHED A TEMPORARY MORATORIUM ON THE ACCEPTANCE, PROCESSING, AND APPROVAL OF APPLICATIONS FOR NEW CAR WASH FACILITIES; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

27. Approval of Ordinance No. 5808 amending Ordinance No. 2683 designating Reinvestment Zone Number One, City of Mission, Texas, by extending the term of the Mission Redevelopment Authority – Tax Increment Reinvestment Zone No. 1 and amending the City’s tax increment contribution to the zone – A. Garcia

This ordinance amended Ordinance No. 2683, which originally created Reinvestment Zone Number One, City of Mission, Texas, pursuant to Chapter 311 of the Texas Tax Code. The amendment extended the term of the Mission Redevelopment Authority – Tax Increment Reinvestment Zone No. 1 and modified the City of Mission’s tax increment contribution to the Tax Increment Reinvestment Zone (TIRZ). The ordinance also confirmed the continued operation of the zone’s Board of Directors and included standard severability and emergency clauses.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to approve Ordinance No. 5808 amending Ordinance No. 2683 designating Reinvestment Zone Number One, City of Mission, Texas, by extending the term of the Mission Redevelopment Authority – Tax Increment Reinvestment Zone No. 1 and amending the City’s tax increment contribution to the zone. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

ORDINANCE NO. 5808

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING ORDINANCE NO. 2683 DESIGNATING A CONTIGUOUS GEOGRAPHIC AREA WITHIN THE CITY OF MISSION AS REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS, FOR TAX INCREMENT FINANCING PURPOSES PURSUANT TO CHAPTER 311 OF THE TEXAS TAX CODE; PROVIDING FOR THE EXTENSION OF THE TERM OF THE MISSION REDEVELOPMENT AUTHORITY – TAX INCREMENT REINVESTMENT ZONE NO. 1; AMENDING THE CITY’S TAX INCREMENT CONTRIBUTION TO THE ZONE; CONFIRMING THE CONTINUED OPERATION OF THE BOARD OF DIRECTORS FOR SUCH ZONE; CONTAINING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT; PROVIDING A SEVERABILITY CLAUSE; AND DECLARING AN EMERGENCY

28. Approval of a Tax Increment Reinvestment Zone No. 1 Updated Final Project & Finance Plan - T. Garcia

On April 7, 2026 the Mission Redevelopment Authority/TIRZ #1 Board of Directors approved an Updated Final TIRZ No. 1 Project & Finance Plan. The update aligned with goals ensuring current economic and future community area needs. The purpose of the update was to identify potential financing sources to enhance future projects fostering transparency and support. The Project & Finance Plan would be updated every two years. It included participating taxing entity projections and revenues, current and past project descriptions, and estimated costs. Attached is the Updated Final Project & Finance Plan for your review and approval.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to approve a Tax Increment Reinvestment Zone No. 1 Updated Final Project & Finance Plan. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

29. Authorize Mayor to execute Resolution No. 2058 approving the issuance of bonds by the Mission Redevelopment Authority on behalf of Reinvestment Zone Number One, of City of Mission, Texas in amount not to exceed \$18,000,000.00 and making findings related thereto – T. Garcia

The Mission Redevelopment Authority Reinvestment Zone Number One was seeking to secure a bond in the amount of \$18,000,000.00 for various Mission area projects. This resolution required Mission City Council approval for the initiative. The approval was crucial for advancing the planned projects.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to Authorize Mayor to execute Resolution No. 2058 approving the issuance of bonds by the Mission Redevelopment Authority on behalf of Reinvestment Zone Number One, of City of Mission, Texas in amount not to exceed \$18,000,000.00 and making findings related thereto. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

RESOLUTION NO. 2058

A RESOLUTION APPROVING THE ISSUANCE OF BONDS BY THE MISSION REDEVELOPMENT AUTHORITY ON BEHALF OF REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS, IN AND AMOUNT NOT TO EXCEED \$18,000,000 AND MAKING CERTAIN FINDINGS RELATION THERETO

30. Authorization to approve Change Order #1 with an increase of \$64,495 for Rehabilitation of La Cuchilla Drainage Project for the Public Works Department – Gonzalez

The City of Mission was seeking authorization to approve Change Order #1 for the Rehabilitation of La Cuchilla Drainage Project, GLO CDBG-DR Grant No. 23-152-003-E070.

Change Order #1 included additions for drainage, erosion control, and fencing improvements, and deducts unused storm sewer, structural, and fencing items due to revised design and field conditions. These adjustments eliminated conflicts, avoid street closure, and result in an overall cost reduction.

This modification resulted in a increase in the contract amount of \$64,495.00, reducing the original contract price from \$479,508.25 to a revised contract price of \$544,003.25.

Approval of this change order would allow the project to proceed without street closure, avoid utility conflicts, and maintain compliance with GLO CDBG-DR project requirements.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to approve Change Order #1 with an increase of \$64,495 for Rehabilitation of La Cuchilla Drainage Project for the Public Works Department. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

31. Presentation of Unaudited Financial Statements for quarter ending December 2025 – Roman

Unaudited Financial Statements for quarter ending December 2025.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to approve the Presentation of Unaudited Financial Statements for quarter ending December 2025. Motion was seconded by Councilman Vela and approved unanimously 5-0.

32. Presentation of 2026 Budget to Actual Report for quarter ending March 2026 – Roman

Quarter ending March 2026 Budget to Actual Report

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to approve Presentation of 2026 Budget to Actual Report for quarter ending March 2026. Motion was seconded by Councilman Vela and approved unanimously 5-0.

33. Acceptance of Quarterly Report of Investments for the Quarter ending March 31, 2026, including interest earned – Roman

Acceptance of quarterly report required by the Public Funds Investment Act Section 2256.023 of the Texas Government Code on the total investments for the quarter ending March 31, 2026.

The total activity in investment balances for the period increased by \$4,052,253.09 and decreased by \$1,685,218.05 including a market value loss of \$139.44 for a net amount of \$2,585,451.90 which \$218,556.30 is interest.

This report of the City's investment portfolio was in compliance with State Law and the investment strategy and policy approved by the City Council.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to accept the Quarterly Report of Investments for the Quarter ending March 31, 2026, including interest earned. Motion was seconded by Councilman Vela and approved unanimously 5-0.

UNFINISHED BUSINESS

None

At 6:12 p.m., Mayor Pro Tem Plata motioned to move into Executive Session. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney), regarding the possible sale of City property located within Lot 192, John H. Shary Subdivision.
2. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney), Section 551.072 (Real Property) related to 1401 E. 24th Street, Mission, Texas.
3. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney), related to Medusa Investments, LLC and Ricardo L. Salinas v City of Mission, et al. in the United States District Court Southern District of Texas, McAllen Division.

Mayor Pro Tem Plata stepped out of the meeting at 7:05 p.m.

Upon conclusion of Executive Session at 7:06 p.m., Councilwoman Ortega moved to reconvene the regular meeting. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

At this time the council proceed with item #23 of the agenda.

Councilman Vela moved to table to solicit requests for Proposals for Third-Party Administrator (TPA) Services (Including Pharmacy Benefit Management), Stop-Loss Insurance, and Voluntary Supplemental Products pending solicitation for a RFQ for an Insurance Consultant. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

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

1. Consideration and action if any, regarding the possible sale of City property located within Lot 192, John H. Shary Subdivision.

Councilman Vela moved to authorize City Manager to sell easement located within Lot 192, John H. Shary Subdivision to abutting property owner. Motion was seconded by Councilwoman Ortega and approved unanimously 4-0.

2. Consideration and action if any, related to 1401 E. 24th Street, Mission, Texas.

Councilman Vela authorized Legal Counsel to move forward to identify board of directors of the owners of the property. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

3. Consideration and action if any, related to Medusa Investments, LLC and Ricardo L. Salinas v City of Mission, et al. in the United States District Court Southern District of Texas, McAllen Division.

No Action

ADJOURNMENT

At 7:09 p.m., Councilwoman Ortega moved for adjournment. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: May 12, 2026
PRESENTED BY: Juan Pablo "JP" Terrazas / Andy Garcia – Assistant City Managers
AGENDA ITEM: Acknowledge Receipt of Minutes – Terrazas / A. Garcia
 Parks & Recreation – March 10, 2026
 Mission Economic Development Authority – January 22, 2026
 Planning & Zoning Commission – March 18, 2026, April 1, 2026
 Civil Service Commission – February 26, 2026

NATURE OF REQUEST:

See attached minutes.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *JP7 / AG*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

PARKS AND RECREATION ADVISORY BOARD MEETING
March 10, 2026

<u>BOARD MEMBERS PRESENT</u>	<u>STAFF</u>
Tony Guerrero	Brad Bentsen
Chris Voss	Pete Lopez
Maggie Guajardo Pena	Taylor Cavazos
Mark Minton	Pete Charles
Jesus Mendiola	JC Calderon
Melissa Reyna	

Call to Order

Maggie Guajardo Pena called the meeting to order.

Prayer

Chris Voss led us in prayer.

Roll Call

Roll call was taken and quorum was met.

Approval of Minutes

The Board Members approved the minutes for the February 10, 2026 Advisory Board meeting. Motion to approve was made by Tony Guerrero and seconded by Mark Minton. The motion to approve minutes passed unanimously.

Citizen Participation

N/A

Update on Parks

Parks staff built a storage facility for the sand at the Golf Course in collaboration with the Street Department.

Landscaping around the Golf Course building is still pending, hoping to be completed before ribbon cutting event for night golf.

Park field conditions were questioned by the Board, and P.Lopez informed them of the lack of staff and man power to maintain fields due to the City being under a hiring freeze from budget

constraints. P. Lopez advised the Board all Departments were informed to assist each other and not request additional resources.

Irrigation system on interior of track at the Ruben Hinojosa School Park was completed, just pending seeding and additional irrigation to help transform dirt into grass.

Parks staff assisted with the following events:

- Author Signing event at the Mission Event Center by the Library
- Groundbreaking for Eddies Tacos
- Employee Appreciation Luncheon at Mission Event Center
- Chamber of Commerce's Winter Texan Festival

Update on Recreation

P. Charles is still pending 3 teams to complete his Basketball League in order to start games. Other cities are also having difficulty finding teams due to a new private gym that opened up in Edinburg also hosting a basketball league. P. Charles has also started putting together teams for his Spring Volleyball league.

Recreation Department is currently working on getting everything organized for our summer activities, which include the summer flyer, T.A.A.F dates and times, and summer tournaments/meets. Mission is currently scheduled to host 1 Tract Meet and 1 Tennis Tournament this summer.

P. Charles was happy to announce the return of Music at the Park at the Leo Pena Placita Park starting March 13th from 6:30-9:30 P.M.

The City of Mission Recreation Department is schedule to co-host the upcoming T.A.A.F meeting at the Mission Event Center to solidify the schedule for the summer,

Update on Aquatics

Bannworth Pool Facility is currently being used for training for the Army, Border Patrol, and Fire Department. A Homeschool Program and Hidalgo County Water District also use the pool for water safety training.

After undergoing inspections, minor improvements were needed, in particular with increasing the size and font of signage at the facility.

Lifeguard recruitment is ongoing for the upcoming summer with posted wages at \$10.50/hour, while competing facilities in nearby districts pay up to \$15/hour, creating hiring challenges. In

addition to the low pay, the possibility of Sharyland ISD creating their own Aquatic Center may take away Lifeguards from the City of Mission.

New Business

The Department is preparing for Trash Bash that is coming up towards the end of April, and is also providing assistance to the Lions Club who will be celebrating their 100-year anniversary at Lions Park.

Griselda Guerrero approached the Department about hosting a "Tejunto" Festival at the Leo Pena Placita Park in October. Originally the fee is \$800 for the rental, but since the organization is a 501(c)(3) B. Bentsen is looking for an approval from City Council to waive fees and assist her with the event.

Lions Club proposed installing and funding an AED machine to be installed at the Lions Park. This AED machine has a cost of \$7,000 and an annual maintenance fee of \$600. B. Bentsen will be taking this item to City Council today and is hopeful Council is supportive and interested in expanding AED coverage to other Parks.

Old Business

The ribbon cutting for the Storybook Walk will take place at Lions Park this upcoming Tuesday at 10:00 A.M. All 20 pedestals were created with the help of donations, and stories displayed will be pre-approved by the subcommittee.

B. Bentsen gave a presentation to Council on what would be next step for the pond at the Bann worth Park. A subcommittee is evaluating options between pond liner and organic seepage control products for lake maintenance. Other improvements consist of the possibility of obtaining a \$15,000 AARP grant for benches and shade trees around the lake perimeter. Plans to implement a duck feeding system to manage wildlife impact and reduce unauthorized feeding.

A grant application was submitted through CDBG for Astroland Park for \$293,000.

Hike and Bike trail re-vamp is progressing, the whole trail on the east side of Shary is complete.

Tennis subcommittee has been meeting and discussing next steps for the Birdwell Tennis Center. Moving forward with a temporary building in place to help monitor activity at the tennis courts. Fundraising and court naming opportunities are part of the strategy to support a future Pro Shop.

As previously discussed, the coaches at the Birdwell Tennis Center using the facility that were originally from Cimarron as per the previous agreement wer instructed to move their classes to the Bentsen Palm Park tennis courts now that the lights have been repaired. We are hoping tension

As previously discussed, the coaches at the Birdwell Tennis Center using the facility that were originally from Cimarron as per the previous agreement wer instructed to move their classes to the Bentsen Palm Park tennis courts now that the lights have been repaired. We are hoping tension among court rentals will now subside with the relocation of this academy, along with more open courts to the public.

Adjournment

Chris Voss made a motion to adjourn the meeting and was seconded by Mark Minton. The Board voted unanimously and the meeting was adjourned.

**NOTICE OF REGULAR MEETING
MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC.
JANUARY 22, 2026**

The Board of Directors of the Mission Economic Development Authority, Inc., held a regular meeting on Thursday, January 22, 2026, at 4:00 PM, in person, at the Center for Education and Economic Development, 801 N. Bryan Road, Mission, Texas 78572, to discuss the following agenda:

1. Call to order and establish quorum.
2. Citizens' Participation.
3. Approval of Minutes: Meeting of October 15, 2025 & Special Meeting of October 30, 2025
4. Deliberation & possible action for acceptance of Unadjusted Financial Report ended December 31, 2025.
5. Deliberation and possible action for the acceptance of Quarterly Report of Investments for the Quarter and Interest Earned for Three Months Ending December 31, 2025.
6. Deliberation and possible action to ratify the selection of the Corporation's depository bank.
7. Discussion and possible action related to Resolution No. 2026-01, Resolution of the Board of Directors of Mission Economic Development Authority Inc., designating a depository bank, and authorizing the performance of all banking functions relating to the opening and maintaining of bank accounts for the Mission Economic Development Authority Inc., and the designation of signatories on such accounts.
8. Deliberation and possible action to authorize CEO to execute a professional services renewal agreement with Hanna Solutions – Commercial Real Estate.
9. Closed Session Pursuant to V.T.C.A. Gov't Code Sec. 551.001
Deliberation and possible action regarding the purchase, exchange, lease, or value of real property (as permitted under Tex. Gov't Code Sec. 551.072), including, but not limited to the following: **MEDA Land** Consultation with Attorney and possible action regarding (as permitted under Texas Government Code Section 551.071).
The Mission Economic Development Authority Board of Directors will reconvene in open session to take any actions necessary.
10. Adjournment.

Minutes are as follows:

PRESENT:

Richard Hernandez, Chair
Estella Saenz, Secretary
Mayor Norie Gonzalez Garza

ABSENT:

Deborah L. Cordova, Vice Chair
Jose G. Vargas, Treasurer

ALSO PRESENT:

Gene Vaughan JGKL LLP
Mark Hanna, Hanna Solutions
Julian Alvarez, MEDC Board

STAFF PRESENT:

Tecló J. Garcia, CEO
Belen Guerrero-Aguirre, COO
Joe Salazar, Financial Officer
Judy Vega, Executive Assistant
Stephanie Mendiola, Director of Business Development
Candace Rodriguez, Communications & Public Relations Manager
Brianna Casares, Director of Programs
Manuel Rodriguez, CEED Receptionist & Marketing Asst.
J.P. Terrazas, Interim Co-City Manager
Andy Garcia, Interim Co-City Manager

1. Call to order and establish quorum.

After establishing a quorum of the Board of Directors, Chair Richard Hernandez called the meeting to order at 5:50 PM.

2. Citizen's Participation: None.**3. Approval of Minutes:****A. Regular Meeting of October 15, 2025****B. Special Meeting of October 30, 2025**

There being no corrections or additions, Mayor Norie Gonzalez Garza moved for approval of the regular meeting minutes of October 15, 2025. Motion was seconded by Secretary Estella Saenz and approved 3-0.

Chair Richard Hernandez noted a correction to the minutes from the October 30, 2025 meeting concerning the start and end times of the executive session. He requested that these times be verified and corrected.

Subject to the verification, Mayor Norie Gonzalez Garza moved for approval of the special meeting minutes of October 30, 2025. Motion was seconded by Secretary Estella Saenz and approved 3-0 subject to a correction.

4. Deliberation & possible action for acceptance of Unadjusted Financial Report ended December 31, 2025.

Financial Officer Joe Salazar presented this item by stating that total revenue for December is \$4,260 with no expenditures with an ending fund balance of \$1,918,801. Total assets are \$1,918,801 with fund balance and liabilities matching at \$1,918,801.

There being no corrections or additions, Mayor Norie Gonzalez Garza moved for approval. Motion was seconded by Secretary Estella Saenz and approved 3-0.

5. Deliberation and possible action for the acceptance of Quarterly Report of Investments for the Quarter and Interest Earned for Three Months Ending December 31, 2025.

Financial Officer Joe Salazar presented this item by stating that the TexPool General Fund had increased by \$4,259.56, bringing the Market Value of the fund to \$424,458.33.

There being no corrections or additions, Mayor Norie Gonzalez Garza moved for approval. Motion was seconded by Secretary Estella Saenz and approved 3-0.

6. Deliberation and possible action to ratify the selection of the Corporation's depository bank.

Chief Executive Officer Tecló J. Garcia mentioned that on October 15, 2025, the Mission Economic Development Authority Board authorized the CEO of the Corporation to act on behalf of MEDA to solicit proposals from financial institutions for banking services. On December 10, 2025, the Mission Economic Development Corporation selected Lone Star National Bank as their depository bank. He is requesting ratification of the selection of the Corporation's depository bank.

Mayor Norie Gonzalez Garza moved for approval to ratify the selection of the Corporation's depository bank. Motion was seconded by Secretary Estella Saenz and approved 3-0.

- 7. Discussion and possible action related to Resolution No. 2026-01, Resolution of the Board of Directors of Mission Economic Development Authority Inc., designating a depository bank, and authorizing the performance of all banking functions relating to the opening and maintaining of bank accounts for the Mission Economic Development Authority Inc., and the designation of signatories on such accounts.**

Chief Executive Officer Tecló J. Garcia explained that this Resolution was necessary for the purpose of establishing signatories for the depository bank selected by the MEDC Board on behalf of the Authority.

There being no corrections or additions, Mayor Norie Gonzalez Garza moved for approval on Resolution No. 2026-01. Motion was seconded by Secretary Estella Saenz and approved 3-0.

- 8. Deliberation and possible action to authorize CEO to execute a professional services renewal agreement with Hanna Solutions – Commercial Real Estate.**

Chief Executive Officer Tecló J. Garcia presented this item by stating that the professional services agreement mirrors the agreement Mission EDC has with Hanna Solutions – Commercial Real Estate. In addition, he stated that he and staff are pleased with the services by Hann Solutions – Commercial Real Estate and recommends approval.

Secretary Estella Saenz moved for approval to authorize the CEO to execute a professional services renewal agreement with Hanna Solutions – Commercial Real Estate. Motion was seconded by Mayor Norie Gonzalez Garza and approved 3-0.

At **5:59 PM** Chair Richard Hernandez announced that the MEDA board would be convening in closed session.

- 9. Closed Session Pursuant to V.T.C.A. Gov't Code Sec. 551.001**

Deliberation and possible action regarding the purchase, exchange, lease, or value of real property (as permitted under Tex. Gov't Code Sec. 551.072), including, but not limited to the following:

MEDA Land

Consultation with Attorney and possible action regarding (as permitted under Texas Government Code Section 551.071).

The Mission Economic Development Authority Board of Directors will reconvene in open session to take any actions necessary.

At **6:12 PM** Chair Richard Hernandez announced that the MEDA board would be reconvening in open session.

Regarding MEDA Land: Secretary Estella Saenz moved to authorize the CEO to negotiate a Letter of Intent for Project Box as discussed in closed session. Motion was seconded by Mayor Norie Gonzalez Garza and approved 3-0.

- 10. Adjournment.**

At 6:13 PM, Secretary Estella Saenz moved to adjourn the meeting. Motion was seconded by Mayor Norie Gonzalez Garza and approved 3-0.

MEDA 1/22/2026 Pg. 4

MINUTES OF THE MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC. BOARD OF DIRECTORS REGULAR MEETING HELD ON JANUARY 22, 2026 WERE APPROVED ON THIS THE 26TH DAY OF FEBRUARY, 2026.

Estella Saenz, Secretary

**PLANNING AND ZONING COMMISSION
MARCH 18, 2026
CITY HALL’S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

Irene Thompson
Diana Izaguirre
Kevin Sanchez
Connie Garza
David Villarreal

P&Z ABSENT

Raquenel Austin
Steven Alaniz

STAFF PRESENT

Elisa Zurita
Gabriel Ramirez
Ana G. Bazaldua
Xavier Cervantes
Alex Hernandez

GUEST PRESENT

Lourdes Lerma
Ramon Sotelo
Maria E. Salinas
Miguel Vargas
Silvia Cantu
Joaquin Diaz
Jonathan Morales

CALL TO ORDER

Chairwoman Izaguirre called the meeting to order at 5:30 p.m.

DISCLOSURE OF CONFLICT OF INTEREST

There was none.

CITIZENS PARTICIPATION

There was none.

APPROVAL OF MINUTES FOR MARCH 4, 2026

Chairwoman Izaguirre asked if there were any corrections to the minutes for March 4, 2026. Ms. Thompson moved to approve the minutes as presented. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:30 p.m.

Ended: 5:32 p.m.

Item #2

Rezoning:

**Being Lots 5 and 6, Block 180,
Mission Original Townsite Subdivision
This property is located at 1000 and 1004 N. Holland Avenue
R-1 to R-2
Miguel Angel Vargas**

Mr. Cervantes stated that the applicant is requesting to rezone the subject properties from Single-family Residential District (“R-1”) to Duplex-fourplex Residential District (“R-2”) to develop a triplex apartment complex at each lot. The properties are located at the Northeast corner of N. Holland Avenue and W. 10th Street. The lots of record have a combined 15,000 square feet in area and measure 100 feet along Holland Avenue and 150 feet along W. 10th Street. The surrounding zoning is Single-family Residential (R-1) District to the North, East and South and Public (P) District to the West. The surrounding land uses include single-family homes to the North, a 6-unit apartment complex to the East, the Leo Marcel Elementary school to the West and the “La Fruteria” business to the South. There is a paved alley along the East side of the properties. The subject property is vacant. The Future Land Use Map shows the property designated for low-density residential uses. The requested rezoning is not in line with the comprehensive plan, however, staff feels that the properties with frontage on Holland Avenue are in transition to multifamily uses. Notices were mailed

to 17 surrounding property owners. Planning staff has not received any phone calls in opposition to the rezoning. Staff recommends approval to the rezoning request.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Mr. Sanchez inquired about the location of the apartment complex.

Mr. Cervantes explained that although the aerial photo should have been zoomed out, the complex is located immediately to the east. He clarified that the development consists of three units on one lot and three units on another.

Mr. Cervantes confirmed that there is a triplex on Lot 7 and another triplex on Lot 8.

Mr. Sanchez inquired whether Lots 7 and 8 were Mr. Cervantes' other locations.

Mr. Cervantes confirmed the map's accuracy but expressed uncertainty about how to adjust the zoom for the apartment complex. He suggested that if the current proposal is approved, city-initiated rezoning should be pursued for Lots 7 and 8 to match with the structures he has already developed there.

Ms. Garza inquired whether the City Council had planned to place a hold on the construction of new apartments within the neighborhood.

Mr. Cervantes explained that city staff previously processed a case on the west side where the city had downzoned an entire neighborhood containing duplexes, triplexes, and apartments. He noted that despite the downzoning, an R-2 application was approved by the City Council because there was no opposition. He concluded that the Council appears receptive to apartment projects as long as surrounding property owners do not object.

Mr. Sanchez inquired whether the white building directly to the north was a single-family residence.

Mr. Cervantes confirmed that the building is a single-family home and noted that the entire area to the north consists of single-family residences.

Chairwoman Izaguirre noted that the schools were located on the left-hand side.

Mr. Cervantes confirmed that there are apartments located immediately behind the property, though he apologized that the aerial photo was not zoomed out enough to show them. He noted that Holland is a collector street, which he believes is suitable for higher-density use. Additionally, he pointed out that the school across the street makes the location particularly attractive to potential tenants.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the rezoning request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:32 p.m.

Ended: 5:38 p.m.

Item #3

Rezoning:

**Being Lot 25, Ala Blanca Subdivision Unit No. 2,
This property is located at 2425 W. U.S. Expressway 83,
R-1 to C-1
JQ Holdings Corp. Inc.**

Mr. Cervantes stated that the applicant is requesting to rezone the subject property from Single-family Residential District ("R-1") to Office Building District ("C-1") to convert the existing house into an office building. The code of ordinances states that the main purpose of the office building zoning is to provide office uses, office sales uses and certain personal services of a nature that will not have a blighting effect on adjacent residential areas. The lot of record measures 50 feet in width and has a depth of 180 feet for a total area of 9,000 square feet. The surrounding zones are General Business (C-3) District to the Northwest and Northeast and Single-family Residential (R-1) District to the Southeast and Southwest. The property has a single-family residential home. The surrounding land uses include an office complex to the Northwest and single-family homes to the Southeast and Southwest. The Future Land Use Map shows the property designated for commercial uses. The requested rezoning is in line with the comprehensive plan designation. Notices were mailed to twenty-two (22) surrounding property owners. Planning staff received no phone calls from the surrounding property owners. Staff recommends approval to the rezoning request.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Garza inquired whether other zoning classifications, such as C-1 or C-3, exist in the area.

Mr. Cervantes noted that while the area contains some C-3 and C-2 zones, the current request is for C-1 zoning, which represents a less intense use. He further explained that because the comprehensive plan designates all those lots for commercial use, the proposal remains consistent with the plan's long-term goals.

Ms. Garza confirmed that the proposed classification represents a less intense zoning use.

Mr. Cervantes confirmed that C-1 zone is a less intense zone than C-2 zone or C-3 zone.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the rezoning request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:38 p.m.

Ended: 5:44 p.m.

Item #4

Rezoning:

**Being Tract 1: The North 7.19 acres of Lot 39,
Tract 2: a 10-acre tract of land out of Lot 40,
Tract 3: an 8.45-acre tract of land out of Lot 41,
Tract 4: a 1.020-acre tract of land being all of the
existing 70-foot strip of United Irrigation District Canal
right-of way between lots 40 and 41,
all out of the Bell-Woods Company's Subdivision "C",
This property is located along the East side of N.
Trospers Road approximately 100 feet North of Palmer Road,
R-2 to R-1
DS3 Development LLC**

Mr. Cervantes stated that due to changing market conditions, the applicant is requesting to rezone the subject property located along the East side of Trospers Road from Duplex-fourplex Residential District ("R-2") to Single-family Residential (R-1) District to sell the lots for single-family homes. The tract of land measures 634 feet along Trospers Road and has a depth of 1,320 feet for a total acreage of 26.79 acres. Tracts 1, 2 & 3 were zoned Duplex-fourplex Residential (R-2) District on May 22, 2023. Tract 4 was zoned R-2 on October 28, 2024. The proposed Bellwood Manor Phase 1 subdivision was approved with conditions by the City Council on September 23, 2025. The subdivision under construction will result in 30 lots measuring, on the average, 85 feet by 132 feet. The surrounding zones are Agricultural Open Interim (AO-I) District to the West, Duplex-fourplex Residential (R-2) District to the South, Agricultural Open Interim (AO-I) District and Townhouse Residential (R1-T) District to the East, and outside the city limits to the North. The surrounding land uses is a fourplex apartment subdivision to the South, a single-family home and agricultural land to the West and East. The Future Land Use Map shows the property designated for low-density residential uses. The requested rezoning is in line with the comprehensive plan designation. Notices were mailed to 36 surrounding property owners. Planning staff received no phone calls in opposition to the rezoning. Staff recommends approval of the rezoning request.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

Ms. Ester Salinas, the owner of Lot 35 at 3318 Compton Drive, is presenting several serious concerns and violations regarding the current 36.8-acre development to the Planning & Zoning Commission. As the owner of a three-acre natural habitat, Ms. Salinas has recommended master planning and tree preservation since the project's inception.

Ms. Salinas previously collaborated with former City Manager Martin Garza to establish the 12-foot wide blacktop on Compton Drive. This public road was specifically designed to provide accessibility for her grandson, who uses a wheelchair, and her cousin, who has dementia. However, she reports that the developer's heavy truck traffic and continuous use of the road driven in part by the

commercial rental of the La Munequita Event Center has caused significant damage, resulting in potholes and structural breakage.

Furthermore, Ms. Salinas highlights a severe environmental and health hazard caused by excessive dust migrating from the development site to her property. This dust has negatively impacted her severe allergies and is burying the natural habitat on her land. She is particularly concerned for her colony of Texas Horned Toads; the dust and gravel are covering the ant mounds that serve as their primary food source.

Despite contacting city managers and inspectors, and despite the issue being featured on Channel 5 news, Ms. Salinas states that adequate dust control has not been implemented. She is requesting that the developer take responsibility for road improvements similar to the extensions required of previous developers and implement professional vacuum sweeping and fencing. Ms. Salinas has documented these issues with extensive photographic evidence and has consulted the Attorney General's office regarding these grievances, seeking a formal remedy to protect her property and health.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Sanchez moved to close the public hearing. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Thompson inquired whether the developer intended to utilize the existing subdivision plat for the project.

Mr. Cervantes stated that, to his knowledge, the subdivision plat would remain unchanged. He noted that the developer intends to maintain the larger lot sizes currently planned, as there is an apparent market demand for bigger homes in that area.

Ms. Thompson inquired whether it was R1 or R1A.

Mr. Cervantes stated that it was R1.

Mr. Cervantes noted that while they could have applied for R1A, they ultimately applied for R1.

Ms. Thompson asked whether the lots would fit within the R1A classification.

Mr. Cervantes explained that while R1 allows for 50-by-100-foot lots and R1A requires 60-by-120-foot lots, the owner chose to apply for R1. He noted that the lots in question are actually larger than typical single-family subdivisions, averaging 85 by 130 feet.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:44 p.m.

Ended: 5:52 p.m.

Item #5**Conditional Use Permit:**

**A Mobile Food Unit – Café Allegro
Being Lot 2, Walters Subdivision,
This property is located at 200 E. Griffin Parkway,
C-3
Jonathan Morales**

Mr. Cervantes stated that the subject site is located at 200 E. Griffin Parkway. Per Code of Ordinance, Mobile Food Units require the approval of a Conditional Use Permit by the City Council. The applicant is leasing an area within the HEB to place Café Allegro Mobile Food Unit. He offers a variety of coffees and pastries. This operation is only for pick-up and go. The applicant did not consult with the planning staff before signing the lease agreement. Site access includes (3) access points: two 36-foot-wide access driveways off of Griffin Parkway and one 36-foot-wide access driveway off of Conway Avenue. The proposed days and hours of operation are Monday–Saturday from 7:00 am to 5:00 pm, closed on Sundays. Staff: 2 employees. Parking: HEB has a total of 251 parking spaces available that will be shared amongst several businesses. The last conditional use permit approved for this mobile food unit was at a different location and was approved for a period of two years. The application for this conditional use permit was submitted after the April 28, 2025, ordinance amendment, placing limitations for new mobile food units to be located with a one mile minimum distance separation from existing mobile food units. The proposed location is 1,276 feet from the existing mobile food unit located at 1931 N Conway. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (20) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends denial of the Conditional Use Permit since it does not comply with the new minimum distance requirement from other existing mobile food units. However, if the board or Council is inclined to approve the request, then staff recommends the following conditions: 1) 1-year re-evaluation in order to assess this new operation; 2) Must comply with all City Codes (Building, Fire, Health, Sign, etc.); 3) Restrooms must be accessible to the employees and patrons at all times; 4) Acquisition of a business license prior to occupancy; 5) CUP is not transferable to others; and 6) Hours of operation are Monday – Saturday from 7:00 am to 5:00 pm. Closed on Sundays.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Thompson asked if they had one at that moment.

Mr. Cervantes confirmed that they had an approved mobile food unit located on Griffin Parkway and west of Bryan Road.

Chairwoman Izaguirre asked if the location was near number four.

Mr. Cervantes confirmed that it was listed as number four on the green table and He explained that while the individual had an approved mobile food unit at that location, the proposed relocation would violate the current ordinance.

Mr. Sanchez asked for clarification, noting that the request was for a relocation rather than an addition to the existing setup.

Mr. Cervantes clarified that the unit was not a new one.

Ms. Thompson inquired about the City Council's stance during previous discussions regarding scenarios where an existing unit sought to relocate.

Mr. Cervantes recalled a similar case from approximately six months prior involving a church property at the southwest corner of Conway and Griffin Parkway. He noted that staff and the Planning and Zoning Commission had recommended disapproval of the proposed mobile food unit due to be in violation of the ordinance. The City Council ultimately denied the request.

Ms. Thompson clarified that she was not referring to brand-new units, but rather to cases where an existing unit was already positioned very close to or nearly within the restricted area. She inquired whether the City Council had expressed an opinion or held discussions specifically regarding those existing units seeking to relocate.

Mr. Cervantes stated that this was the first time they had encountered this specific issue.

Ms. Thompson asked whether the individual would be approved for a renewal if they remained at their current location.

Mr. Cervantes confirmed that, under those circumstances, the renewal would be approved.

Ms. Thompson asked for clarification, noting that the only reason for the denial appeared to be the change in location, which happened to be within approximately a mile of existing mobile food units in the area.

Mr. Cervantes clarified that the proposed location was within less than a mile of existing local buildings.

Mr. Jonathan Morales residing at 2801 Woodrow Street introduced himself to the Commission.

Ms. Thompson inquired whether the new location was at H-E-B and asked if a contract lease agreement was already in place or how that process functioned.

Mr. Morales explained that he had a contract with H-E-B as part of a new rollout. He noted that after a catering event, the company invited him to operate on their property. He acknowledged that moving there violated the code but requested consideration for the situation.

Ms. Thompson asked whether the unit was already operating at the new site.

Mr. Morales clarified that they were not currently on the new site and had returned to their previous approved location.

Ms. Thompson asked if they had already been at the new site and then moved back.

Mr. Morales confirmed that they had been at the new site and moved back.

Ms. Thompson asked for clarification, inquiring if they had already moved over to the H-E-B location.

Mr. Morales confirmed that they had moved because H-E-B had invited them to the site. He explained that they were unaware they were violating the ordinance at the time.

Ms. Thompson asked for confirmation that the applicant believed their current permit would automatically transfer to the new location, only to find they had to restart the process. She also expressed interest in the H-E-B initiative, inquiring if it was a program being rolled out in other areas.

Mr. Morales stated that he was not entirely sure, but he understood it to be a new initiative they were testing in other stores to the North. He added that they were interested in doing similar work there.

Ms. Thompson asked if H-E-B had approached him.

Mr. Morales confirmed that after his business performed a catering event for H-E-B, the company offered them the opportunity to serve at their location.

Mr. Sanchez expressed that he felt more inclined to be forgiving, noting that the request was for a relocation rather than a new permit.

Ms. Thompson agreed, noting that the distance from the current location (number four on the green map) to the proposed spot in the H-E-B parking lot appeared to be very small perhaps only about 100 feet within the restricted area. She emphasized that the involvement of H-E-B was a significant factor, as the company is known for its efforts to improve the community and support such initiatives.

Mr. Cervantes acknowledged that because the request was for a relocation rather than a brand-new unit the board could recommend approval if desired.

Mr. Sanchez asked whether the applicants were required to abandon their old location or if they intended to move back and forth between the two sites.

Mr. Cervantes suggested that the City Council might grant approval on the condition that the applicant abandon their existing location for the new one.

Ms. Thompson noted that such cases would likely become more frequent and questioned what the standard should be for units already operating within a restricted area. While acknowledging that future cases might need to be handled on a case-by-case basis, she expressed her inclination to move for approval in this specific instance.

Ms. Garza cautioned that if H-E-B did not renew the lease and the City Council granted approval for the relocation, the applicant would be responsible for finding a new location that complied with the city ordinance.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:52 p.m.

Ended: 5:53 p.m.

Item #6

**Conditional Use Permit: To Construct a Pool House
Being Lot 8, Block 1, Golden Crest Manor Subdivision,
This property is located at 1615 Heritage Lane,
R-1
Silvia Cantu**

Mr. Cervantes stated that the subject site is located 825 feet East of N. Stewart Road along the North side of Heritage Lane. Pursuant to Section 1.371 (3) (d) of the City of Mission Code of Ordinances, a guest house or separate servant's quarters must comply with regulations. The property has an area of 15,517 square feet. The code requires a 12,000-square-foot minimum lot. The pool house cannot be made available or used for lease, rent, hire, and the owner of such use may not receive remuneration for the use of one of the above, and must be clearly secondary to the primary residence. A pool house shall not have access to a public street (No shared/extended driveway) and shall not have a separate kitchen area or utilities. Proposed activities: The applicant is proposing to construct a pool house for the family. The applicant is proposing to construct a 427 square feet pool house that consists of a changing room, bathroom, and a game room. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (16) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval with the conditions below: 1) Life of use permit; 2) The unit may not have a kitchen or separate utilities and electrical connections; 3) Transferability to other future owners, imposing the same conditions imposed on this applicant, and 4) Not to be used for rental purposes.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:53 p.m.

Ended: 5:56 p.m.

Item #7

Conditional Use Permit:

**A Bar and for the Sale & On-site Consumption of Alcoholic Beverages – Sidelines Bar & Grill
Being Lot 1, Alba Plaza Subdivision,
This property is located at 608 N. Shary Road,
C-3
Briella's Bistro, LLC
c/o Martha Rivas**

Mr. Cervantes stated the subject site is located along the East side of Shary Road, approximately ¼ mile south of East Business Highway 83, within a commercial plaza. Access to the site is via a 34' driveway off Shary Road. Per Code of Ordinance, the Sale & On-site Consumption of Alcoholic Beverages requires the approval of a Conditional Use Permit by the City Council. The applicant is leasing a 2,251 square foot suite within a commercial plaza for a Bar & Grill. This item was previously approved by the City Council on December 9, 2025. However, the applicant has decided to change the name of the business; therefore, a new Conditional Use Permit is required. The suite includes a small stage for DJ or Karaoke, 1 VIP area, a photo area, a bar, a kitchen, and a storage area. Days & Hours of Operation: Tuesday – Thursday from 11:00 am to 12:00 am, Friday – Saturday from 11:00 am to 2:00 am, and Sunday from 11:00 am to 10:00 pm. Staff: 10 employees Parking: there is a total of 55 seating spaces proposed (10 tables, 1 VIP area, bar), which requires 18 parking spaces (55 seats/1 space for every 3 seats – 18.3 parking spaces). It is noted that the parking is held in common. There is a total of 136 existing parking spaces, shared with other businesses within the commercial plaza. Sale of Alcohol: Section 1.56(3)(a) of the Zoning Code requires a minimum separation of 300' from the property line of any church, school, publicly owned property, or residence. There is a residential subdivision within 300 feet; however, P&Z and City Council have waived this separation requirement in previous conditional use permits. The applicant proposes to have security on-site. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (28) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval of the request, subject to compliance with the following conditions: 1) Permit for one (1) year to continue to assess this new business; 2) Comply with all City Codes (Building, Fire, Health, etc.); 3) Waiver of the 300' separation requirement from the residential homes; 4) Compliance with TABC requirements; 5) CUP is not transferable to others; 6) Must have security cameras inside and outside with a minimum 30-day retention; 7) Hours of operation to be as follows: Tuesday – Thursday from 11:00 am to 12:00 am, Friday – Saturday from 11:00 am to 2:00 am, and Sunday from 11:00 am to 10:00 pm; 8) Must comply with the Noise Ordinance; 9) Maximum occupancy to be 82 at all times; and 10) Must have two (2) level two licensed security guards/officers from 8:00 pm to 2:00 am 11. The use of signage designating VIP or reserved parking is not permitted.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Garza asked if the noise ordinance defined the decibel levels.

Mr. Cervantes stated that the decibel reader must be set to 65. He noted that while there had been valid complaints regarding the taboo nightclub, the issues had been addressed through remodeling to prevent noise from traveling to the neighborhood to the east.

Chairwoman Izaguirre expressed her belief that they are no longer there.

Mr. Cervantes noted that while noise complaints had previously been limited to that specific location no complaints had been received regarding Lux Lounge. He added that surrounding property owners reported no issues, suggesting that noise is not a concern there.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:56 p.m.

Ended: 5:57 p.m.

Item #8

Conditional Use Permit

Renewal:

**To keep a Mobile Food unit - Pepe Noches
Being Lot C, Girasol Estates Subdivision,
This property is located at 1726 W. Griffin Parkway,
C-3
Joaquin Diaz**

Mr. Cervantes stated the subject site is located at the Northeast corner of W. Griffin Parkway and Salinas Drive. Per Code of Ordinance, a mobile food unit requires the approval of a Conditional Use Permit by the City Council. The applicant is requesting a conditional use permit renewal to keep an 8'x22' mobile food unit underneath the carport to sell Mexican food. His menu includes tacos, enchiladas, papas asadas, and menudo, among other items. The proposed hours of operation are as follows: Monday – Thursday from 5:00 pm to 12:00 am, and Friday & Saturday from 5:00 pm to 1:00 am. Staff: 3 employees. Parking: The applicant is proposing to have 2 tables with 6 chairs each for a total of 12 seating spaces. He will be required to have 4 parking spaces (1 parking space for every 3 seats =4). There is a total of 12 parking spaces available for this location to be shared with the existing carwash. The last conditional use permit approved for the mobile food unit for this location was on April 28, 2025 for a period of 1 year. Staff notes that this would be the first renewal. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (16) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval of the request, subject to compliance with the following conditions. 1) Permit for two (2) years to continue to assess this

business; 2) Continued compliance with all City Codes (Building, Fire, Health, Sign, etc.); 3) CUP is not transferable to others; and 4) Hours of operation are Monday – Thursday from 5:00 pm to 12:00 am, and Friday & Saturday from 5:00 pm to 1:00 am.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit renewal request. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre entertained a motion. Mr. Sanchez moved to untabled item # 9. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:57 p.m.

Ended: 6:05 p.m.

Item #9

Ordinance Amendment: TABLED: Conduct a public hearing and consideration of the adoption of an ordinance amending the Code of Ordinances Appendix A - Zoning, Article X. Conditional Use Permits, Section 1.56 Conditions of Conditional Use; Subsection 3, Bars, Cocktail Lounges, Taverns, Cantinas, Saloons, Dancehalls, Discotheques, Discos or Nightclubs, by Adding Event Centers that sell alcoholic beverages and/or offer Bring your own beverages (BYOB) and Subsection H, Establishing Licensed Security Officers Requirements Based on the Maximum Occupancy of the Venue, Applicant: City of Mission

Mr. Cervantes stated that this ordinance will establish requirements for licensed security guards/officers in certain entertainment venues. The ordinance would establish a requirement of one licensed security guard/officer for every 60 patrons based on the maximum occupancy of the establishment. The proposed licensed security guard/officer requirement would not apply to businesses classified as restaurants such as Chilli's, Wings and Rings for example where more than 50 percent of the sales are made up of food or soft drinks. The licensed security guard/officer proposed requirements would not apply to event centers that do not propose to sell alcoholic beverages or are not Bring Your Own Beverage (BYOB) establishments. The Police Chief attended the Ordinance Review Committee meeting and expressed much support for the proposed ordinance. Staff recommends the adoption of the ordinance.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

Mr. Chief Torres recommended a Level 2 security officers for these types of venues, noting that it aligns with current city ordinances. He referenced recent news reports from neighboring cities where alcohol consumption among young adults has led to lower inhibitions and incidents requiring police intervention. Torres argued that Level 2 guards possess a more appropriate level of training, expertise, and capacity for these situations compared to Level 3 guards, who may face limitations regarding personnel, equipment, or specialized capabilities.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Villarreal seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Thompson asked Mr. Cervantes whether the ratio presented previously was 1 to 60 or if it had changed.

Mr. Cervantes stated that the figure was based on the maximum occupancy of the establishment.

Ms. Thompson asked for clarification on whether the officer-to-patron ratio had previously been set at 1 to 60. She recalled past discussions suggesting a ratio of 1 to 100 and noted that a neighboring city, such as McAllen, might have a similar policy in place.

Mr. Cervantes confirmed that McAllen is the only city with a similar policy, though they use a ratio of 1 to 75. He added that Brownsville is considering following Mission's lead by adopting the 1 to 60 ratio for their bars and nightclubs.

Ms. Thompson expressed her support for the 1 to 60 ratio but questioned if they should consider 1 to 75 instead.

Mr. Sanchez stated that he had no issue with the 1 to 60 ratio. He noted that the public had been given the opportunity to provide feedback, and since no concerns were raised, he was comfortable proceeding with that standard.

Mr. Cervantes noted that some phone calls were even in support of the measure, as business owners recognized that increased security would be beneficial to their establishments.

Chairwoman Izaguirre stated that the Council could always modify the ratio in the future if stakeholders requested changes.

Ms. Thompson noted that business owners are free to hire as much security as they desire beyond the minimum requirements. She clarified that if an establishment with 40 patrons wanted to bring in two or even five officers, they have the discretion to do so.

Mr. Cervantes clarified that the proposed figures are the minimum requirements for bars, specifically between the hours of 8:00 p.m. and 2:00 a.m. He noted that law enforcement would conduct periodic checks to ensure compliance, including at the establishment that was recently approved.

Chairwoman Izaguirre questioned whether the minimum security requirement would apply even in instances where only three patrons were present.

Mr. Cervantes confirmed that the requirement would apply regardless of the current occupancy, as the security officer requirements is based on the venue's maximum capacity.

Ms. Thompson asked for the maximum occupancy of the specific establishment that had just been approved as an example.

Mr. Cervantes stated that the maximum occupancy for the approved establishment was 82.

Ms. Thompson clarified that, based on the maximum occupancy of 82, the establishment would be required to have two security officers on-site regardless of whether there were only two or five patrons present.

Mr. Cervantes confirmed that the requirement applies specifically from 8:00 p.m. to 2:00 a.m. He explained that while an establishment might only have five patrons at 8:30 p.m., that number could quickly increase to 20 or more by 9:00 p.m., necessitating the constant presence of security based on maximum occupancy.

Mr. Sanchez inquired whether a check had been conducted on the Sideline Bar & Grill or the specific area in question.

Ms. Thompson clarified that she was referring specifically to the previous establishment the board had just approved.

Mr. Cervantes confirmed that the requirement would be two (2) Level 2 licensed security officers on-site from 8:00 p.m. to 2:00 a.m.

Mr. Sanchez inquired as to which establishment was being discussed, questioning whether the venue in question was actually a restaurant.

Mr. Cervantes clarified that the establishment in question is a bar, not a restaurant. He explained that the establishment is officially classified as a bar because the alcohol sales will be 50% or more of its revenue. He clarified that even if the venue sells food, this classification remains, and noted that the applicant is in agreement with the 1 to 60 security ratio.

Ms. Garza expressed her confidence in the Police Department's review and supported the recommendations they presented.

Mr. Cervantes confirmed that they had met with the Police Chief, who expressed strong support for the proposed ordinance.

Ms. Thompson confirmed that the Police Chief is specifically in favor of the 1 to 60 ratio, noting that he would not be comfortable with a higher ratio and strongly prefers the safety provided by the 60-patron standard.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Garza moved to approve the ordinance amendment request. Mr. Villarreal seconded the motion. Ms. Thompson voted nayed, Upon a vote 5-1, the motion passed unanimously.

ITEM#10
ADJOURNMENT

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Sanchez moved to adjourn the meeting. Ms. Thompson seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 6:05 p.m.



Diana Izaguirre, Chairwoman
Planning and Zoning Commission

**PLANNING AND ZONING COMMISSION
APRIL 1, 2026
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

Irene Thompson
Diana Izaguirre
Kevin Sanchez
Connie Garza
David Villarreal
Raquenel Austin
Steven Alaniz

P&Z ABSENT

STAFF PRESENT

Elisa Zurita
Gabriel Ramirez
Ana G. Bazaldua
Xavier Cervantes
Alex Hernandez
Susie de Luna

GUEST PRESENT

Jessica Barrera
Pam Torres
Antonio Villarreal
Sonia Saucedo
Anna V. Saucedo
Jesus O. Molina
Irene Molina
Delfino Ayala
Nora E. Ayala
Ernie Villarreal

CALL TO ORDER

Chairwoman Izaguirre called the meeting to order at 5:30 p.m.

DISCLOSURE OF CONFLICT OF INTEREST

There was none.

CITIZENS PARTICIPATION

There was none.

APPROVAL OF MINUTES FOR MARCH 18, 2026

Chairwoman Izaguirre asked if there were any corrections to the minutes for March 18, 2026. Ms. Thompson moved to approve the minutes as presented. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:31 p.m.

Ended: 5:32 p.m.

Item #3

**Conditional Use Permit: A Mobile Food Unit – Rincon Tapatio
in an approved Food Truck Park
Lot 1, Block 2, Santa Lucia Development Subdivision
This property is located at 2515 Colorado Street, Suite 203
C-3
Crystal Zavala**

Mr. Cervantes stated that the site is located at the Northwest corner of Colorado and Taylor Road along the north side of Colorado Street. Pursuant to Section 1.56 (11)(H) of the City of Mission Code of Ordinances, a Mobile Food Park requires the approval of a conditional use permit by the City Council. The applicant is leasing a space in an approved Mobile Food Park to offer a variety of tacos. The applicant was granted a Conditional Use Permit for this location on February 10, 2025, for a period of two years. Shortly after receiving approval, the applicant chose to remove the mobile food truck from the park due to personal reasons. The proposed hours of operation are as follows: Tuesday through Sunday from 4:00 p.m. to 12:00 am. Staff: 3 employees. Parking: The Mobile Food

Park measures 134'x72' for a total of 9,648 sq. ft. Based on the square footage, they are required to have 23 parking spaces. The landlord has a total of 67 parking spaces available in this area and has submitted a written agreement to use the parking spaces from the commercial plaza if needed. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (6) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties. Staff Recommendation: 1) Approval for a 2-year re-evaluation to assess this new operation; 2) Must comply with all City Codes (Building, Fire, Health, etc.), 3) Hours of operation are every day from 4:00 pm to 12:00 am; 4) Must comply with the noise ordinance; 5) Acquisition of a business license before occupancy; and 6) CUP is not transferable to others.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Garza moved to approve the conditional use permit request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:32 p.m.

Ended: 5:37 p.m.

Item #4

Conditional Use Permit:

**An Event Center with proposed On-Site Consumption of Alcoholic Beverages – Rodeo Bull Event Center Being Lot 9, Northtown Unit No. 1 Subdivision, This property is located at 2714 N. Conway Avenue, C-3
Jessica Barrera**

Mr. Cervantes stated that the subject site is located within a commercial plaza located at the Southeast corner of Conway Avenue and E. 28th Street. Per Code of Ordinance, an event center and the on-site consumption of alcoholic beverages (BYOB) require the approval of a Conditional Use Permit by the City Council. The applicant would like to take over an existing event center and would like to include bring your own beverage (BYOB) for her customers. She plans to host small-scale events such as weddings, quinceañeras, graduations, baby showers, meetings, posadas, and indoor markets. Since she is a new owner, a new conditional use permit is required due to the change of ownership. Days/Hours of Operation: Monday – Sunday from 8:00 a.m. to 1:00 a.m. Staff: 2 employees. In reviewing the floor plan, staff noticed that the applicant is proposing a total of 88 seating spaces (11 tables with 8 chairs each) for this establishment, which would require 29 parking

spaces. The parking spaces are calculated based on the number of seats, 1 parking space for every 3 seats. (88 seats/3=29.33 parking spaces). It is noted that the parking area is held in common for this commercial plaza (72 existing parking spaces). Alcoholic Beverages – This request is compliant with Sec. 6-4, which requires that no alcoholic beverages be sold within 300' of a church, public or private school, or public hospital. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (21) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval of the request subject to compliance with the following conditions: 1) Permit for one (1) year to continue to assess this new business; 2) Continued compliance with all City Codes (Building, Fire, Health, Sign codes, etc.); 3) Continued compliance with TABC requirements; 4) CUP is not transferable to others; 5) Must have security cameras inside and outside with a minimum 30-day retention; 6) Must comply with the noise ordinance; 7) Hours of operation to be as follows: Monday – Sunday from 8:00 a.m. to 1:00 a.m; 8) Must have a minimum of two (2) Level II licensed security officers from 8:00 p.m. to 1:00 a.m; 9) Maximum occupancy is 115 people; 10) BYOB establishments must not exceed three calls for emergency within any 90-day period categorized as major disturbance; and 11) Place “No alcohol beyond this point” signs at every exit and in parking lot.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Garza inquired whether there was a limit on the amount of alcohol that can be introduced into the facility.

Mr. Cervantes noted that there was not a set limit on the amount of alcohol that could be introduced, however there must be moderate consumption. He further explained that the whole purpose of having a licensed security officer was for there to be more control in regards to alcohol.

Ms. Thompson inquired about any known issues with other businesses holding similar BYOB CUPs.

Mr. Cervantes mentioned there has not been any known issues with other businesses holding similar CUPs.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:37 p.m.

Ended: 5:43 p.m.

Item #5

Conditional Use Permit: To Place one (1) portable building for

**use as a classroom
Being a 1.97-acre tract out of the remainder of Lot 21-3,
West Addition to Sharyland Subdivision
This property is located at 1005 Kenwood Avenue,
R-2
Ernie Villarreal, PMSI Inc. Project Manager**

Mr. Cervantes stated that Mr. Ernie Villarreal, the applicant, representing Vanguard Academy Charter School, is requesting a Conditional Use Permit for the placement of one (1) portable building on the North side of the 1.97-acre tract of land out of Lot 21-3, West Addition to Sharyland Subdivision property to be used as a classroom by the Vanguard Monet Academy. According to the applicant, the enrollment for the Monet Elementary School at the church premises is projected to grow for the 2026-2027 school year. The two classrooms (one per building) will house 2nd and 7th grades. A previous request was granted on May 14, 2025, to Vanguard Monet Academy Charter School within the El Divino Redentor Subdivision Church at 1020 N. Los Ebanos Road. They received a two-year approval to place two (2) portable buildings for use as classrooms. Even though 188 parking spaces are required by code, the church only has 170 total parking spaces. With the installation of the classrooms, 29 parking spaces will be lost. The 188 required parking spaces are based on a church capacity of 750 people. For a church, the code requires one parking space for every four-person capacity. The building permit for the Vanguard Academy School along N. Stewart Road on March 16, 2026. Once the school is operational all the portable buildings at the church property will be removed. Staff recommends approval of the request, subject to: 1) The permit is for two years; and 2) The applicant must obtain all necessary permits and approvals prior to the use of the property.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

Ms. Irene Molina, 1009 Hollyfield Street, is presenting several serious concerns regarding traffic and if the zoning of the area would be affected by the additions and modifications regarding the Vanguard Academy.

Chairwoman Izaguirre advised Ms. Irene Molina that she would not be affected and the area would not be affected regarding zoning and traffic.

Mr. Cervantes invited Ms. Molina to give him a visit in his office to revisit this matter in detail.

Chairwoman Izaguirre asked for a second time if there was any input in favor or against the request.

Mr. Ernie Villarreal, representative from Vanguard Academy, 2028 School Lane, stated the details of the request of a temporary portable building for Vanguard Academy.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:43 p.m.

Ended: 5:55 p.m.

Item #6

Variance Request:

**To allow the construction of a Billboard Sign along Griffin Parkway, and to allow it to be a distance of 177 feet from an existing billboard sign Being Lot 1, Elizondo 495 Plaza Subdivision, This property is located at 2211 E. Griffin Parkway (F.M. 495), C-3
Antonio & Melissa Villarreal**

Mr. Cervantes stated that the applicant is proposing to construct an 8-foot by 16-foot LED changeable billboard sign measuring 128 square feet, and 35 feet in total height. The request is for a variance not to comply with Sec. 86-154. – General Business District of the Mission Code of Ordinances, which states: (b) Billboard sign. Off-premises signs shall not be permitted in the general business, the heavy commercial, the light industrial, and heavy industrial zones except as provided for in the expressway corridor and the secondary arterial corridors. A Secondary Arterial Corridor is defined by Ordinance to be all of U.S. Business Highway 83 and the commercially or industrially zoned properties along F.M. 1016 frontage, south of the U.S. Expressway 83. (4) Spacing: off-premises billboards shall not be erected within 1,500 linear feet of another offpremises sign. There is a total of eight (8) existing billboards along Griffin Parkway within the city limits. As per Code of Ordinance: Billboard sign is defined as any flat surface erected on a framework or on any structure, or attached to posts and used for, or designed to be used for, the display of bills, poster, or other advertising materials, for the purpose of advertising a business, organization, event, person, place, or thing not located on the same premises as such advertising material, with one or two parallel and directly opposite signs with their faces oriented in opposite directions and space not more than ten feet apart. Staff recommends denial.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

Mr. Antonio Villarreal, Petitioner and owner of A&M Epic Agency, stated his case in great detail sharing the vision and mission of his project.

Chairwoman Izaguirre asked if the board had any questions.

Mr. Sanchez asked if there would be any further variances need for the proposal.

Mr. Cervantes stated that if it was just a pole sign with no off-premise advertisement a variance would be needed for the height and the square footage.

Ms. Thompson inquired about the stance of the property owner in regards to this proposal.

Mr. Cervantes stated he holds proper supporting documentation that states the property owner is well aware and in agreement with this request.

Chairwoman Izaguirre asked when did the commission approved the billboard ordinance.

Mr. Cervantes stated 2 years ago to have no more billboards on Griffin Parkway limiting only on the Expressway, Business 83 and a portion of Conway.

Mr. Villarreal stated that there is a requirement in a minimum distance specifically, at least a thousand feet between Lamar billboards.

Mr. Sanchez raised a concern regarding the proximity of a specific sign, asking for clarification on how it could be located only 177 feet away from an existing Lamar Advertising sign.

Mr. Villarreal stated they could pinpoint the exact locations of existing Lamar Advertising signs.

Ms. Thompson questioned how it was possible to bypass the standard spacing requirements.

Mr. Villarreal stated that the billboard could be moved to any location on the property, provided it maintained the same distance from the existing Lamar sign on the corner. He further noted that since the Lamar sign is a static billboard, the current separation of 177 foot distance should be acceptable for the proposed project.

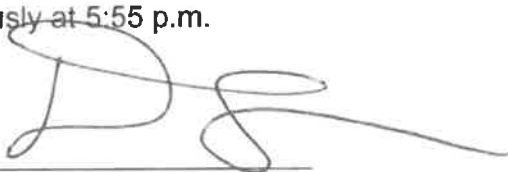
Ms. Thompson expressed her disagreement with the proposal, stating she was against having two billboards located on the same property. She further argued that it would not be ideal for the location to break the city ordinance or for the Commission to grant an exception specifically for this site along FM 495 (Griffin Parkway). Her emphasizes maintaining the integrity of the 1,000-foot spacing rule rather than allowing a variance that would increase sign density in that corridor.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to denied the variance request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

ITEM#7

ADJOURNMENT

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to adjourn the meeting. Mr. Sanchez seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 5:55 p.m.



Diana Izaguirre, Chairwoman
Planning and Zoning Commission

**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
February 26, 2026**

Commission-Present
Polo Garza-Chairman
Memo Delgadillo-Vice Chair
Robert Pena-Member

Staff Present
Noemi Munguia-HR Director
Rey Perez- Asst Chief of Police
Mike Silva-Fire Chief
Jesse Lerma Jr-CS Director

Call to Order

Mr. Polo Garza called the meeting to order at 8:15 a.m.

Roll Call

All present

Pledge of Allegiance

Mr. Garza led the Pledge of Allegiance

Approval of Minutes-January 9, 2026

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

Approval of Mission Police Department Entry Level Scores and the Creation of a New Eligibility List

Mr. Lerma advised the Commission that they held the exam on February 18, 2026. They had 38 applicants with 34 showing up, 30 passed and 4 failed. Mr. Lerma advised the Commission that the ones that passed would proceed to the physical agility next weekend to continue the hiring process. After a brief discussion, Mr. Delgadillo made a motion to approve the scores as presented and to create the new list. Mr. Pena seconded the motion. Motion was approved unanimously.

Pending Business

No pending business

Adjourn

Meeting was adjourned at 8:30 a.m.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: May 12, 2026

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Discussion and possible action on matters related to the approval of Resolution No.____ authorizing the Mission Police Department to submit an Agreement for the Temporary Closure of State Right-of-Way to the Texas Department of Transportation for the Speedy 5k run - Torres

NATURE OF REQUEST:

The agreement is required by the Texas Department of Transportation for the closure of the northbound shoulder and lane of travel of FM 494 (Shary Road) from Victoria Drive to U.S. Business 83, and the eastbound shoulder and lane of travel of U.S. Business 83 from FM 494 to Taylor Road on Saturday, June 6th, 2026, from 5:00 a/m to 11:00a/m. The Mission Police Department will be responsible for securing the event route and will control traffic for the road closure, ensuring the safety of motorists, pedestrians, and all other participants involved.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *JPT*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Resolution No. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AUTHORIZING THE SUBMITTAL TO THE TEXAS DEPARTMENT OF TRANSPORTATION BY THE MISSION POLICE DEPARTMENT OF AN AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY OF FM 494 (SHARY ROAD) (NORTHBOUND LANE AND SHOULDER) FROM VICTORIA DRIVE TO U.S. BUSINESS 83, AND U.S. BUSINESS 83 (EASTBOUND LANE AND SHOULDER) FROM FM 494 TO TAYLOR ROAD, FOR THE SPEEDY 5K EVENT AND AUTHORIZING THE ISSUANCE OF A PUBLIC PERMIT THEREFORE;

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

WHEREAS, the City has requested the temporary closure of the northbound shoulder and lane of travel of FM 494 (Shary Road) from Victoria Drive to U.S. Business 83, and the eastbound shoulder and lane of travel of U.S. Business 83 from FM 494 to Taylor Road between the hours of 5:00 a.m. to 11:00 a.m. on Saturday, June 6th, 2026.

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

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

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

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

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

SECTION 1: The Speedy 5k run is an event that serves a public purpose.

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

SECTION 3: Pursuant to said agreement, the City will close the northbound shoulder and lane of travel of FM 494 (Shary Road) from Victoria Drive to U.S. Business 83, and the eastbound shoulder and lane of travel of U.S. Business 83 from FM 494 to Taylor Road.

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

READ, CONSIDERED AND APPROVED on this, the 12th day of May, 2026.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

STATE OF TEXAS §
 COUNTY OF §

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

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

W I T N E S S E T H

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

WHEREAS, , the City has requested the temporary closure of the northbound shoulder and lane of travel of FM 494 (Shary Road) from Victoria Drive to U.S. Business 83, and the eastbound shoulder and lane of travel of U.S. Business 83 from FM 494 to Taylor Road for the purpose of the Speedy 5k run, as described in the attached “Exhibit A,” hereinafter identified as the “Event;” and

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

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

WHEREAS, on the 12th day of May of 2026, the Mission City Council passed Resolution / Ordinance No. _____, attached hereto and identified as “Exhibit B,” establishing that the Event serves a public purpose and authorizing the City to enter into this agreement with the State; and

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

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

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

A G R E E M E N T

Article 1. CONTRACT PERIOD

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

Article 2. EVENT DESCRIPTION

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

Article 3. OPERATIONS OF THE EVENT

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

Article 4. OWNERSHIP OF DOCUMENTS

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

Article 5. TERMINATION

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

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

Article 6. DISPUTES

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

Article 7. RESPONSIBILITIES OF THE PARTIES

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

Article 8. INSURANCE

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

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

Article 9. AMENDMENTS

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

Article 10. COMPLIANCE WITH LAWS

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

Article 11. LEGAL CONSTRUCTION

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

Article 12. NOTICES

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

following respective addresses:

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

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

Article 13. SOLE AGREEMENT

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

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

THE CITY OF MISSION

Executed on behalf of the City by:

By _____ Date _____
City Official

Typed or Printed Name and Title _____

THE STATE OF TEXAS

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

By _____ Date _____
District Engineer

By _____ Date _____
Director of Maintenance

Exhibit A

ROAD CLOSURE EVENT NAME AND DATE

NAME: 7th Annual Speedy 5K Run

DATE OF CLOSURE: Saturday June 6th, 2026

TIME OF CLOSURE: 5:00 a/m to 11:00 a/m

(SEE ATTACHED ROUTE MAP AND ROAD CLOSURES)

Exhibit B

RESOLUTION

Exhibit C

Agreement No. _____

Item 18.

Agreement No. _____

Item 18.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: May 12, 2026
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Discussion and possible action on matters related to Board Appointments – Building Board of Adjustments and “Keep Mission Beautiful” Beautification Committee - Carrillo

NATURE OF REQUEST:

Building Board of Adjustments appoint Jaime Acevedo to replace Ken Jones who is unable to continue to serve. “Keep Mission Beautiful” Beautification Committee appoint Candace Rodriguez to the vacant position.

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 JP7

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: May 12, 2026

PRESENTED BY: Edgar Gonzalez, EIT., Deputy City Engineer

AGENDA ITEM: Discussion and possible action on matters related to authorization to solicit bids for Manholes Rehabilitation throughout the City of Mission. - Gonzalez

NATURE OF REQUEST:

The City of Mission is seeking authorization to solicit bids for the replacement of eight (8) sanitary sewer manholes at various locations throughout the City related to CDBG award. The project scope includes removal and replacement of existing manholes, pertinent pavement repair, and installation of related appurtenances necessary to complete the work. This project will improve the integrity and reliability of the sanitary sewer system and help prevent future maintenance issues and service disruptions.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

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

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

- 1 – 13.98 ft – Intersection of Griffin Parkway (FM 495) and Inspiration Rd – N 8", S 12", E 15"
- 2 – 13.95 ft – Intersection of Griffin Parkway (FM 495) and Salinas Dr. – N 8", E-W 15"
- 3 – 14.08 ft – 80ft East of the Intersection of Griffin Parkway (FM 495) and Salinas Dr. – E-W 15"
- 4 – 13.48 ft – 80ft West of the Intersection of Griffin Parkway (FM 495) and Kristi Lane – E-W 15"
- 5 – 13.24 ft – 80ft East of the Intersection of Griffin Parkway (FM 495) and Kristi Lane – S 8", E-W 15"
- 6 – 13.65 ft – 350 ft East of the Intersection of Griffin Parkway (FM 495) and Kristi Lane – S 8", E-W 15"
- 7 – 14.10 ft – Intersection of Griffin Parkway (FM 495) and River Oak – E-W 15"
- 8 – 12.91 ft – 180 ft West of the Intersection of Griffin Parkway (FM 495) and Tuesday Ave – N-S 8", W 15"

CITY OF MISSION
SPECIFICATIONS

BID NAME/NO.: "Manhole Rehabilitation Project Throughout the City of Mission"/ Bid No. XX-XXX-XX-XX

- I. **Scope of Work:** The City of Mission is accepting bids for the replacement of 8 sanitary sewer manholes, pertinent pavement repair, and related appurtenances throughout the City.
- II. **Specifications:** Please read specifications listed below and comply will all requirements as described. Variations from the specifications will not be allowed.

Description

- Depths of existing manholes are between 10 ft. - 15 ft.
 - If bypass is required it will be the contractor's responsibility to plug and bypass from manhole to manhole.
 - Fill shall be sand with moderate compaction and placed in one-foot lifts beginning at the manhole working outward to the excavation walls.
 - All manholes are 5'0" in diameter.
 - Shall comply with Texas Department of Transportation specifications and requirements for pavement cutting and restoration.
 - Please see Plans & Technical Specifications for further manhole installation requirements.
- III. **Requirements:** Road closures and removal of debris will be provided by the contractor in order to be in compliance with the city ordinances as follows and TXDOT requirements:
- (A) Any bypass will require partial road closure and flag men will be needed to re-route traffic.
 - (B) Removal of debris will be required.
 - (C) It will be the responsibility of the contractor to verify and comply with all the applicable ordinances.
 - (D) Contractor shall provide OSHA Compliant trench excavation protection measure for each manhole installation as needed per inspectors.

CITY OF MISSION

HIDALGO COUNTY, TEXAS

PUBLIC WORKS DEPARTMENT

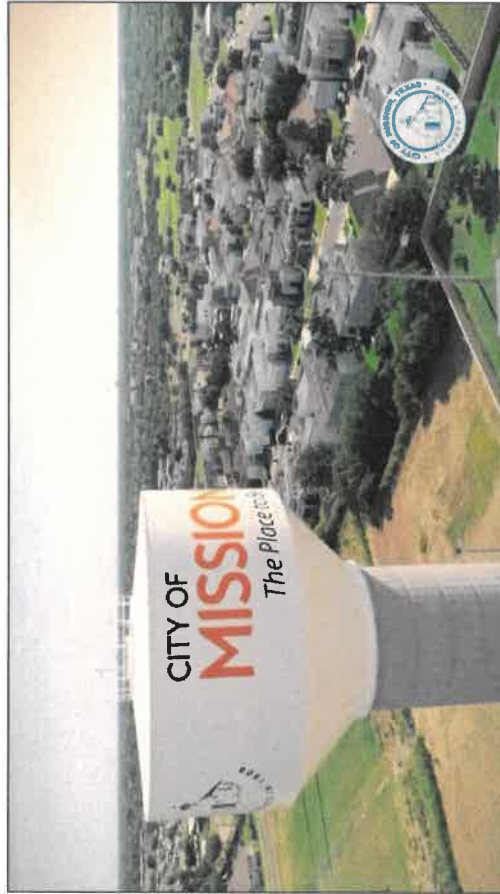
SANITARY SEWER MANHOLE REHABILITATION PROGRAM 2026

CITY OFFICIALS

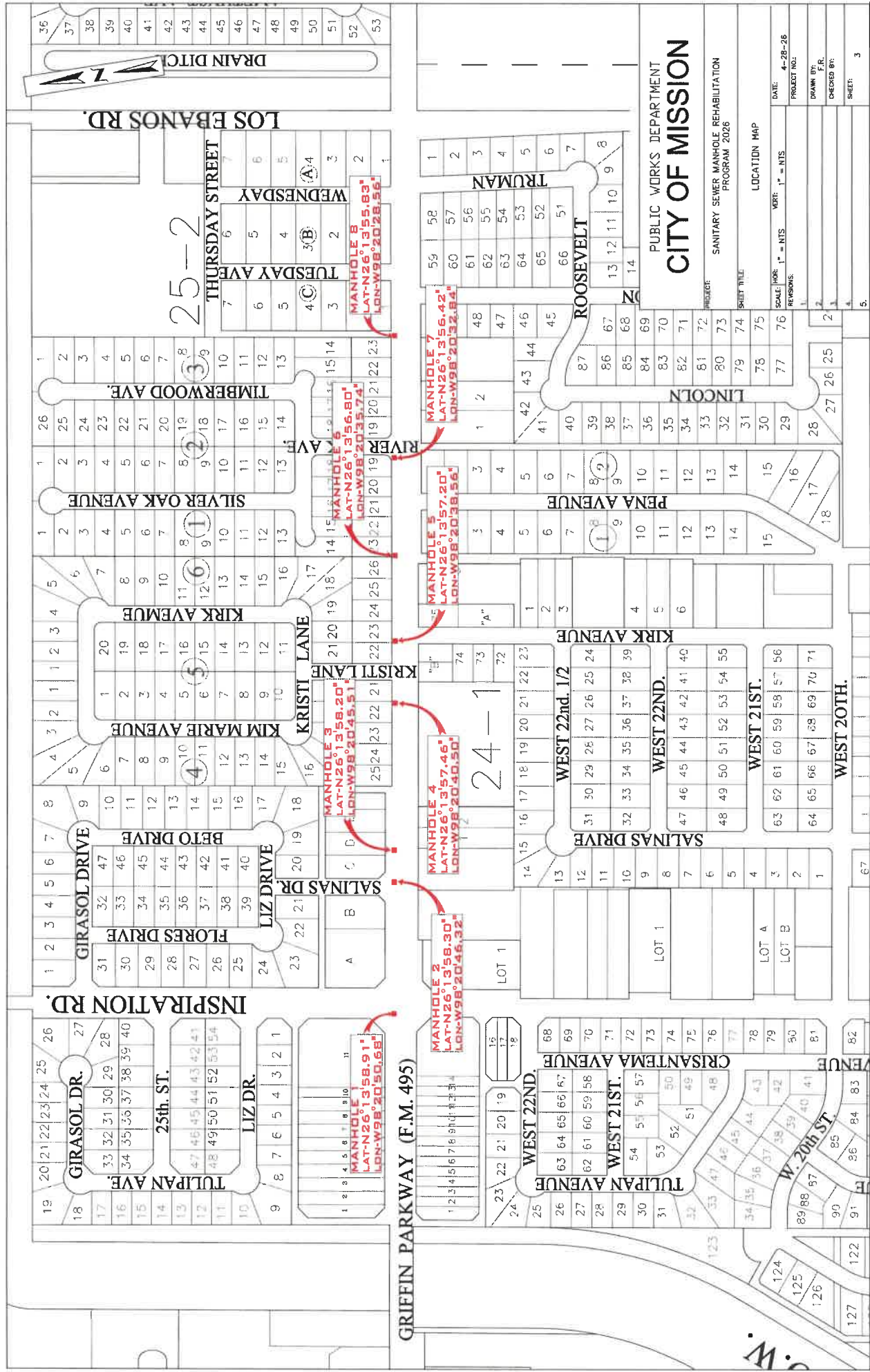
MAYOR NORIE GONZALEZ GARZA
COUNCIL, PLACE 1 JESSICA ORTEGA
COUNCIL, PLACE 2 MAYOR PRO-TEM RUBEN PLATA
COUNCIL, PLACE 3 MARISSA ORTEGA GERLACH
COUNCIL, PLACE 4 JOSE ALBERTO VELA

INDEX TO SHEETS

SHEET 1 TITLE SHEET
SHEET 2 GENERAL NOTES
SHEET 3 LOCATION MAP
SHEET 4-8 MANHOLE LAYOUT
SHEET 9-10 GENERAL DETAILS



SURVEY CONTROL
HORIZONTAL CONTROL IS BASED ON TEXAS STATE PLANE SOUTH
ZONE NORTH AMERICAN DATUM OF 1983 (NAD 83). VERTICAL
CONTROL IS BASED ON NORTH AMERICAN VERTICAL DATUM OF
1988 (NAVD 88).



Item 20.

PUBLIC WORKS DEPARTMENT
CITY OF MISSION
 SANITARY SEWER MANHOLE REHABILITATION
 PROGRAM 2026
 LOCATION MAP
 SCALE: HOR: 1" = 100' VERT: 1" = 10'
 DATE: 4-28-26
 PROJECT NO.:
 DRAWN BY:
 CHECKED BY:
 SHEET: 3



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: May 12, 2026

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Discussion and possible action on matters related to the authorization to accept grant funds from the Texas Department of Transportation for the FY 2026 Mini Grant – Click It or Ticket in the total amount of \$9,903.57, with a 20% match accepted by TXDOT via in-kind match through fringe benefits and administrative costs – Torres

NATURE OF REQUEST:

The Mission Police Department requests authorization to accept grant funds from the Texas Department of Transportation for the FY 2026 Mini Grant – Click It or Ticket, in the amount of \$9,903.57. This grant will require an in-kind 20% match from the City of Mission, which is accepted by TXDOT through fringe benefits and administrative costs. This grant will support a two-week enforcement effort aimed at increasing seatbelt usage and reducing fatalities among unrestrained occupants.

BUDGETED: No **FUND:** Designated Purpose **ACCT. #:** 15-300-33622

BUDGET: \$ _____ **EST. COST:** \$9,903.57 **CURRENT BUDGET BALANCE:** _____

BUDGETED: No **FUND:** Designated Purpose **ACCT. #:** 15-422-14040

BUDGET: \$ _____ **EST. COST:** \$9,903.57 **CURRENT BUDGET BALANCE:** _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval.

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *JP7*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

Texas Traffic Safety eGrants

Fiscal Year 2026

Organization Name: City of Mission Police Department

Legal Name: City of Mission

Payee Identification Number: 17460017381012

Project Title: STEP - Click It Or Ticket Mobilization

ID: 2026-Mission-CIOT-00044

Period: 05/15/2026 to 06/03/2026

**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 - Click It Or Ticket Mobilization

Authorizing Authority	
The signatory of the Subgrantee hereby represents and warrants that she/he is an officer of the organization for which she/he has executed this agreement and that she/he has full and complete authority to enter into the agreement on behalf of the organization. I authorize the person(s) listed under the section "Authorized to Electronically Sign Grant Agreements and Amendments" to enter into an agreement on behalf of the organization.	
Name:	
Title:	
Signature:	
Date:	
Under the authority of Ordinance or Resolution Number (if applicable)	

Authorized to Electronically Sign Grant Agreements and Amendments		
List Subgrantee Administrators who have complete authority to enter into an agreement on behalf of the organization.		
	Print Name of Subgrantee Administrator in TxDOT Traffic Safety eGrants	Title
1.		
2.		
3.		

City of Mission Police Department
 STEP - CIOT - 2026

FOR REVIEW ONLY - NOT A LEGAL DOCUMENT

Budget Summary

Budget Category		TxDOT	Match	Total
Category I - Labor Costs				
(100)	Salaries	\$7,884.00	\$292.00	\$8,176.00
(200)	Fringe Benefits	\$0	\$1,727.57	\$1,727.57
	Category I Sub-Total	\$7,884.00	\$2,019.57	\$9,903.57
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		\$7,884.00	\$2,019.57	\$9,903.57
Category III - Indirect Costs				
(800)	Indirect Cost Rate	\$0	\$0	\$0
Summary				
	Total Labor Costs	\$7,884.00	\$2,019.57	\$9,903.57
	Total Direct Costs	\$0	\$0	\$0
	Total Indirect Costs	\$0	\$0	\$0
	Grand Total	\$7,884.00	\$2,019.57	\$9,903.57
	Fund Sources (Percent Share)	79.61%	20.39%	

Texas Traffic Safety eGrants

Fiscal Year 2026

Organization Name: City of Mission Police Department

Legal Name: City of Mission

Payee Identification Number: 17460017381012

Project Title: STEP - Click It Or Ticket Mobilization

ID: 2026-Mission-CIOT-00044

Period: 05/15/2026 to 06/03/2026

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 2025.

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

ALN Number: **20.600**
ALN Title: **State and Community Highway Safety Grant Program**
Funding Source: Section **402**
Unique Entity Identifier (UEI) : **NB6GZTVY4BF7**
FAIN:

300004020TX0

Project Title: **STEP - Click It Or Ticket Mobilization**
This project is **Not Research and Development**

Grant Period: This Grant becomes effective on **05/15/2026** or on the date of final signature of both parties, whichever is later, and ends on **06/03/2026** unless terminated or otherwise modified.

Total Awarded: **\$9,903.57**
Amount Eligible for Reimbursement by the Department: **\$7,884.00**
Match Amount provided by the Subgrantee: **\$2,019.57**

FOR REVIEW ONLY - NOT A LEGAL DOCUMENT

GENERAL INFORMATION

Project Title : STEP - Click It Or Ticket

Project Description : To increase occupant restraint use in all passenger vehicles and trucks by conducting an intense occupant protection enforcement and public information and education effort during the Enforcement period.

Including this year, how many years has your organization received funding for this project?

This will be our fifth
or more year.

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RESPONSIBILITIES OF THE SUBGRANTEE

- A. Carry out all performance measures established in the grant, including fulfilling the law enforcement objectives by implementing the Operational Plan contained in this Grant Agreement.
- B. Submit all required reports to the Department (TxDOT) fully completed with the most current information, and within the required times, as defined in Article 3 and Article 7 of the General Terms and Conditions of this Grant Agreement. This includes reporting to the Department on progress, achievements, and problems in monthly Performance Reports and attaching necessary source documentation to support all costs claimed in Requests for Reimbursement (RFR).
- C. Attend grant related training as requested by the Department
- D. Attend meetings according to the following:
1. The Department will arrange for meetings with the Subgrantee to present status of activities and to discuss problems and the schedule for grant related activities.
 2. The project director or other appropriate qualified persons will be available to represent the Subgrantee at meetings requested by the Department.
- E. Support grant enforcement efforts with public information and education (PI&E) activities. Salaries being claimed for PI&E activities must be included in the budget.
- F. For out of state travel expenses to be reimbursable, the Subgrantee must have obtained the written approval of the Department, through eGrants system messaging, prior to the beginning of the trip. Grant approval does not satisfy this requirement.
- G. Maintain verification that all expenses, including wages or salaries, for which reimbursement is requested, is for work exclusively related to this project.
- H. Ensure that this grant will in no way supplant (replace) funds from other sources.

Supplanting refers to the use of federal funds to support personnel or any activity already supported by local or state funds.

I. Ensure that each officer working on the STEP project will complete an officer's daily activity report form. The form should include at a minimum: name, date, badge or identification number, type of grant worked, Enforcement Zone identifier, mileage (including starting and ending mileage), hours worked, type of warning or citation issued or arrest made, officer and supervisor signatures.

J. All STEP agencies must provide the following provision in all daily activity report forms:

"I understand that this information is being submitted to support a claim against a federally-funded grant program. False statements on this form may be prosecutable under 18 USC

City of Mission Police Department
STEP - CIOT - 2026

related grant program. False statements on this form may be prosecutable under FCPS 1001. This information on this form is true, correct, and complete to the best of my knowledge and ability."

The above language should be added to the activity reports immediately above the signature lines of the officer and supervisor.

K. Ensure that no officer above the rank of Lieutenant (or equivalent title) will be reimbursed for enforcement duty unless the Subgrantee received specific written authorization from the Department, through eGrants system messaging, prior to incurring costs.

L. If an officer makes a STEP-related arrest during the shift, but does not complete the arrest before the shift is scheduled to end, the officer can continue working under the grant to complete that arrest.

M. The Subgrantee should have a safety belt use policy. If the Subgrantee does not have a safety belt use policy in place, a policy should be implemented, and a copy maintained for verification during the grant year.

N. Officers working DWI enforcement must be trained in the National Highway Traffic Safety Administration/International Association of Chiefs of Police Standardized Field Sobriety Testing (SFST). In the case of a first year subgrantee, the officers must be trained, or scheduled to be SFST trained, by the end of the grant year. For second or subsequent year grants, all officers working DWI enforcement must be SFST trained.

O. The Subgrantee should have a procedure in place for contacting and using drug recognition experts (DREs) when necessary.

P. The Subgrantee is encouraged to use the DWI On-line Reporting System available through the Buckle Up Texas Web site at www.buckleuptexas.com.

Revised: 11/07/2017

FOR REVIEW ONLY - NOT A LEGAL DOCUMENT

RESPONSIBILITIES OF THE DEPARTMENT

- A. Monitor the Subgrantee's compliance with the performance obligations and fiscal requirements of this Grant Agreement using appropriate and necessary monitoring and inspections, including but not limited to:
1. review of periodic reports
 2. physical inspection of project records and supporting documentation
 3. telephone conversations
 4. e-mails and letters
 5. quarterly review meetings
 6. eGrants
- B. Provide program management and technical assistance.
- C. Attend appropriate meetings.
- D. Reimburse the Subgrantee for all eligible costs as defined in the project budget. Requests for Reimbursement will be processed up to the maximum amount payable as indicated in the project budget.
- E. Perform an administrative review of the project at the close of the grant period to:
1. Ascertain whether or not the project objectives were met
 2. Review project accomplishments (performance measures completed, targets achieved)
 3. Account for any approved Program Income earned and expended
 4. Identify exemplary performance or best practices

FOR REVIEW ONLY - NOT A LEGAL DOCUMENT

LAW ENFORCEMENT OBJECTIVE/PERFORMANCE MEASURE

STEP enforcement grants are focused on reducing crashes, and Click-It-Or-Ticket (CIOT) enforcement grants specifically focus reducing fatal or serious-injury (KA) crashes where vehicle occupants are unrestrained or improperly restrained, whether in seat belts or child safety seats (Occupant Protection, or OP). The blanks on this page represent the baseline number of KA crashes related to CIOT enforcement efforts (OP-KA), and the KA crash targets each agency hopes to achieve through CIOT enforcement. The data entered on this page is the basis for the grant's enforcement performance measures. The Baseline KA crash data is provided by TxDOT using a 3-year rolling average of OP-KA crashes as reported to TxDOT's Crash Reporting Information System (CRIS) database. The targets, one each for seatbelts and child safety seats, should reflect a reduction against the Baseline KA Crash number in the top box. The sum of targets should be less than the number of Baseline KA crashes.

Baseline: KA Crashes involving Occupant Protection (OP-KA) for subgrantee's jurisdiction 4
Target: Target: Reduce the number of All OP-related (Seatbelt and Child Passenger Safety) KA crashes to 3

Note: Nothing in this agreement shall be interpreted as a requirement, formal or informal, that a peace officer issue a specified or predetermined number of citations in pursuance of the Subgrantee's obligations hereunder. Department and Subgrantee acknowledge that Texas Transportation Code Section 720.002 prohibits using traffic-offense quotas and agree that nothing in this Agreement is establishing an illegal quota. In addition to the STEP enforcement activities, the subgrantee must maintain baseline non-STEP funded citation and arrest activity due to the prohibition of supplanting.

FOR REVIEW ONLY - NOT A LEGAL DOCUMENT

PI&E OBJECTIVE/PERFORMANCE MEASURE

XI agree to the below efforts with a public information and education (PI&E) program.

- a. Conduct a minimum of one (1) presentations
- b. Conduct a minimum of two (2) media exposures (e.g. news conferences, news releases, interviews, mobilization-appropriate social media posts)
- c. Conduct a minimum of one (1) community events (e.g. health fairs, booths)

FOR REVIEW ONLY - NOT A LEGAL DOCUMENT

OPERATIONAL PLAN(ENFORCEMENT ZONES)

Instructions :

- Agency must use the appropriate STEP heat maps to develop Enforcement Zones where all enforcement activities under this grant will be conducted. There will be no "jurisdiction-wide" enforcement zones.
- Enforcement Zones are limited in size to maximum of 4 linear or 4 square miles each, should bound high-crash locations and must be clearly marked on the maps provided, one zone per uploaded map. Additional documentation may be provided to further define the enforcement zone boundaries and should be scanned and attached to the parent map as additional pages. Each agency will be allowed a minimum of 2 enforcement zones. The maximum number of allowable zones for an agency is determined by dividing the total number of enforcement hours by 40 and rounding to the nearest whole number.
- At least half of the Enforcement Zones uploaded in this section must be marked as "Nighttime 6p-6a" using the radio buttons under the Zone Location box, and at least half of the total number of enforcement hours on the project must be worked during Nighttime hours (6p-6a).
- Agencies are expected to document initiating an agency-wide average of 2.5 vehicle stops per enforcement hour (or 1 stop per enforcement hour for CMV grants) within the zones attached to and described in this section. The numbers used to calculate the 2.5 agency-wide average will be adjusted to allow for enforcement time (or "arrest hours") spent transporting arrestees for booking.
- Please complete this page, then click the Save button. Required fields are marked with an *.
- Click Add button to create another zone
- Zone Name should match file name of uploaded supporting map. Each attachment need to be less than 4MB

Zone Name zone 1

Zone Description IH 2 from Mayberry to Shary Rd (east and west bound traffic), Shary Rd from IH to to 495 (griffin Parkway) , 495 (Griffin Parkway) from Shary Rd to Mayberry Rd. Mayberry Road From 495 (griffin Parkway) to IH 2. Or within zone.

Zone Hours X Daytime 6 AM to 6 PM
 Nighttime 6 PM to 6 AM

Zone Detail Map https://egrants.bts.txdot.gov/_Upload/1473673_340897-heatzone1ciot.pdf

Additional Documentation

City of Mission Police Department
STEP - CIOT - 2026

FOR REVIEW ONLY - NOT A LEGAL DOCUMENT

OPERATIONAL PLAN(ENFORCEMENT ZONES)

Instructions :

- Agency must use the appropriate STEP heat maps to develop Enforcement Zones where all enforcement activities under this grant will be conducted. There will be no "jurisdiction-wide" enforcement zones.
- Enforcement Zones are limited in size to maximum of 4 linear or 4 square miles each, should bound high-crash locations and must be clearly marked on the maps provided, one zone per uploaded map. Additional documentation may be provided to further define the enforcement zone boundaries and should be scanned and attached to the parent map as additional pages. Each agency will be allowed a minimum of 2 enforcement zones. The maximum number of allowable zones for an agency is determined by dividing the total number of enforcement hours by 40 and rounding to the nearest whole number.
- At least half of the Enforcement Zones uploaded in this section must be marked as "Nighttime 6p-6a" using the radio buttons under the Zone Location box, and at least half of the total number of enforcement hours on the project must be worked during Nighttime hours (6p-6a).
- Agencies are expected to document initiating an agency-wide average of 2.5 vehicle stops per enforcement hour (or 1 stop per enforcement hour for CMV grants) within the zones attached to and described in this section. The numbers used to calculate the 2.5 agency-wide average will be adjusted to allow for enforcement time (or "arrest hours") spent transporting arrestees for booking.
- Please complete this page, then click the Save button. Required fields are marked with an *.
- Click Add button to create another zone
- Zone Name should match file name of uploaded supporting map. Each attachment need to be less than 4MB

Zone Name zone 2

Zone Description Conway from IH 2 to E 2 Mile Rd, E 2 Mile Rd from Conway to Inspiration, Inspiration from E 2 Mile Rd to IH2, IH 2 from Inspiration to Conway east and west bound traffic. Or within zone

Zone Hours Daytime 6 AM to 6 PM
X Nighttime 6 PM to 6 AM

Zone Detail Map https://egrants.bts.txdot.gov/_Upload/1473674_340897-zone2ciot.pdf

Additional
Documentation



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: May 12, 2026

PRESENTED BY: Michael Elizalde, Director of Grants & Strategic Development

AGENDA ITEM: Discussion and possible action on matters related to the acceptance of a grant award for the FY26-27 Regional Solid Waste Grant Program with the LRGVDC in the amount of \$30,000 with a 10% cash match required of \$3,000 committed – Elizalde

NATURE OF REQUEST:

The Mission Sanitation Department has been awarded a grant with the Lower Rio Grande Valley Development Council for the FY2026-2027 Regional Solid Waste Grant Program. The total grant award is \$30,000 and will allow the acquisition of a new building structure for its recycling drop-off center. The city will support a 10% cash match for a total of \$3,000, which will be used to beautify the area. This will bring the total project to \$33,000.

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 *AG*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



**Lower Rio Grande Valley Development Council
Inter-Local Contract
CONTRACT SIGNATURE PAGE**

Contract Name:	REGIONAL SOLID WASTE GRANTS PROGRAM	
Contract Number:	26-21-02	
Performing Party:	City of Mission	
Maximum Amount: \$ 30,000.00	Effective Date: May 1, 2026	Expiration Date: May 31, 2027

The Lower Rio Grande Valley Development Council (LRGVDC), and the named Performing Party, a governmental body, agency, or political subdivision of: The United States, the State of Texas, or another State, enter this Agreement (Contract) to cooperatively conduct authorized governmental functions and activities under the laws of the State of Texas.

The Parties agree as follows: (a) to be effective, the Contract must be signed by an authorized official of the LRGVDC and the Performing Party; (b) this Contract consists of all documents specified in the list of Contract Documents following this page; and (c) as authorized by LRGVDC, Performing Party will conduct Contract Activities as part of its own authorized governmental functions and LRGVDC will reimburse Allowable Cost subject to the Texas Grant Management Standards (TxGMS) and this Contract.

Parties to the Contract:	Lower Rio Grande Valley Development Council (LRGVDC)	City of Mission
By (Authorized Signature):		
Printed Name:	Manuel Cruz	Norie Gonzalez Garza
Title:	Executive Director	Mayor
Date of Signature:		
Contract Manager Name:	Melisa Gonzales-Rosas	Roel Mendiola
Contact Numbers:	(956) 682-3841	(956) 580-8668
Finance Representative:	Crystal Balboa	Vidal Roman

Contract Name: City of Mission

Contract Number: 26-21-02

Intergovernmental Cooperative Agreement
CONTRACT DOCUMENTS

The entire Contract between LRGVDC and Performing Party is composed of the Contract Documents listed on this page and marked by an "X." A listed document includes all amendments. The terms "Contract" and "Grant Agreement" include all the Contract Documents. In the event of a conflict of terms, the Contract Documents as amended control in the descending order of the list, subject to provisions in the Special Terms and Conditions, if any. All contract provisions, however, are subject to control by the latest amendment and most specific provision and by the applicable state and federal laws, rules, and regulations.

X	Contract Signature Page
X	Contract Activities
X	Contract Reporting
X	Special Terms & Conditions
X	General Terms and Conditions
X	Project Representatives and Records Location
X	Attachment A – Performing Party Budget
X	Attachment B – Work Program & Tasks
X	Attachment C – Schedule of Major Deliverables

**LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL
Inter-Governmental Cooperative Agreement**

CONTRACT ACTIVITIES

1. INTRODUCTION

The purpose of this Agreement is to define the scope of services for implementation of the Regional Solid Waste Management Plan (RSWMP) goals and objectives. It is understood the obligations identified within this document apply to each pass-through recipient as well as the PERFORMING PARTY.

2. DESCRIPTION OF ACTIVITIES

The PERFORMING PARTY agrees to follow Regional Solid Waste Grants Program Administrative Procedures identified in this Agreement and in the Work Program & Tasks, Attachment B, in performance of the deliverables identified within this Agreement.

I. QUALIFYING CONDITIONS

- 3. Eligibility.** Only those local and regional political subdivisions located within the State of Texas as set forth in this Article are eligible to receive funding from the PERFORMING PARTY for an implementation project. Federal entities are not eligible to receive funds under this Agreement. Eligible entities include the following:

- 3-1.** Cities.
- 3-2.** Counties.
- 3-3.** Public schools and school districts (do not include Universities or post secondary educational institutions).
- 3-4.** Other general and special law districts created in accordance with state law, and with the authority and responsibility for water quality protection or municipal solid waste management, to include river authorities.
- 3-5.** Regional Planning Commissions, Regional Councils of Governments, Regional Area Councils, Regional Development Councils, or Regional Associations of Governments.

II. SPECIFICATIONS AND STANDARDS FOR PERFORMANCE

- 4. Contract Amendments:** This document may be changed by amendment as provided for in the General Terms and Conditions. PERFORMING PARTY must submit a formal budget amendment for budget changes that result in greater than 10% (ten percent) of the PERFORMING PARTY's fiscal year (FY) budget. PERFORMING PARTY has prior authorization to conduct budget category changes for less than 10% (ten percent) of the PERFORMING PARTY's FY budget. All budget category changes and/or amendments must be reflected in Request for Reimbursement Reports. PERFORMING PARTY shall ensure Budget forms (Attachment A) reflect all changes and amendments.
- 5. Contract Documents:** The working documents, presented in order of preference, are:
- 5.1.** This LRGVDC Grant Agreement.
 - 5.2.** Performing Party's Budget Form (Attachment A).
 - 5.3.** Work Program & Tasks - (Attachment B).
 - 5.4.** Schedule of Major Deliverables (Attachment C).

III. CONTRACT FUNDING

- 6. Budget Category Expense Standards and Adjustments.** The budget for this Agreement shall be derived from the PERFORMING PARTY's Application documents (Attachment B). Following review and approval by the LRGVDC, the budget and the completed Application forms submitted by the PERFORMING PARTY, and all approved amendments, shall be incorporated into this Agreement as updates to Attachment A. Budget amendments are necessary when budget category adjustments exceed 10% (ten percent) of the FY total budget, adjustments less than 10% (ten percent) shall be reported on Requests for Reimbursement. All negative budget categories should be adjusted prior to submitting the Request.
- 6-1.** The PERFORMING PARTY shall not incur expenses in excess of the budget category amounts shown in each fiscal year's budget column.
 - 6-2.** Amendments to the budget contained in Attachment A shall consist of a signed letter of request submitted by a PERFORMING PARTY representative with signatory authority, addressed to the LRGVDC Project Representative, with copy of an amended Budget Form and supporting reason(s) for the request.

- 7. Budget Category Expense Records and Documentation.** The PERFORMING PARTY shall maintain expenditure documentation to show the work was performed and that the expense was, in fact, incurred. Expense documentation should support reasonable expenditure necessary to this Agreement. Expense record documentation shall be conducted per the TxGMS. Budget category expenses not addressed in the following will be administered per the General Terms and Conditions of this Agreement.
- 7-1. Supplies.** Expenses included under the Supplies expense category of the budget set forth in Attachment A, shall be for non-construction related costs for goods and materials having a unit acquisition cost of less than \$10,000, excluding shipping, handling, freight, tax, etc. Such expenditures shall generally relate to the routine purchase of office supplies (paper, pencils, and staplers) or other goods which are consumed by the PERFORMING PARTY in a relatively short period of time, in the regular performance of the general activities funded under this Agreement.
- 7-1-1.** Supplies expenditure documentation to be maintained by the PERFORMING PARTY includes receipts or purchase orders (if issued) or invoices marked paid, and canceled checks.
- 7-2. Equipment.** Expenses included under the Equipment expense category of the budget set forth in Attachment A, shall be for non-construction related, tangible, personal property having a unit acquisition cost of \$10,000, or more with an estimated useful life of over one year.
- 7-2-1.** PERFORMING PARTY must seek LRGVDC prior approval for purchase of additional equipment, and such equipment must be placed on the Authorized Equipment Expense list in Attachment A.
- 7-2-2.** Equipment expenditure documentation to be maintained by the PERFORMING PARTY includes receipts, purchase orders (if issued) or invoices marked paid and canceled checks.
- 7-2-3.** Subject to the obligations and conditions set forth in the state law and TxGMS, Title to equipment acquired under this contract will vest upon acquisition in the performing party. Vehicles and other equipment purchased through this contract shall be used exclusively for the activities authorized by the contract for the useful life of the vehicles and other equipment purchased.
- 7-3. Contractual.** Expenses included under the Contractual expense category of the budget set forth in Attachment A, shall be for costs for professional services or tasks provided by a firm or individual who is not employed by the performing party as set forth in the Article.
- 7-3-1.** No expenses included under the contractual expense category of the budget set forth in Attachment B shall be allowed under this Agreement unless the contractor and the contract amount are approved ahead of time by the LRGVDC and included on the list of authorized contractual expenses in Attachment A.
- 7-3-2.** The PERFORMING PARTY shall maintain evidence that the contract price is reasonable and necessary. As applicable under state law and regulations for the activity or service being contracted for, this evidence may take the form of bid tab sheets or other form of evaluation of competitive price offers or competitive proposals, and/or a cost analysis or price analysis under the TxGMS.
- 7-3-3.** No expenses included under the contractual expenses category of the budget set forth in Attachment A shall be allowed under this Agreement unless such contract's scope of work has been approved ahead of time, in writing, by the LRGVDC.
- 7-3-4.** Any amendment to a PERFORMING PARTY subcontract authorized for reimbursement under this Agreement, whether or not such subcontract required LRGVDC pre-approval, which will result in or require substantive changes to any of the tasks required to be performed under this Agreement, as set forth in this Agreement, must be approved in writing by the LRGVDC.
- 7-3-5.** All applicable laws and regulations concerning competitive bidding, competitive proposals, and contracting for services shall be followed.
- 7-4. Other Expenses.** All expenses under the "Other" expense categories of the budget set forth in Attachment A shall be in connection with the tasks and activities to be performed under this Agreement. Expenses not falling under the main expense categories may be included under the "Other" expense category if appropriate for the proposed project as set forth in this Article.
- 7-4-1.** No expenses under the "Other" expense category including computer hardware or software purchases not included under the Equipment expense category, e.g., controlled assets costing less than \$5,000, shall be eligible for reimbursement under this Agreement unless approved ahead of time by the LRGVDC and included on the list of authorized "Other" expenses in Attachment A. Subcategories of "Other" expenses for which prior authorization is not required, are set forth in this Article.
- 7-4-1-1.** Books and reference materials.
- 7-4-1-2.** Dues and membership fees for the PERFORMING PARTY's affiliation with organizations and associations which directly relate to the performance of activities under this Agreement (dues for individual employee affiliation to particular organizations or professional associations, unless listed in Attachment A to this Agreement, must be pre-approved individually, in writing, by the LRGVDC).

- 7-4-1-3. Subscriptions, only inasmuch as they relate directly to the performance of activities under this Agreement.
- 7-4-1-4. Postage, telephone, Fax, and utilities expenses.
- 7-4-1-5. Printing and reproduction expenses.
- 7-4-1-6. Advertising and public notices.
- 7-4-1-7. Repair and maintenance costs.
- 7-4-1-8. Office furniture, not falling under the definition of equipment under this Article.
- 7-4-1-9. Space and equipment rentals.
- 7-4-1-10. Signs.
- 7-4-1-11. Additional Other expenses listed in Attachment A to this Agreement.
- 7-4-1-12. Creation/graphic design of brochures and pamphlets for education and outreach to promote reducing waste/recycle and responsible municipal solid waste management practices and planning.

7-4-2. The PERFORMING PARTY shall ensure that expenditures charged under the "Other" expense category are not also included within the expenses reimbursed through the Indirect Costs allocation, Central Services Cost allocation, or the Internal Services fund.

7-5. **Additional Expense Records.** If requested by the LRGVDC, the PERFORMING PARTY agrees to provide to the LRGVDC the additional expense records and documentation materials, appropriate for the expense, for the time period requested by the LRGVDC. The LRGVDC will provide reasonable time for the PERFORMING PARTY to comply with a request for additional records. The LRGVDC will allow the PERFORMING PARTY reasonable time to respond to any findings of noncompliance or other problems identified by the records review.

8. **REIMBURSEMENT PAYMENT METHOD.** The PERFORMING PARTY shall submit a Request for Reimbursement, which shall include attached legible copies of invoices issued by the subcontractor or vendor providing the products or services that substantiates the incurred expenditure amount. In addition, all requests for reimbursement of expenditures must be itemized and described in such a way that the acquired item can be readily matched to pre-acquisition approvals.

8-1. The PERFORMING PARTY must submit the Request for Reimbursement if costs have been incurred. They should be submitted with the required progress reports and results reports. However, LRGVDC is not liable for any costs incurred by the PERFORMING PARTY in the performance of this agreement, which have not been billed to LRGVDC within fifteen days following termination of this agreement.

8-2. The LRGVDC reserves the right to suspend payment of funds awarded under this contract due to incomplete, incorrect, or inconsistent reports or tasks required under this contract until the PERFORMING PARTY satisfactorily completes, revises, or corrects such services or reports. The LRGVDC also reserves the right to require reimbursement of any overpayments determined as a result of any audit or inspection of records kept by the PERFORMING PARTY concerning the contract supported tasks to be performed.

8-3. All expenditures under the equipment, construction, or contractual, budget categories must be approved in advance by the LRGVDC. Further, for any other category expenses not specifically spelled out in the contract, the PERFORMING PARTY shall obtain prior written approval from LRGVDC for that expense.

8-4. If the PERFORMING PARTY does not have a current indirect cost rate approved in accordance with Texas Grant Management Standards (TxGMS), the LRGVDC may negotiate a lump sum indirect cost charges that do not exceed the charges established using the Indirect Cost Consumption Table provided in the TxGMS.

IV. CONTRACT ACTIVITIES

9. The work identified herein is subject to the guidelines as directed in Attachment B, the Work Program and these guidelines may be updated and or amended throughout the timeline of this document as deemed necessary by the LRGVDC.

10. A project or service funded under this program must promote cooperation between public and private entities and may not be otherwise readily available or create a competitive advantage over a private industry that provides recycling or solid waste services. The PERFORMING PARTY agrees to perform the following activities as prescribed in this document and as outlined in Attachment B.

V. REPORTING REQUIREMENTS

11. Detailed records that are not required to be submitted with the reports referred to in this section must be kept at the designated location for records access.
- 11-1. The PERFORMING PARTY shall maintain and submit to LRGVDC mileage records (if a vehicle was purchased) on the use of the vehicle originally purchased for the program along with quarterly Progress Report.
- 11-2. The PERFORMING PARTY shall comply with any reasonable request by the LRGVDC for additional information on activities conducted (which includes taking pictures and site visits to location of project) in order for the LRGVDC to adequately monitor the PERFORMING PARTY's progress in completing the requirements of and adhering to the provisions of this contract.
- 11-3. Payments (reimbursements) required under this contract may be withheld by the LRGVDC until such time as any past due progress reports are received.
- 11-4. The PERFORMING PARTY's failure to comply with the requirements of this Article shall constitute a breach of this contract.
- 11-5. The PERFORMING PARTY shall prepare and submit to the LRGVDC the Pass-Through Grant Progress and Results Report **quarterly**, concerning performance under this contract documenting accomplishments and units of work performed under Attachment B: Work program of this agreement. The PERFORMING PARTY's progress reports contain descriptions of activities for the LRGVDC to ensure that the provisions of this contract are being complied with. The PERFORMING PARTY results report will include quantifiable measurements or reasonable estimations of the project outcomes.
- 11-6. All progress and results reports shall be submitted within 10 days after the end of the month for the term of this contract so that LRGVDC may submit a consolidated report to TCEQ.
- 11-7. The PERFORMING PARTY shall prepare and submit to the LRGVDC, the Pass-Through Grant Request for Reimbursement as necessary with appropriate supporting documentation.

VI. CLOSE-OUT PROGRESS AND RESULTS REPORT

12. The PERFORMING PARTY will submit a closeout progress and results report with the final requests for payment under this contract. The closeout report will include the cumulated information from previous progress and closeout reports. The closeout report must be submitted within 15 days of the ending date of this contract. The PERFORMING PARTY shall certify in writing to the LRGVDC, through the final progress report, the satisfactory completion of all activities and deliverables required under this contract.

VII. FOLLOW-UP SUMMARY RESULTS REPORT

13. The PERFORMING PARTY shall submit periodic follow-up summary results reports according to Attachment C: Schedule of Mayor Deliverables. The PERFORMING PARTY shall document the results of the grant-funded project and provide those results to the LRGVDC for use of evaluating program effectiveness and for providing regional results information to TCEQ. The results reporting documentation and reporting requirements shall specifically cover reporting on results during the term of the contract and continue to document, the results of the project activities for the life of the program or activity.

VIII. OTHER REPORTS

- 14-1. The PERFORMING PARTY shall provide LRGVDC with a reasonable number of photographs of the project activities for documentation purposes such as inclusion in a report to the State Legislature.
- 14-2. The PERFORMING PARTY shall occasionally present an oral report to the LRGVDC Solid Waste Advisory Committee during the committee's meetings regarding the status of the project implementation. LRGVDC will notify the PERFORMING PARTY one week in advance of such requests for oral reports. Note that the committee typically meets quarterly see Attachment C.

IX. SPECIAL TERMS AND CONDITIONS

15-1. Statutory Authority. The Statutory Authority for this Contract is the General Appropriations Act for the 2026-27 Biennium (89th Legislature Regular Session), Method of Financing, General Revenue Fund Dedicated, Waste Management Account No. 549, and Texas Health and Safety Code § 361.014(b).

15-2. Availability of Funds. The source of the funds provided by the TCEQ is the Solid Waste Disposal and Transportation Fees, as stated in Texas Health and Safety Code § 361.013 and the Municipal Solid Waste Disposal Account, as listed in Texas Health and Safety Code § 361.014(d). The parties agree that TCEQ's obligations under this Contract are contingent upon the continued availability of sufficient funds in the Municipal Solid Waste Disposal Account. TCEQ may terminate this contract if funds become unavailable due to lack of fees collected, legislative changes, or demands upon the funds described above that are necessary to protect the health and safety of the public. The *Performing Party* shall place this notice in all subgrants and contracts.

15-3. *Performing Party* agrees to perform activities described in this Contract, which may be a modification of the proposal submitted to TCEQ.

15-4. Local and regional political subdivisions that are subject to the payment of state solid waste disposal fees and whose fee payments are in arrears, as determined by the TCEQ, are not eligible to receive subgrant or contract funding from the *Performing Party*. The *Performing Party* shall allow a potential subgrant or contract applicant that is listed as being in arrears in its fee payments the opportunity to provide documentation of payment of the fees owed the state. If the potential applicant provides the *Performing Party* with documentation of payment of the fees, such as a canceled check or receipt from the state, the *Performing Party* may consider that applicant to be eligible to receive subgrant or contract funding under this Contract.

15-5. The *Performing Party* is responsible for ensuring that subrecipients and contractors have all necessary permits, meet all other legal requirements to perform the activities, are qualified to perform the activities, and are not in arrears on any penalties owed to TCEQ.

15-6. Local and regional political subdivisions that are barred from participating in state contracts by the Texas Comptroller of Public Accounts (CPA) under the provisions of § 2155.077, Texas Government Code, and Title 34 Texas Administrative Code (TAC) § 20.585, CPA Regulations, are not eligible to receive subgrants or contracts from the *Performing Party*.

15-7. The activities funded under this Contract, both projects conducted by the *Performing Party* or as a part of a subgrant, shall be in accordance with all provisions of this Contract, all applicable federal, state and local laws, rules, regulations, and guidelines. The main governing requirements include, but are not limited to, the following standards.

15-5-1. Texas Health and Safety Code Chapters §361, §363, and §364

15-5-2. TCEQ Rules Title 30 TAC §330, Subchapter O.

15-5-3. TCEQ Rules Title 30 TAC Chapter 14.

15-5-4. The Uniform Grant and Contract Management Act, Texas Government Code, §§783.001 et seq and the Texas Grant Management Standards (TxGMS) issued by CPA.

15-5-5. General Appropriations Act, 89th Legislature Regular Session, including Article IX, Part 4.

15-5-6. Chapter 391 of the Texas Local Government Code and related rules.

X. GENERAL TERMS AND CONDITIONS

16. CONTRACT PERIOD

16-1. Contract Period. The Contract begins on the Effective Date and ends on the Expiration Date as provided on the Signature Page of this Contract (Contract Period). If no Effective Date is provided, the Effective Date of the Contract is the date of last signature. If no Expiration Date is provided, the Expiration Date is July 31 of the same Fiscal Year in which the Contract is signed.

16-2. Renewal and Extension Period. The Contract may be extended by notice of LRGVDC beyond expiration of a Contract Period for up to 90 (ninety) days (Extension Period) during which the parties may agree on a written amendment to extend the Contract for a longer period. Renewals and extensions do not extend any other deadlines or due dates other than the expiration of the Contract Period.

17. DEFINITIONS

- 17-1.** “Include.” The word “include” and all forms such as “including” shall be construed to introduce a non-exhaustive list. The parties agree include is a term of enlargement and does not limit the scope of the preceding noun.

18. FUNDS

- 18-1. Availability of Funds.** This Contract and all claims, suits or obligations arising under or related to this Contract are subject to the receipt and availability of funds appropriated by the Texas Legislature for the purposes of this Contract or the respective claim, suit or obligation, as applicable.
- 18-1-1.** Performing Party will ensure that this clause concerning the availability of funds received indirectly by subcontractors through Performing Party is included in any subcontract it awards.
- 18-2. Amount Limits on Funds.** The maximum reimbursement is shown on the Contract Signature Page.
- 18-3. Grants.** If this agreement was entered under the LRGVDC authority to award grants, LRGVDC is providing financial assistance to the recipient to undertake its own project.

19. ALLOWABLE COSTS

- 19-1. Conforming Activities.** LRGVDC will reimburse the Performing Party for Allowable Costs incurred and paid by the Performing Party in performance of conforming Contract Activities. Allowable Costs are those costs for conforming Contract Activities that are reasonable, necessary, actual, and authorized by this Contract and a Notice to Proceed. Contract Activities must be authorized in writing to be eligible for reimbursement.
- 19-2. TxGMS.** Allowable Costs are restricted to costs that comply with the Texas Grant Management Standards (TxGMS) and applicable state and federal rules and law. The parties agree that all the requirements of the TxGMS apply to this Contract, including the criteria for Allowable Costs.

20. REIMBURSEMENT

- 20-1. Contract for Reimbursement.** The Contract Documents describe the activities to be conducted by the Performing Party for reimbursement by LRGVDC.
- 20-2. Reimbursement Request Deadline.** Grant recipients have one year to expense project funds. If no funds are expended within the first six months, the Solid Waste Advisory Committee (SWAC) will convene to decide further action of the project. Funds will be de-obligated if 90% of funds are not expended within ten (10) months. Performing Party shall submit final requests for payment to LRGVDC prior to **May 31, 2027**.
- 20-3. Reimbursement Requests.** Performing Party shall invoice LRGVDC to request reimbursement for its Allowable Costs for performing the Contract Activities. Performing Party's invoice shall conform to LRGVDC's reimbursement requirements.
- 20-4. Supporting Records.** Upon request, Performing Party shall submit records and documentation to LRGVDC as appropriate for the review and approval of reimbursing costs. At a minimum, Performing Party shall submit supporting records with its invoices; LRGVDC may reject invoices without appropriate supporting documentation. LRGVDC has the right to request additional documentation. Performing Party shall maintain records subject to the terms of this Contract.
- 20-5. Conditional Payments.** Reimbursements are conditioned on the Contract Activities being performed in compliance with the Contract. Performing Party shall return payment to LRGVDC for either overpayment or activities undertaken that are not compliant with the Contract Activities. This does not limit or waive any other LRGVDC remedy.
- 20-6. Historically Underutilized Businesses.** Performing Party shall include, with its invoicing, reports on the use of Historically Underutilized Businesses.

21. AMENDMENTS

Changes to the Contract may only be made by a written amendment, signed and agreed to by the Parties.

22. CONTRACT INTERPRETATION

- 22-1. **Interpretation of Time.** All days are calendar days, unless stated otherwise. Days are counted to exclude the first and include the last day of a period. If the last day of the period is a Saturday or Sunday, or a state or federal holiday, it is omitted from the computation.
- 22-2. **State, Federal Law.** This Contract is governed by and interpreted under the laws of the State of Texas, as well as applicable federal law.
- 22-3. **Severability.** If any provision of this Contract is held to be invalid, illegal or unenforceable, the remainder of the Contract shall be construed to conform to the intent of the parties.

23. PERFORMING PARTY'S RESPONSIBILITIES

- 23-1. **Performing Party's Responsibility for the Contract Activities.** Performing Party undertakes performance of the Contract Activities as its own project and does not act in any capacity on behalf of the LRGVDC nor as a LRGVDC agent, employee or vendor of goods or services. Performing Party agrees that the Contract Activities are furnished and performed at Performing Party's sole risk as to the means, methods, design, processes, procedures and performance of the Contract Activities.
- 23-2. **Independent Contractor.** Nothing in this agreement shall create an employee-employer relationship between Performing Party and LRGVDC. The parties agree that the Performing Party is an independent contractor.
- 23-3. **Performing Party's Responsibility for Subcontractors.** All acts and omissions of Subcontractors, Suppliers and other persons and organizations performing or furnishing any of the Contract Activities under a direct or indirect contract with Performing Party shall be considered to be the acts and omissions of Performing Party.
- 23-4. **No Third-Party Beneficiary.** The LRGVDC does not assume any duty to exercise any of its rights and powers under the Contract for the benefit of third parties. Nothing in this Contract shall create a contractual relationship between LRGVDC and any of Performing Party's subcontractors, suppliers or other persons or organizations with a contractual relationship with the Performing Party.

24. PERFORMING PARTY PERFORMANCE EVALUATION

Performance evaluations are a part of the LRGVDC review performing party and may be a factor in the selection of future contracts. The LRGVDC may provide this information to state agencies and upon request, to others. Performing Party consents to the disclosure of any information or opinion in the evaluations.

25. CONFLICT OF INTEREST

The Performing Party shall timely notify the LRGVDC in writing of any actual, apparent, or potential conflict of interest regarding the Performing Party or any related entity or individual. No entity or individual with any actual, apparent, or potential conflict of interest shall take part in the performance of any portion of the Contract Activities, nor have access to information regarding any portion of the Contract Activities. Performing Party agrees that LRGVDC has sole discretion to determine whether a conflict exists, and that a conflict of interest is grounds for termination for cause.

26. INTELLECTUAL PROPERTY

- 26-1. **Third Party Intellectual Property.** Unless specifically waived, Performing Party must obtain all Intellectual Property licenses expressly required in the Contract Activities, or incident to the use or possession of the intellectual property. Performing Party shall obtain and furnish to LRGVDC: documentation on the use of such Intellectual Property, and a perpetual, irrevocable, enterprise-wide license to reproduce, publish, otherwise use, or modify such Intellectual Property and associated user documentation, and to authorize others to reproduce, publish, otherwise use, or modify such Intellectual Property for LRGVDC non-commercial purposes, and other purposes of the State of Texas.

- 26-2. Grant of License.** Performing Party grants to LRGVDC a nonexclusive, perpetual, irrevocable, enterprise-wide license to reproduce, publish, modify or otherwise use for any non-commercial LRGVDC purpose any preexisting intellectual property belonging to the Performing Party that is incorporated into the Contract Activities, intellectual property created under this Contract, and associated user documentation.

27. TIME DELAYS

- 27-1. Time is of the Essence.** Performing Party's timely performance is a material term of this Contract.
- 27-2. Delays.** Where Performing Party's performance is delayed, except by *Force Majeure* or act of the LRGVDC, LRGVDC may withhold or suspend reimbursement, terminate the Contract, or enforce any of its other rights.

28. TERMINATION

- 28-1. Termination for Cause.** LRGVDC may, upon 10 (ten) days written notice and the opportunity to cure, terminate this Contract for cause if Performing Party materially fails to comply with the Contract Documents including any one or more of the following acts or omissions: nonconforming Contract Activities, existence of a conflict of interest, failure to provide evidence of required insurance coverage and failure to comply with HUB requirements in law or this Contract. Termination for cause does not prejudice LRGVDC's other remedies authorized by this Contract or by law.
- 28-2. Termination for Convenience.** LRGVDC may, upon 10 (ten) days written notice, terminate this Contract for convenience. Termination shall not prejudice any other right or remedy of LRGVDC or the Performing Party. Performing Party may request reimbursement for: conforming Contract Activities and timely, reasonable costs directly attributable to termination. Performing Party shall not be paid for: work not performed, loss of anticipated profits or revenue, consequential damages or other economic loss arising out of or resulting from the termination.
- 28-3.** If, after termination for cause, it is determined that the Performing Party had not materially failed to comply with the Contract Documents, the termination shall be deemed to have been for the convenience of the LRGVDC.

29. INSURANCE AND INDEMNIFICATION

- 29-1. Insurance.** Unless prohibited by law, the Performing Party shall require its contractors and suppliers to obtain and maintain during the Contract Term adequate insurance coverage sufficient to protect the Performing Party and the LRGVDC from all claims and liability for injury to persons and for damage to property arising from the Contract, whether caused by the Performing Party or by the contractor(s) or by anyone directly or indirectly employed by either. Unless specifically waived by the LRGVDC, sufficient coverage shall include Workers Compensation and Employer's Liability Insurance, Commercial Automobile Liability Insurance, and Commercial General Liability Insurance.
- 29-2. Indemnification.** TO THE EXTENT AUTHORIZED BY LAW, THE PERFORMING PARTY SHALL REQUIRE ALL CONTRACTORS PERFORMING CONTRACT ACTIVITIES ON BEHALF OF PERFORMING PARTY TO INDEMNIFY, DEFEND, AND HOLD HARMLESS THE LRGVDC AND PERFORMING PARTY AND THEIR OFFICERS, EMPLOYEES AND REPRESENTATIVES FROM AND AGAINST ALL LOSSES, LIABILITIES, DAMAGES, AND OTHER CLAIMS OF ANY TYPE ARISING FROM THE PERFORMANCE OF THE CONTRACT ACTIVITIES BY THE PERFORMING PARTY OR ITS CONTRACTORS, SUPPLIERS AND AGENTS, INCLUDING THOSE ARISING FROM A DEFECT IN DESIGN, WORKMANSHIP, MATERIALS, OR FROM INFRINGEMENT OF ANY PATENT, TRADEMARK OR COPYRIGHT; OR FROM A BREACH OF APPLICABLE LAWS, REGULATIONS, SAFETY STANDARDS OR DIRECTIVES. THE DEFENSE OF THE LRGVDC SHALL BE SUBJECT TO THE AUTHORITY OF THE OFFICE OF THE ATTORNEY GENERAL OF TEXAS TO REPRESENT THE LRGVDC. THIS COVENANT SURVIVES THE TERMINATION OF THE CONTRACT.

30. DISPUTES, CLAIMS, REMEDIES

- 30-1. Payment not a Release.** Neither payment by LRGVDC nor any other act or omission other than an explicit written release constitutes a release of Performing Party from liability under this Contract.
- 30-2. Schedule of Remedies available to the LRGVDC.** In accordance with §2261, Texas Government Code, the following Schedule of Remedies applies to this contract. In the event of Performing Party's nonconformance, LRGVDC may:
- 30-2.1.** Issue notice of nonconforming performance;
 - 30-2.2.** Reject nonconforming performance and request corrections without charge to the LRGVDC;
 - 30-2.3.** Reject a reimbursement request or suspend further payments, or both, pending accepted revision of the nonconformity;
 - 30-2.4.** Suspend all or part of the Contract Activities or payments, or both, pending accepted revision of the nonconformity;
 - 30-2.5.** Demand restitution and recover previous payments where performance is subsequently determined nonconforming;
 - 30-2.6.** Terminate the contract without further obligation for pending or further payment by the LRGVDC and receive restitution of previous payments.
- 30-3. Opportunity to Cure.** The Performing Party will have reasonable opportunity to cure its nonconforming performance, if possible, under the circumstances.
- 30-4. Cumulative Remedies.** Remedies are cumulative: the exercise of any remedy under this Contract or applicable law does not preclude or limit the exercise of any other remedy available under this Contract or applicable law.

31. FINANCIAL RECORDS, ACCESS, AND AUDITS

- 31-1. Audit of Funds.** The Performing Party understands that acceptance of funds under this Contract acts as acceptance of the authority of the State Auditor's Office, or any successor agency, to conduct an audit or investigation in connection with those funds. Performing Party further agrees to fully cooperate with the State Auditor's Office or its successor in the conduct of the audit or investigation, including providing all records requested. Performing Party shall ensure that this clause concerning the authority to audit funds received indirectly by subcontractors through Contractor and the requirement to cooperate is included in any subcontract it awards.
- 31-2. Financial Records.** Performing Party shall establish and maintain financial records including records of costs of the Contract Activities in accordance with generally accepted accounting principles. Upon request Performing Party shall submit records in support of reimbursement requests. Performing Party shall allow access during business hours to its financial records by LRGVDC and other state agencies for the purpose of inspection and audit. Records shall be maintained for a minimum of 3 (three) years beyond the expiration or earlier termination of this Contract, and 3 (three) years after the end of any litigation or claims process, including appeals.

32. INDIRECT COST RATE

- 32-1. Authority for Indirect Cost Rates.** The Performing Party shall comply with the TxGMS relating to Indirect Cost Rates. In the event an audit changes the indirect cost rate, Performing Party agrees to waive additional indirect costs, or in the alternative, contribute the difference between the contract indirect rate and audited indirect rate.
- 32-2. Indirect Cost Rate of Contract Activities.** The cost of services provided to LRGVDC by another agency may include allowable direct costs of the service plus a pro rata share of indirect costs, if authorized by the budget. A standard indirect cost allowance equal to 10% (ten percent) of the direct salary and wage cost of the activity may be used in lieu of determining the actual indirect costs of the activity, if any indirect cost rate is approved.

33. SOVEREIGN IMMUNITY

The parties agree that this Contract does not waive any sovereign immunity to which either party is entitled by law.

34. MISCELLANEOUS

- 34-1. Assignment.** No delegation of the obligations, rights, or interests in the Contract, and no assignment of payments by Performing Party will be binding on LRGVDC without its written consent, except as restricted by law. No assignment will release or discharge the Performing Party from any duty or responsibility under the Contract.
- 34-2. Venue.** Performing Party agrees that the Contract is being performed or administered in Cameron, Hidalgo, and Willacy County Region. This provision does not waive sovereign immunity.
- 34-3. Publication.** Performing Party agrees to notify LRGVDC 5 (five) days prior to the publication or advertisement of information related this Contract. Performing Party agrees not to use the LRGVDC logo or a LRGVDC graphic as an advertisement or endorsement without an agreement signed by the appropriate LRGVDC authority.
- 34-4. Waiver.** With the exception of an express, written document signed with authority by LRGVDC, no act or omission will constitute a waiver or release of Performing Party's obligation to perform conforming Contract Activities. No waiver on one occasion, whether expressed or implied, shall be construed as a waiver on any other occasion. The making of a payment does not constitute acceptance of the invoiced Contract Activities nor does it constitute a waiver of the LRGVDC's claims against the Performing Party or its sureties.
- 34-5.** LRGVDC relies on Performing Party to perform all Contract Activities in conformity with all applicable laws, regulations, and rules and obtain all necessary permits and licenses.
- 34-6. Survival of Obligations.** Except where a different period is specified in this agreement or applicable law, all representations, indemnifications, and warranties made in, required by or given in accordance with the Contract Documents, as well as all continuing obligations indicated in the Contract Documents, will survive for 4 (four) years beyond the termination or completion of the Agreement; or after the end of a proceeding which was brought under the contract or if LRGVDC has notified Performing Party of an on-going proceeding. A proceeding includes any litigation, legal proceeding, permit application, State Office of Administrative Hearings proceeding, or similar activity listed in a LRGVDC notice to the Performing Party.
- 34-7. Release of Claims.** As a condition to final payment or settlement, or both, the Performing Party shall execute and deliver to the LRGVDC a release of all claims against the LRGVDC for payment under this contract.
- 34-8. Legal Fees Prohibited.** This money shall be spent on administrative fees and projects as approved by LRGVDC. The funds under this Agreement may not be used for legal representation, or any other fees associated with hiring an attorney.

PROJECT REPRESENTATIVES/RECORDS LOCATION**ARTICLE 35.1 LRGVDC PROJECT REPRESENTATIVE**

The individual named below is the LRGVDC Project Representative, who is authorized to give and receive communications and directions on behalf of the LRGVDC. All communications including all payment requests must be addressed to the LRGVDC Project Representative or his or her designee.

Melisa Gonzales-Rosas

Name

Director of Community & Economic Development

Title

Lower Rio Grande Valley Development Council

301 West Railroad

Weslaco, Texas 78596

Phone: (956) 682-3481 ext. 163

Email: melisa.gonzales@lrgvdc.org

ARTICLE 35.2 PERFORMING PARTY PROJECT REPRESENTATIVE

The individual named below is the PERFORMING PARTY Project Representative, who is authorized to give and receive communications and directions on behalf of the PERFORMING PARTY. All communications to the PERFORMING PARTY will be addressed to the PERFORMING PARTY Project Representative or his or her designee.

For Financial Matters:

Vidal Roman

Name

Finance Director

Title

1201 E. 8th Street

Mission, Texas 78572

Phone: (956) 580-8685

Email: vroman@missiontexas.us

For Contractual Matters:

Honorable Norie Gonzalez Garza

Name

Mayor

Title

1201 E. 8th Street

Mission, Texas 78572

Phone: (956) 580-8662

Email: mayorgarza@missiontexas.us

ARTICLE 35.3 DESIGNATED LOCATION FOR RECORDS ACCESS AND REVIEW

The PERFORMING PARTY designates the physical location indicated below for record access and review pursuant to any applicable provision of this contract:

Roel Mendiola

Name

Sanitation Director

Title

1201 E. 8th Street

Mission, Texas 78572

Phone: (956) 583-2564

Email: rmendiola@missiontexas.us

Attachment A:

PERFORMING PARTY BUDGET

BUDGET CATEGORY	FUNDING AMOUNT
Supplies – N/A	\$ 0.00
Equipment – Hypersteel Building Structure 40’x40’x12’	\$ 25,000.00
Construction – N/A	\$ 0.00
Contractual – N/A	\$ 0.00
Other – Full color Vinyl Wrap for the structure.	\$ 5,000.00
Total Funding	\$ 30,000.00

Attachment B:

WORK PROGRAM & TASKS

GOAL: City of Mission to enhance the established Recycling Drop-Off Center in their city. The drop off center is a revitalization project to rebuild and revamp its recycling drop off center after the original structure was destroyed due to a 2025 arson related fire.

Objective 1: City of Mission will finalize specifications for the stand-alone recycling drop off structure and vinyl wrap design.

- 1) Task/Deliverable: The City of Mission will follow their procurement policy procedures to purchase the metal building.
- 2) Task/Deliverable: The City of Mission will purchase a Hypersteel metal building structure measuring approximately 40'x40'12 from Mueller Metal Buildings. The proposed structure is essential to restoring safe and effective recycling operations by providing a permanent centralized location for residents to drop off glass, plastic, cardboard and paper. The city will use vinyl wrapping to improve site visibility and awareness.
- 3) Task/Deliverable: Metal building will be placed in the City of Mission's inventory. Equipment is to be labeled with TCEQ & LRGVDC logos.

Objective 2: Report on the Progress and results of the program

- 1) Task/Deliverable: The Project Coordinator will measure and document monthly the following: number of persons served, total amount (in pounds) of waste collected for disposal, amount of materials collected for recycling/reuse, amount of brush/yard, glass, metal/aluminum, plastic, cardboard, paper, C&D debris, white goods, amount of oil (in gallons) total amount of oil filters, tires, and/or electronics. The documented information should be included in the Pass-Through Grant Progress & Results Reports provided to the city by the LRGVDC with supporting documentation. Please attach copies of the scale tickets of the market that collected your recyclables.

Completion Time Frame: Submit the **Pass -Through Grant Progress & Results Reports quarterly basis**, on the 10 day of the month for the term of the contract so that the LRGVDC may submit a consolidated report to TCEQ.

Request for Reimbursement will be submitted in the Pass-Through Grant Request for Reimbursement forms, when necessary, with supporting documentation.

- 2) Task/Deliverable: The Project Coordinator will submit Follow-up Reports using the Pass-Through Grant Progress & Results Reports forms a year after contract ends.
- 3) Task/Deliverable: City of Mission will present an oral report to the LRGVDC Solid Waste Advisory Committee (SWAC) to inform them on the status of project.

Attachment C:

**FY 2026/2027 Schedule of Deliverables for
Solid Waste Grant**

Deliverables	Due Date
1. Contract Term	May 1, 2026 – May 31, 2027
2. Solid Waste Advisory Committee (SWAC)	Meets quarterly, therefore you will be notified one week in advance to be present to give an oral report on project status.
3. Pass -Through Grant Progress & Results Reports Due Quarterly Must be emailed to: bsalinas@lrgvdc.org	<p style="text-align: center;">Due Quarterly</p> <p style="text-align: center;">December 10, 2026 March 10, 2027 June 10, 2027 September 10, 2027</p>
4. Reimbursements Report Due as Necessary Must be emailed to: bsalinas@lrgvdc.org	<p style="text-align: center;">As Necessary</p> <p>If no funds are expended within the first six months, the Solid Waste Advisory Committee (SWAC) will convene to decide further action of the project.</p> <p>Funds will be de-obligated if 90% of funds are not expensed within ten (10) months.</p> <p>Performing Party shall submit <u>final</u> requests for payment to LRGVDC prior to May 31, 2027</p>
5. TCEQ Results & Follow up Results Must be emailed to: bsalinas@lrgvdc.org	<p style="text-align: center;">Due Once a Year</p> <p style="text-align: center;">Results due to TCEQ – December 30, 2027</p> <p style="text-align: center;">Follow up due to TCEQ – October 15, 2028</p> <p style="color: red;">*Ensure Project Coordinator maintains Progress & Results Reports after contract ends because TCEQ will ask for follow-up results.</p>

**SECOND AMENDMENT
TO
REIMBURSEMENT AGREEMENT**

This Second Amendment to Reimbursement Agreement (this "Second Amendment"), dated as of _____, 2026, is made by and between **MISSION ECONOMIC DEVELOPMENT CORPORATION, a Texas economic development corporation governed by Texas Local Government Code Chapters 501, 502, and 505, and the Texas Non-Profit Corporation Act ("MEDC")** and **THE CITY OF MISSION, TEXAS, a Texas home-rule municipality ("City")**.

RECITALS:

WHEREAS, MEDC and City entered into a Reimbursement Agreement dated March 3, 2025 (the "Agreement"), by which MEDC will reimburse the City for certain costs related to the improvement of the Shary Municipal Golf Course (the "Original Agreement");

WHEREAS, the Original Agreement was previously amended on September 9, 2025 (the "First Amendment") (with the Original Agreement and the First Amendment being collectively referred to herein as the "Agreement"); and

WHEREAS, City and MEDC desire to amend the Agreement to amend the amount of the reimbursement to the City to be made by MEDC to include additional costs to be included in the Project Costs.

AGREEMENT:

NOW, THEREFORE, in consideration of the foregoing premises and the mutual covenants set forth herein, and in the Agreement, the parties hereby agree as follows:

1. Amendment to Section 5.1 of the Agreement. Section 5.1 of the Agreement shall be amended to read as follows:

"5.1 Reimbursement by MEDC. The MEDC shall reimburse to the City the Project Costs, without interest, in the amount of the actual eligible costs of the Public Improvements as described herein. The total, actual Project Costs of the Public Improvements for which the MEDC shall be responsible under the terms of this Agreement shall not exceed \$500,000.00."

2. Ratification. The Agreement, as hereby amended, is ratified and confirmed in all respects. This Second Amendment shall be subject to, governed by and be a part of the Agreement, as amended hereby. Defined terms used in this Second Amendment shall have the same meaning as in the Agreement, unless another meaning is clearly intended herein.

3. Counterparts. This Second Amendment may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one instrument.

EXECUTED by MEDC, as indicated below.

MEDC

MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC., a Texas non-profit corporation

By: _____
TECLO J. GARCIA, Chief Executive Officer

Date Executed: _____

EXECUTED by CITY, as indicated below.

CITY:

CITY OF MISSION, TEXAS, a Texas home rule municipality

By: _____
NORIE GONZALEZ-GARZA, Mayor

Date Executed: _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: May 12, 2026
PRESENTED BY: Michael Silva –Fire Chief
AGENDA ITEM: Discussion and possible action on matters related to authorization to receive a donation of an Addressable Fire Alarm System training display from Absolute Services to the Mission Fire Department - Silva

NATURE OF REQUEST:

Discussion and possible action on matters related to authorization to receive a donation of an Addressable Fire Alarm System training display from Absolute Services to the Mission Fire Department. The acceptance of this training display will enhance firefighter training by providing hands-on experience with modern fire alarm systems commonly found in commercial buildings. It will allow personnel to better understand system components, troubleshooting, and response procedures, improving their ability to quickly and effectively manage alarm activations and related emergencies in the field.

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

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

BID AMOUNT: _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *AG*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



FIRE • SOUND • CCTV • ACCESS CONTROL • GATES • MONITORING
Historically Underutilized Business (HUB) Certified

ACR-1717 B-09278

April 16, 2026

Mission Fire Department
Career Development Section
ATTN: Captain Homer Salinas
415 West Tom Landry St
Mission, TX 78572

RE: Donation of Addressable Fire Alarm System Training Display

We are pleased to provide a fully functional Addressable Fire Alarm display for use in your training efforts. Several years ago, we provided the Mission Fire Department with a very similar display using a Conventional Panel. Now with displays of both types of systems the trainees can readily see firsthand the difference between Conventional and Addressable systems. We have provided similar displays to other Fire Departments in the RGV for their training programs.

Our team here at *ABSOLUTE* Services welcomes any opportunity to assist local fire departments in any way possible. We, as with all citizens, appreciate the efforts by First Responders in keeping our communities safe.

Please consider us for future opportunities.

Sincerely,

Larry M. Helgeson
VP/GM

2005 Industrial Drive, McAllen, TX 78504
www.AbsoluteMcAllen.com

(956) 631-6931 or 1-800-597-9456 Fax (956) 618-0749
asmcallen1@aol.com
28TH ANNIVERSARY 1998 - 2026





April 14, 2026

Donation to Mission Fire Department Training Program

To Whom it May Concern:

We have two 3000-gallon stainless steel tanks we want to donate to the Mission Fire Department to enhance training for the department. These tanks are retired assets that were planned to be scrapped and could serve as an ideal platform for confined space training activities. The Tanks have been written from our asset list and carry only scrap value.

If Mission FD would like these, we can deliver them within the city limits but Mission FD would need to coordinate the unloading of the tanks from our trailer.

Justin Simpson
Director of Juice Operations
Rio Grande Juice Company



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: May 12, 2026
PRESENTED BY: Joe Enriquez, Utility Billing and Collections Manager
AGENDA ITEM: Discussion and possible action on matters related to soliciting qualifications for a Comprehensive Utility Rate Study - Enriquez

NATURE OF REQUEST:

Staff is seeking authorization to solicit qualifications from firms to conduct a Comprehensive Utility Rate Study for the City of Mission. This comprehensive study would ensure equitable utility rates and future capital needs. This would include: water, sewer, drainage, brush and garbage rates.

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 *JP7*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

CITY OF MISSION
Scope of Service

Solicitation Name: **“COMPREHENSIVE UTILITY RATE STUDY”**

INTRODUCTION

The City’s objective is to receive a fully documented Water, Sewer, Drainage, Garbage, and Brush Utility Rate Study with appropriate analysis and recommendations. The rate study shall be conducted using sound methodologies to support charges to users of services on a fee basis or any other feasible options that the City of Mission could capitalize on.

1. **Scope of Services Proposals** from qualified firms must describe in detail the methodology, strategies, and timelines to be included in the utility rate study. The Consultant shall study Water, Sewer, Garbage, Brush, and Drainage accounts to recommend any necessary adjustments, corrections, or modifications to the rate codes applicable to each account in accordance with City of Mission Utility Ordinance No. 5244, 5243, 5242, 5241, 5381, 5410, 5411, 5554, 5555, and Industry Standards. The City of Mission bills approximately 32,191 water, 29,161 sewer, 29,677 drainage, 27,285 garbage, and 28,344 brush accounts as of March 2026.

The scope of services shall include, but not necessarily be limited to, the following:

Objectives and Expectations

The Consultant or its principles shall have the capability and experience in:

1. Analyzing water, sewer, drainage, garbage, and brush rates and revenue, including impact fees.
2. Analyze consumption data and recent trends that impact consumption on revenue;
3. Assess projected operations and capital expenses, including system maintenance and replacement needs.
4. Utility billing methods to ensure rates provide adequate funding for reserves, and long-term financial stability.
5. Provide a multi-year financial model and phased rate adjustment plan.

The proposed staff shall have at least five years’ recent demonstrated experience working with public agencies in comparable rate analysis and studies.

2. **Summary of Scope of Work:**

The primary objectives of the Water, Sewer, Drainage, Garbage, and Brush Rate Study are:

- A. Evaluate current water, sewer, drainage, garbage, and brush rate structures and revenues, including impact fees.
- B. Assess projected operating and capital expenses, including system maintenance and replacement needs.
- C. Develop equitable rates to provide adequate funding for reserves and long-term financial stability.
- D. Ensure compliance with applicable state and federal regulations.
- E. Provide a multi-year financial model and phased rate adjustment plan.
- F. Provide a transparent, data-driven basis for decision-making.
- G. Recommend options for strategically increasing revenue and restructuring utility rates.
- H. Present at a Mayor and Council Work session the completed study methods, studies, results, analyses, and recommendations

3. **Minimum Rate Study Elements:**

- A. **Revenue Requirements:**

The Consultant shall identify and develop revenue requirements separately for water, sewer, drainage, garbage, and brush operations for a ten-year period. The revenue requirements shall include forecasts of funding gaps and reserve requirements to cover the operating and maintenance, and capital improvements expenses.

- B. **Demand Forecast:**

The Consultant shall develop a forecast of customer growth and demand within the City’s service area. The demand forecast shall take into account historical growth patterns, the City’s comprehensive plan (capital improvement), debt service schedules, and all other relevant planning documentation. The Consultant shall evaluate the usage patterns of residential and commercial uses to inform the development of the rate structures.



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: May 12, 2026
PRESENTED BY: Noemi Munguia, Human Resources Director
AGENDA ITEM: Discussion and possible action on matters related to the ratification of the solicitation of RFQs for Insurance Consulting Services, pursuant to direction provided by City Council at the April 28 meeting - Munguia

NATURE OF REQUEST:

The City administers a self-funded employee health benefit plan and requires specialized insurance consulting services to ensure effective plan management, cost containment, compliance with applicable regulations, and strategic guidance on benefit design. The proposed RFQ will invite qualified firms with demonstrated expertise in public-sector health benefits, insurance advisory services, and actuarial/financial analysis to submit statements of qualifications.

The selected consultant will assist the City with activities that may include, but are not limited to annual plan review, cost and utilization analysis, renewal and stop-loss negotiations, benchmarking, compliance support, strategic planning, RFP review and recommendations to enhance the sustainability and competitiveness of the City's benefit program.

Staff is seeking authorization to solicit Request for Qualifications (RFQ's) from qualified firms to provide Insurance Consulting Services in support of the City's Self-Funded Employee Health Benefit Plan.

BUGETED: Yes **FUND:** Group Health **ACCT. #:** 19-410-56010
BUDGET: \$ 468,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$337,859

BID AMOUNT: \$

STAFF RECOMMENDATION:

Approval

Departmental Approval: Purchasing, Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *AG*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

City of Mission
Instructions to Respondent – Scope of Service
RFQ Name/No.: Insurance Consulting Services / 26-xxx-xx-xx

City of Mission is seeking Insurance Consulting Services

1. Purpose of this Request of Qualifications

The City is seeking sealed proposals of qualifications from experienced, independent insurance consulting firms or individuals interested in providing **Insurance Consulting Services**, serving as advisor to the City with respect to the Plan.

Through this Request for Qualifications (“RFQ”), the City seeks statements of qualifications from experienced, independent insurance consulting firms (each, a “Respondent”) interested in serving as the City’s insurance consultant and advisor with respect to the Plan. The selected consultant will provide professional, fiduciary-level advisory services, including but not limited to claims and financial analytics, stop-loss evaluation and placement support, plan design analysis, fiduciary governance support, and the procurement and ongoing management of the Plan’s third-party administrator (“TPA”), pharmacy benefit manager (“PBM”), and ancillary vendors. The City wishes to engage the consultant prior to issuing a Request for Proposals for TPA services so that the consultant can assist the City in scoping, drafting, and evaluating that subsequent procurement.

The City seeks to afford the opportunity for qualified SBE, MBE, and WBE firms to propose to provide the services described herein.

1.1. About the City

The City of Mission, Texas (the “City”) is a home-rule municipality located in Hidalgo County. The City employs approximately [] full-time employees and provides health and welfare benefits to its eligible employees, retirees, and their dependents through a self-funded employee health benefit plan (the “Plan”).

1.2. Background on the Plan

- Approximately [] covered employees and [] total covered lives;
- Annual paid medical and pharmacy claims of approximately \$[] for the most recent plan year;
- Specific stop-loss coverage at \$[] and aggregate stop-loss coverage at []% of expected claims, currently placed with [];
- Current TPA: []. Current PBM: []. Current agent of record (“AOR”): []. No insurance consultant of record at this time;
- Plan year: [Insert plan year, e.g., October 1 – September 30].

The figures above are provided for general informational purposes only. More detailed claims, enrollment, and financial data will be made available to short-listed Respondents subject to a mutually executed business associate agreement and confidentiality agreement consistent with the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”).

1.3. Definitions

For purposes of this RFQ:

- “Agent of Record” or “AOR” means the licensed insurance agent or broker designated by the City to act as liaison between the City, the City’s employees, and the Plan’s insurance markets, including with respect to ancillary lines, employee enrollment, billing reconciliation, and day-to-day account servicing.
- “Consultant” means the firm selected pursuant to this RFQ to provide independent insurance consulting services to the City.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: May 12, 2026

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Discussion and possible action to direct the Police Chief, Fire Chief, and/or City Engineer to evaluate traffic conditions within the Cimarron subdivision for potential speed hump installation or other traffic control mechanism in accordance with City policy, and to bring findings and recommendations back to the Traffic Safety Committee and City Council - Torres

NATURE OF REQUEST:

Concerns have been raised regarding multiple traffic accidents occurring within the Cimarron Subdivision. These incidents have prompted the need to assess current traffic conditions and determine whether additional traffic calming measures are warranted to improve public safety. Staff will conduct a comprehensive evaluation of traffic patterns, accident history, roadway conditions, and applicable criteria under existing City policy for the installation of speed humps or other traffic control devices.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *JPT*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF
MISSION

**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: May 12, 2026

PRESENTED BY: Xavier Cervantes, AICP, CPM, Director of Planning

AGENDA ITEM: Discussion and possible action on matters related to authorizing the Mayor to sign an Escrow Agreement between the City of Mission, Lone Star National Bank and Vanguard Academy for the construction of a right-turn lane at the intersection of Mile 2 and Stewart Roads associated with the construction of the Vanguard Academy Monet Campus along Stewart Road. Applicant: Vanguard Academy, Inc.
– Cervantes

NATURE OF REQUEST:

Project Timeline:

- November 19, 2025 – Original Planning and Zoning Application submitted to the City for Site Plan Approval.
- December 16, 2025 – Vanguard School workshop with the surrounding property owners.
- January 7, 2026 – Consideration of the Site Plan Approval by the Planning and Zoning Commission.
- February 24, 2026 – Approval of a Development Agreement by the City Council

Summary:

- The City executed a Development Agreement on March 10, 2026 with Vanguard Academy for the construction of a right turn lane at the intersection of Mile 2 Road and North Stewart Road.
- The Development Agreement requires Vanguard Academy to deposit funds for the construction of the turn lane into an Escrow Account.
- The opening of an escrow account requires an Escrow Agreement to be executed by the Escrow Agent and the parties that have the right to receive funds from the escrow account.
- The Escrow Agreement outlines the steps that need to be taken to withdraw funds from the account and ultimately close the account when the improvements are complete.
- The Escrow Agreement was created by the Escrow Agent, Lonestar National Bank, and has been reviewed and approved by the City Attorney for execution.
- The escrow amounts are the following:
\$21,284.00 for the purchase of the right-of-way;
\$20,000.00 for legal fees (if eminent domain is needed to acquire the right-of-way); and
\$65,975.50 for infrastructure expenses.

STAFF RECOMMENDATION:

Staff recommends approval of the Escrow Agreement.

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *JP7*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ESCROW AGREEMENT

THIS ESCROW AGREEMENT (the “Escrow Agreement”), is entered into and effective as of May 1, 2026, by and among Lone Star National Bank (“LSNB”), McAllen, Texas, a national banking association (the “Escrow Agent”), Vanguard Academy (the “School”), a Texas non-profit corporation operating an open enrollment charter school and the City of Mission (the “City”).

WITNESSETH:

WHEREAS, the School and the City have entered into that certain Development Agreement dated March 10, 2026 (the “Development Agreement”), pertaining to the School’s development of a public charter school on property located within the City, and the construction of certain Improvements referred to in Exhibit A of the Development Agreement; and

WHEREAS, pursuant to the Development Agreement, the terms of which are incorporated herein by reference, the School has agreed to deposit certain funds into an escrow account (the “Escrow Account”) by wire transfer of immediately available cash funds, with such funds to be held, invested and disbursed by the Escrow Agent in accordance with the terms and conditions of the Development Agreement and this Escrow Agreement; and

WHEREAS, the Escrow Agent is a national bank designated by the Texas Comptroller as a state depository institution in accordance with Texas Government Code, Chapter 404, Subchapter C, or is a designated custodian of collateral in accordance with Texas Government Code, Chapter 404, Subchapter D and is otherwise qualified and empowered to enter into this Agreement, and hereby acknowledges its acceptance of the terms and provisions hereof; and

WHEREAS, the parties desire to set forth their understandings with regard to the Escrow Account established by this Escrow Agreement.

NOW, THEREFORE, in consideration of the premises herein, the parties hereto agree as follows:

I. Terms and Conditions

1.1. Appointment of and Acceptance by Escrow Agent. The School and the City hereby appoint the Escrow Agent to serve as escrow agent for the purposes set forth herein, and the Escrow Agent hereby accepts such appointment and agrees to perform its duties as provided herein.

1.2. Establishment of Escrow Account. Within ten (10) business days of the effective date of the Escrow Agreement, the School will deposit (or cause to be deposited) into the

Escrow Account pursuant to the wire instructions set forth on Schedule A hereto, in immediately available funds, US\$ 107,259.50, representing the Escrow Funds for the Improvements referred to in the Development Agreement (together with all interest and earnings thereon, and less any disbursements hereunder, the "Escrow Funds"). The Escrow Funds received by the Escrow Agent under this Escrow Agreement shall not be considered as a banking deposit by the School, and the Escrow Agent shall have no right to title with respect thereto except as Escrow Agent under the terms of this Escrow Agreement.

1.3. Application of the Escrow Funds. Subject to the terms, conditions and limitations contained herein and in the Development Agreement, the Escrow Funds shall be released in accordance with Section 3 of the Development Agreement and Section 1.4 of this Escrow Agreement, and shall not be comingled with any other accounts or with any other proceeds or funds.

1.4. Disbursements of the Escrow Funds. The Escrow Agent shall only disburse amounts from the Escrow Funds as follows:

(a) Disbursement of the Escrow Funds.

i. If the School or the City delivers to the Escrow Agent a Written Direction notice, Schedule C hereto, signed by an authorized representative of the School and the City, for release of Escrow Funds to the City for reimbursement of the City's verified reasonable costs incurred in the acquisition of the necessary right-of-way and for potential legal fees as described in Section 3 of the Development Agreement, in an aggregate amount not to exceed \$41,284.00; or

ii. If the School or the City delivers to the Escrow Agent a Written Direction notice, signed by an authorized representative of the School and the City, for release of all remaining Escrow Funds to the School upon completing the design and construction of the Improvements; or

iii. If the School delivers to the Escrow Agent a Written Direction notice, signed by an authorized representative of the School, for release of all remaining Escrow Funds to the School, upon the School's abandonment of the project.

(b) Notwithstanding anything to the contrary in this Escrow Agreement, if any amount to be released at any time or under any circumstances exceeds the balance in the Escrow Account, the Escrow Agent shall release the balance in the Escrow Account and shall have no liability or responsibility to any party for any deficiency.

(c) The Escrow Agent will disburse any amounts from the Escrow Funds as required by this Section 1.4 within two (2) business days or as soon as commercially reasonable thereafter from the date of the Escrow Agent's receipt of a Written Direction notice, as applicable.

1.5. Unexpended Escrow Funds. Any Escrow Funds remaining unexpended in the Escrow Account after completion of the Improvements and after the final accounting has been submitted to and approved by the School shall be dispersed to the School. The School

shall deliver a copy of such approval of the final accounting to the Escrow Agent together with instructions concerning the disbursement of unexpended Escrow Funds hereunder. The Escrow Agent shall have no obligation to ensure that such unexpended Escrow Funds are used as required by the provisions of the Development Agreement, that being the sole obligation of the School.

II. Provisions as to the Escrow Agent

2.1. Limited Duties of Escrow Agent. The Escrow Agent undertakes to perform only such duties as are expressly set forth in this Escrow Agreement that shall be deemed purely ministerial in nature. Under no circumstance will the Escrow Agent be deemed to be a fiduciary to any party or any other person under this Escrow Agreement. This Escrow Agreement expressly and exclusively sets forth the duties of the Escrow Agent with respect to any and all matters pertinent hereto and no implied duties or obligations shall be read into this Escrow Agreement against the Escrow Agent. The Escrow Agent shall not be bound by, deemed to have knowledge of, or have any obligation to determine, make inquiry into or consider, any term or provision of any agreement between the School, the City, and/or any other third party or as to which the escrow relationship created by this Escrow Agreement relates, including without limitation the Development Agreement or any other documents referenced in this Escrow Agreement.

2.2. Limitations on Liability of Escrow Agent.

(a) In performing its duties under this Escrow Agreement, or upon the claimed failure to perform its duties, the Escrow Agent shall have no liability except for the Escrow Agent's willful misconduct or gross negligence. In no event shall the Escrow Agent be liable for incidental, indirect, special, consequential or punitive damages of any kind whatsoever (including but not limited to lost profits), even if the Escrow Agent has been advised of the likelihood of such loss or damage and regardless of the form of action.

(b) The Escrow Agent shall be fully protected (i) in acting in reliance upon any certificate, statement, request, notice, advice, instruction, direction, other agreement or instrument or signature reasonably and in good faith provided by the School or the City with respect to such party's information and believed by the Escrow Agent to be genuine, (ii) in assuming that any person purporting to give the Escrow Agent any of the foregoing in connection with either this Escrow Agreement or the Escrow Agent's duties has been duly authorized to do so and (iii) in acting or failing to act in good faith in accordance with the terms of this Escrow Agreement on the advice of outside counsel retained by the Escrow Agent, provided that the Escrow Agent shall remain liable where the actions taken or omitted by the Escrow Agent in reliance upon clauses (i), (ii), and (iii) herein are determined to constitute the Escrow Agent's bad faith, willful misconduct, or gross negligence.

(c) The Escrow Agent shall have no liability with respect to the transfer or distribution of any funds effected by the Escrow Agent pursuant to wiring or transfer instructions provided to the Escrow Agent in accordance with the provisions of this Escrow Agreement. The Escrow Agent shall be entitled to rely upon all bank and account

information provided to the Escrow Agent by the applicable authorized representative of each of the School and the City set forth in Section 3.5. The Escrow Agent shall have no duty to verify or otherwise confirm any written wire transfer instructions except as set forth in Section 2.3 below, but it may do so in its discretion on any occasion without incurring any liability to any party for failing to do so on any other occasion. The Escrow Agent shall process all wire transfers based on bank identification and account numbers rather than the names of the intended recipient of the funds, even if such numbers pertain to a recipient other than the recipient identified in the payment instructions. The Escrow Agent shall have no duty to detect any such inconsistencies and shall resolve any such inconsistencies by using the account number. In connection with any payments that the Escrow Agent is instructed to make by wire transfer, the Escrow Agent shall not be liable for the acts or omissions of (i) the School, the City or other person providing such instructions, including without limitation errors as to the amount, bank information or bank account number; or (ii) any other person or entity, including without limitation any Federal Reserve Bank, any transmission or communications facility, any funds transfer system, any receiver or receiving depository financial institution, and no such person or entity shall be deemed to be an agent of the Escrow Agent. Any wire transfers of funds made by the Escrow Agent pursuant to this Escrow Agreement will be made subject to and in accordance with the Escrow Agent's usual and ordinary wire transfer procedures in effect from time to time.

(d) No provision of this Escrow Agreement shall require the Escrow Agent to risk or advance its own funds or otherwise incur any financial liability or potential financial liability in the performance of its duties or the exercise of its rights under this Escrow Agreement. The Escrow Agent shall not be obligated to take any legal action or to commence any proceedings in connection with this Escrow Agreement or any property held hereunder or to appear in, prosecute or defend in any such legal action or proceedings.

2.3. Security Procedure For Funds Transfers. The Escrow Agent shall confirm funds transfer instruction received in the name of a party by telephone call-back to an Authorized Representative and at the telephone number specified for such authorized person in Section 3.5, as applicable ("Authorized Representative"). The parties assume such risks and acknowledge that the security procedures set forth herein are commercially reasonable. The list of Authorized Representatives set forth in Section 3.5 may be revised or rescinded only by a writing signed by an existing Authorized Representative of the applicable party. Such revisions or rescissions shall be effective only after actual receipt and following such period of time as may be necessary to afford the Escrow Agent a reasonable opportunity to act on it. If a revised list or a rescission of an existing designation of an Authorized Representative is delivered to the Escrow Agent by an entity that is a successor-in-interest to such party, such document shall be accompanied by additional documentation satisfactory to the Escrow Agent showing that such entity has succeeded to the rights and responsibilities of the applicable authorized representative of the School under this Escrow Agreement. The School understands that the Escrow Agent's inability to receive or confirm funds transfer instructions pursuant to the above security procedure may result in a delay in accomplishing such funds transfer, and agree that the Escrow Agent shall not be liable for any loss caused by any such delay.

2.4. Depository Role. The Escrow Agent acts hereunder as a depository only, and is not responsible or liable in any manner whatsoever for the sufficiency, correctness, genuineness or validity of the subject matter of this Escrow Agreement or any part thereof, or of any person executing or depositing such subject matter.

2.5. No Duty to Notify. The Escrow Agent shall in no way be responsible for nor shall it be its duty to notify any party hereto or any other party interested in this Escrow Agreement of any payment required or maturity occurring under this Escrow Agreement or under the terms of any instrument deposited therewith unless such notice is explicitly provided for in this Escrow Agreement.

2.6. Other Relationships. The Escrow Agent may execute any of its powers and perform any of its duties hereunder directly or through affiliates or agents. The Escrow Agent and its affiliates, and any of their respective directors, officers or employees may become pecuniarily interested in any transaction in which any of the other parties hereto may be interested and may contract and lend money to any such party and otherwise act as fully and freely as though it were not escrow agent under this Escrow Agreement. Nothing herein shall preclude the Escrow Agent or its affiliates from acting in any other capacity for any such party.

2.7. Disputes.

(a) In the event of any disagreement between the School and the City, or between either of them and any other party, resulting in adverse claims or demands being made in connection with the matters covered by this Escrow Agreement, or in the event that the Escrow Agent, in good faith, be in doubt as to what action it should take hereunder, the Escrow Agent may, at its option, refuse to comply with any claims or demands on it, or refuse to take any other action hereunder, so long as such disagreement continues or such doubt exists, and in any such event, the Escrow Agent shall not be or become liable in any way or to any party for its failure or refusal to act, and the Escrow Agent shall be entitled to continue to refrain from acting until directed by (i) an order of a court of competent jurisdiction, or (ii) directed otherwise by a Written Direction. Notwithstanding the preceding, the Escrow Agent may in its discretion obey the order, judgment, decree or levy of any court, whether with or without jurisdiction, or of an agency of the United States or any political subdivision thereof, or of any agency of any State of the United States or of any political subdivision thereof that is not a party to this Escrow Agreement, and the Escrow Agent is hereby authorized in its sole discretion, to comply with and obey any such orders, judgments, decrees or levies. The Escrow Agent shall be under no duty to institute or defend any legal proceedings, although the Escrow Agent may, in its discretion and at the expense of the School and the City as provided in the immediately following paragraph, institute or defend such proceedings. The rights of the Escrow Agent under this sub-paragraph are cumulative of all other rights which it may have by law or otherwise.

(b) In the event of any disagreement or doubt, as described above, the Escrow Agent shall have the right, in addition to the rights described above and at the election of the Escrow Agent, to tender into the registry or custody of any court having jurisdiction, all

funds, equity and property held under this Escrow Agreement, and the Escrow Agent shall have the right to take such other legal action as may be appropriate or necessary, in the sole discretion of the Escrow Agent. Upon such tender, the School and the City agree that the Escrow Agent shall be discharged from all further duties under this Escrow Agreement.

2.8. Mergers, Consolidations, Etc. Any entity into which the Escrow Agent may be merged or converted or with which it may be consolidated, or any entity to which all or substantially all the escrow business of the Escrow Agent may be transferred, shall be the successor Escrow Agent under this Escrow Agreement and shall have and succeed to the rights, powers, duties, immunities and privileges as its predecessor, in each case without the execution or filing of any instrument or paper or the performance of any further act (other than due notice to the School and the City).

2.9. Resignation; Removal.

(a) The Escrow Agent may resign and be discharged from its duties and obligations at any time under this Escrow Agreement by providing written notice to the School and the City. Such resignation shall be effective on the date set forth in such written notice, which shall be no earlier than thirty (30) days after such written notice has been furnished. Thereafter, the Escrow Agent shall have no further obligation except to hold the Escrow Funds as depository and cooperate reasonably in the transfer of the Escrow Funds to a successor escrow agent. The School and the City shall promptly appoint a successor escrow agent. The Escrow Agent shall refrain from taking any action until it shall receive a Joint Written Direction designating the successor escrow agent. However, in the event no successor escrow agent has been appointed on or prior to the date such resignation is to become effective, the Escrow Agent shall be entitled to tender into the custody of any court of competent jurisdiction all funds, equity and other property then held by the Escrow Agent hereunder and the Escrow Agent shall thereupon be relieved of all further duties and obligations under this Escrow Agreement.

(b) The School shall have the right to terminate the appointment of the Escrow Agent upon thirty (30) days' joint written notice to the Escrow Agent specifying the date upon which such termination shall take effect. Thereafter, the Escrow Agent shall have no further obligation except to hold the Escrow Funds as depository and cooperate reasonably in the transfer of the Escrow Funds to a successor escrow agent. The Escrow Agent shall refrain from taking any action until it shall receive a Written Direction designating the successor escrow agent. However, in the event no successor escrow agent has been appointed on or prior to the date such termination is to become effective, the Escrow Agent shall be entitled to tender into the custody of any court of competent jurisdiction all funds, equity and other property then held by the Escrow Agent hereunder and the Escrow Agent shall thereupon be relieved of all further duties and obligations under this Escrow Agreement.

(c) In the case of a resignation or removal of the Escrow Agent, the Escrow Agent shall have no responsibility for the appointment of a successor escrow agent hereunder. The successor escrow agent appointed by the School and the City shall execute, acknowledge and

deliver to the Escrow Agent and the other parties an instrument in writing accepting its appointment hereunder, and thereafter, the Escrow Agent shall deliver all of then-remaining balance of the Escrow Funds, less any fees and expenses then incurred by and unpaid to the Escrow Agent, to such successor escrow agent in accordance with the Written Direction of the School and upon receipt of the Escrow Funds, the successor escrow agent shall be bound by all of the provisions of this Escrow Agreement.

2.10. Compensation of the Escrow Agent. The parties agree that upon the execution of this Escrow Agreement, the School will pay the Escrow Agent as stated in the fee schedule attached hereto as Schedule B.

III. Miscellaneous

3.1. Disbursements. The Escrow Agent shall make no disbursement, investment or other use of funds until and unless it has collected funds.

3.2. Permitted Investments. The Escrow Agent shall hold the Escrow Funds in a LSNB Non-Interest Bearing Deposit Account.

3.3. Accounting. The Escrow Agent shall provide monthly statements of transactions and holdings to the School and the City as of the end of each month, at the address provided by the School and the City.

3.4. Point of Contact and Notices. The points of contact for any notice, request for consent, report, or any other communication required or permitted in this Escrow Agreement shall be in writing and shall be deemed to have been given when delivered by electronic mail to the e-mail address given below, provided that written confirmation of receipt is obtained promptly from the recipient after completion of the electronic mail transmission.

If to the Escrow Agent:

Lone Star National Bank
Attn: Vanessa Ochoa
520 E. Nolana Avenue
McAllen, Texas 75804
Phone: (956) 984-2913
E-mail: i) ochoav@lsnb.com

If to the School:

Vanguard Academy
Attn: Carlo Hershberger, CFO
2510 S. Veterans Blvd.
Edinburg, Texas 78539
Phone: (956) 781-1701

E-mail: chershberger@vanguardac.net

If to the City:

City of Mission, Texas
Mission City Hall
Attn: City Manager’s Office
1201 E 8th Street
Mission, Texas 78572
Phone: (956) 766-3225
Email: xcervantes@missiontexas.us

Any party may unilaterally designate a different address by giving notice of each change in the manner specified above to each other party. In all cases, the Escrow Agent shall be entitled to rely on a copy or electronic transmission of any document with the same legal effect as if it were the original of such document. “Business Day” shall mean any day other than a Saturday, Sunday or any other day on which banking institutions located in Texas are authorized or obligated by law or executive order to close. The parties acknowledge that there are certain security, corruption, transmission error and access availability risks associated with using open networks such as the internet.

3.5. Authorized Representatives. The individuals executing this Agreement on behalf of the School and City hereby certify that each individual listed below is an authorized signor for their respective entity and is authorized to provide direction and initiate or confirm transactions, including funds transfer instructions, on behalf of the referenced entity, and that the title, email address and contact number appearing beside each name is true and correct:

Authorized Representative(s) of the School:

<u>Name</u>	<u>Title</u>	<u>Email Address</u>	<u>Contact Number</u>
Dr. Marisol Rocha	Superintendent	mrocha@vanguardac.net	956-781-1701
Carlo Hershberger	CFO	chershberger@vanguardac.net	956-926-9089

Authorized Representative(s) of the City:

<u>Name</u>	<u>Title</u>	<u>Email Address</u>	<u>Contact Number</u>
Norie Gonzalez Garza	Mayor		

3.6. Governing Law. This Escrow Agreement shall be governed by and construed according to the laws of the State of Texas, without regard to principles of conflicts of law. The parties hereto consent to the exclusive jurisdiction of the state and federal courts sitting in Hidalgo County, Texas and consent to personal jurisdiction of and venue in such courts with respect to any and all matters or disputes arising out of this Escrow Agreement.

3.7. Waiver of Jury Trial. TO THE EXTENT NOT PROHIBITED BY APPLICABLE LAW THAT CANNOT BE WAIVED, EACH PARTY HEREBY WAIVES, AND COVENANTS THAT IT WILL NOT ASSERT (WHETHER AS PLAINTIFF, DEFENDANT OR OTHERWISE), ANY RIGHT TO TRIAL BY JURY IN ANY FORUM IN RESPECT OF ANY ISSUE, CLAIM, DEMAND, ACTION OR CAUSE OF ACTION ARISING IN WHOLE OR IN PART UNDER, RELATED TO, BASED ON OR IN CONNECTION WITH THIS ESCROW AGREEMENT OR THE SUBJECT MATTER HEREOF, WHETHER NOW EXISTING OR HEREAFTER ARISING AND WHETHER SOUNDING IN TORT OR CONTRACT OR OTHERWISE. ANY PARTY HERETO MAY FILE AN ORIGINAL COUNTERPART OR A COPY OF THIS SECTION 4.6 WITH ANY COURT AS WRITTEN EVIDENCE OF THE CONSENT OF EACH SUCH PARTY TO THE WAIVER OF ITS RIGHT TO TRIAL BY JURY. NOTWITHSTANDING THE FOREGOING OR ANYTHING IN THIS ESCROW AGREEMENT TO THE CONTRARY, NOTHING HEREIN SHALL BE CONSTRUED AS A WAIVER OF THE SOVEREIGN OR GOVERNMENTAL IMMUNITY OF THE SCHOOL OR THE CITY OR ANY OF THEIR RESPECTIVE OFFICERS OR EMPLOYEES.

3.8. Assignment; Binding Effect. Except as permitted in Section 2.9, neither this Escrow Agreement nor any rights or obligations hereunder may be assigned by any party hereto without the express written consent of each of the other parties hereto. This Escrow Agreement shall inure to and be binding upon the parties hereto and their respective successors, heirs and permitted assigns.

3.9. Amendment and Waiver. The terms of this Escrow Agreement may be altered, amended, modified or revoked only by an instrument in writing signed by all the parties hereto. No course of conduct shall constitute a waiver of any terms or conditions of this Escrow Agreement, unless such waiver is specified in writing, and then only to the extent so specified. A waiver of any of the terms and conditions of this Escrow Agreement on one occasion shall not constitute a waiver of the other terms of this Escrow Agreement, or of such terms and conditions on any other occasion.

3.10. Severability. If any provision of this Escrow Agreement shall be held or deemed to be or shall in fact, be illegal, inoperative or unenforceable, the same shall not affect any other provision or provisions herein contained or render the same invalid, inoperative or unenforceable to any extent whatsoever.

3.11. Further Assurances. If at any time the Escrow Agent shall determine or be advised that any further agreements, assurances or other documents are reasonably necessary or desirable to carry out the provisions of this Escrow Agreement and the transactions contemplated by this Escrow Agreement, the parties shall execute and deliver any and all such agreements or other documents and do all things reasonably necessary or appropriate to carry out fully the provisions of this Escrow Agreement.

3.12. No Third-Party Beneficiaries. This Escrow Agreement is for the sole benefit of the parties hereto, and their respective successors and permitted assigns, and nothing herein, express or implied, is intended to or shall confer upon any other person or entity any legal or equitable right, benefit or remedy of any nature whatsoever under or by reason of this Escrow Agreement. Additionally, any permitted assignee must also satisfy the Escrow Agent's requirements set forth in Section 2.9.

3.13. Force Majeure. No party to this Escrow Agreement shall be liable to any other party hereto for losses due to, or if it is unable to perform its obligations under the terms of this Escrow Agreement because of, acts of God, fire, war, terrorism, floods, strikes, electrical outages, equipment or transmission failure, interruption or malfunctions of communications or power supplies, labor difficulties, actions of public authorities or other similar causes reasonably beyond its control.

3.14. Expiration. This Escrow Agreement shall expire upon the final distribution by the Escrow Agent in accordance with this Escrow Agreement of all funds, equity and property held under this Escrow Agreement.

3.15. Titles and Headings. All titles and headings in this Escrow Agreement are intended solely for convenience of reference and shall in no way limit or otherwise affect the interpretation of any of the provisions hereof.

3.16. Counterparts; Facsimile Execution. This Escrow Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. Delivery of an executed signature page to this Escrow Agreement and agreements, certificates, instruments and documents entered into in connection herewith by facsimile or other electronic transmission (including Adobe PDF format) will be effective as delivery of a manually executed counterpart to this Escrow Agreement or such agreements, certificates, instruments and documents.

3.17. Entire Agreement; Effect of Definitive. This Escrow Agreement constitutes the entire agreement between the Escrow Agent and the School and the City in connection with the subject matter of this Escrow Agreement, and no other agreement entered into between the School and the City, or either of them, including, without limitation, and the Development Agreement, shall be considered as adopted or binding, in whole or in part, upon the Escrow Agent notwithstanding that any such other agreement may be deposited with the Escrow Agent or the Escrow Agent may have knowledge thereof. The parties hereto acknowledge and agree that the Escrow Agent is not a party to, is not bound by, and has no duties or obligations under the Development Agreement, that all references in this Escrow Agreement

to the Development Agreement are for convenience, and that the Escrow Agent shall have no implied duties beyond the express duties set forth in this Escrow Agreement.

3.18. Procedures for Opening a New Account. IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT: To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify and record information that identifies each person who opens an account. When a party opens an account, the Escrow Agent must obtain each party's name, address, date of birth (as applicable), taxpayer or other government identification number or other appropriate information that will allow the Escrow Agent to identify such party. The Escrow Agent may also ask to see each party's driver's license, passport or other identifying documents. For parties that are business or other legal entities, the Escrow Agent may require such documents as it deems necessary to confirm the legal existence of the entity.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties hereto have caused this Escrow Agreement to be executed as of the date first above written.

LONE STAR NATIONAL BANK, as Escrow Agent

By: _____
Name: Vanessa Ochoa
Title: FVP, Public Funds Management Liaison

VANGUARD ACADEMY

By: _____
Name: Dr. Marisol Rocha
Title: Superintendent

CITY OF MISSION

By: _____
Name: Norie Gonzalez Garza
Title: Mayor

SCHEDULE A

**Escrow Agent
Wire Instructions**

Lone Star National Bank
ABA: [____]
Account: [____]
Account Name: Vanguard Academy Escrow
Reference: []
Attention: [____]

SCHEDULE B

Escrow Agent Fee

LSNB will not assess any fees for the Escrow Account

SCHEDULE C

WRITTEN DIRECTION

[INSERT DATE]

Pursuant to that certain Escrow Agreement dated as of May 1, 2026, by and among Vanguard Academy (the "School"), City of Mission (the "City"), and Lone Star National Bank, a national banking association (the "Escrow Agent"), the undersigned hereby ~~School~~ hereby instructs the Escrow Agent to release funds from the Escrow Fund in accordance with the following instructions:

\$ [_____] to the School: Wire Instructions: Account Name: _____ Account Number: _____ Bank Name: _____ Bank ABA Number: _____ Bank Address: _____ For credit to: _____ Special Instructions: _____ Bank Check: Payee Name: _____ Mailing Address: _____	\$ [_____] to the City: Wire Instructions: Account Name: _____ Account Number: _____ Bank Name: _____ Bank ABA Number: _____ Bank Address: _____ For credit to: _____ Special Instructions: _____ Bank Check: Payee Name: _____ Mailing Address: _____
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IN WITNESS WHEREOF, the parties hereto have caused this Written Direction to be executed as of the date first above written.

VANGUARD ACADEMY By: _____ Name: _____ Title: _____	CITY OF MISSION By: _____ Name: _____ Title: _____
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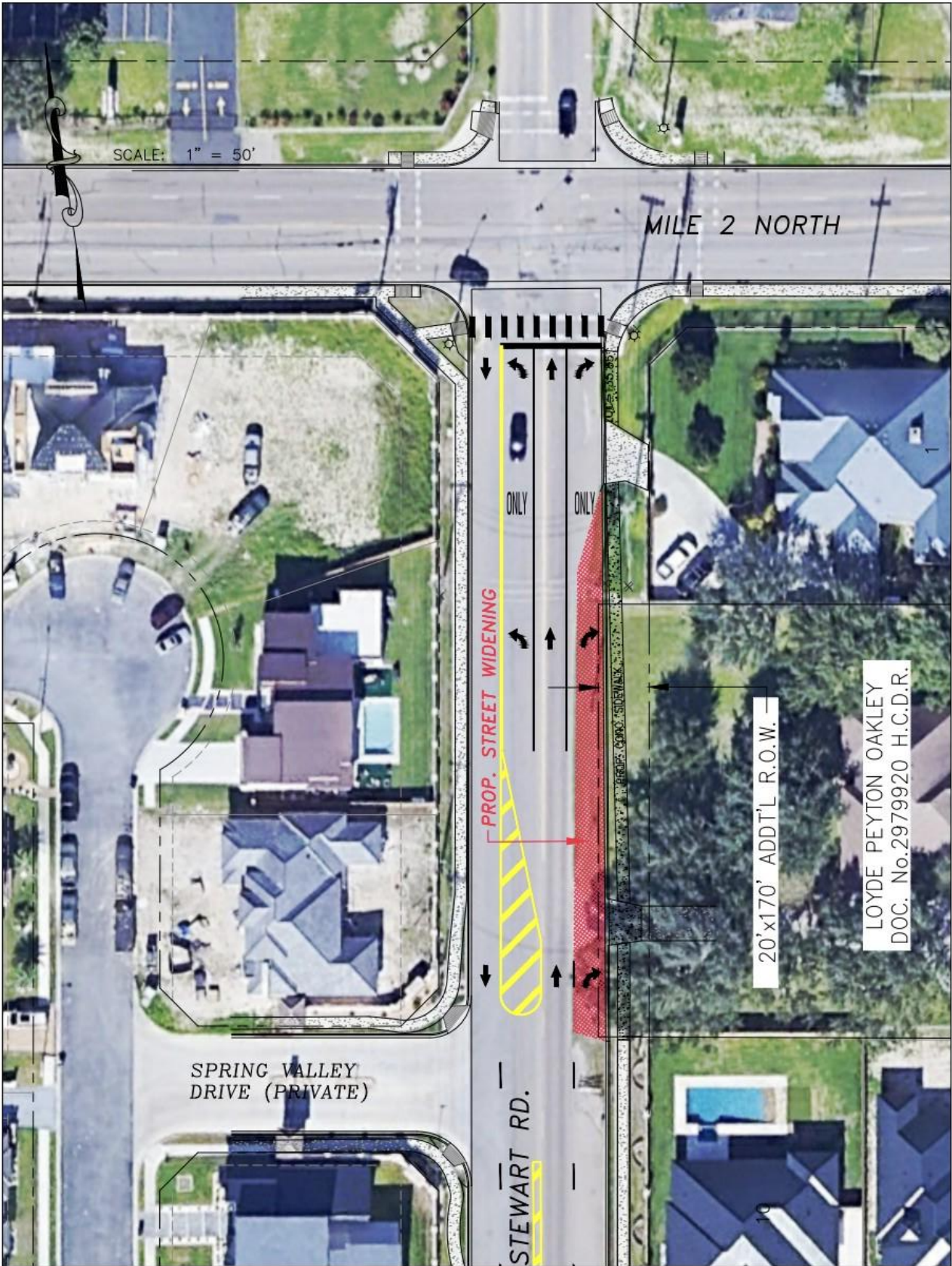


EXHIBIT C

**Preliminary Cost Estimate
Vanguard Academy Monet Campus
Steward Road Widening - Right Hand Turn Lane
Prepared By: Javier Hinojosa Engineering
January 27, 2026**

Stewart Road Street Widening

1. Unc. Excavation/Subgrade Prep	150	CY	@	\$10.00 =	\$1,500.00
2. 6" Lime Treated Subgrade	300	SY	@	\$5.00 =	\$1,500.00
3. Lime	5	TONS	@	\$400.00 =	\$1,800.00
4. 10" Flexible Base	300	SY	@	\$20.00 =	\$6,000.00
5. 3" Hot Mix Asphaltic Concrete	290	SY	@	\$25.00 =	\$7,250.00
6. 6" Curb & Gutter (24")	230	LF	@	\$25.00 =	\$5,750.00
7. Remove & Replace Concrete Driveway	30	SY	@	\$150.00 =	\$4,500.00
8. 5' Wide Concrete Sidewalk	230	LF	@	\$25.00 =	\$5,750.00
9. Remove & Replace 4' High Chain Link Fence	180	LF	@	\$50.00 =	\$9,000.00
10. "ONLY" White Thermoplastic Stripe	1	EA	@	\$800.00 =	\$800.00
11. "Arrow" White Thermoplastic Stripe	4	EA	@	\$800.00 =	\$3,200.00
12. 4" White Thermoplastic Stripe	160	LF	@	\$2.00 =	\$320.00

Subtotal Street Widening	=	\$47,370.00
Engineering Design Fee	:	\$5,000.00
Survey Parcel Fee	:	\$3,000.00
Material Testing Fee	:	\$2,000.00
City Inspection Fee	:	\$1,500.00
15% Contingency	:	\$7,105.50
TOTAL	:	\$65,975.50



5K





Walk





Honoring Our Heroes • Supporting Wreaths Across America

Dear City of Mission,

On behalf of our organizing team, we respectfully request the waiver of fees associated with hosting our upcoming **5K: A Run To Remember for Wreaths Across America** in the City of Mission.

This event is dedicated to honoring and remembering our nation's veterans by supporting **Wreaths Across America – Rio Grande Valley State Veterans Cemetery**. Our mission is simple but meaningful: to ensure that every hero laid to rest is honored with a wreath during the holiday season. All proceeds from this 5K will go directly toward purchasing wreaths for the Rio Grande Valley State Veterans Cemetery, continuing a tradition of remembrance, respect, and gratitude.

As a nonprofit, community-driven initiative, we rely heavily on the support of local leaders and organizations to make this event possible. A waiver of city-related fees would significantly reduce our overhead and allow us to maximize the funds directed toward this important cause. Your support would play a vital role in helping us honor those who have served our country.

We deeply appreciate the City of Mission's continued commitment to veterans and the community. We would welcome the opportunity to collaborate and ensure this event is both successful and meaningful for all involved. Please let us know if any additional documentation or information is needed—we are happy to provide it or meet at your convenience.

Thank you for your time, consideration, and continued support of our veterans.

Respectfully,

German Garza
Alexa Rice



-  **DATE: JUNE 13**
-  **REGISTRATION: 7:00 AM**
-  **T-SHIRT DEADLINE: MAY 25**
-  **LOCATION: TBD**

REGISTER TODAY • SUPPORT OUR HEROES



WREATHS
across
AMERICA

**PROCEEDS FROM THIS EVENT WILL GO TOWARDS
PURCHASING WREATHS FOR Wreaths Across America.**



Quote Number

3593689

Billing Address:
MISSION, CITY OF
1201 E EIGHTH ST

Shipping Address:
SOUTH TEXAS COMMUNICATIONS
709 E. PECAN BLVD

MISSION TX, 78572

MCALLEN, TX 78501

Customer: MISSION, CITY OF
Contact Name: DEPUTY CHIEF WILLIAMS
Contact Email: DWILLIAMS@MISSIONTEXAS.US
Contact Phone: (956) 522-2673

Quote Name: MISS FD - APX N70 (1) - 26 - 100289
Quote Date: 2026-04-16
Expiration Date: 2026-06-15

Contract Name: 17724 - HGAC (TX)-RA05-21

Currency: USD

Quote Created By: Sid Basaldua
sidb@stcradios.com

Payment Terms: 30 NET

Terms and Conditions: none

Line #	Item Number	Description	Quantity	Term	Unit List Price	Unit Sale Price	Ext. Sale Price
	APX™ N70	APX N70 - ADMIN					
1	H35UCT9PW8AN	PORTABLE RADIO APX N70 7/800 MODEL 4.5.	4		\$5,365.00	\$3,916.45	\$15,665.80
1a	Q806CH	ADD: ASTRO DIGITAL CAI OPERATION.	4		\$607.00	\$443.11	\$1,772.44
1b	H38DA	ADD: SMARTZONE OPERATION.	4		\$1,412.00	\$1,030.76	\$4,123.04
1c	Q173CA	ADD: SMARTZONE OMNILINK.	4		\$0.00	\$0.00	\$0.00
1d	Q361CD	ADD: P25 9600 BAUD TRUNKING.	4		\$353.00	\$257.69	\$1,030.76
1e	QA01648AA	ADD: HW KEY SUPPLEMENTAL DATA.	4		\$6.42	\$4.69	\$18.76
1f	Q629BD	SOFTWARE LICENSE ENH: AES ENCRYPTION AND ADP.	4		\$560.00	\$408.80	\$1,635.20
1g	H869DB	SOFTWARE LICENSE ENH: MULTIKEY.	4		\$388.00	\$283.24	\$1,132.96
1h	QA10089AA	ADD: INTELLIGENT NOISE REDUCTION.	4		\$177.00	\$129.21	\$516.84
1i	QA09001AM	ADD: WIFI CAPABILITY.	4		\$353.00	\$257.69	\$1,030.76
1j	QA09016AA	ADD: LTE FOR VERIZON LTE SERVICE.	4		\$0.00	\$0.00	\$0.00
1k	QA09028AA	ADD: VIQI VC RADIO OPERATION.	4		\$0.00	\$0.00	\$0.00

1l	QA09030AB	ADD: MOTOROLA APX HOSTED RADIOCENTRAL.	4		\$0.00	\$0.00	\$0.00
2	LSV01S03082A	RADIOCENTRAL PROGRAMMING.	4	5 YEARS	\$160.20	\$160.20	\$640.80
3	PSV01S02944A	PROVISIONING SUPPORT.	1		\$0.00	\$0.00	\$0.00
4	PSV03S02465A	APX DMS PROVISIONING PD3.	1		\$0.00	\$0.00	\$0.00
5	SSV01S01407A	SMARTPROGRAMMING.	4	5 YEARS	\$375.00	\$375.00	\$1,500.00
6	SSV01S01406A	SMARTCONNECT.	4	5 YEARS	\$375.00	\$0.00	\$0.00
7	SSV01S01476A	SMARTLOCATE.	4	5 YEARS	\$375.00	\$0.00	\$0.00
8	SSV01S06235A	SMARTTRANSLATE.	4	5 YEARS	\$375.00	\$0.00	\$0.00
9	PSV01S06239A	SMARTTRANSLATE ENABLEMENT.	1		\$0.00	\$0.00	\$0.00
10	LSV01S03060A	APX N70 DMS ESSENTIAL.	4	5 YEARS	\$343.20	\$343.20	\$1,372.80
	Standalone Items						
11	PMNN4816A	PORTABLE RADIO BATTERY IMPRES 2 LI-ION IP68 3200T.	4		\$225.50	\$180.40	\$721.60
12	PMPN4604A	CHARGER, DESKTOP SINGLE UNIT IMPRES 2 FAST, US/NA.	4		\$221.64	\$166.23	\$664.92
13	PMMN4142A	PORTABLE RSM XVP730, UL, IP68, 3.5MM JACK, NO KNOB.	4		\$520.00	\$416.00	\$1,664.00
14	PMLN8371A	CARRY ACCESSORY-HOLSTER,APX N70 CLASSIC HOLSTER.	4		\$40.45	\$30.34	\$121.36
	Product Services						
15	LSV01Q00387A	DEVICE - TEMPLATE.	1		\$110.00	\$110.00	\$110.00
16	LSV00Q00202A	DEVICE - PROGRAMMING/CLOUD CONFIG.	4		\$175.00	\$175.00	\$700.00
	APX™ NEXT						
17	H55TGT9PW8BN	PORTABLE RADIO APX NEXT; ALL-BAND MODEL 4.5.	8		\$8,818.00	\$6,437.14	\$51,497.12
17a	Q806CH	ADD: ASTRO DIGITAL CAI OPERATION.	8		\$607.00	\$443.11	\$3,544.88
17b	H499KC	ENH: SUBMERSIBLE (DELTA T).	8		\$177.00	\$129.21	\$1,033.68
17c	H38DA	ADD: SMARTZONE OPERATION.	8		\$1,412.00	\$1,030.76	\$8,246.08
17d	Q173CA	ADD: SMARTZONE OMNILINK.	8		\$0.00	\$0.00	\$0.00
17e	Q361CD	ADD: P25 9600 BAUD TRUNKING.	8		\$353.00	\$257.69	\$2,061.52
17f	QA01648AA	ADD: HW KEY SUPPLEMENTAL DATA.	8		\$6.42	\$4.69	\$37.52
17g	Q629BD	SOFTWARE LICENSE ENH: AES ENCRYPTION AND ADP.	8		\$560.00	\$408.80	\$3,270.40
17h	H869DB	SOFTWARE LICENSE ENH: MULTIKEY.	8		\$388.00	\$283.24	\$2,265.92
17i	QA09001AM	ADD: WIFI CAPABILITY.	8		\$353.00	\$257.69	\$2,061.52
17j	QA09028AA	ADD: VIQI VC RADIO OPERATION.	8		\$0.00	\$0.00	\$0.00
17k	QA10117AA	ADD: VERIZON ACTIVE ESIM.	8		\$0.00	\$0.00	\$0.00

17l	QA10121AA	ADD: AT&T US PSIM PLACE ONLY.	8		\$0.00	\$0.00	\$0.00
17m	QA09030AB	ADD: MOTOROLA APX HOSTED RADIOCENTRAL.	8		\$0.00	\$0.00	\$0.00
18	LSV01S03082A	RADIOCENTRAL PROGRAMMING.	8	5 YEARS	\$160.20	\$160.20	\$1,281.60
19	PSV01S02944A	PROVISIONING SUPPORT.	1		\$0.00	\$0.00	\$0.00
20	PSV03S02465A	APX DMS PROVISIONING PD3.	1		\$0.00	\$0.00	\$0.00
21	SSV01S01407A	SMARTPROGRAMMING.	8	5 YEARS	\$375.00	\$375.00	\$3,000.00
22	SSV01S01406A	SMARTCONNECT.	8	5 YEARS	\$375.00	\$0.00	\$0.00
23	SSV01S01476A	SMARTLOCATE.	8	5 YEARS	\$375.00	\$0.00	\$0.00
24	SSV01S06235A	SMARTTRANSLATE.	8	5 YEARS	\$375.00	\$0.00	\$0.00
25	LSV01S03446A	APX NEXT DMS ESSENTIAL.	8	5 YEARS	\$384.60	\$384.60	\$3,076.80
	Standalone Items						
26	NNTN9216B	BATTERY PACK,PORTABLE RADIO BATTERY IMPRES 2 LI-ION IP68 4400T.	8		\$248.05	\$198.44	\$1,587.52
27	PMPN4604ATAA	CHARGER,DESKTOP SINGLE UNIT IMPRES 2, TAA.	8		\$241.50	\$181.13	\$1,449.04
28	PMMN4136BTAA	XVP830 REMOTE SPEAKER MICROPHONE NO CHANNEL KNOB, TAA.	8		\$572.00	\$457.60	\$3,660.80
	Product Services						
29	LSV01Q00387A	ASTRO TECHNICAL ASSISTANCE.	1		\$110.00	\$110.00	\$110.00
30	LSV00Q00202A	DEVICE PROGRAMMING.	8		\$175.00	\$175.00	\$1,400.00
	APX™ NEXT						
31	H55TGT9PW8BN	PORTABLE RADIO APX NEXT; ALL-BAND MODEL 4.5.	8		\$8,818.00	\$6,437.14	\$51,497.12
31a	QA02006AE	ADD: APX NEXT XE M4.5 RUGGED RADIO.	8		\$824.00	\$601.52	\$4,812.16
31b	H499KC	ENH: SUBMERSIBLE (DELTA T).	8		\$177.00	\$129.21	\$1,033.68
31c	QA01427AK	ALT: APX NEXT XE HOUSING GREEN.	8		\$30.00	\$21.90	\$175.20
31d	Q806CH	ADD: ASTRO DIGITAL CAI OPERATION.	8		\$607.00	\$443.11	\$3,544.88
31e	H38DA	ADD: SMARTZONE OPERATION.	8		\$1,412.00	\$1,030.76	\$8,246.08
31f	Q173CA	ADD: SMARTZONE OMNILINK.	8		\$0.00	\$0.00	\$0.00
31g	Q361CD	ADD: P25 9600 BAUD TRUNKING.	8		\$353.00	\$257.69	\$2,061.52
31h	QA01648AA	ADD: HW KEY SUPPLEMENTAL DATA.	8		\$6.42	\$4.69	\$37.52
31i	Q629BD	SOFTWARE LICENSE ENH: AES ENCRYPTION AND ADP.	8		\$560.00	\$408.80	\$3,270.40
31j	H869DB	SOFTWARE LICENSE ENH: MULTIKEY.	8		\$388.00	\$283.24	\$2,265.92
31k	QA09001AM	ADD: WIFI CAPABILITY.	8		\$353.00	\$257.69	\$2,061.52
31l	QA09028AA	ADD: VIQI VC RADIO OPERATION.	8		\$0.00	\$0.00	\$0.00
31m	QA10117AA	ADD: VERIZON ACTIVE ESIM.	8		\$0.00	\$0.00	\$0.00

Item 31.

31n	QA10121AA	ADD: AT&T US PSIM PLACE ONLY.	8		\$0.00	\$0.00	\$0.00
31o	QA09030AB	ADD: MOTOROLA APX HOSTED RADIOCENTRAL.	8		\$0.00	\$0.00	\$0.00
32	LSV01S03082A	RADIOCENTRAL PROGRAMMING.	8	5 YEARS	\$160.20	\$160.20	\$1,281.60
33	PSV01S02944A	PROVISIONING SUPPORT.	1		\$0.00	\$0.00	\$0.00
34	PSV03S02465A	APX DMS PROVISIONING PD3.	1		\$0.00	\$0.00	\$0.00
35	SSV01S01407A	SMARTPROGRAMMING.	8	5 YEARS	\$375.00	\$375.00	\$3,000.00
36	SSV01S01406A	SMARTCONNECT.	8	5 YEARS	\$375.00	\$0.00	\$0.00
37	SSV01S01476A	SMARTLOCATE.	8	5 YEARS	\$375.00	\$0.00	\$0.00
38	SSV01S06235A	SMARTTRANSLATE.	8	5 YEARS	\$375.00	\$0.00	\$0.00
39	LSV01S03446A	APX NEXT DMS ESSENTIAL.	8	5 YEARS	\$384.60	\$384.60	\$3,076.80
	Standalone Items						
40	NNTN9217B	BATTERY PACK,PORTABLE RADIO BATTERY IMPRES 2 LI-ION IP68 UL2054 DIV 2 4400T.	8		\$284.35	\$227.48	\$1,819.84
41	PMPN4604ATAA	CHARGER,DESKTOP SINGLE UNIT IMPRES 2, TAA.	8		\$241.50	\$181.13	\$1,449.04
42	PMMN4152B	XVE500 DIV 1 REMOTE SPEAKER MIC, HIGH IMPACT GREEN WITHOUT KNOB, UL.	8		\$756.00	\$604.80	\$4,838.40
	Product Services						
43	LSV01Q00387A	ASTRO TECHNICAL ASSISTANCE.	1		\$110.00	\$110.00	\$110.00
44	LSV00Q00202A	DEVICE PROGRAMMING.	8		\$175.00	\$175.00	\$1,400.00

Net Total	\$219,988.12
Estimated Tax	\$0.00
Estimated Freight	\$0.00
Grand Total	\$219,988.12



Item 31.

MOTOROLA SOLUTIONS INC

Unique Entity ID MSJ4JJEFNDE6	CAGE / NCAGE 6H7Z2	Purpose of Registration All Awards
Registration Status Active Registration	Expiration Date Jul 24, 2026	
Physical Address 2216 Galvin DR Elgin, Illinois 60124-7834 United States	Mailing Address 2520 Galvin DR C/o Motorola Consolidation Center Elgin, Illinois 60124-7928 United States	

Business Information

Doing Business as MOTOROLA SOLUTIONS, INC	Division Name (blank)	Division Number (blank)
Congressional District Illinois 08	State / Country of Incorporation Delaware / United States	URL https://www.motorolasolutions.com

Registration Dates

Activation Date Jul 28, 2025	Submission Date Jul 24, 2025	Initial Registration Date Oct 17, 2011
--	--	--

Entity Dates

Entity Start Date Jan 1, 1928	Fiscal Year End Close Date Dec 31
---	---

Immediate Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Proceedings Questions

Registrants in the System for Award Management (SAM.gov) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2. C.F.R. 200 Appendix XII. Their responses are displayed in the responsibility/qualification section of SAM.gov. Maintaining an active registration in SAM.gov demonstrates the registrant responded to the proceedings questions.

Exclusion Summary

Active Exclusions Records?

N

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Entity Types

Business Types

Entity Structure Corporate Entity (Not Tax Exempt)	Entity Type Business or Organization	Organization Factors Manufacturer of Goods
Profit Structure For Profit Organization		

Socio-Economic Types

Item 31.

Check the registrant's Reqs & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Financial Information

Accepts Credit Card Payments Yes	Debt Subject To Offset No
--	-------------------------------------

EFT Indicator 0000	CAGE Code 6H7Z2
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Points of Contact**Electronic Business**

♀ Jessica Henning	809 Pinnacle DR. STE G Linthicum Heights, Maryland 21090 United States
Lorenzo Exposito	809 Pinnacle DR. STE G Linthicum Heights, Maryland 21090 United States

Government Business

♀ Jessica Henning	809 Pinnacle DR. STE G Linthicum Heights, Maryland 21090 United States
Lorenzo Exposito	809 Pinnacle DR. STE G Linthicum Heights, Maryland 21090 United States

Past Performance

♀ Lorenzo Exposito	809 Pinnacle DR. STE G Linthicum Heights, Maryland 21090 United States
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Service Classifications**NAICS Codes**

Primary	NAICS Codes	NAICS Title
Yes	334220	Radio And Television Broadcasting And Wireless Communications Equipment Manufacturing

Product and Service Codes

PSC 5820	PSC Name Radio And Television Communication Equipment, Except Airborne
--------------------	--

Disaster Response

This entity does not appear in the disaster response registry.



Subcontracting Plan Reporting Contract Retrieval Issue



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Apr 17, 2026

[See All Alerts](#)

Contract Awards Scheduled Maintenance



[Show Details](#)
Apr 27, 2026



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< **Exclusions**



Entity Registration

Exclusions

Active Exclusions

Responsibility / Qualification

Entity Information

MOTOROLA SOLUTIONS INC

Active Registration

Unique Entity ID CAGE/NCAGE
MSJ4JJEFNDE6 6H7Z2

Expiration Date

Jul 24, 2026

Physical Address

**2216 Galvin DR
Elgin, Illinois
60124-7834, United States**

Mailing Address

**2520 Galvin DR
C/o Motorola Consolidation Center
Elgin, Illinois**

Purpose of Registration

All Awards

Version

Current Record

EXCLUSIONS



There may be instances when an individual or firm has the same or similar name as your search criteria, but is actually a different party. Therefore, it is important that you verify a potential match with the excluding agency identified in the exclusion's details. To confirm or obtain additional information, contact the federal agency that took the action against the listed party. Agency points of contact, including name and telephone number, may be found by navigating to the Agency Exclusion POCs page within Help.

Active Exclusions

There are no active exclusion records associated to this entity by its Unique Entity ID.

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SAM.gov

An official website of the U.S. General Services Administration



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: May 12, 2026

PRESENTED BY: Michael Silva – Fire Chief

AGENDA ITEM: Discussion and possible action on matters related to authorization to enter a student affiliation agreement between Acadian Ambulance Service, Inc. dba The National EMS Academy and Mission Fire Department - Silva

NATURE OF REQUEST:

Discussion and possible action on matters related to authorizing the Mission Fire Department to enter into a Student Affiliation Agreement with Acadian Ambulance Service, Inc., dba The National EMS Academy. This agreement would establish the terms and conditions under which students may participate in clinical rotations, ride-outs, and hands-on training within the department. The partnership is intended to support workforce development, enhance training opportunities, and ensure compliance with all applicable policies, procedures, and liability requirements for both organizations.

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 *AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

STUDENT AFFILIATION AGREEMENT

This Student Affiliation Agreement (“Agreement”), effective as of 01/19/2026 (the “Effective Date”), by and between **Acadian Ambulance Service, Inc. d/b/a The National EMS Academy (hereinafter “Acadian”)**, a domestic corporation lawfully organized under the laws of the State of Louisiana; and Mission Fire Department (hereinafter “AGENCY”) through its duly authorized agent(s).

WHEREAS, Acadian and Agency recognize the need for a cooperative agreement in the following educational student program(s): **Emergency Medical Technician; Paramedic** students; and

WHEREAS, Acadian desires to provide clinical or other field work experience and instruction as part of its educational programs for its students (the “Students”); and

WHEREAS, Agency, in the interest of furthering the educational objectives of the Acadian, desires to make its facilities available to the Students for such experience;

WHEREAS, the parties desire to facilitate the placement of students in the following educational programs: **Emergency Medical Technician; Paramedic**.

NOW THEREFORE, in consideration of the promises and mutual covenants, agreements and undertakings hereinafter set forth, it is hereby agreed:

1. **Contract Documents.**

The Contract Documents consist of this Agreement and the following Exhibits attached hereto and incorporated herein for reference as applicable.

2. **Clinical Experience.**

In consideration of the mutual benefits to be derived by each of the parties herein, Agency grants permission to Acadian, and Agency agrees, to assign and place mutually agreed upon students in the Emergency Medical Technician; Paramedic Field Clinical and Internship Program (the “Program”) at Agency, on a semester-by-semester basis, for the purpose of furthering the training of such students:

After consultation with Agency, Acadian will plan and implement the educational program for the clinical and field internship experience on Advanced Life Support or Critical Care Life Support Ambulances, including planning clinical experience dates, time, and number of students at any given time.

Agency agrees to provide clinical preceptors to oversee and supervise students during their clinical rotation in each location specified above. The Preceptor/Student ratio shall not exceed one (1) Preceptor to student(s) per clinical area.

Patients shall be made aware that care is provided by students (Patients have a right to refuse care rendered by students). Agency reserves the right to direct and/or administer patient care.

3. **Term.**

This agreement shall be a term of two years, commencing on Effective Date and thereafter automatically renew unless otherwise terminated, provided, however that if the Contract Termination Date occurs prior

to the completion of a Program semester for which student are then-currently placed at Acadian, then the term of this Agreement shall extend to the end of such then-current semester. Either party shall have the right to terminate this Agreement, prior to the Contract Termination Date by giving ninety (90) days prior written notification of such termination provided.

4. Roster.

At least two weeks prior to the commencement of a Program semester, Acadian shall provide Agency with a roster setting forth the name of each student who will be placed in the Program at Agency and the term of each semester during which such clinical rotation or internship / externship shall occur. The roster shall include the specialty of each student, the estimated number of hours to be performed at Agency pursuant to this Agreement. Agency has the right to approve or limit the number of students assigned to a particular area.

5. Academic Preparation, Assignment, Supervision Rules.

Acadian agrees that each student placed pursuant to this Agreement shall have completed academics appropriate to the level of training prior to assignment to the Program. Acadian will designate a coordinator for each student assigned to Agency. The designated coordinator(s) shall schedule the assignment of students at Agency with mutual agreement of both AGENCY and Acadian. Acadian agrees the designated coordinator will be available by telephone, pager, or other immediate means of contact at all times while students are present at AGENCY. Acadian agrees that while at AGENCY, the students shall observe and act in accordance with all applicable Acadian policies, procedures, and directives.

AGENCY agrees that each instructor placed pursuant to this Agreement shall have appropriate education and clinical background to supervise the area there are assigned students.

6. Procedure and Required Documentation.

No student shall be permitted to participate in the Program without an Acadian issued identification badge. At least three weeks prior to commencing the Program, AGENCY shall be notified in writing by Acadian that each student is compliant with regard to the matters listed below. Acadian agrees that no student will begin the Program until fully compliant with same and AGENCY shall be provided with evidence of compliance of each with respect to each student:

- 1) Health insurance coverage for each student if covered;
- 2) Negative 10 panel drug screen to include (applies to Advanced EMT and Paramedic only):
 - a. Amphetamines,
 - b. Barbiturates
 - c. Benzodiazepines
 - d. Benzoylcegonine – cocaine metabolite
 - e. Extended opiates
 - f. Marijuana metabolite

- g. Methadone
 - h. Phencyclidine
 - i. Propoxyphene
 - j. Methaqualone;
- 3) Valid criminal background check to include
- a. Social security number verification
 - b. Criminal search (7 years or up to 5 criminal searches)
 - c. General Services Administration (GSA) list of parties excluded from federal programs
 - d. Office of Inspector General (OIG) list of excluded Individual/Entities
 - e. US Treasury, Office of Foreign Assets Control (OFAC), list of Specially Designated Nationals (SDN)
 - f. Violent Sexual Offender and Predator Registry Search
 - g. Education Verification (highest level)
 - h. Professional License Verification
 - i. Certification and Designations Check
 - j. Professional Disciplinary Action Search;
- 4) Proof of MMR;
- 5) Hepatitis B vaccination or appropriate waiver;
- 6) Negative TB/PPD skin test or Negative Chest X-ray;
- 7) Proof of Varicella vaccine; if no history of chicken pox, or appropriate waiver;
- 8) Proof of Tetanus vaccine or appropriate waiver;
- 9) Proof of Influenza vaccine or appropriate waiver (flu season);
- 10) Current certification of CPR;
- 11) Evidence of training and education in occupational exposure to blood borne pathogens, protective practices to avoid contamination, and procedures for decontamination in case of exposure to infectious materials;
- 12) Verification of licensure and certifications of students. Out-of-State students must obtain a State licensure for the state in which they will be participating in the clinical setting prior to attending any clinical rotations.
- 13) Covid -19 Vaccination or appropriate waiver

7. Evaluation, Withdrawal.

Both Acadian and AGENCY shall evaluate the performance of each student enrolled in the Program. At any time during the Program, AGENCY may require Acadian to withdraw any student whose appearance, conduct, or work is not in accordance with AGENCY policies or other acceptable standards of performance. Final action regarding a student's evaluation or withdrawal shall be the responsibility of Acadian but final decision student's suitability and acceptance for the Program shall be with AGENCY.

8. Insurance to be provided by AGENCY.

During the term of this agreement, AGENCY shall maintain, and furnish to Acadian, a certificate evidencing the following insurance coverage:

A. Workers Compensation, Employer's Liability and General Liability

Statutory workers' compensation insurance of the maximum scope and limits of coverage as required by law, employer's liability insurance in an amount not less than \$1,000,000.00 and comprehensive general liability insurance (other than medical malpractice) with limits not less than \$3,000,000.00 combined single limit for personal injury liability and property damage liability.

B. Professional liability.

Professional liability coverage in accordance with the provisions of the State where the services are to be provided pursuant to this Agreement.

9. Insurance to be provided by Acadian

During the term of this agreement, Acadian shall maintain, and furnish to AGENCY, a certificate evidencing the following insurance coverage:

A. Workers Compensation, Employer's Liability and General Liability.

Statutory workers' compensation insurance of the maximum scope and limits of coverage required by law, employer's liability insurance in an amount not less than \$1,000,000.00 and comprehensive general liability insurance (other than medical malpractice) with limits not less than \$3,000,000.00 combined single limit for personal injury liability and property damage.

B. Professional Liability.

Professional liability coverage in accordance with the provisions of the State where the services are to be provided pursuant to this Agreement.

10. Mutual Indemnification.

To the extent allowed by law, Each party agrees to defend, indemnify and hold harmless the other from and against any and all claims, losses, damages, costs and expenses (including reasonable attorney's fees) that arise out of or result from the negligent, reckless or intentional acts or omissions of the indemnifying party (the "Indemnitor").

[Indemnification is subject to: (a) the indemnified party promptly providing the Indemnitor written notice of the claim; (b) the Indemnitor's right to control the defense and settlement of the claim (provided that the Indemnitor may not settle or defend any claim without the indemnified party's consent, unless it unconditionally releases the indemnified party from all liability); and (c) the indemnified party providing reasonable assistance to the Indemnitor. This obligation shall expressly survive the expiration or termination, for whatever reason, of this Agreement.

11. Miscellaneous Provisions.

A. Binding Agreement.

Assignment. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns. The Agreement shall not be assignable by either part without the prior written consent of the other party.

B. Warranty of Authority.

Each of the parties represents and warrants that it has the full power and authority to enter into this Agreement, that all required action has been duly taken in connection herewith, and that upon execution this Agreement shall become a binding obligation, enforceable in accordance with its terms and applicable laws.

C. Severability.

If any term, covenant, or condition of this Agreement or the application thereof shall be deemed by a court of competent jurisdiction to be unlawful, invalid, or unenforceable, those terms of this Agreement which are valid and enforceable shall not, and the application of any term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby, and all other terms shall be valid and enforceable to the fullest extent permitted by the law.

D. Entire Agreement.

This instrument contains the entire Agreement of the parties. It may not be changed orally but only by an Agreement in writing.

E. Notice Procedure and Addresses.

Any notice request, demand, instruction or other communication to be given any party hereunder or in connection with this Agreement shall be in writing and shall be deemed to be sufficiently given or served for all purposes if personally delivered or when deposited in the U.S. Mail by certified mail, or return receipt requested, postage and registration charges prepaid, addressed to party-recipient at its last known address.

F. Headings.

The Section headings contained in this Agreement are for convenient reference only, and shall not in any way affect the meaning or interpretation of this Agreement.

G. Counterparts.

This Agreement may be executed in multiple counterparts (including counterparts executed by one party), each of which shall be an original, but all of which shall constitute a single agreement.

A signed copy of this Agreement delivered by facsimile, e-mail or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

H. Amendment.

This Agreement may be amended only in a writing executed by the parties hereto, which specifically states that it amends this Agreement.

I. No Waiver.

Failure of any party to insist upon strict observance of or compliance with any term of this Agreement in one or more instances shall not be deemed to be a waiver of its rights to insist upon such observance or compliance with other terms hereof, or in the future.

J. Governing Law.

This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Texas excluding the conflicts of law's provisions thereof that would otherwise require the application of the law of any other jurisdiction. The parties agree that the courts of Hidalgo County, Texas shall have exclusive jurisdiction and venue with respect to any litigation or other proceeding between the parties arising out of or in connection with this agreement.

K. HIPAA Requirements.

Both AGENCY and Acadian, shall at all times comply with the standards of documentation and confidentiality mandated by the State and federal regulatory agencies and accrediting agencies, as same may be modified and amended from time to time including applicable requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), the standards of the Commission on Accreditation of Ambulance Service (CAAS), administrative and medical record policies and guidelines established and approved by Acadian.

Employees, students, or agents of Acadian will follow Acadian policies regarding HIPAA regulations. Orientation/education on AGENCY policies for the aforementioned parties will be directly from AGENCY or via Acadian instructors along with completion of assigned curriculum.

For any action that may arise from inappropriate use or release of confidential patient health information by AGENCY, its employees, students, or agents, Acadian may terminate this Agreement, dismiss the student, and/or file a complaint with the Office of Civil Rights. AGENCY agrees to notify Acadian if they or any of their employees, students, or agents are sanctioned by or otherwise excluded from participation in any federally funded plan or program. AGENCY agrees to hold Acadian harmless for all actions that may arise from the inappropriate use or release of confidential patient information by their employees, students, or agents.

Each party will make its internal practices, books, and records relating to the use and disclosure of Protected Health Information available to the Secretary of Health and Human Services to the extent required for determining compliance with the Federal Privacy Regulations.

Acadian agrees that students will sign AGENCY’S Confidentiality Statement.

12. Nondiscrimination.

All services provided under this Agreement shall be provided without differentiation or discrimination because of race, color, national origin, ancestry, religion, sex, marital status, sexual orientation, age, disability, health status, or source of payment. Provider agrees to comply with all applicable laws prohibiting discrimination.

13. Compensation.

This Agreement involves no exchange of monies or payment.

14. Program Participation and Accreditation.

Acadian is an Accredited Emergency Medical Services Program through the Commission on Accreditation of Allied Health Education Programs. As a respected member of AGENCY’S Community of Interest, Acadian agrees to participate in semi-annual Clinical Advisory Committee meetings as required by the Commission on Accreditation of Allied Health Education Programs.

15. Force Majeure.

The performance by Acadian shall be excused in the event and during an event of Force Majeure. For purposes of this Agreement an Event of Force Majeure shall be defined as an event such that performance is rendered unsafe or prevented by the following: acts of God; acts of war, riot, accident, flood or sabotage; unavailability of adequate fuel, labor, power or materials; judicial or governmental laws, regulations, requirements, orders or actions; injunctions or restraining orders which are ultimately determined to have been wrongfully granted.

IN WITNESS WHEREOF, this instrument has been executed to manifest the understanding of the parties:

Mission Fire Department

**Acadian Ambulance Service, Inc. d/b/a
The National EMS Academy**

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: May 12, 2026
PRESENTED BY: Andy Garcia, Co-Interim City Manager
AGENDA ITEM: Discussion and possible action on matters related to adoption of Ordinance # _____ establishing a Budget Policy for the City of Mission – A. Garcia

NATURE OF REQUEST:

The City currently operates without a formally adopted comprehensive budget policy framework. Establishing a written Budget Policy will promote financial discipline, improve long-term planning, strengthen reserve practices, and enhance accountability in the use of public funds.

The proposed policy outlines guiding principles for conservative budgeting, establishes a structured annual budget process, defines reserve funding expectations, and implements post-adoption controls and quarterly review procedures.

Consideration of adopting a formal Budget Policy to guide the City’s financial planning, improve fiscal sustainability, and address prior concerns related to spending practices and structural balance.

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 *AG*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MISSION, TEXAS, ADOPTING A FORMAL BUDGET POLICY; ESTABLISHING GUIDELINES FOR FINANCIAL MANAGEMENT, RESERVE PRACTICES, AND THE ANNUAL BUDGET PROCESS; PROVIDING FOR IMPLEMENTATION AND ADMINISTRATION; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Mission recognizes the importance of sound financial management and long-term fiscal stability; and

WHEREAS, the City desires to establish a formal Budget Policy to guide financial decision-making, promote accountability, and ensure responsible use of public funds; and

WHEREAS, the adoption of a structured budget policy will strengthen internal controls, improve transparency, and support sustainable financial practices; and

WHEREAS, the City Council finds that adopting a Budget Policy is in the best interest of the public health, safety, and welfare of the citizens of Mission;

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

SECTION 1. ADOPTION

The City of Mission Budget Policy, attached hereto as **Exhibit A**, is hereby adopted as the official policy governing the City’s budget development, financial planning, and fiscal management practices.

SECTION 2. IMPLEMENTATION

The City Manager and Finance Department are hereby directed to implement and administer the Budget Policy in the preparation and execution of the City’s annual budget.

SECTION 3. COMPLIANCE

All departments shall comply with the provisions of the adopted Budget Policy and operate within appropriated funding levels unless otherwise authorized by City Council.

SECTION 4. REVIEW AND UPDATES

The Budget Policy shall be reviewed periodically and may be amended by the City Council as necessary to improve financial practices and address changing conditions.

SECTION 5. SEVERABILITY

If any provision of this ordinance is held invalid, such invalidity shall not affect the remaining provisions.

SECTION 6. EFFECTIVE DATE

This ordinance shall take effect immediately upon adoption.

PASSED AND APPROVED on this 12th day of May, 2026.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

EXHIBIT A**CITY OF MISSION BUDGET POLICY****City of Mission Budget Policy****I. Purpose**

This Budget Policy establishes a disciplined financial framework for the City of Mission to promote long-term stability, accountability, conservative budgeting, reserve growth, and efficient use of public funds.

II. Budget Philosophy

1. The City shall seek to budget annually at or near the No-New-Revenue Rate whenever operationally feasible.
2. Any year-over-year increase in Maintenance & Operations (M&O) capacity should primarily fund the Rainy Day / Stabilization Fund, with a portion available for necessary expenditures subject to annual evaluation, including costs associated with community growth, inflationary pressures, increased service demand, public safety needs, utility operations, infrastructure support, and other essential municipal obligations.
3. Recurring expenditures should be supported by recurring revenues.
4. Revenues shall be conservatively forecasted, and projected available revenues shall cap budgeted expenditures to maintain a prudent fund balance position.
5. Departments are expected to operate within adopted appropriations.

III. Reserve Structure

The annual budget shall include funding consideration for:

1. Emergency Reserve
2. Operating Contingency Reserve
3. Rainy Day / Stabilization Fund replenishment
4. Limited Council Workshop Allocation for departmental priorities during budget workshops

IV. Annual Budget Process**A. Preliminary Budget**

The Finance Department shall prepare a preliminary budget for City Management review using prior year actual results, current trends, payroll obligations, debt service, known costs, and all fields required under applicable Texas law.

B. Department Review

Departments shall review the preliminary budget and submit:

- Personnel requests
- Capital outlay requests
- Necessary line-item adjustments
- Operational needs and justifications

C. Executive Review / Top-Down Balancing

The City Manager's Office and Finance Department shall consolidate requests and balance the budget using a top-down approach. If projected expenditures exceed projected available revenues, management may issue percentage-based reduction targets to departments.

Departments shall revise their submissions and reduce requested appropriations by the assigned percentage or through equivalent reductions acceptable to management.

D. Final Proposed Budget

Management shall reassemble the budget and issue the final proposed, not-yet-approved version for departmental review prior to Council workshops.

E. Council Workshops

Budget workshops shall be held with the Mission City Council. Changes should, when possible, be made within the Council Workshop Allocation to preserve structural balance.

F. Adoption

The budget shall be adopted in accordance with Texas law and entered into Tyler Incode prior to the start of the fiscal year whenever practicable.

V. Post-Adoption Controls

A. Budget Amendments

Budget amendments should be rare and limited to:

1. Emergencies
2. Strong public purpose needs
3. Legal or operational necessity

B. Department Funding Shortfalls

If a department lacks available funds, the following order shall apply:

1. Determine whether funds may be reclassified within existing appropriations.
2. Request Emergency Reserve funding for qualifying emergencies.
3. Request Contingency funding for justified public purpose needs.
4. If no other option exists, request City Council budget amendment approval.

Departments shall remain accountable for managing within budget.

VI. Quarterly Reviews

Quarterly budget reviews shall occur approximately one month after each calendar quarter with departments to evaluate revenues, expenditures, trends, and corrective actions needed to remain on budget.

VII. Rainy Day Fund

Additional M&O capacity, year-end surpluses, or other available funds may be transferred to the Rainy Day/Stabilization Fund as a best practice to strengthen long-term financial resilience.

VIII. Administration

This policy shall be administered by the Finance Department under the direction of the City Manager and reviewed periodically for improvement



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: May 12, 2026
PRESENTED BY: Vidal Roman, Finance Director
AGENDA ITEM: Discussion and possible action on matters related to presentation of unaudited Financial Statements for the month of January 2026 – Roman

NATURE OF REQUEST:

Unaudited Financial Statements for month of January 2026 (attached)

BUDGETED: 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 *JP7 AG*

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

_____ AYES
 _____ NAYS
 _____ DISSENTING _____

CITY OF MISSION, TEXAS
 GENERAL FUND
 INCOME STATEMENT FOR THE MONTH ENDING 1/31/26

Gen Fund	Item 34.
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REVENUES

Property Taxes	
Current	\$ 10,035,856.70
Delinquent	62,407.68
Penalty & Interest	16,478.93
Sales Taxes	1,816,852.70
Other Taxes	177,463.28
Licenses and permits	68,300.49
Intergovernmental Revenues	49,504.00
Charges for Services	514,114.81
Fines and Forfeits	93,815.11
Interest Earned	42,944.23
Miscellaneous	7,064.34
Total Revenues:	12,884,802.27

EXPENDITURES

Legislative	381.55
Executive	36,047.23
Finance	217,753.78
Municipal Court	64,621.14
Planning	87,079.87
Facilities Maintenance	119,852.63
Fleet Maintenance	39,658.57
Organizational	184,316.88
Purchasing	34,035.76
City Secretary	31,839.76
Risk Management	5,483.76
Civil Service	3,419.63
Human Resources	36,124.54
Information Technology	72,762.10
Media Relations	27,753.10
Legal	62,178.18
Police	1,678,984.30
Fire	1,102,012.03
Fire Prevention	79,691.61
Streets	355,614.18
Health	28,468.20
Animal Welfare	47,198.64
Museum	21,074.89
Parks and Recreation Administration	21,090.08
Parks	167,016.01
Recreation	6,484.97
Library	97,650.52
Bannworth Pool	13,531.82
Mayberry Pool	10,824.45
Total Expenditures:	4,652,950.18

Excess (Deficiency) of Revenue Over (Under) Expenditures	\$ 8,231,852.09
--	------------------------

OTHER FINANCING SOURCES (USES)

Transfer in	
Utility fund	-
Solid Waste fund	-
Transfer out	
Event Center	
Boys & Girls fund	
Golf Course fund	
Total Excess and Transfer In/Outs	8,231,852.09

**CITY OF MISSION, TEXAS
ALL OTHER ENTERPRISE FUNDS
FINANCIAL STATEMENTS FOR THE MONTH ENDING 01/31/26
UNADJUSTED**

	Golf Course	Solid Waste	Event Center
	Fund 03	Fund 05	Fund 23
Revenues:			
Charges for Services	102,065.51	843,209.99	53,091.23
Reimbursements	-	-	-
Franchise Fees		-	
Miscellaneous	10.41	260.81	-
Sale of Assets	-	-	-
Special Assessments	-	-	-
Total Revenues:	102,075.92	843,470.80	53,091.23
Transfers In:	-	-	-
Total Resources Available:	102,075.92	843,470.80	53,091.23
Expenditures:			
Club House	55,918.05	-	-
Grounds	50,568.97	-	-
Restaurant	3,109.42	-	-
Organizational	2,461.46	-	-
Solid Waste	-	569,227.32	-
Event Center	-	-	83,561.05
Principal, Interest & Fees	-	-	-
Total Expenditures:	112,057.90	569,227.32	83,561.05
Transfers - Out:	-	-	-
Total Expenditures and Transfer Outs	112,057.90	569,227.32	83,561.05
Revenues Over/Under Expenditures	(9,981.98)	274,243.48	(30,469.82)

**CITY OF MISSION, TEXAS
UTILITY ENTERPRISE FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 01/31/26
UNADJUSTED**

	Total Utility Funds 02	Utility Fund	Utility Reserve & Ext Funds	Utility I&S Funds	Utility Capital Project Fund
Revenues:					
Charges for Services	-	-	-	-	-
Water Sales	\$ 1,202,204.71	\$ 1,202,204.71			
Re/Connection fees	37,555.00	37,555.00			
Sewer Sales	748,200.78	748,200.78			
Other Services	40,422.06	40,422.06			
Reimbursements	364,550.00	364,550.00	-	-	-
Interest Earned	5,669.57	5,669.57	-	-	-
Franchise Fees					
Miscellaneous	31,637.06	31,637.06	-	-	-
Sale of Assets	-	-	-	-	-
Special Assessments	7,190.00	7,190.00	-	-	-
Total Revenues:	<u>2,437,429.18</u>	<u>2,437,429.18</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers In:	-	-	-	-	-
Total Revenue and Transfer In:	<u>2,437,429.18</u>	<u>2,437,429.18</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures:					
Administration	64,999.10	64,999.10	-	-	-
Water Distribution	261,740.39	261,740.39	-	-	-
South Water Plant	224,483.40	224,483.40			
Wastewater Treatment	123,328.79	123,328.79	-	-	-
Industrial Pre-Treatment	7,658.24	7,658.24	-	-	-
Utility Billing and Collecting	39,320.44	39,320.44	-	-	-
Organizational Expense	149,714.06	149,714.06	-	-	-
Meter Readers	31,963.33	31,963.33	-	-	-
North Water Plant	344,113.27	344,113.27	-	-	-
2014 TWDB Bond	-	-	-	-	-
Principal, Interest & Fees	-	-	-	-	-
Total Expenditures:	<u>1,247,321.02</u>	<u>1,247,321.02</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers - Out:	-	-	-	-	-
Total Expenditures and Transfer Outs	<u>1,247,321.02</u>	<u>1,247,321.02</u>	<u>-</u>	<u>-</u>	<u>-</u>
Revenues Over/Under Expenditures	<u>1,190,108.16</u>	<u>1,190,108.16</u>	<u>-</u>	<u>-</u>	<u>-</u>



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: May 12, 2026
PRESENTED BY: Vidal Roman, Finance Director
AGENDA ITEM: Discussion and possible action on matters related to approval of Mid-Year Budget Amendment: General, Utility, Golf, Solid Waste, Capital Projects, 2025 CO Designated Purpose, Speer Memorial Fund, Event Center Fund, Park Dedication Fund - Roman

NATURE OF REQUEST:

Approval of the attached budget amendments:
General Fund – (\$221,173 -Revenues/\$435,205 Expenditures)
Utility Fund – (\$1,809,480 Revenues/\$1,839,580 Expenditures)
Golf Fund – (\$180,369 Revenues/\$180,369 Expenditures)
Solid Waste Fund – (\$798,486 Revenues/\$798,486 Expenditures)
Capital Projects Fund-(\$385,992 Revenues/\$385,992 Expenditures)
2025 CO Fund-(\$6,205,710 Revenues/\$6,205,710 Expenditures)
Designated Purpose Fund – Various Grants (\$1,200,386 Revenues/\$1,200,386 Expenditures)
Speer Memorial Fund- (\$0 Revenues/\$11,800 Expenditures)
Event Center Fund-(\$0 Revenues/\$37,000 Expenditures)
Park Dedication Fund- (\$0 Revenues/\$7,133 Expenditures)

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: None

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approved *AG*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

**GENERAL FUND
BUDGET AMENDMENT
FY 2025-2026**

BA-26-01

Dept / Function	Account Number	Description	Expenditures	Revenue
Revenue	01-300-33282	TIRZ Reimbursement		(124,272)
	01-300-35340	Hidalgo County-Library		(75,000)
	01-300-36150	Miscellaneous		(1,901)
	01-300-39022	Reimb-Economic Development		(20,000)
Fleet	01-416-24090	Auto Allowance	5,000	
Organizational	01-417-34420	Architectural & Engineering	39,228	
	01-417-94805	Special Events	28,412	
	01-417-94899	Other	1,140	
Fire	01-431-64390	Minor Equipment	1,901	
	01-431-74950	Capital Outlay	172,767	
	01-431-94810	Contractual Services	91,756	
Parks	01-461-64360	Other Repair & Mntnce	20,000	
Library	01-464-94780	Library Books	75,000	
			<hr/>	
			435,205	(221,173)
		Fund Balance		<hr/> \$214,032 <hr/>

**ENTERPRISE FUNDS
BUDGET AMENDMENT
FY 2025-2026**

Water Fund				
Dept / Function	Account Number	Description	Expenditure	Revenue
Revenue	02-300-33183	Reimb-Other		(237,000)
	02-300-33282	Tirz Reimb.		\$ (185,640)
	02-300-33282	Tirz Reimb.		(1,386,840)
Wa. Distribution	02-412-44622	Repair & Maint	30,100	
	02-412-74936	New Sewer Lines	237,000	
Wastewater Treat	02-414-74937	Lift Stations	185,640	
	02-414-74937	Lift Stations	\$ 1,386,840	
			<hr/>	
			1,839,580	(1,809,480)
Impact on Fund Balance				<u><u>\$30,100</u></u>

Golf Fund				
Dept / Function	Account Number	Description	Expenditure	Revenue
Revenue	03-300-39020	Reimb-Economi		\$ (103,266)
	03-300-39020	Reimb-Economi		\$ (32,261)
	03-300-39020	Reimb-Economi		\$ (44,842)
Grounds	03-411-74950	Machinery & Equipment	103,266	
	03-411-74950	Machinery & Equipment	32,261	
	03-411-74950	Machinery & Equipment	44,842	
			<hr/>	
			180,369	(180,369)
Impact on Fund Balance				<u><u>\$0</u></u>

Solid Fund				
Dept / Function	Account Number	Description	Expenditure	Revenue
Revenue	05-300-39050	Other Financing Sources	\$ -	\$ (798,486)
	05-410-74950	Machinery & Equipment	798,486	
			<hr/>	
			798,486	(798,486)
Impact on Fund Balance				<u><u>\$0</u></u>

Event Center Fund

Dept / Function	Account Number	Description	Expenditure	Revenue
	23-452-94810	Contractual Svcs	\$ 37,000	\$ -
			<hr/>	
			37,000	-
		Impact on Fund Balance		<u>\$37,000</u>

**CAPITAL PROJECT FUNDS
BUDGET AMENDMENT
FY 2025-2026**

CAPITAL PROJECTS				
Dept / Function	Account Number	Description	Expenditure	Revenue
Revenue	09-300-33290	MEDC Reimb		\$ (153,311)
	09-300-33282	MRA Reimb		\$ (232,681)
General Projects	09-417-74900	Building Additions & Renovation	153,311	
	09-417-74910	Roads	232,681	
			<hr/>	
			385,992	(385,992)
		Impact on Fund Balance		<hr/> <hr/> \$0

2025 CO				
Dept / Function	Account Number	Description	Expenditure	Revenue
Revenue	77-300-33182	MRA Reimb		\$ (6,205,710)
	77-415-74910	Roads	6,205,710	
			<hr/>	
			6,205,710	(6,205,710)
		Impact on Fund Balance		<hr/> <hr/> \$0

**SPECIAL REVENUE FUNDS
BUDGET AMENDMENT
FY 2025-2026**

Designated Fund				
Dept / Function	Account Number	Description	Expenditure	Revenue
Police	15-300-33424	Body Worn Camera		\$ (28,125)
	15-424-64390	Minor Equipment	\$ 28,125	
	15-300-33486	Operation Lone Star		\$ (350,040)
	15-486-14040	Overtime	\$ 150,000	
	15-486-74950	Machinery & Equipment	\$ 200,040	
	15-300-33460	Rifle Resistant Body		\$ (147,537)
	15-460-74950	Machinery & Equipment	\$ 147,537	
	15-300-33468	Border Zone Fire		\$ (234,605)
	15-468-74950	Machinery & Equipment	\$ 234,605	
	15-300-33490	DWI Phlebotomy Program		\$ (141,000)
	15-490-34499	Other Professional Svcs	\$ 141,000	
	15-300-33462	First Responder Mental Health		\$ (70,000)
	15-462-34499	Other Professional Svcs	\$ 22,650	
	15-462-54500	Travel & Training	\$ 24,600	
	15-462-64390	Minor Equipment	\$ 22,750	
	15-300-39901	Transfer in-General Fund		\$ (10,000)
	15-300-33439	VOCA		\$ (30,000)
	15-439-94675	Aid to Others	\$ 40,000	
	15-300-33622	TXDOT Step Grant		\$ (9,904)
	15-422-14040	Overtime	\$ 9,904	
Health	15-300-33474	Best Friends		(10,000)
	15-474-54510	Advertising	10,000	
Engineering	15-300-33703	Astroland		(154,957)
	15-300-39901	Transfer in-General Fund		(8,218)
	15-403-74930	Drainage Ditches & Other Str	163,175	
Health	15-300-33469	Best Friends Animal		(6,000)
	15-469-34499	Other Professional Svcs	6,000	
			\$ 1,200,386	\$ (1,200,386)
Impact on Fund Balance				\$0

Speer Memorial Fund

Dept / Function	Account Number	Description	Expenditure	Revenue
	22-410-94780	Library Books & Materials	5,810	
	22-410-64390	Minor Equipment	5,990	
			<hr/>	
			11,800	-
Impact on Fund Balance				<u><u>\$11,800</u></u>

Park Dedication Fund

Dept / Function	Account Number	Description	Expenditure	Revenue
Zone 4-SE	27-454-74940	Other Structures	7,133	
			<hr/>	
			7,133	-
Impact on Fund Balance				<u><u>\$7,133</u></u>



CITY OF
MISSION

**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: May 12, 2026

PRESENTED BY: Xavier Cervantes, AICP, CPM, Director of Planning

AGENDA ITEM: Tabled 04/28/2026 - Conduct a public hearing and consideration and possible action to approve a variance to allow the construction of a Billboard Sign along Griffin Parkway, and to allow it to be a distance of 177 feet from an existing billboard sign, being Lot 1, Elizondo 495 Plaza Subdivision, located at 2211 E. Griffin Parkway (F.M. 495). Applicant – Antonio & Melissa Villarreal - Cervantes

NATURE OF REQUEST:

Project Timeline:

- March 12, 2026 – Letter with variance request submitted to the City.
- April 1, 2026 – Consideration of the requested variance by the Planning and Zoning Commission.
- April 28, 2026 – Consideration of the requested variance by the City Council.

Summary:

- The applicant is proposing to construct an 8-foot by 16-foot LED changeable billboard sign measuring 128 square feet, and 35 feet in total height.
- The request is for a variance not to comply with Sec. 86-154. – General Business District of the Mission Code of Ordinances, which states:
- (b) Billboard sign. Off-premises signs shall not be permitted in the General Business, the Heavy Commercial, the Light Industrial, and Heavy Industrial zones except as provided for in the expressway corridor and the secondary arterial corridors.
- A Secondary Arterial Corridor is defined by Ordinance 4133 to be all of U.S. Business Highway 83 and the commercially or industrially zoned properties along F.M. 1016 frontage, south of the U.S. Expressway 83. Ordinance 4133 was adopted in August 25, 2014.
- (4) Spacing: off-premises billboards shall not be erected within 1,000 linear feet of another off-premises sign as per Ordinance 4581. Ordinance 4581 was adopted in December 18, 2017.
- There is a total of eight (8) existing billboards along Griffin Parkway within the city limits.
- As per Code of Ordinance: Billboard sign is defined as any flat surface erected on a framework or on any structure, or attached to posts and used for, or designed to be used for, the display of bills, poster, or other advertising materials, for the purpose of advertising a business, organization, event, person, place, or thing not located on the same premises as such advertising material, with one or two parallel and directly opposite signs with their faces oriented in opposite directions and space not more than ten feet apart.
- The Planning and Zoning liked the concept of the digital billboard sign but recommended denial due to an existing billboard in the same commercial plaza.

STAFF RECOMMENDATION:

Staff recommends denial.

Departmental Approval: N/A

Advisory Board Recommendation: Denial

City Manager's Recommendation: Denial *JP7*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

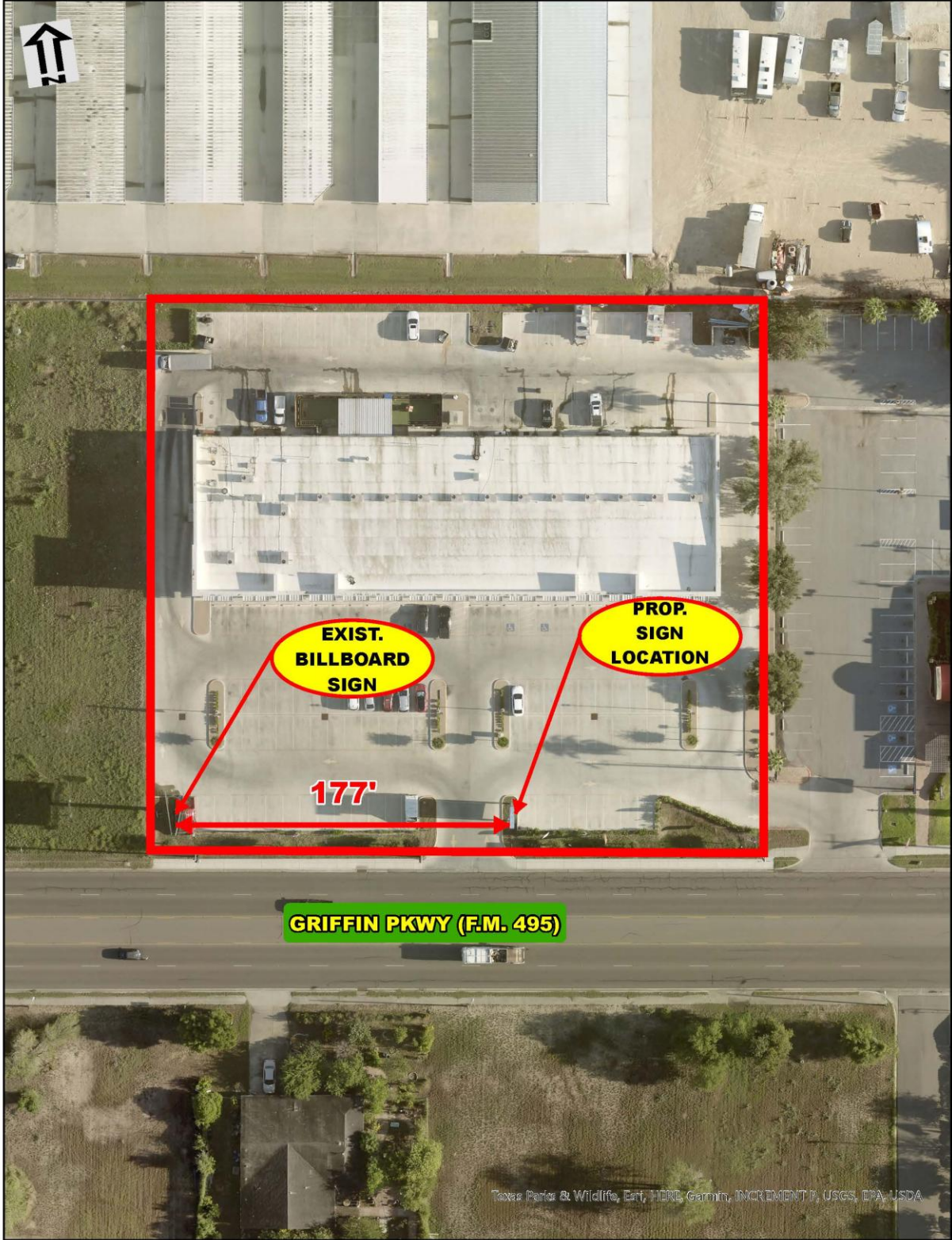
TABLED: _____

_____ AYES

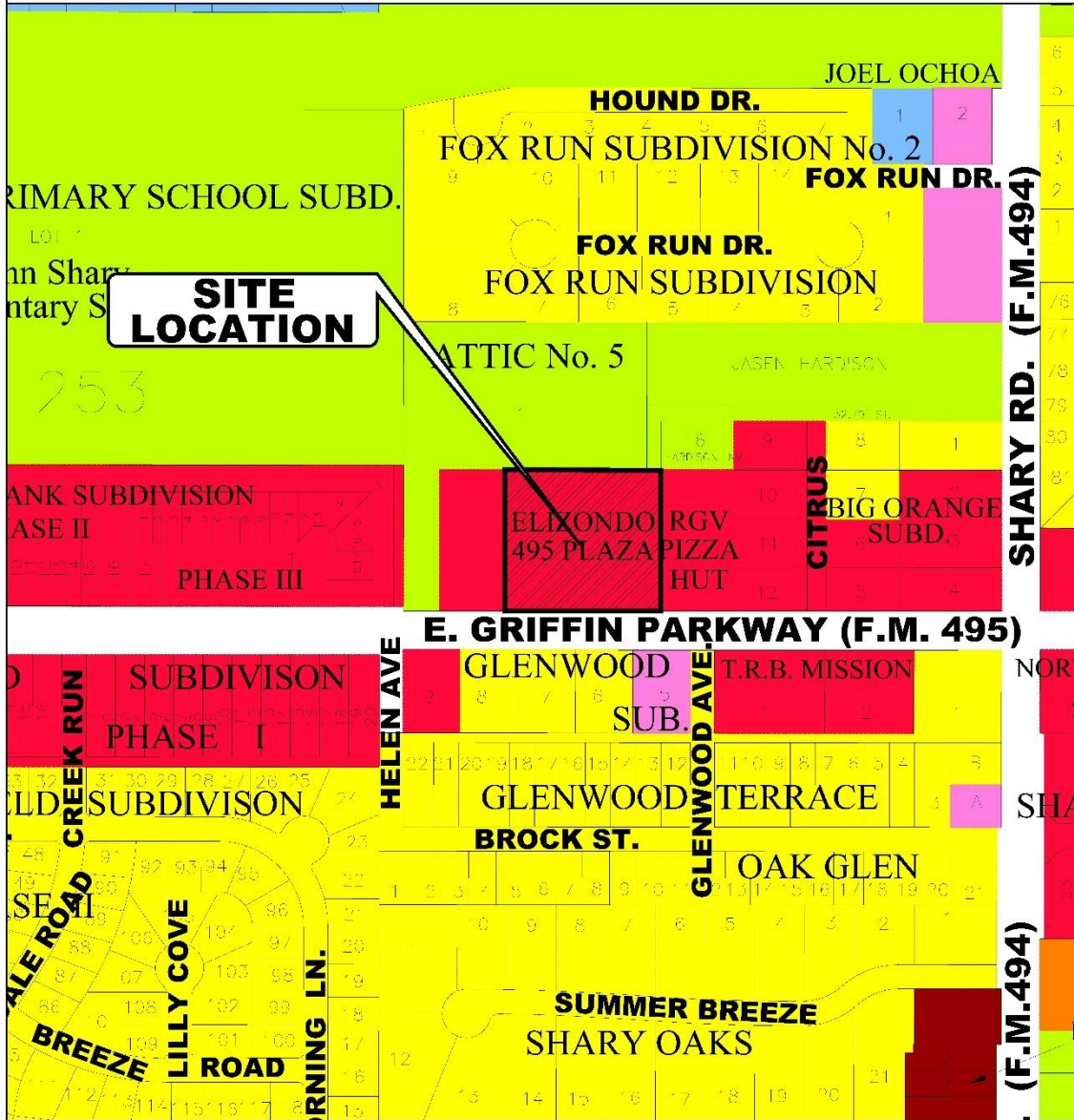
_____ NAYS

_____ DISSENTING _____

AERIAL MAP



ZONING MAP



ZONING LEGEND

A0-I AGRICULTURAL OPEN INTERIM	R-3 MULTI-FAMILY RESIDENTIAL	C-4 HEAVY COMMERCIAL
A0-P AGRICULTURAL OPEN PERMANENT	R-4 MOBILE & MODULAR HOME	C-5 ADAPTIVE COMMERCIAL
R-1A LARGE LOT SINGLE FAMILY	R-5 HIGH DENSITY MFCT'D HOUSING	I-1 LIGHT INDUSTRIAL
R-1T TOWNHOUSE RESIDENTIAL	C-1 OFFICE BUILDING	I-2 HEAVY INDUSTRIAL
R-1 SINGLE FAMILY RESIDENTIAL	C-2 NEIGHBORHOOD COMMERCIAL	PUD PLANNED UNIT DEVELOPMENT
R-2 DUPLEX-FOURPLEX RESIDENTIAL	C-3 GENERAL BUSINESS	P PUBLIC

VARIANCE LETTER

Dear Mr. Xavier Cervantes,

On behalf of A&M Epic Agency, we would like to respectfully submit a request for a variance to install an LED screen at [2211 E Griffin Pkwy, Mission, TX 78572](#).

The proposed LED screen will measure 16 ft x 8 ft, with an overall height of 35 ft. This height has been intentionally planned to maintain a proper eyeline for drivers and pedestrians, ensuring that the display does not interfere with visibility or create distractions for the surrounding community or commuters traveling along Griffin Parkway.

The LED screen will feature off-premise advertisements and will operate 24 hours a day, with brightness levels that can be adjusted as needed to comply with city standards and community considerations. In addition to advertising local businesses, the display will also promote plaza tenants, nearby businesses, and community information, including City of Mission events, announcements, and schedules, as desired.

Our goal with this project is not only to support local businesses but also to create a collaborative opportunity with the City of Mission. Through this platform, the city would have the opportunity to share public announcements, community initiatives, and upcoming events with a highly visible audience.

We have successfully worked through a similar process with the City of Weslaco, where we conducted meetings with city officials and completed the necessary variance procedures. Through that collaboration, we became the first company in Weslaco to introduce a digital billboard platform dedicated to promoting local businesses and community messaging. This initiative has helped expand visibility for businesses while also providing the city with an additional communication channel for public information.

In the same spirit, A&M Epic Agency is committed to working closely with the City of Mission to ensure that this project aligns with city guidelines, enhances the local business environment, and contributes positively to the community. We are eager to collaborate and explore ways this platform can support both economic growth and community engagement within Mission.

We appreciate your time and consideration of this request and would welcome the opportunity to meet and discuss the proposal further. Our team is fully willing to work with the city throughout the review process and make any necessary adjustments to ensure the project serves the best interests of the community.

Thank you for your time, and we look forward to the opportunity to collaborate with the City of Mission.

Antonio & Melissa V.



SIGN EXHIBIT

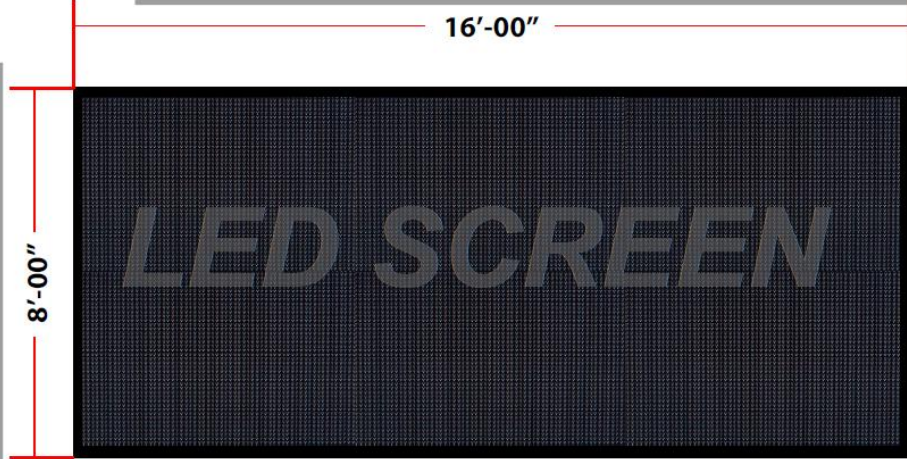
Led screen both sides



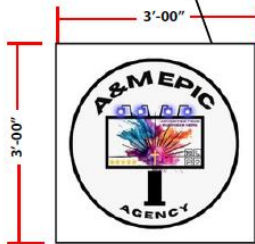

 A&M Epic Agency
 956-600-0343
 956-780-6954
 Electrical Sign License #13514

Client: A&M Epic Agency Address: 2211 E Griffin Pkwy Phone: _____ Email: _____
 City: Mission State: Texas, EE. UU. Zip code: 78572 Authorized signature: _____

SIGN DETAIL



Plate



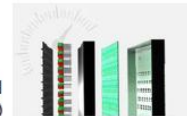
High grade, light weight, weatherproof cabinets built to withstand all types of weather conditions



Protruding grill face that protects against vandalism and damage (rocks, bottles, etc.)

Breakthrough Ip65 sealed module technology to withstand any harsh environment

State of the art heat sink technology (regulates internal temperatures for optimum component longevity)



Electrical Sign License #18514

Client: Pylon LED Screen Address: 2211 E Griffin Pkwy Phone: _____ Email: _____
 City: Mission State: Texas, EE. UU. Zip code: 78572 Authorized signature: _____

EXISTING SIGN



EXISTING BILLBOARD SIGNS ALONG GRIFFIN PARKWAY

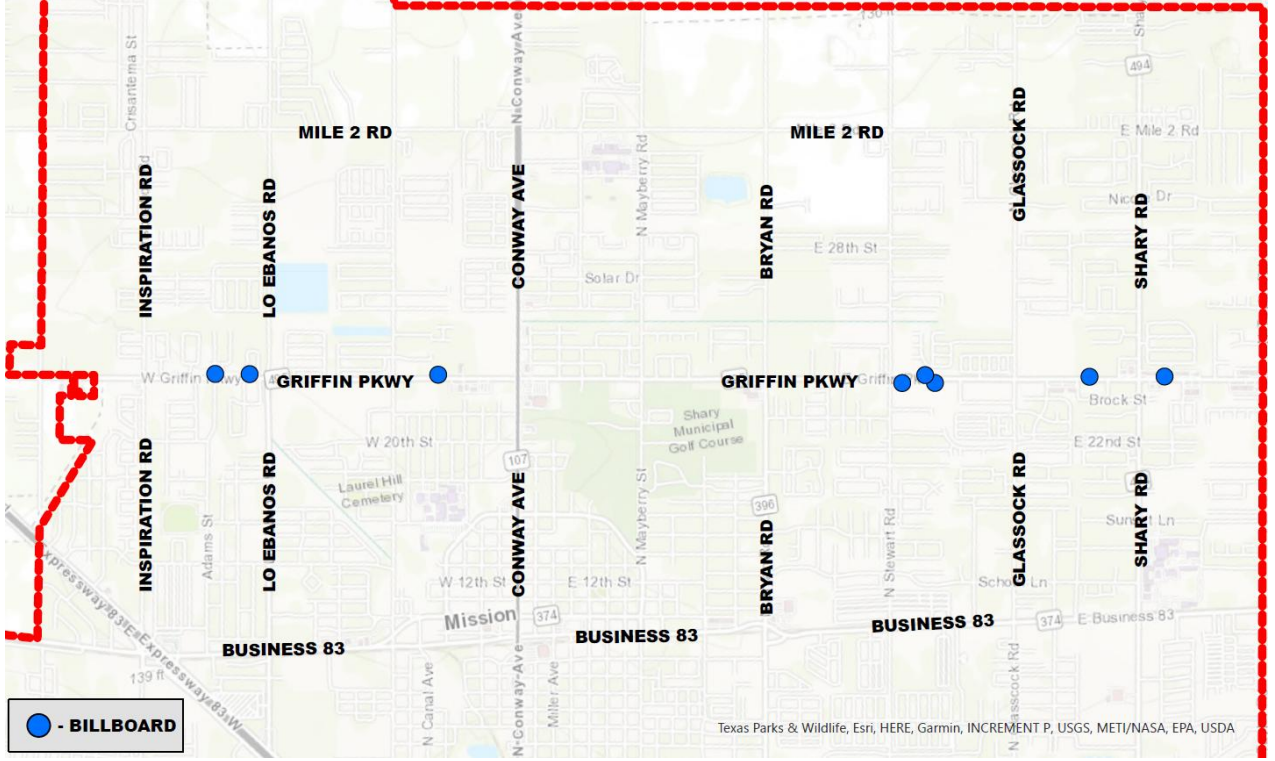


PHOTO OF EXISTING BILLBOARD IN THE SUBJECT PROPERTY





**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: May 12, 2026

PRESENTED BY: Tecló J. Garcia, CEO, Mission EDC

AGENDA ITEM: Tabled 04/28/2026 - Discussion and possible action on matters related to approval of Resolution #_____ approving the resolution of Mission Economic Development Corporation authorizing the issuance of bonds on behalf of Graphic Packaging International LLC; and matters related thereto. – T. Garcia

NATURE OF REQUEST:

Lee McCormick, President of Community Development Associates, has facilitated the issuance of revenue bonds by the Mission Economic Development Corporation for the purpose of financing and refinancing projects for Graphic Packaging International LLC, under the assistance of MEDC’s Private Activity Bond program.

Attached is a staff report and the proposed resolution.

Mr. McCormick will be available to answer any questions City Council members may have.

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: Approval MEDC

City Manager’s Recommendation: Approval *AG*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

AGENDA ITEM

DATE: May 12, 2026

TO: City of Mission

RESOLUTION APPROVING THE RESOLUTION OF MISSION ECONOMIC DEVELOPMENT CORPORATION AUTHORIZING THE ISSUANCE OF BONDS ON BEHALF OF GRAPHIC PACKAGING INTERNATIONAL, LLC; AND MATTERS RELATED THERETO

Background:

Graphic Packaging Holding Company (NYSE: GPK), parent company to Graphic Packaging International, LLC (GPIL" or the "Company") headquartered in Atlanta, Georgia, is committed to providing consumer packaging that makes a world of difference. The Company is a leading provider of sustainable fiber-based packaging solutions to the world's most widely recognized food, beverage, foodservice and other consumer products companies and brands. The Company operates on a global basis, is one of the largest producers of folding cartons and fiber-based foodservice products in the United States and Europe, and holds leading market positions in coated recycled paperboard, coated unbleached kraft paperboard and solid bleached sulfate paperboard. The Company's customers include many of the world's most widely recognized companies and brands. (See Attachment)

The MEDC previously approved a \$100 million tax-exempt bond transaction in April 2025, which closed in May of that year. In August 2025, the MEDC approved a new inducement resolution for \$200 million, allowing the company to apply to the Texas Bond Review Board for 2026 bond allocation. The Company received \$145,548,078 in tax-exempt bond allocation from the Texas Bond Review Board in January 2026 and anticipates closing the financing in May 2026.

The Project:

Graphic Packaging International, LLC constructed a new recycled paperboard manufacturing facility on a "greenfield" site located in the Gateway Business Park in Waco, Texas (the "Project"). The Project will recycle old corrugated containers, post-consumer waste, box and manufacturing clippings, paper cup manufacturing clippings, and recovered paper cups (collectively, "secondary fiber") into recycled paperboard.

The facility was operational in October 2025 and is expected to reach full production in the second half of 2026. When fully ramped up, the Project will have the capability to recycle fiber from the equivalent of 15 million paper cups daily. In total, the Project is expected to annually recycle approximately 500,000 tons of secondary fiber to produce approximately 550,000 tons of new, finished product. The recycled paperboard will be used to manufacture consumer packaging solutions for food, beverage, foodservice and other consumer products companies and retailers.

In addition to the solid waste recycling aspect, the Company expects the Project to improve the environmental footprint of its recycled paperboard manufacturing process by lowering greenhouse gas emissions intensity by an estimated 20% and energy and water usage intensity by approximately 18%.

Terms of Transaction

Amount: Up to \$145,548,078
Offering: Public
Est. Closing: May 2026
Est Rating: Ba2/BB

Finance Team

Bond Counsel: Hunton Andrews Kurth LLP
Issuer Counsel: Bracewell LLP
Issuer Advisor: Community Development Associates, LLC
Underwriter: Wells Fargo Securities, LLC
Borrower Counsel: In House Counsel
Trustee: U.S. Bank Trust Company, N.A.

Fiscal Impact & Risks:

The Company anticipates issuing \$145,548,078 of tax-exempt bonds in 2026 to reimburse construction costs. The MEDC is expected to receive approximately \$253,322 for serving as Issuer of the bonds, along with an annual fee of \$36,387 until maturity.

Approval of this Resolution does not impose any payment or obligation on the MEDC or the City of Mission in connection with the financing. The Bonds do not constitute a debt or obligation of the MEDC, the City, the County, or the State of Texas. They are solely the obligation and responsibility of the Company. More importantly, the Bonds will not require any general fund support or taxpayer dollars. There is no commitment of the credit ratings, and the Bonds do not, in any manner, restrict, impede, or limit the borrowing or bonding capacity of the MEDC or the City of Mission. There is potential “reputational risk” to the MEDC if the borrower defaults, as the MEDC name is included on the bonds.

RESOLUTION # _____

RESOLUTION APPROVING THE RESOLUTION OF MISSION ECONOMIC DEVELOPMENT CORPORATION AUTHORIZING THE ISSUANCE OF BONDS ON BEHALF OF GRAPHIC PACKAGING INTERNATIONAL, LLC; AND MATTERS RELATED THERETO

WHEREAS, the Mission Economic Development Corporation (the “Issuer”) was created by the City Council (as herein defined) of the City of Mission, Texas (the “Unit”) pursuant to the provisions of the Development Corporation Act, Chapters 501-505, Texas Local Government Code, as amended (the “Act”); and

WHEREAS, on April 29, 2026, the Issuer adopted a resolution in the form attached hereto as **Exhibit A** (as more particularly described in Section 1 hereof, the “Issuer Resolution”) among other things: (i) authorizing the issuance of one or more series of revenue bonds in an aggregate principal amount not to exceed \$145,548,078 (the “Bonds”), pursuant to the terms and provisions of one or more indentures (whether one or more, the “Indentures”) and one or more loan agreements (whether one or more, the “Loan Agreements”); (ii) providing for the payment of the principal of and premium, if any, and interest on the Bonds with revenues derived from the loan of the proceeds of the sale of the Bonds to Graphic Packaging International, LLC, and/or its subsidiaries or affiliates (the “User”); (iii) approving the loan of the proceeds of the Bonds to the User pursuant to the Loan Agreements to be used to finance all or a portion of the costs of acquisition, construction, improving, and/or equipping of certain solid waste disposal facilities as described and defined in the Issuer Resolution (the “Project”), to pay capitalized interest, the costs of issuance of the Bonds and/or to fund any reserve funds with respect to the Bonds and for such other purposes as set forth in the Issuer Resolution; and (iv) authorizing certain other actions in connection with the foregoing; and

WHEREAS, Section 501.204 of the Act requires that the governing body of the Unit approve the Issuer Resolution no more than 60 days prior to the delivery of the Bonds; and

WHEREAS, the City Council of the Unit (the “City Council”) is the governing body of the Unit and deems it necessary and advisable that this Resolution be adopted; and

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended (the “Code”), further requires that the plan of finance, including the Bonds and the Project, be approved (such approval, the “AER Approval”) by an “applicable elected representative” (the “AER”) of a governmental unit in which the Issuer is located, after a public hearing following reasonable public notice; and

WHEREAS, with respect to the Bonds, either the City Council or the Mayor of the Unit is an AER for the Unit; and

WHEREAS, a telephonic public hearing with respect to the plan of finance, the Bonds and the Project (the “Public Hearing”) has been held, and notice of such Public Hearing was posted no less than 7 days before the date of such Public Hearing, and all comments from interested persons were taken at such Public Hearing, all as shown in **Exhibit B** attached hereto; and

WHEREAS, the City Council desires to (i) approve the issuance of the Bonds by the Issuer as authorized pursuant to the Issuer Resolution and (ii) approve the plan of finance, including the Bonds and the Project, as required by Section 147(f) of the Code.

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

Section 1. The *Resolution Of Mission Economic Development Corporation Authorizing The Issuance Of One Or More Series Of Revenue Bonds and the Loan Of the Proceeds Thereof To Graphic Packaging International, LLC; Approving Documents Relating Thereto; And Approving Other Matters In Connection Therewith* adopted by the Issuer on April 29, 2026 (referred to herein as the “Issuer Resolution”), a copy of which is attached hereto as **Exhibit A** and made a part hereof for all purposes, is hereby approved.

Section 2. The approval herein given is in accordance with the provisions of Section 501.204 of the Act, and is not to be construed as an undertaking by the Unit. The Bonds shall never constitute an indebtedness or pledge of the Unit or the State of Texas, within the meaning of any constitutional or statutory provision, and the holders of the Bonds shall never be paid in whole or in part out of any funds raised or to be raised by taxation or any other revenues of the Issuer, the Unit, or the State of Texas except those revenues assigned and pledged by the Issuer in the Indentures that will be executed and delivered in connection with the Bonds.

Section 3. The programs and expenditures authorized and contemplated by the Issuer Resolution are hereby in all respects approved.

Section 4. The Public Hearing with respect to the plan of finance, the Bonds and the Project, the posting of notice of such Public Hearing on the Unit’s public website and the certificate of the hearing officer regarding such Public Hearing, all as shown in **Exhibit B** attached hereto, are hereby approved and ratified.

For the purpose of satisfying the requirements of Section 147(f) of the Code, the plan of finance, including the issuance of the Bonds and the Project to be financed by the plan of finance and the Bonds, in one or more series over the next thirty-six months in the aggregate maximum stated principal amount of \$145,548,078, and the facilities to be financed by the plan of finance, including the facilities and operations located at 301 Sheehy Parkway, Waco, McLennan County, Texas 76712 (all as described in the notice of Public Hearing attached hereto as **Exhibit B**) are hereby approved. THE APPROVAL HEREIN GRANTED IS FOR PURPOSES OF SATISFYING THE REQUIREMENTS OF THE CODE, AND SHALL NOT BE CONSTRUED AS A REPRESENTATION, WARRANTY OR OTHER UNDERTAKING OF ANY KIND BY THE UNIT WITH RESPECT TO THE BONDS OR THE PROJECT. THE BONDS SHALL NOT CONSTITUTE OBLIGATIONS OF THE UNIT OR A PLEDGE OF ITS FAITH AND CREDIT, AND THE UNIT SHALL NOT BE OBLIGATED TO PAY THE BONDS OR THE INTEREST THEREON OR OTHERWISE INCUR ANY LIABILITY WITH RESPECT THERETO.

Section 5. This Resolution is expressly for the purpose of approving the issuance of the Bonds for the purposes described herein and in the Issuer Resolution, and approving the matters relating to the Bonds as provided herein and in the Issuer Resolution, and does not constitute an approval by the City Council or the Unit of any other matters relating to the User or its business operations.

Section 6. The Mayor of the Unit, the City Council, the City Secretary of the Unit and any other officers of the Unit are hereby authorized, jointly and severally, to execute and deliver such endorsements, instruments, certificates, documents, or papers necessary and advisable to carry out the intent and purposes of this Resolution.

PASSED AND APPROVED this 12th day of May, 2026.

Exhibit A
Issuer Resolution
[Attached]

A-1

RESOLUTION NO. 2026-02

RESOLUTION OF MISSION ECONOMIC DEVELOPMENT CORPORATION AUTHORIZING THE ISSUANCE OF ONE OR MORE SERIES OF REVENUE BONDS AND THE LOAN OF THE PROCEEDS THEREOF TO GRAPHIC PACKAGING INTERNATIONAL, LLC; APPROVING DOCUMENTS RELATING THERETO; AND APPROVING OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the Mission Economic Development Corporation (the “Issuer”) was created by the City Council of the City of Mission, Texas (the “Creating Unit”) pursuant to the provisions of the Development Corporation Act, Chapters 501-505, Texas Local Government Code, as amended (the “Act”); and

WHEREAS, the Act authorizes and empowers the Issuer to issue bonds on behalf of the Creating Unit: (a) to finance a project (including land, buildings, equipment, facilities, expenditures, targeted infrastructure and improvements with respect to a project) found by the Board of Directors (the “Board”) of the Mission Economic Development Corporation (the “Issuer”) to be required or suitable for the development, retention or expansion of solid waste disposal facilities, or, in the alternative, to finance a project found by the Board of the Issuer to be required or suitable for the development, retention or expansion of solid waste disposal facilities and/or manufacturing and industrial facilities, (b) to finance a project that creates or retains primary jobs and that is found by the Board of the Issuer to be required or suitable for infrastructure necessary to promote or develop new or expanded business enterprises, including solid waste disposal facilities, and (c) to pay all or part of the cost with respect to a “project” as defined in the Act, and to loan the proceeds of the bonds to others to finance all or part of the cost of a project; and

WHEREAS, the Issuer was created by a municipality wholly or partly located in a county that is bordered by the Rio Grande, has a population of at least 500,000 and has wholly or partly within its boundaries at least four municipalities that each have a population of at least 25,000; and

WHEREAS, the Issuer is a Type B corporation under Chapter 505, Texas Local Government Code, as amended, including for purposes of Section 505.005; and

WHEREAS, Graphic Packaging International, LLC, a Delaware limited liability company qualified to do business in Texas (the “Borrower”) has requested that the Issuer issue its revenue bonds in one or more series as hereinafter described, and loan the proceeds of the sale thereof to the Borrower (or any affiliates or subsidiaries of the Borrower), to be used to finance all or a portion of the costs of acquisition, construction, improving, and/or equipping of certain solid waste disposal facilities consisting of recycled paperboard manufacturing facilities as further described in the Prior Resolutions (defined below) and/or in the hereinafter defined Indentures and/or Loan Agreements relating to the hereinafter defined Bonds (such costs referred to herein as the “Project”), including reimbursing the Borrower for prior expenditures related to the Project, to pay capitalized interest, to pay the costs of issuance of such Bonds and/or to fund any reserve funds with respect to such Bonds; and

WHEREAS, the Issuer previously adopted certain resolutions with respect to the Project, captioned as a *Resolution Regarding Request Of Graphic Packaging International, LLC For The Issuance Of One Or More Series Of Revenue Bonds; Authorizing The Filing Of An Application For Allocation Of Volume Cap for Private Activity Bonds With The Texas Bond Review Board; Authorizing Public Hearings Regarding The Bonds; And Authorizing Other Action Related Thereto*, on November 29, 2023 and a *Resolution Regarding Request Of Graphic Packaging International, LLC For The Issuance Of One Or More Series Of Revenue Bonds; Authorizing The Filing Of An Application For Allocation Of Volume Cap for Private Activity Bonds With The Texas Bond Review Board; Authorizing Public Hearings Regarding The Bonds; And Authorizing Other Action Related Thereto*, on August 20, 2025 (collectively, the “Prior Resolutions”); and

WHEREAS, the governing body of the City of Waco, Texas (the “Requesting Unit”) has requested or is expected to request, prior to the issuance of the Bonds, the Issuer to exercise its powers to finance the Project, which will be located entirely within the corporate limits of the Requesting Unit;

WHEREAS, in order to provide funds for the Issuer to make the loan to the Borrower to be used to finance the Project and related costs described above, the Issuer now proposes to issue one or more series of its revenue bonds (collectively, the “Bonds”), in an aggregate principal amount not to exceed \$145,548,078 pursuant to and in accordance with this Resolution; and

WHEREAS, the Issuer does not support the Project with sales and use tax revenue collected under Chapters 504 or 505 of the Act; and

WHEREAS, pursuant to the Act, the Bonds shall never constitute an indebtedness or pledge of the Creating Unit or the State of Texas, within the meaning of any constitutional or statutory provision, and the holders of the Bonds shall never be paid in whole or in part out of any funds raised or to be raised by taxation or any other revenues of the Issuer, the Creating Unit, or the State of Texas except those revenues assigned and pledged by the Issuer in the indenture(s) that will be executed and delivered in connection with the Bonds; and

WHEREAS, the City Council of the Creating Unit proposes to adopt a written resolution for the purpose of approving this Resolution of the Issuer providing for the issuance of the Bonds as required by the Act and approving the Bonds and the Project as required by Section 147(f) of the Internal Revenue Code of 1986, as amended (the “Code”); and

WHEREAS, the Board desires to approve the forms of one or more trust indentures, one or more loan agreements, one or more bond purchase agreements, and to authorize the officers of the Issuer executing such documents to negotiate the final terms of such documents and to execute and deliver such documents on behalf of and in the name of the Issuer; and

WHEREAS, the Board finds that the form and substance of the aforementioned documents are satisfactory and the recitals and findings contained therein are true, correct and complete, and the Board further finds that it is in the best interest of the public and the Issuer and assists in carrying out the public purpose of the Issuer and of the Act to authorize the execution and delivery of such documents and the issuance of the Bonds; and

WHEREAS, the Board finds that the Project (as defined herein) furthers the public purposes of the Act; and

WHEREAS, the Board further desires to approve the form of one or more official statements (which may alternatively be designated as offering memoranda, limited offering memoranda, private placement memoranda, or similar designation) to be distributed in connection with the offering and sale of the Bonds (whether one or more, the “Offering Documents”), and desires hereby to authorize the use of certain information to be set forth in such Offering Documents concerning the Issuer under the captions “The Issuer” and “Absence of Material Litigation—The Issuer” (or similar captions relating to the Issuer or litigation involving the Issuer) and to approve and authorize the distribution of such Offering Documents.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MISSION ECONOMIC DEVELOPMENT CORPORATION THAT:

1. The Issuer hereby authorizes and approves the issuance of the Bonds in one or more series bearing interest at variable rates and/or fixed rates (as selected by the Borrower) and maturing not later than forty years from their date of issuance, in the aggregate principal amount not to exceed \$145,548,078. The Bonds are hereby authorized and approved to be issued for any or all of the purposes described herein, including the financing of the Project. The Bonds may be issued as tax-exempt bonds and/or taxable bonds, as selected by the Borrower, and may be issued at a price of par or priced with a premium or discount, as selected by the Borrower. The Bonds may be captioned or titled as the “Mission Economic Development Corporation Solid Waste Disposal Revenue Bonds (Graphic Packaging International, LLC Project)” or similar designation as approved by the Issuer and provided in the Indentures and with the appropriate series designation as provided in the Indentures. The Bonds will be issued in accordance with one or more trust indentures or similarly designated agreements (whether one or more, the “Indentures”) between the Issuer and the trustee named therein (the “Trustee”), the form, terms and provisions of such Indentures and the Bonds being hereby authorized and approved, and the President and/or the Vice President of the Issuer are hereby authorized and directed to execute and deliver such Indentures and the Bonds on behalf of the Issuer, and the Secretary and/or Assistant Secretary of the Issuer is hereby authorized to attest and affix the Issuer’s seal to the Indentures, if required, and to the Bonds, with such changes therein as the officers executing the same may approve, such approval to be conclusively evidenced by such execution thereof.

2. The Issuer hereby approves the loan of the proceeds of the sale of the Bonds by the Issuer to the Borrower to provide for the financing of the costs of the Project, which loan will be made pursuant to the terms and provisions of one or more loan agreements or similarly designated agreements (whether one or more, the “Loan Agreements”) between the Issuer and the Borrower, the form, terms and provisions of such Loan Agreements being hereby authorized and approved, and the President and/or the Vice President of the Issuer are hereby authorized and directed to execute and deliver and the Secretary and/or Assistant Secretary of the Issuer is hereby authorized to attest and affix the Issuer seal to such Loan Agreements, if required, on behalf of the Issuer, with such changes therein as the officers executing the same may approve, such approval to be conclusively evidenced by such execution thereof. To the extent required or requested, any one or more promissory notes (whether one or more, the “Notes”) issued by the Borrower to the Issuer under any of the Loan Agreements are hereby approved and the

aforementioned officers of the Issuer (or any of them) are hereby authorized to execute and assign any such Notes to the Trustee as security for the Bonds and the repayment by the Borrower of its obligations under the Loan Agreements.

3. The issuance, sale and delivery of the Bonds by the Issuer is hereby authorized and approved, and shall be effected in accordance with the terms and provisions of one or more bond purchase agreements or similarly designated agreements (whether one or more, the “Bond Purchase Agreements”), substantially in the form of the Bond Purchase Agreement by and among Wells Fargo Securities, LLC, on behalf of itself and as representative of any other underwriter(s) named therein (together, the “Underwriters”), the Issuer and the Borrower, the form, terms and provisions of such Bond Purchase Agreements being hereby authorized and approved, and the President and/or the Vice President of the Issuer are hereby authorized and directed to execute and deliver such Bond Purchase Agreements on behalf of the Issuer, with such changes therein as the officer executing the same may approve, such approval to be conclusively evidenced by such execution thereof.

4. The Board hereby authorizes and approves the content and use of the information concerning the Issuer in the Offering Documents, and authorizes the distribution of such Offering Documents; provided that, in adopting this Resolution, the Issuer hereby disclaims any responsibility for the Offering Documents except for the information described as having been provided by it in the last recital of this Resolution and expressly disclaims any responsibility for any other information included as part of the Offering Documents.

5. The issuance of the Bonds by the Issuer is subject to and conditioned upon the prior receipt by (or on behalf of) the Issuer of (i) the approving opinion of the Attorney General of the State of Texas and evidence of registration of the Bonds by the Comptroller of Public Accounts of the State of Texas; and (ii) the purchase price for the Bonds; and (iii) such opinions, evidences, certificates, instruments or other documents as shall be requested by Issuer’s Counsel and Bond Counsel, in order to enable such counsel to render their legal opinions in connection with the issuance of the Bonds.

6. The Board hereby appoints Hunton Andrews Kurth LLP as bond counsel (“Bond Counsel”) and Bracewell LLP as Issuer’s counsel (“Issuer’s Counsel”) in connection with the Bonds. The Board hereby authorizes Bond Counsel to submit to the Attorney General of Texas, for approval as required under Section 1202.003, Texas Government Code, a transcript of legal proceedings relating to the issuance, sale and delivery of the Bonds. To the extent required by the Attorney General of Texas, Bond Counsel is authorized to make such changes to the text of this Resolution as may be required in connection with the issuance of the Bonds.

7. The officers, employees and agents of the Issuer, and each of them, shall be and each is expressly authorized, empowered and directed from time to time and at any time to do and perform all acts and things and to execute, acknowledge and deliver in the name and under the corporate seal and on behalf of the Issuer all directions and notices, agreements, documents, certificates, financing statements, instruments and other papers, whether or not herein mentioned, as they may determine to be necessary or desirable in order to carry out the terms and provisions of this Resolution and of the Bonds to be issued hereunder, as well as the terms and provisions of the Indentures, the Loan Agreements and the Bond Purchase Agreements hereby authorized and

approved, such determination to be conclusively evidenced by the performance of such acts and things and the execution of any such certificate, financing statement, instrument or other paper.

8. The Board hereby finds that the expenditures with respect to the Project are required or suitable for infrastructure necessary to promote or develop new or expanded business enterprises, including solid waste disposal facilities pursuant to Section 501.107 of the Act. Alternatively, the Board hereby finds that the expenditures with respect to the Project are required or suitable for the development, retention or expansion of solid waste disposal facilities and/or manufacturing and industrial facilities, and, based on the representations of the Borrower, will create or retain primary jobs pursuant to Section 501.101 of the Act.

9. The Board hereby finds that the Project will contribute to the economic growth or stability of the Requesting Unit by (i) increasing or stabilizing employment opportunity; (ii) significantly increasing or stabilizing the property tax base; and (iii) promoting commerce within the Requesting Unit and the State of Texas.

10. To the extent required by the Code, the Board directs that an officer of the Issuer submit to the Secretary of the Treasury, not later than the 15th day of the second calendar month after the close of the calendar quarter in which the Bonds are issued, a statement containing the information required by Section 149(e) of the Code.

11. The actions of the Issuer and any hearing officer acting on behalf of the Issuer with regard to the required public hearing(s) relating to the Bonds as required under Section 147(f) of the Code, and the publication of notice of such public hearings are hereby authorized, ratified and approved.

12. The Board hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended, and the Act.

13. This Resolution is expressly for the purpose of approving the issuance of the Bonds for the purposes described herein and approving the documents and matters relating to the Bonds as provided herein, and does not constitute an approval by the Board or the Issuer of any other matters relating to the Borrower or its business operations.

14. The recitals contained herein are true, correct and complete and are hereby adopted as findings of the Issuer. This Resolution shall take effect and be in full force and effect upon and after its passage.

PASSED AND APPROVED this the 29th day of April, 2026.

Richard Hernandez, President

ATTEST:

Estella Saenz, Secretary

Exhibit B

Certificate of Public Hearing Officer Regarding Public Hearing

[Attached.]

B-1

CERTIFICATE OF PUBLIC HEARING OFFICER
REGARDING PUBLIC HEARING (INTERNAL REVENUE CODE § 147(f))

MISSION ECONOMIC DEVELOPMENT CORPORATION
SOLID WASTE DISPOSAL REVENUE BONDS
(GRAPHIC PACKAGING INTERNATIONAL, LLC PROJECT)
SERIES 2026

I, the undersigned, do hereby make and execute this certificate for the benefit of all persons interested in the issuance of the above-referenced Bonds (the “Bonds”).

I hereby certify as follows:

1. I am the duly appointed hearing officer for the public hearing which was held in connection with the issuance of the Bonds at the time and place indicated in the Notice of Public Hearing included in **Exhibit A** attached hereto.
2. Notice of the public hearing was published no less than 7 days before the date of the public hearing in the City of Mission, Texas’s website, as evidenced by the Affidavit of Posting of Notice of Public Hearing attached hereto as **Exhibit A**.
3. All persons appearing at the public hearing were given an opportunity to comment on the proposed issuance of the Bond and the project to be financed with proceeds of the Bonds. No such persons appeared or made comments except as is set forth on **Exhibit B** attached hereto.
4. After giving all interested persons an opportunity to appear and comment, the public hearing was declared closed.

WITNESS MY HAND this 13th day of April, 2026.

Lee McCormick, Hearing Officer

Exhibit A - Affidavit of Posting of the Notice of Public Hearing

Exhibit B - Names and Comments of Persons Attending Public Hearing

EXHIBIT A

AFFIDAVIT OF POSTING OF THE NOTICE OF PUBLIC HEARING

[ATTACHED]

Screenshot of Notice of Public Hearing Website Posting (attached)

The screenshot shows the City of Mission website navigation menu and a notices section. The navigation menu includes 'YOUR GOVERNMENT' and 'COMMUNITY'. Under 'YOUR GOVERNMENT', there are links for 'Agendas & Minutes' and 'Online Payments'. Under 'COMMUNITY', there are links for '2025-2026 Budget Plan' and 'Job Opportunities'. Below the navigation menu, there is a section titled 'City of Mission Quadrant Map for Water Conservation Restrictions' with a link to the map. Below that is a 'Notices' section with several links to public hearing notices and a data security breach notice.

CITY OF MISSION

YOUR GOVERNMENT

COMMUNITY

Agendas & Minutes

2025-2026 Budget Plan

Online Payments

Job Opportunities

City of Mission Quadrant Map for Water Conservation Restrictions

- [Quadrant Map to City of Mission Stage 2 Water Conservation](#)

Notices

- [Notice of Public Hearing - Graphic Packaging International, LLC Project.pdf](#)
- [CDBG Notice FONSI-RROF.pdf](#)
- [CDBG Notice of Intent to Request Release of Funds.pdf](#)
- [Notice of Public Hearing NOFA-AAP FY 2026-2027 \(01-30-2026\)](#)
- [Aviso de Audiencia Publica NOFA-AAP FY 2026-2027 \(01-30-2026\)](#)
- [Data Security Breach](#)

EXHIBIT B

NAMES AND COMMENTS OF PERSONS ATTENDING PUBLIC HEARING

NONE

<u>Name of Attendee</u>	<u>Comment</u>
1. _____	_____ _____ _____ _____ _____
2. _____	_____ _____ _____ _____ _____
3. _____	_____ _____ _____ _____ _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: May 12, 2026
PRESENTED BY: Noemi Munguia, Human Resources Director
AGENDA ITEM: Tabled 04/28/2026 - Discussion and possible action on matters related to the Authorization to solicit Request for Proposals for Third Party Administrator, Pharmacy Benefit Management (PBM), and Stop Loss Insurance - Munguia

NATURE OF REQUEST:

In 2023, the City of Mission entered into a contractual agreement with Blue Cross Blue Shield of Texas for Third Party Administrator, PPO Network, Pharmacy Benefit Management (PBM) and Stop Loss Insurance. The terms for this contract were for three years with two one-year renewal options for TPA and PBM and one year with four one-year renewal options for Stop Loss Insurance. Staff is seeking authorization to solicit proposals for Third Party Administrator (TPA), PPO Network, Pharmacy Benefit Management (PBM), and Stop Loss Insurance.

BUGETED: Yes **FUND:** 19 Group Health **ACCT. #:** 19-410-56010
BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____
BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval to solicit Request for Proposals

Departmental Approval: Purchasing, Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *AG*

RECORD OF VOTE: **APPROVED:** _____
 DISAPPROVED: _____
 TABLED: _____
 _____ AYES
 _____ NAYS
 _____ DISSENTING _____

SECTION 5 – SCOPE OF SERVICE

The City of Mission's goal is to provide competitive, affordable employee benefit plans to all eligible employees, retirees, and elected officials. Proposals must include, at minimum, the following components unless otherwise specified:

5.1 Self-Funded Medical Plan (Base Requirement)

- Third Party Administrator (TPA) services for the City's self-funded group health plan
- PPO network access with regional and national coverage meeting disruption standards
- Pharmacy Benefit Management (PBM) services integrated with the medical plan
- Specific and Aggregate Stop Loss insurance with a \$160,000 or improved specific deductible; 24/12 coverage for medical and drug claims
- All benefit plan designs must match or exceed the current Base Plan and Buy-Up Plan designs; exceptions must be explicitly identified
- HIPAA compliance, including willingness to execute a Business Associate Agreement (BAA) with the City upon award
- Selerix-compatible enrollment data interface

5.2 Level-Funded Health Plan (Optional Alternative)

As described in Section 1A, carriers are encouraged to also submit a Level-Funded Health Plan proposal as an alternative to — or in addition to — the self-funded structure. Refer to Section 1A for minimum requirements applicable to Level-Funded submissions.

5.3 Supplemental Insurances

Proposals are requested for the following voluntary/supplemental benefit lines. All supplemental products must integrate with the Selerix enrollment platform:

- Cancer Insurance
- Accident Insurance
- Hospital Indemnity Insurance
- Critical Illness Insurance
- Whole/Permanent Life Insurance

For Group Life and AD&D, proposals should include both \$10,000 and \$20,000 benefit options. All supplemental plan designs should match or enhance current plan designs.

5.4 Additional Service Requirements

- Knowledgeable carrier/TPA representative available for employee enrollment meetings
- Organizational chart of support staff with names, titles, direct phone numbers, and email addresses
- Summary of Benefits and Coverage (SBC) draft for all proposed plans
- Proposed employee communication materials and recommended distribution methods
- Contingency/disaster recovery plan available upon request
- 60-day grace period for monthly billing

-
- Three (3) year rate guarantee on all Group Products preferred (minimum); contract not to exceed five (5) total years