



AGENDA

Pursuant to V.T.C.A. Gov. Code Section 551.001 et. seq., the City Council of the City of Mission, Texas will hold a regular meeting on **Monday, August 12, 2024 at 4:30 p.m.** at the Mission Council Chambers, 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters.

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

Time: **Monday, August 12, 2024 04:30 PM Central Time**

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

Meeting ID: 990 466 2781 - Password: 833227

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

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

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

INVOCATION AND PLEDGE ALLEGIANCE

DISCLOSURE OF CONFLICT OF INTEREST

PRESENTATIONS

1. Proclamation - Tiger Fury Kajukenbo Self Defense Institute World Championship - Carrillo
2. June 2024 Employee of the Month - Munguia
3. Presentation of Parks & Recreation TAFF Athletes - Bentsen
4. Report from Mission Economic Development Corporation - Teclo Garcia
5. Report from the Greater Mission Chamber of Commerce – Brenda Enriquez
6. Departmental Reports – Perez
7. Citizen's Participation – Garza

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

8. Rezoning: Lots 8-11, Amber Grove Subdivision from (R-2) Duplex-Fourplex Residential to (R-3) Multi-Family Residential, Amber Development, LLC, and Adoption of Ordinance#_____ - De Luna

9. Conditional Use Permit: Anel's Event Center, 700 W. Griffin Parkway, Ste. D, Lot 2, Aziz No. 2 Subdivision, C-3, Anel Mendoza, Adoption of Ordinance #_____ - De Luna
10. Conditional Use Permit: Once Upon a Spa Party Event Place, 2711 E. Griffin Parkway, Lot 9, Adams Crossing Subdivision, C-3, Aida Santoy, Adoption of Ordinance #_____ - De Luna
11. Conditional Use Permit: El Jardin Events, 105 E. 30th Street, Lot 1, Block 1, Briana Estates Subdivision, C-3, Hilda Garcia, Adoption of Ordinance #_____ - De Luna
12. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – El Porton, 2311 N. Conway Avenue, Ste. 10, Lot 2, Shops at 495, C-3, El Porton, LLC c/o Rebeca Avendano, Adoption of Ordinance#_____ and Wet Zone Ordinance #_____ - De Luna
13. Conditional Use Permit: Drive-Thru Service Windows & The Sale & On-Site Consumption of Alcoholic Beverages – La Palma Azul, 3501 N. Conway, Ste. 1, Lot 2, IHOP on Conway Subdivision, C-3, Elio C. Garza, Adoption of Ordinance #_____ and Wet Zone Ordinance #_____ - De Luna
14. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – Muelle 37, 801 N. Shary Road, Suites 150, 160, & 170, Lot 1A, Mirabelle Subdivision, C-4, Mariscos El Muelle, LLC, Adoption of Ordinance #_____ - De Luna
15. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – Still Tap, 600 N. Shary Road, Ste. C, Lot 1, Esdras Vega Subdivision, C-3, Richard Gomez, Adoption of Ordinance #_____ - De Luna
16. Preliminary & Final Re-Plat Approval: Re-Plat of Lot 1, Business Park Plaza Phase 2 Subdivision, Being all of Lot 1, Business Park Plaza Phase II Subdivision, I-1, Developer: Fire Fund 2 900 Business Park Drive, LLC, Engineer: South Texas Infrastructure Group - De Luna

CONSENT AGENDA

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

17. Approval of Minutes – Carrillo
Regular Meeting – July 22, 2024
18. Acknowledge Receipt of Minutes – Perez
Mission Economic Development Authority – January 24, April 24, 2024
Mission Education Development Council – April 24, 2024
Mission Redevelopment Authority – May 30, June 17, June 24, 2024
Mission Tax Increment Reinvestment Zone – May 30, June 17, 2024
Mission Economic Development Corporation – June 26, 2024
Citizen's Advisory Committee – June 25, July 9, 2024
Civil Service Commission – July 11, 2024

- [19.](#) Ratification of solicitation of proposals for Auditing Services for the City of Mission - Roman
- [20.](#) Authorization to enter into an Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool for Cyber Liability and Data Breach coverage - Hinojosa
- [21.](#) Authorization to submit a grant application to Petco Love for the FY24 Animal Welfare Organization Performing Sheltering and Adoptions grant in the amount of \$50,000 with no match requirement - Elizalde
- [22.](#) Authorization to Solicit Bids for a Pre-Engineered Metal Building to Serve as the Maintenance Building at Shary Municipal Golf Course - Fernuik
- [23.](#) Approval of Resolution # _____ Regarding Waterline Access Agreement with Sharyland Water Supply within City of Mission's ETJ for De Leon-Zamora Subdivision – De Luna
- [24.](#) Authorization to execute First One-Year renewal option for Sludge Management Services for Public Works Department – Bocanegra

APPROVALS AND AUTHORIZATIONS

- [25.](#) Preliminary & Final Plat Approval: Crystal Estates Subdivision IV, being a 14.71-acre parcel of land, out of Lot 27-1, West Addition to Sharyland, R-2, Developer: DG & GG Investments, LLC, Engineer: Ever Engineering, LLC - De Luna
- [26.](#) Final Plat Approval: La Villita Estates No. 3, A 9.37 acre tract of land out of Lot 45-3, West Addition to Sharyland, Rural E.T.J, Developer: COMAREX, LLC, Engineer: Pablo Soto, Jr. P.E. - De Luna
- [27.](#) Final Plat Approval: Las Esperanzas Subdivision, A tract of land containing 27.22 acres of land, being part or portion of Lot 183, John H. Shary Subdivision, R-3, Developer: Dragonfly 6265, LLC, Engineer: Javier Hinojosa Engineering - De Luna
- [28.](#) Approval of Resolution # _____ between the State of Texas (TxDOT) and the City of Mission for the approval of Municipal Maintenance Agreement, for the maintenance, control, supervision and regulation of certain State Highways and portions of state highways in the City of Mission and authorizing the Mayor to execute such agreement - Terrazas
- [29.](#) Discussion and possible action authorizing Tax Increment Reinvestment Zone #1 to seek proposals from qualified consultants or firms for the creation of Tax Increment Reinvestment Zone #2 - Terrazas
- [30.](#) Approval of Resolution No. _____ of the City Council of the City of Mission Granting Power of Attorney to Christopher Navarrete, EMS Administrator of Record for the Purchase of Narcotics for Fire-Based EMS Services – A. L. Garcia
- [31.](#) Authorization to Purchase a Computer-Aided Dispatch (CAD) System to enhance emergency response operations – A. L. Garcia
- [32.](#) Authorization to Award bid for Roadside Mowing and Litter Removal Services for the Public Works Department - Bocanegra
- [33.](#) Authorization to approve Change Order #3 for Glasscock Drainage Improvements Project for the City of Mission in the amount of \$298,497.20 - Bocanegra

- [34.](#) Authorization to approve Change Order #9 for Taylor Rd Phase 1 for the City of Mission in the amount of \$3,010.93 - Bocanegra
- [35.](#) Authorization to approve Change Order #10 for Taylor Rd Phase 1 for the City of Mission in the amount of \$2,941.59 - Bocanegra
- [36.](#) Authorization to Amend the Awarded Agent of Record (AOR) Contract with Lone Star Insurance to now Include Stop Loss – Munguia
- [37.](#) Request to Set Public Hearing for FY 2024-2025 Annual Budget on Monday, August 26, 2024 - Roman

UNFINISHED BUSINESS

- [38.](#) TABLED 07/22/2024 - Approval of Final Annual Action Plan 2024-25 and Authorize City Manager to Execute Subrecipient Agreements for those receiving FY'24 CDBG Allocations - Longoria
- [39.](#) POSTPONED 07/22/2024 - Request from Fortis Land Co. to waive water rights requirements for Bryan Landing Subdivision, being a 27.969 acre tract of land out of Lot 29-10, West Addition to Sharyland - De Luna

ROUTINE MATTERS

City Manager Comments

- Report by ARKiiFORM LLC on Lion's Park Renovation Project
- Report on Taylor Road Phase I project

City Council Comments

Mayor's Comments

EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.074 (Personnel Matters) Evaluation of City Manager relating to goals and objectives
2. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to Black Diamond Developers, LP and CCC Operations, LLC v. City of Mission, Cause No. C-5276-23-D.
3. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to encroachment on City Right of Way - 1400 N. Bryan Rd.

RECONVENE

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

ADJOURNMENT

C E R T I F I C A T E

I, the undersigned City Secretary do certify that the above notice of meeting was posted on the bulletin board of City Hall, 1201 E. 8th Street, Mission, Texas on this the 09th day of August, 2024 at 3:00 p.m.



Anna Carrillo, City Secretary

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

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

Notice is hereby given that on the **12th day of August, 2024** the City Council of the City of Mission will hold a regular meeting at 4:30 p.m. at 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this Notice.

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

Texas Government Code Section:

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

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

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

On this the **09th day of August, 2024** this Notice was emailed to news media who had previously requested such Notice and an original copy was posted on the bulletin board at City Hall, 1201 E. 8th Street at 3:00 p.m. on said date.



Anna Carrillo, City Secretary

Proclamation

City of Mission



WHEREAS, Kajukenbo is hybrid American Mixed Martial Art, founded in Hawaii in 1947; and

WHEREAS, the core principles of Kajukenbo are the development of Mind, Spirit and Body; and

WHEREAS, Kajukenbo was brought from Hawaii to mainland America by early pioneers of the system who earned their Black Belt rank from Emperado; and

WHEREAS, in 2008, the Neonatal Intensive Care Unit expanded to 20 beds, bringing the licensed capacity of the medical center to 297 beds; and

WHEREAS, Kajukenbo was brought to the City of Mission, Texas soon thereafter by Sigung Luis Garcia, who after years of hard work and dedication to the art, developed some of the best fighters and noteworthy martial artists, teachers, masters and grand masters; and

WHEREAS, at the 2024 Open Martial Arts Tournament held in Las Vegas, Nevada in July, Tiger Fury’s Mission students, Sarah Grace Garcia, Regina Maemy Moreno, Victoria Romero, Mia Valentina Cano, and Charlotte Diane Brown each received one Grand Champion Metal and Sarah Garcia, Regina Moreno received two Grand Champion medals. With a combined total of 30 world champion gold medals, 30 silver medals and 7 bronze medals and 6 Grand Champion Hawaiian Weapons.

NOW THEREFORE, we the City Council of the City of Mission, do hereby congratulate and commend Tiger Fury Kajukenbo Self Defense Institute Headquarters for their 73 - World Championship titles from the 2024 Open Martial Arts Tournament held in Las Vegas, Nevada.

PROCLAIMED on this the 12th day of August, 2024.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024
PRESENTED BY: Mike R. Perez, City Manager
AGENDA ITEM: Departmental Reports – Perez

NATURE OF REQUEST:
 City Secretary – July 2024
 Fire Prevention – July 2024
 Grants – July 2024
 RGV Veterans Cemetery – July 2024
 Information Technology – July 2024
 CDBG – July 2024
 Civil Service – July 2024
 311 – July 2024

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

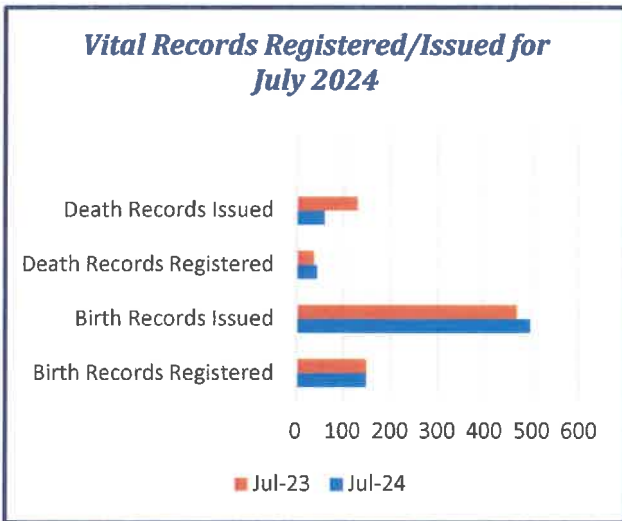
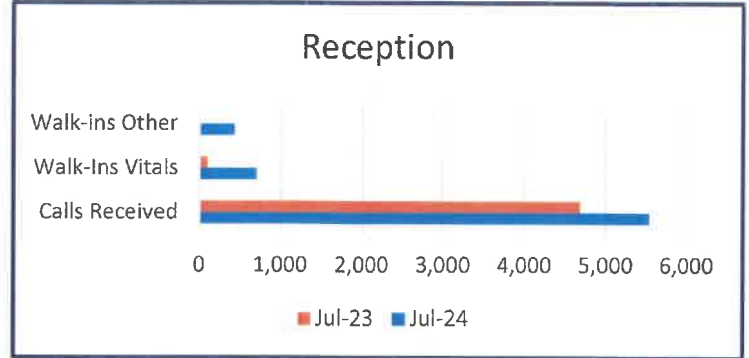
_____ NAYS

_____ DISSENTING _____

CITY SECRETARY MONTHLY REPORT - JULY 2024



<i>Reception</i>			
Calls Received	5,538	JULY 2023	
Walk-Ins - Vitals	707	Calls Received	4,687
Walk- Ins Other Departments	432	Walk-Ins	102



<i>Vital Statistics</i>				
	July 2024	YTD 2024	July 2023	YTD 2023
Birth Records Registered	149	1,530	149	1,427
Birth Records Issued	497	4,653	469	4,838
Death Records Registered	44	418	37	428
Death Records Issued	60	702	130	770
Funds Received	\$12,130	\$114,598	\$11,754	\$118,295

Cemetery:

<i>Cemetery:</i>					
2023-2024	Laurel Hill	San Jose	Catholic	Baby Space	YTD 23/24
Burials	0	0	1	0	47
Sold Spaces	0	0	0	0	0
2022-2023	Laurel Hill	San Jose	Catholic	Baby Space	YTD 23/24
Burials	1	1	1	0	45
Sold Spaces	0	0	0	0	0



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

Mission Fire Prevention

Monthly Activity Report: July 2024

FIRE INVESTIGATIONS

There was two (2) fire investigation for the month of July.

- On July 6, 2024, Captain/Assistant Fire Marshall Joel Saenz investigated a structure fire at 1321 Miller Ave.
Undetermined
- On July 9, 2024, Lieutenant Jose Oscar Alanis investigated a structure fire at 4206 San Gabriel Apt. 206
Undetermined

Full Investigation: 4 Total

Call out to document of Incident: 1 Total

Year to Date: 16 Total

SOUTH TEXAS ARSON RESPONSE TEAM FIRE INVESTIGATIONS

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

Our assistance was requested: 0 Total

Assistance Requested by us: 0 Total

Year to Date: 0 Total

INSPECTIONS

There was one hundred twelve (112) inspections conducted for the month of July: thirty-three (33) occupancy, sixty-five (65) annual and fourteen (14) other forms of inspections.

Year to Date: 826 Total 302 Occupancy 303 Annual 221 Other

Inspection rate to date: 15%

COMPLAINTS

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

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

Year to Date: 0 Total

SUBDIVISION REVIEWS

For the month of July there were nineteen (19) subdivision plan reviews.

Year to Date: 202 Total

SPRINKLER SYSTEM PLAN REVIEWS

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

Year to Date: 25 Total

FIRE ALARM SYSTEM PLAN REVIEWS

For the month of July there was two (2) fire alarm system plan review.

Year to Date: 27 Total

EXHAUST HOOD CANOPY PLAN REVIEWS

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

Year to Date: 6 Total

HOOD SUPPRESSION PLAN REVIEWS

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

Year to Date: 14 Total

LP TANK PERMITS

For the month of July there were four (4) LP tank permits issued.

Year to Date: 9 Total

UNDERGROUND STORAGE TANK REMOVAL PERMITS

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

Year to Date: 1 Total

ABOVEGROUND STORAGE TANK REMOVAL PERMITS

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

Year to Date: 4 Total

BURNING PERMITS

There were zero (0) city burning permits issued for the month of July.

Year to Date: 24 Total

PLAN REVIEWS

We had eleven (11) plan reviews for the month of July.

- Top Medspa LLC – 200 N. Bryan Rd.
- La Estacion Bakery – 2540-2518 E. Griffin Pkwy.
- 4 Plex – 1806 Ramirez St.
- El Pato – 819 N. Bryan Rd.
- 4 Plex – 701 Pedro St.
- YS Massage – 2006-2020 E. Griffin Pkwy.
- Bettcher Manufacturing LLC – 805 Trinity St.
- Josyas LP – 408 N. Conway Ave.
- Mission Nursing Home – 1013 S. Bryan Rd.
- Smart Suites Sold Storage LLC – 1501 Commerce Dr.
- 4 Plex – 703 Pedro St.

Year to Date: 101 Total

FIRE DRILLS

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

Year to Date: 0 Total

TRAINING

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

- July 08-12 2024 – Lieutenant Jose Oscar Alanis attended Law Enforcement training hours at the CEED building
- July 22 & 23 2024 – Captain/Asst. Fire Marshall Joel Saenz and Lieutenant Omar Salinas attended Aleert Class Level 1 in Roma.
- July 26, 2024 – Fire Marshall Frank Cavazos, Captain/Asst. Fire Marshalls Joel Saenz and Mike Reyes attended ICS training in Training Room
- July 31, 2024 – Lieutenant Omar Salinas took Fire Instructor 1 course at Central Fire Station
- July 31, 2024 – Captain/Asst. Fire Marshall Mike Reyes took the Plans Examiner course at Central Fire Station

Year to Date: 25 Total

MEETINGS ATTENDED

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

- July 8, 2024 – Captain/Asst. Fire Marshall Joel Saenz attended PCC meeting at City Hall
- July 11, 2024 – Captain/Asst. Fire Marshall Joel Saenz attended SRC meeting
- July 15, 2024 - Fire Marshall Frank Cavazos attended budget meeting at City Hall
- July 15, 2024 – Fire Marshall Frank Cavazos attended Mental Health meeting on Teams
- July 16, 2024 – Fire Marshall Frank Cavazos attended meeting with Dolly Elizonda for Knox Box
- July 17, 2024 – Fire Marshall Frank Cavazos attended Equipment Storage meeting at Station 2
- July 18, 2024 – Fire Marshall Frank Cavazos attended SRC meeting
- July 18, 2024 – Fire Marshall Frank Cavazos attended El Grito meeting at Consulate General of Mexico
- July 19, 2024 – Fire Marshall Frank Cavazos attended Lexipol Policy Review meeting on Teams
- July 24, 2024 – Fire Marshall Frank Cavazos attended job description for Captains with Frank Chaires at the Mission Fire Department Administration Conference room
- July 25, 2024 – Fire Marshall Frank Cavazos attended job description for Duty Chiefs with Frank Chaires at the Mission Fire Department Administration Conference room
- July 25, 2024 – Fire Marshall Frank Cavazos attended move in planning for Station 6 with Chief Garcia at Mission Fire Department Administration Conference room
- July 29, 2024 – Fire Marshall Frank Cavazos attended Command Staff meeting at the Mission Fire Department Administration Conference room
- July 30, 2024 – Fire Marshall Frank Cavazos attended Lexipol meeting with Frank Chaires
- July 31, 2024 – Fire Marshall Frank Cavazos attended Lexipol Policy Review Meeting on Teams

Year to Date: 226 Total

PUBLIC EDUCATION

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

Date	Location	Fire Extinguisher w/Simulator	Fire Safety Trailer	Tours of Stations	Fire Safety Presentation	City Events/ Parade
07/11/2024	MISSION BOYS & GIRLS CLUB BANWORTH GYN				80	
07/12/2024	ARGENAL PEDIATRICS & FAMILY CARE	10				
7/18/2024	RGV LEARNING CENTER- KITCHEN SAFETY				20	
7/19/2024	GINGERBREAD HOUSE MONTESORI- KITCHEN SAFETY				30	
7/19/2024	BACK TO SCHOOL EVENT – MISSION EVENT CENTER					500
7/31/2024	MISSION PD EXPLORERS – MISSION FIRE CENTRAL STATION			20		

Year to Date: 74 Presentations 18,309 Audience
 Year to Date w/The Tutor 0 Presentations 0 Audience
 Year to Date w/F.S.T. 10 Presentations 1010 Audience
 Year to Date w/City Events 10 Presentations 4630 Audience
 Year to Date – Other 14 Presentations 1938 Audience
 Year to Date Grand Total 108 Presentations 25,887 Audience

Frank Cavazos, Deputy Chief/Fire Marshal

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



Grants Activity Report- July 2024

Grant Name	Funding Agency	Department	Application Amount	Matching Amount	Due Date	Status
FY22 Building Resilient Infrastructure and Communities (BRIC)	TDEM	Executive	\$ 415,000	25%		Submitted-Tracking
FY25 Bullet-Resistant Shield	OOG	PD	\$ 49,219.00	None		Submitted-Tracking
FY25 Border Zone Fire Dept.	OOG	Fire	\$ 250,000	None		Submitted-Tracking
FY25 Rifle Resistant Body Armor	OOG	PD	\$ 189,505.00	None		Submitted-Tracking
FY25 Criminal Justice Program	OOG	PD	\$ 133,967.64	None		Submitted-Tracking
FY25 Project Safe Neighborhood	OOG	PD	\$ 49,680.00	None		Submitted-Tracking
FY24 SHSP-LETPA	OOG	PD	\$ 125,000	None		Submitted-Tracking
FY24 SHSP-Regular	OOG	PD	\$ 113,911.05	None		Submitted-Tracking
FY24 SHSP-Regular	OOG	Fire	\$ 133,842	None		Submitted-Tracking
FY25 Local Border Security Program	OOG	PD	\$ 190,000	None		Submitted-Tracking
FY25 Operation Lone Star Animal Welfare Organization	OOG Petco Love	PD/FIRE Health	\$ 5,000,000 \$ 50,000	None None		Submitted-Tracking Submitted-Tracking
Energy Efficiency & Conservation Grant (EECBG)	DOE	Executive	\$ 140,450	None	10/31/24	In Progress
System Assessment and Validation for Emergency Responders (SAVER)	Homeland Security	Fire	TBD	TBD		Under Review



Grants Activity Report- July 2024

Grant Name	Funding Agency	Department	Application Amount	Award Amount	Matching Amount	Status
FY22 FEMA Flood Mitigation Assistance (FMA)	TWDB	Executive	\$ 320,000	\$ 320,000	25%	Awarded
FY23 Operation Stonegarden	OOG	PD	\$ 325,000	\$ 325,000	None	Awarded/Active
FY23 COPS Hiring Program	DOJ COPS	Police	\$ 1,771,398.16	\$ 1,000,000	25%	Awarded/Hold
FY24 General Victim Assistance Grant Program	OOG	Police	\$ 50,000	\$ 50,000	None	Awarded/Active
FY24 Local Border Security Program	OOG	Police	\$ 190,000	\$ 190,000	None	Awarded/Active
FY23 SHSP LETPA	OOG	Police	\$ 56,142.35	\$ 58,544.24	None	Awarded/Active
FY23 Transportation Alternatives	RGVMP	Executive	\$ 250,000	\$ 250,000	25%	Awarded/Active
OVAG-Victim Services	OAG	Police	\$ 84,000	\$ 49,500	None	Awarded/Active
Animal Welfare Organization	Petco Love	Health	\$ 35,000	\$ 30,000	None	Awarded/Active
La Cuchilla Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 997,236.75	1%	Awarded/Active
Astroland Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 999,162	1%	Awarded/Active
Trail Connectivity Project	VBLF	Park	\$ 500,000	\$ 500,000	None	Awarded/Active
FY22 Justice and Mental Health Program	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
Lions Park Development	AEP	Parks	\$ 30,000	\$ 30,000	None	Awarded/Active
All-Inclusive Lions Park	TPWD	Parks	\$ 1,500,000	\$ 750,000	\$750,000	Awarded/Active
				Grand Total: \$	5,799,405.90	



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 July

July - 2024	Double Depth	Standard	Columbarium	In-Ground	Scatter Garden	Memorial Garden	Total
Veterans	1	7	6	4	0	0	18
Spouses	3	3	3	1	0	0	10
Family Members	0	0	0	0	0	0	0
Total	4	10	9	5	0	0	28

Rio Grande Valley State Veterans Cemetery - Plot Availability and Utilization Report						
	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available	
Estimate of Total Plots Planned for RGV SVC	25,090	4,019	21,071	16.02%	83.98%	
RGV SVC - Total Plots in Developed Areas	9,255	4,019	5,236	43.43%	56.57%	
RGV SVC - Availability of Casketed Burial Option in Developed Areas	4,430	2,319	2,111	52.35%	47.65%	
RGV SVC - Availability of Cremation Burial Option in Developed Areas	3,825	1,662	2,163	43.45%	56.55%	
RGV SVC - Availability of Memorial Plot Option in Developed Areas	1,000	38	962	3.80%	96.20%	



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

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



Events and Ceremonies Information
No events scheduled for August, 2024

Upcoming Events:
Veterans Day, November 11, 2024



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572
Office: (956) 583-7227 • Fax: (956)-583-7887



Completed Projects:

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

Ongoing Projects Pending- VLB OAR- Funded:

- 72" Mower repairs (VLB OAR approved pending pa/rt)
- Compressor replacement (VLB OAR pending approval)
- Sweeper for Tool Cat VLB (OAR pending approval)
- Power washing areas with mold with the cemetery
- CSR in training for 180 days-Training Plan
- Maintenance Tech II in training for 90 days-Training Plan
- Maintenance Tech in training for 90 days-Training Plan
- Headstone Alignment device being maintenance
- Working on Section 33-Realignment & Resetting

Ongoing Projects Pending:

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

VLB Funded (In-Progress)

- Re-alignment on 1,000 Flat Marker/ Headstone
- 100% Eligibility Review

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
- Compressor replacement (VLB OAR pending approval)
- Sweeper for Tool Cat VLB (OAR pending approval)
- 2024-2025 Budget Approval

VLB Funded (Approved)

- Bobcat Tool Cat UW56 -2
- New Privacy Fence Slats Start date 8/2024
- Electrical Services for Garrison Flag and offices 8/24

VLB Funded (Received)

- Bobcat Excavator E-32 6/27/2024 at Mission site
- Bobcat Tool Cat UW56 -2 7/2/2024 at Mission site

VA Grant Applications Pending:

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



Information Technology

Departmental Report July 2024

Information Technology Department Overview

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

Equip new and existing units with new Technology

Equip units with in new in car video system, and tablet. In Progress about 98 % complete.

Multifactor Authentication

Purchase and configure Multi Factor Authentication to strengthen security posture. Implementation phase. Estimated completion End of November.

Public Safety Application

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

Work Orders

IT goal is to close tickets within 48 hours. Priority work orders are worked on first. 205 Work orders closed July 2024.

Windows 10 End of life

Windows 10 is reaching its end of life. All city computers need to be upgraded to windows 11. About 93% Complete.

Tyler Data Archive

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

Library- Erate Funding year 2024

Apply for E-rate to replace switches, access points, and UPS's. Funding commitment award letter received. PO has been processed with vendor Installation scheduled for end of August.

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

Item 6.

PROGRESS REPORT CDBG	JUNE, 2024 UNOFFICIAL				
AGENCY / DEPARTMENT / DESCRIPTION / BUDGET	MONTHLY EXPENDITURE	ACCOMPLISHMENT	YEAR TO DATE	%	BALANCE
AMIGOS DEL VALLE - MEALS \$17,000.00 Funds will be utilized to provide meals to homebound seniors.	\$2,198.34	Agency submitted May (\$2,198.34) request in June and has been processed. On 07/15/2024 received June's invoice for \$592.10 to be processed in July and exhausting funds. YTD: 19 clients served 3090 meals	\$16,407.90	97%	\$592.10
AREA AGENCY ON AGING \$3,000.00 Funds will be utilized to provide assist seniors with minor repairs/modifications and medical supplies.	\$7.95	Agency submitted May (\$7.95) request in June, has been processed, and exhausting funds. YTD: 9 clients served	\$3,000.00	100%	\$0.00
C.A.M.P. UNIVERSITY \$3,000.00 Funds will be utilized to provide day habilitation providing life skills for adults with special needs.	\$0.00	Agency exhausted FY 23-24 funds. YTD: 9 clients served	\$3,000.00	100%	\$0.00
COMFORT HOUSE \$3,000.00 Funds will be utilized to provide twenty-four hour palliative care to patients who have a prognosis of four months or less to live.	\$2,196.54	Agency submitted Feburay (\$2,196.54) request in June, has been processed, and exhausting funds. YTD: 5 clients served	\$3,000.00	100%	\$0.00
HOPE MEDICAL SERVICES \$3,000.00 Funds will be utilized to provide medical services to uninsured and/or low income residents.	\$0.00	Agency exhausted FY 23-24 funds. YTD: 26 clients served	\$3,000.00	100%	\$0.00
CASA OF HIDALGO COUNTY, INC. \$1,000.00 Funds will be utilized for expenses generated in advocating for abused and neglected children.	\$0.00	Agency exhausted FY 23-24 funds. YTD: 5 clients served	\$1,000.00	100%	\$0.00
CHILDREN'S ADVOCACY CENTER \$11,000.00 Funds will be utilized to provide counseling services for abused/neglected children and their families.	\$1,105.45	Agency submitted April (\$1,105.45) request in June and has been processed. . On 07/02/2024 received May's invoice for \$371.43 to be processed in July. YTD: 81 clients served	\$10,514.32	96%	\$485.68
EMERGENCY RENTAL ASSISTANCE PROGRAM \$15,000.00 Funding will be utilized to provide short term (no more than 3 months) emergency payments on behalf of individuals or families to prevent homelessness.	\$1,670.00	Program staff submitted May (\$1,670.00) request for June. On 06/28/2024 received June's invoice for \$2,803.38 to be processed in July. Staff continues to screen applicants for the Rental Assistance Program. YTD: 3 clients served	\$6,995.00	47%	\$8,005.00
SILVER RIBBON \$3,000.00 Funds will be utilized to provide assistance with rent, rent deposits, utilities, utility deposits, medications, physician/medical visits, eyeglasses, durable medical equipment.	\$0.00	Agency did not submit request in June. On 07/16/2024 received May's invoice for \$800.00 to be processed in July. Agency screening applicants and will submit invoice in August, 2024 YTD: 8 clients served	\$1,010.08	34%	\$1,989.92
AFFORDABLE HOMES OF SOUTH TEXAS \$100,000.00 Funding will be utilized to provide direct home ownership assistance with subsidizing mortgage principal.	\$0.00	Agency did not submit request in June. On 07/16/2024 received June's invoice for \$15,062.98 to be processed in July. Agency submitted the 6th applicant for review and approval for assistance. YTD: 4 clients served	\$61,816.73	62%	\$38,183.27
HOUSING ASSISTANCE PROGRAM					
REHABILITATION \$50,000.00	\$0.00	Staff working on 3 rehabilitation floor plans/specifications and cost estimates.	\$0.00	0%	\$50,000.00
RECONSTRUCTION \$636,209.00	\$39,645.00	Staff submitted June's (\$39,645.00) request for 45% payment on 50% completion of 1047 N. Los Ebanos Road project.	\$187,518.35	29%	\$448,690.65
HOUSING ADMINISTRATION \$103,833.00	\$7,501.41	Oversight expense of the Housing Assistance Program	\$67,777.32	65%	\$36,055.68
PROGRAM ADMINISTRATION \$184,934.00	\$13,081.78	Oversight expense of the CDBG Program	\$114,189.38	62%	\$70,744.62
\$1,133,976.00	\$67,406.47		\$479,229.08	42%	\$654,746.92
	Community Development Department CDBG / HOUSING				
	New Applicants (HAP)	Agencies/Contractor/Departments:	Income Calls:	# of referrals to other agencies/departments:	Walk-ins
	0	3	38	6	9
	New Applicants (EAP)	New Applicants (ERAP)	Re-Certifications:	Previously Assisted:	Appointments
	2	2	0	3	3

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

PROGRESS REPORT CV	JUNE, 2024 UNOFFICIAL				
AGENCY / DEPARTMENT / DESCRIPTION / BUDGET	MONTHLY EXPENDITURE	ACCOMPLISHMENT	YEAR TO DATE	%	BALANCE
AMIGOS DEL VALLE - MEALS					
\$0.00					
Funds will be utilized to assist seniors affected by COVID-19 and expand services for weekend deliveries and/or drive-thru meal pickup due to social distancing.	\$0.00	Agency exhausted funds.	\$0.00	0.00%	\$0.00
EMERGENCY ASSISTANCE PROGRAM					
\$16,348.00					
Funds will be utilized to assist residents affected by COVID-19 with rent/mortgage and utility assistance.	\$1,320.23	Agency submitted May's (\$1,320.23) request in June, was processed, & on July 2, 2024 received request \$311.39 to exhaust funds.	\$16,036.61	98.10%	\$311.39
PROGRAM ADMINISTRATION					
\$0.00					
	\$0.00	Funds pending to be re-programed to Emergency Assistance Program.	\$0.00	0.00%	\$0.00
AFFORDABLE HOMES OF SOUTH TEXAS CV3					
\$62,715.88					
Funds will be utilized to provide rent and mortgage assistance to residents that have been affected by the pandemic COVID-19.	\$64.92	Agency submitted May's (\$64.92) request in June and was processed. YTD: 3 clients served.	\$16,928.43	26.99%	\$45,787.45
FOOD BANK OF RGV CV3					
\$0.00					
Funds will be utilized to purchase food items for distribution of food baskets/boxes to individuals/families affected by COVID-19.	\$0.00	Agency exhausted funds.	\$0.00	0.00%	\$0.00
MISSION FIRE DEPARTMENT CV3					
\$43,938.89					
Funds will be utilized to purchase equipment for emergency use at the shelter during declared disasters to serve the community affected by COVID19	\$37,894.00	Concrete pad/carport completed. Fire dept. submitted (\$37,894) & was processed. Seeking bids for shelter items to exhaust funds.	\$38,145.00	86.81%	\$5,793.89
\$123,002.77	\$39,279.15		\$71,110.04	57.81%	\$51,892.73

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: MIKE PEREZ, CITY MANAGER
FROM: JESSE LERMA, CIVIL SERVICE DIRECTOR
SUBJECT: CIVIL SERVICE REPORT, JULY 2024
DATE: AUGUST 5, 2024



1. Mission Fire Department should be fully staffed by mid-August.
2. Mission Police Departments has eight (10) openings, background checks have started and positions should be filled within thirty days.
3. Pending Hearings
 1. PO Roel Velasquez-Indefinitely Suspended June 7, 2023-pending legal
 2. PO Esteban Jara-Indefinitely Suspended March 28, 2024-Arbitrator has been selected-pending date
 3. PO Sergio Martinez-15 Day Suspension Without Pay-Will Start Appeal Process with AAA
 4. PO Veronica Cedillo-15 Day Suspension Without Pay-Will Start Appeal Process with AAA
 5. PO Alexander Saucedo-15 Day Suspension Without Pay-Has Not Submitted Appeal

THANKS

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: MIKE PEREZ, CITY MANAGER
FROM: JESSE LERMA, 311 COORDINATOR/CIVIL SERVICE DIRECTOR
SUBJECT: 311 REPORT, JULY 2024
DATE: AUGUST 5, 2024



We have a total of 955 submission for July of 2024 with a total of 9647 since we began. The system is fully functional and very user friendly. We are able to customize the system to meet the needs of our daily operations. Our staff has bought into the system and working on improvements every day. We are able to find problematic areas using the system and it allows for us to attend to the needs of those areas in a timely manner. We try to contact as many residents as possible and are getting feedback from them to improve the system.

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

Thank you!

Topic Counts of Opened Requests
For Date Period From 07/01/2024 Through 07/31/2024

Item 6.

Topic	Count
Health	
Animal Control	724
Mosquitoes	47
Total - Health	771
Obstructions -Tree/Branches	
MOWING	26
Total - Obstructions -Tree/Branches	26
Parks & Rec	
Graffiti	2
Mowing (Drainage & Alleys)	1
Parks	10
Restrooms	1
Right of way (mowing)	4
Trails	0
Total - Parks & Rec	18
Planning	
Construction Concerns	1
Dilapidated Home/Structure	0
Garage Sales	1
Health & Sanitation	1
Illegal Dumping	3
Junked Vehicle on private property	0
Sewer Concerns	7
Unsafe Building	1
Weedy Lot	31
Total - Planning	45
Police Department	
Illegal Parking	9
Total - Police Department	9
Public Works	
Flooded area/Roadway and streets	4
Foul smell	0
Junk Vehicle	1
Lift Station	0
Lift Stations	0
Low Water Pressure	2
Obstruction Tree Signs/Tree Trimming	2
Pot Holes	25
Sandbag (Elderly And Disabled)	0
Side Walk	2
Street Light	15
Streets/Signs	8
Tires	0
Traffic Signals	2
Water Leaks	3
Total - Public Works	64
Sanitation	
Brush	12
Bulky Items	4
Garbage	1
Obstruction/ Brush	3
Trash	2
Total - Sanitation	22

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING LOTS 8-11, AMBER GROVE SUBDIVISION, (R-2)
DUPLEX-FOURPLEX RESIDENTIAL TO (R-3) MULTI-FAMILY RESIDENTIAL**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of August 7, 2024, 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 “NOT” be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, August 12, 2024, in the Council Chambers of the City Hall to consider the following rezoning:

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

Legal Description	From	To
Lots 8-11, Amber Grove Subdivision	R-2	R-3

READ, CONSIDERED AND PASSED, this the 12th day of August, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary


6 7 8 9 10

JESSAN SUBD.

30--4

ESCOBAR / RIOS
ELEMENTARY SCHOOL

TROSPER RD.

BELL-WOODS CO.S SUBD. 

41

40

1 2 3 4 5 6 7

PALMER RD.

**SITE
LOCATION**

34

14 13 12 11 10 9 8

THOMPSON RD. 8

39

35

GILBERTO GUTIERREZ

1 2 3 4 5 6 7

COMPTON DR.

1 OJEDA

2 SUBD.

38

43



CITY OF MISSION

HIDALGO COUNTY, TEXAS

1201 E. 8th Street
MISSION, TX 78572

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

No.

ITEM# 1.1

REZONING: Lots 8-11, Amber Grove Subdivision
R-2 to R-3
Amber Development, LLC

REVIEW DATA

The subject site is located approximately 240' East of Trosper Road along the south side of Palmer Road.

SURROUNDING ZONES:	N:	R-2	– Duplex-Fourplex Residential
	E:	R-2	– Duplex-Fourplex Residential
	W:	R-2	– Duplex-Fourplex Residential
	S:	R-2	– Duplex-Fourplex Residential

EXISTING LAND USES:	N:	Apartments
	E:	Vacant
	W:	Vacant
	S:	Apartments
	Site:	Vacant

FLUM: Lower Density Residential (LDA)

REVIEW COMMENTS: Staff notes that the proposed zone does not comply with the City’s Future Land Use Map. The request is to consider an R-3 Zone (Multi-family residential), in an already established R-2 zone (Duplex-Fourplex) subdivision which will not be consistent to the lots within this subdivision or surrounding land uses. Staff mailed out 21 notices to property owners within 200’ radius to get their input in regards to this request. As of this date, staff has not received any comments in favor or against this request.

RECOMMENDATION: Staff is recommending Denial.


6 7 8 9 10

JESSAN SUBD.

30--4

ESCOBAR / RIOS
ELEMENTARY SCHOOL

TROSPER RD.

BELL-WOODS CO.S SUBD. 

41

40

1 2 3 4 5 6 7

PALMER RD.

**SITE
LOCATION**

34

14 13 12 11 10 9 8

THOMPSON RD. 8

39

35

1 2 3 4 5 6 7

GILBERTO GUTIERREZ

COMPTON DR.

1 OJEDA

2 SUBD.

38

43



CITY OF MISSION

HIDALGO COUNTY, TEXAS

1201 E. 8th Street
MISSION, TX 78372
PH: (956) 580-8672
FAX: (956) 580-8680

No.

200' RADIUS MAILOUT MAP

6 7 8 9 10

JESSAN SUBD.

30--4

ESCOBAR / RIOS
ELEMENTARY SCHOOL

TROSPER RD.

BELL-WOODS CO.S SUBD.

41

40

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

PALMER RD.

THOMPSON RD. 8

1	2	3	4	5	6	7
---	---	---	---	---	---	---

GILBERTO GUTIERREZ

1	OJEDA
2	SUBD.

43

SITE LOCATION

39

35

34

COMPTON DR.

38



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78372
 PH: (956) 580-8672
 FAX: (956) 580-8680

No.



B2225-00-00C-0039-10 (123522)
 DS 3 DEVELOPMENT LLC
 3608 COMPTON DR
 MISSION TX 78573

B2225-00-00C-0041-00 (123524)
 SALINAS-VALDEZ DINA
 3608 COMPTON DR
 MISSION TX 78573

G3905-00-000-0000-00 (1371166)
 HALCON HOLDINGS INC
 PO BOX 2172
 MISSION TX 78573

G3905-00-000-0003-00 (1371169)
 HALCON HOLDINGS INC
 PO BOX 2172
 MISSION TX 78573

G3905-00-000-0004-00 (1371170)
 HALCON HOLDINGS INC
 PO BOX 2172
 MISSION TX 78573

G3905-00-000-0005-00 (1371171)
 HALCON HOLDINGS INC
 PO BOX 2172
 MISSION TX 78573

G3905-00-000-0006-00 (1371172)
 HALCON HOLDINGS INC
 PO BOX 2172
 MISSION TX 78573

G3905-00-000-0007-00 (1371173)
 HALCON HOLDINGS INC
 PO BOX 2172
 MISSION TX 78573

G3905-00-000-0008-00 (1371174)
 HALCON HOLDINGS INC
 PO BOX 2172
 MISSION TX 78573

G3905-00-000-0009-00 (1371175)
 HALCON HOLDINGS INC
 PO BOX 2172
 MISSION TX 78573

G3905-00-000-0010-00 (1371176)
 MAHONEY DAVID
 4615 S BRIDGE AVE
 WESLACO TX 78596-1393

G3905-00-000-0011-00 (1371177)
 HALCON HOLDINGS INC
 PO BOX 2172
 MISSION TX 78573

G3905-00-000-0012-00 (1371178)
 HALCON HOLDINGS INC
 PO BOX 2172
 MISSION TX 78573

G3905-00-000-0013-00 (1371179)
 HALCON HOLDINGS INC
 PO BOX 2172
 MISSION TX 78573

G3905-00-000-0014-00 (1371180)
 HALCON HOLDINGS INC
 PO BOX 2172
 MISSION TX 78573

A4149-00-000-0008-00 (1559724)
 AMBER DEVELOPMENT LLC
 801 W NOLANA AVE NO 340
 MCALLEN, TX 78504-3035

A4149-00-000-0009-00 (1559725)
 AMBER DEVELOPMENT LLC
 801 W NOLANA AVE NO 340
 MCALLEN, TX 78504-3305

A4149-00-000-0010-00 (1559726)
 AMBER DEVELOPMENT LLC
 801 W NOLANA AVE NO 340
 MCALLEN TX 78504-3035

A4149-00-000-0001-00 (1559717)
 RIOS RAFAEL JR
 712 PALMER RD
 MISSION TX 78573

A4149-00-000-0002-00 (1559718)
 BUTLER ROBERT A II
 710 PALMER RD
 MISSION TX 78573

A4149-00-000-0003-00 (1559719)
 THERRIEN DALTON RICHARD
 708 PALMER DR
 MISSION TX 78573

A4149-00-000-0004-00 (1559720)
 MCKENNY GLENN HOMES INC
 5237 N 23RD ST
 MCALLEN TX 78504

A4149-00-000-0005-00 (1559721)
 MCKENNY GLENN HOMES INC
 5237 N 23RD ST
 MCALLEN TX 78504

A4148-00-000-0006-00 (1559722)
 BAZAN JOSEPH ROMEO
 702 PALMER RD
 MISSION TX 78573

A4149-00-000-0007-00 (1559723)
 AMBER DEVELOPMENT LLC
 801 W NOLANA AVE NO 340
 MCALLEN TX 78504

A4149-00-000-0014-00 (1559730)
 MCKENNY GLEN HOMES INC
 5237 N 23RD ST
 MCALLEN TX 78504

A4149-00-000-0013-00 (1559729)
 MCKENNY GLEN HOMES INC
 5237 N 23RD ST
 MCALLEN TX 78504

A4149-00-000-0012-00 (1559728)
 OKWEGBA IKECHUKWU CHRISTOPHER JR
 709 PALMER RD
 MISSION TX 78572

A4149-00-000-0011-00 (1559727)
 AMBER DEVELOPMENT LLC
 801 W NOLANA AVE NO 340
 MISSION TX 78504

A4149-00-000-000A-00 (1559716)
 AMBER DEVELOPMENT LLC
 801 W NOLANA AVE NO 340
 MCALLEN TX 78504

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR ANEL’S EVENT CENTER, 700 W.
GRIFFIN PARKWAY, STE. D, LOT 2, AZIZ NO. 2 SUBDIVISION**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of August 7, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, August 12, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
700 W. Griffin Parkway, Ste. D Lot 2, Aziz NO. 2 Subdivision	Anel’s Event Center	1. Life of Use 2. Compliance with all City Codes (Building, Fire, and Health Codes, etc.) 3. Acquisition of a business license prior to occupancy; and 4. CUP not transferable to others.

READ, CONSIDERED AND PASSED, this the 12th day of August, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.2

CONDITIONAL USE PERMIT: Anel's Event Center
 700 W. Griffin Parkway, Ste. D
 Lot 2, Aziz No. 2 Subdivision
 C-3
 Anel Mendoza

REVIEW DATA

The subject site is located 185' east of Holland Road along the north side of W. Griffin Parkway. The applicant is leasing an 825 sq.ft. suite within a commercial plaza for a proposed Event Center. She proposes to have small scale events such as birthday parties, gender reveals, reunions, seminars etc. Access to the site will be provided via two 45' driveways off of Griffin Parkway.

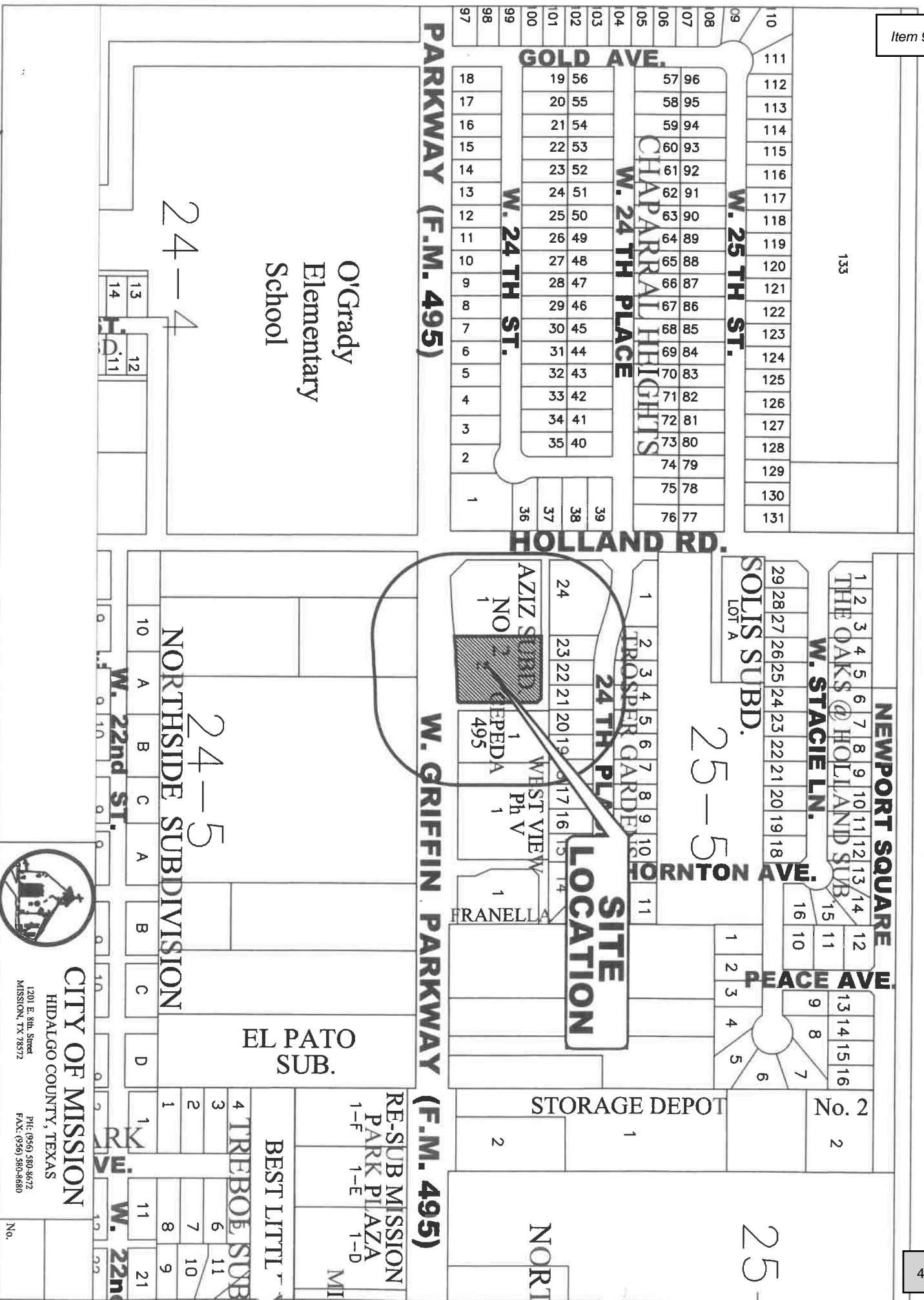
- **Hours of Operation:** Monday – Thursday from 9 am – 10 pm and Friday – Sunday from 10am – 11pm
- **Staff:** 2 employees
- **Parking & Landscaping:** In reviewing the floor plan, there is a total of 45 seating spaces proposed, which would require 15 parking spaces. (45 seats/1 parking space for every 3 seats = 15). There is a total of 61 parking spaces that are held in common for this commercial plaza. Staff notes that additional landscaping will be required.

REVIEW COMMENTS: Staff mailed out 20 notices to the property owners within a 200' radius of the site and there have been no comments in favor or against this request forwarded to the Planning Department.

RECOMMENDATION: Staff recommends approval for life of use subject to:

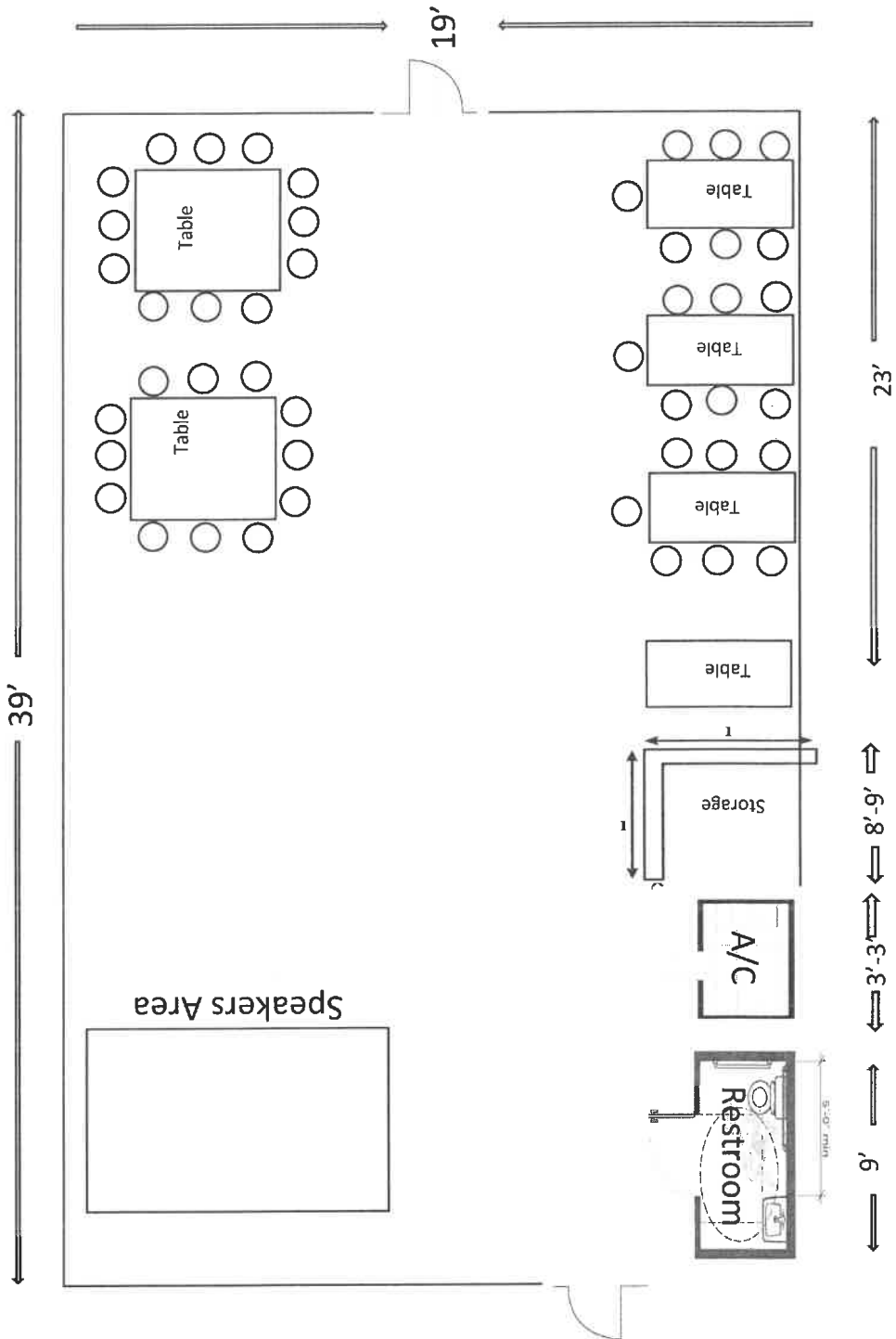
- 1) Compliance with all City Codes (Building, Fire, Health, etc.),
- 2) Acquisition of a business license prior to occupancy, and
- 3) CUP not be transferrable to others

200' RADIUS MAILOUT MAP



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 580-3672
 FAX: (956) 580-4680









W0100-00-024-0005-00 (316896)
 CANTU RAFAELA M
 WENCESLADO III GABRIEL A. & JOSUE
 2206 N HOLLAND AVE
 MISSION TX 78572

W0100-00-024-0005-02 (316898)
 3BU FAMILY LIMITED PATERNSHIP
 533 NORTH ALAMO ROAD
 ALAMO TX 78516-2307

T8030-00-000-0001-00 (693035)
 PINA JAIME & IDALIA
 716 W 24TH PL
 MISSION TX 78574

T8030-00-000-0002-00 (693036)
 GARZA GUALBERTO JR & JESENIA LEE
 712 W 24TH PL
 MISSION TX 78574

T8030-00-000-0003-00 (693037)
 MARTINEZ JOSE S
 710 W 24TH PL
 MISSION TX 78574

T8030-00-000-0004-00 (693038)
 BIRES RENTAL PROPERTIES LLC
 3809 N 8TH COURT UNIT #4
 MCALLEN TX 78501

T8030-00-000-0005-00 (693039)
 SALINAS MARIO S & MARTINA L
 706 W 24TH PL
 MISSION TX 78574

T8030-00-000-0006-00 (693040)
 PADILLA ROBERTO
 704 W 24TH PLACE
 MISSION TX 78574

T8030-00-000-0017-00 (693051)
 SALINAS DONNA L HARRISON
 701 W 24TH PLACE
 MISSION TX 78574

T8030-00-000-0018-00 (693052)
 GONZALEZ ERICK & ROSALBA
 703 W 24TH PLACE
 MISSION TX 78574

T8030-00-000-0019-00 (693053)
 CASTILLO SERGIO A
 705 W 24TH PLACE
 MISSION TX 78574

T8030-00-000-0020-00 (693054)
 GARCIA MAGDALENA
 707 W 24TH PL
 MISSION TX 78574

T8030-00-000-0021-00 (693055)
 OLIVAREZ ROSA ANA
 709 W 24TH PL
 MISSION TX 78574

T8030-00-000-0022-00 (693056)
 GUTIERREZ SILVIA & RUBEN
 711 W 24TH PL
 MISSION TX 78574

T8030-00-000-0023-00 (693057)
 GALLEGOS JUAN MANUEL
 713 W 24TH PL
 MISSION TX 78574

T8030-00-000-0024-00 (693034)
 CANALES ARNULFO
 929 BOWEN ST
 MISSION TX 78572

W3910-05-000-0001-00 (1069238)
 LUBIN PROPERTIES LLC
 PO BOX 2978
 MCALLEN TX 78502

A6856-02-000-0001-00 (580349)
 7- ELEVEN INC
 ATTN AD VALOREM TAX 7- ELEVEN NO
 PO BOX 711
 DALLAS TX 75221

A6856-02-000-0002-00 (580350)
 CEPEDA FLUMENCIO
 6717 N BENTSEN RD
 MCALLEN TX 78504

C2697-00-000-0001-00 (1238559)
 CEPEDA FLUMENCIO JR & MARIA E &
 JOE J & ALEJANDRO CEPEDA
 6717 N BENTSEN RD
 MCALLEN TX 78504

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR ONCE UPON A SPA PARTY
EVENT PLACE, 2711 E. GRIFFIN PARKWAY, LOT 9, ADAMS CROSSING
SUBDIVISION**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of August 7, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, August 12, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
2711 E. Griffin Parkway Lot 9, Adams Crossing Subdivision	Once Upon A Spa Party Event Place	<ol style="list-style-type: none"> 1. Life of Use 2. Compliance with all City Codes (Building, Fire, and Health Codes, etc.) 3. Acquisition of a business license prior to occupancy; and 4. CUP not transferable to others.

READ, CONSIDERED AND PASSED, this the 12th day of August, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.3

CONDITIONAL USE PERMIT: Once Upon a Spa Party Event Place
 2711 E. Griffin Parkway
 Lot 9, Adams Crossing Subdivision
 C-3
 Aida Santoy

REVIEW DATA

The subject site is located approximately 354' west of Taylor Road along the north side of E. Griffin Parkway. The applicant is leasing a 1,375 sq.ft. suite within a commercial plaza for a proposed party place intended for small scale events. The initial idea is mainly for little girls and teenagers who want to have small parties with their group of friends. The idea is for them to experience a pretend play spa, which will include make up, hair, manicure, pedicure, fashion show, and a dance party. This type of events will have two options for parents to choose from either a Drop off party or to Stay in the party. They will also rent the place for ladies' brunch, birthday parties, baby showers, dinners or engagement parties. Access to the site will be provided via a 30' driveway off of Griffin Parkway.

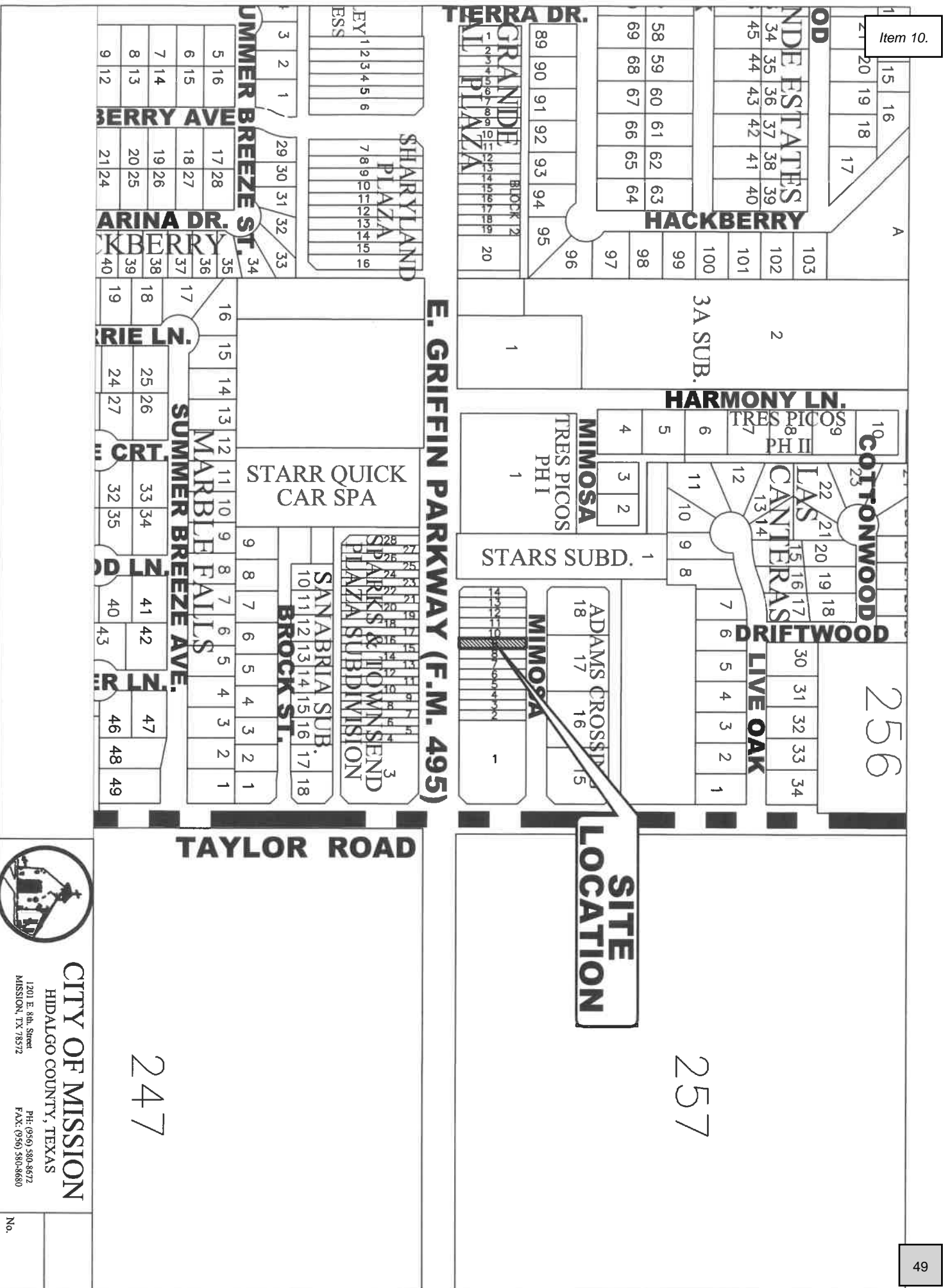
- **Hours of Operation:** The hours of operation vary depending of the type of activity; for kid's party Monday - Friday from 4pm – 9pm, Saturday & Sunday from 10am – 9pm
- **Staff:** 5 employees
- **Parking & Landscaping:** In reviewing the floor plan, there is a total of 50 seating spaces, which would require 17 parking spaces. (50 seats/1 parking space for every 3 seats = 16.6). There is a total of 62 parking spaces that are held in common for this commercial plaza.

REVIEW COMMENTS: Staff mailed out 28 notices to the property owners within a 200' radius of the site and there have been no comments in favor or against this request forwarded to the Planning Department.

RECOMMENDATION: Staff recommends approval for life of use subject to:

- 1) Compliance with all City Codes (Building, Fire, Health, etc.),
- 2) Acquisition of a business license prior to occupancy, and
- 3) CUP not be transferable to others

Item 10.



SITE LOCATION

257

247



CITY OF MISSION

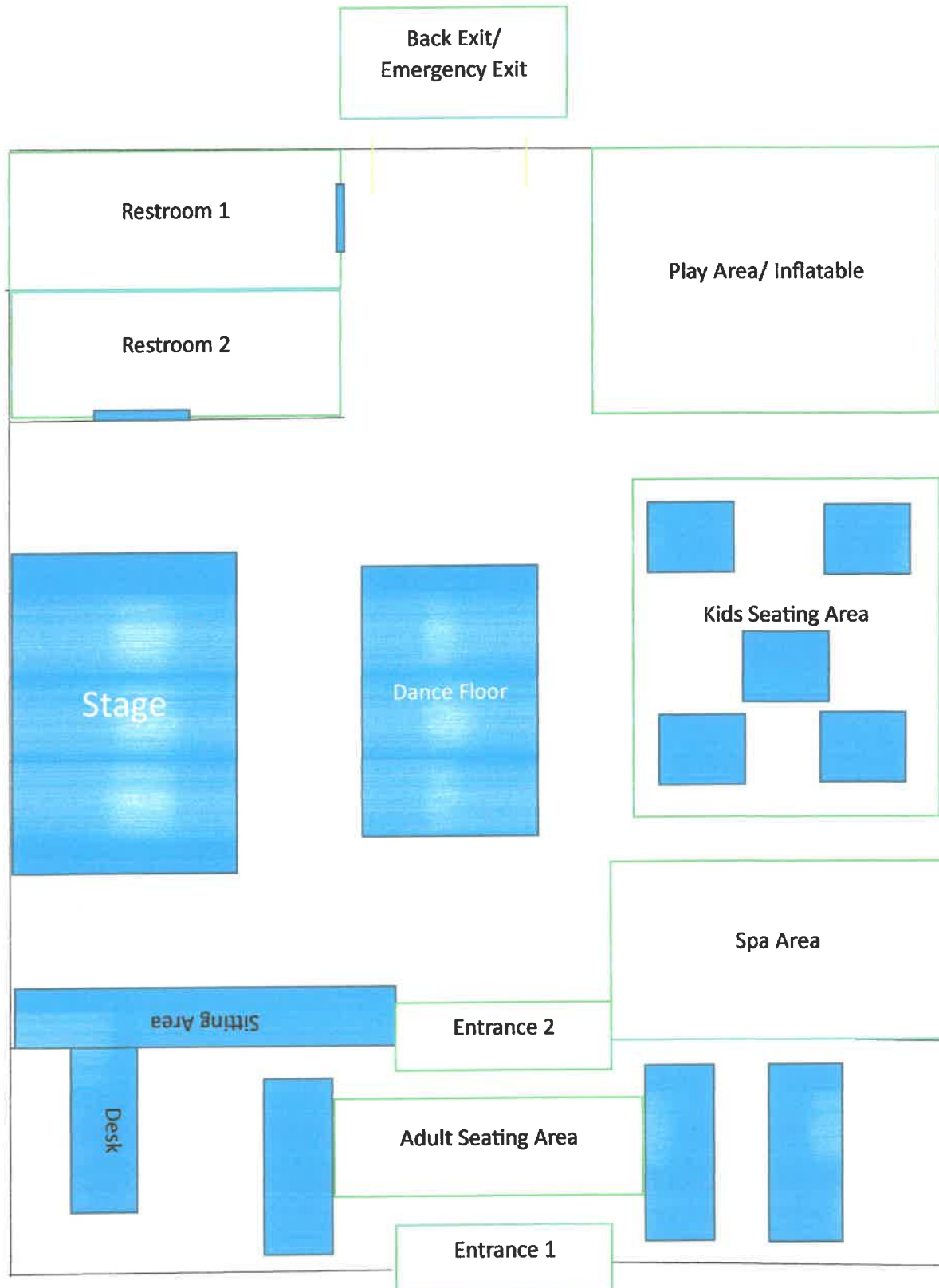
HIDALGO COUNTY, TEXAS
1201 E. 8th Street
MISSION, TX 78572

PH: (361) 580-8672
FAX: (361) 580-8680

No.



Floor Plan



Concept of Parties

Basic Package

- ADULT AREA
- KIDS AREA
- MINI STAGE
- 3 HOURS
- 2 HOSTS
- MAX 20 KIDS
- MAX 25 ADULTS

\$400

- Spa Service
- dress-up
- fashion show
- tea party
- Princess Animator
- 3 Hours
- 2 Hosts
- Max 15 kids
- Max 20 Adults

GLAMPING NIGHT

- SPA SERVICE
- TENT SERVICE
- MOVIE NIGHT OR STORY TIME
- SMORE MAKING
- DANCE PARTY
- ANIMATOR
- 3 HOURS
- 2 HOSTS
- MAX 10 GIRLS
- MAX 20 ADULTS

\$550

Disco Night

- Spa Service
- Dance Party
- Karaoke Lights
- Party Props
- Light Show
- Fashion Show
- 3 hours
- 2 hosts
- Max 15 girls
- Max 20 adults

UNDER THE SEA

- Spa Service
- Face Crystals
- Mermaid Tails
- Mermaid Host
- Bubble Machine
- Fashion Show
- 3 hours
- 3 hosts
- Max 15 girls
- Max 20 adults

\$750

Party Package

- Party Space
- Dance Floor/ Lights
- Karaoke
- 3 Hours
- Max 20 invites
- Max 10 adults
- Optional Drop off
- 2 hosts
- Party Props

\$ 500

S5320-00-000-0006-00 (534300)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0007-00 (534301)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0008-00 (534302)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0009-00 (534303)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0010-00 (534304)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0011-00 (534305)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0012-00 (534306)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0013-00 (534307)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0014-00 (534308)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0015-00 (534309)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0016-00 (534310)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0017-00 (534311)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0018-00 (534312)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0019-00 (534313)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0019-01 (581951)
 SPARKS KEVIN TRUSTEE
 THE SPARKS FAMILY MANAGMENT TRU
 2417 E GRIFFIN PKWY
 MISSION TX 78572

S5320-00-000-0020-00 (534314)
 SPARKS KEVIN TRUSTEE
 THE SPARKS FAMILY MANAGMENT TRUST
 2417 E GRIFFIN PKWY
 MISSION TX 78572

S5320-00-000-0021-00 (534315)
 SPARKS KEVIN TRUSTEE
 THE SPARKS FAMILY MANAGMENT TRUST
 2417 E GRIFFIN PKWY
 MISSION TX 78572

S5320-00-000-0022-00 (534316)
 SPARKS KEVIN TRUSTEE
 THE SPARKS FAMILY MANAGMENT TRU
 2417 E GRIFFIN PKWY
 MISSION TX 78572

S5320-00-000-0023-00 (534317)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0024-00 (534318)
 SPARKS FAMILY MANAGEMENT TRUST
 2405 E GRIFFIN PKWY STE A
 MISSION TX 78572

S5320-00-000-0024-01 (581950)
 M & T BUSINESS VENTURES LLC
 3017 YUMA AVE
 MCALLEN TX 78503

S5320-00-000-0025-00 (534319)
 M & T BUSINESS VENTURES LLC
 3017 YUMA AVE
 MCALLEN TX 78503

S5925-00-000-0001-00 (514095)
 STARS RESTAURANTS LLC
 2941 NW 156TH ST
 EDMOND OK 73013

A0710-00-000-0001-00 (704380)
 495 INVESTMENTS LLC
 400 NOLANA STE H2
 MCALLEN TX 78504

A0710-00-000-0002-00 (704384)
 MPJ GROUP LLC
 400 W NOLANA AVE STE H2
 MCALLEN TX 78504

T3350-00-00B-0005-00 (20407194)
 PENA GERARDO RODRIGUEZ & IVAN
 2805 MIMOSA ST UNIT 5
 MISSION TX 78574

T3350-00-00C-0009-00 (846536)
 REYES DEBORAH & BARBARA & JOSE /
 2715 MIMOSA ST UT 9
 MISSION TX 78574

T3350-00-00D-0009-00 (895730)
 CHAPPELL JUSTIN
 818 MANSFIELD DR UNIT 157
 PORT MANSFIELD TX 78598

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT EL JARDIN EVENTS, 105 E. 30TH
STREET, LOT 1, BLOCK 1, BRIANA ESTATES SUBDIVISION**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of August 7, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, August 12, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
105 E. 30 th Street Lot 1, Block 1, Briana Estates Subdivision	El Jardin Events	<ol style="list-style-type: none"> 1. Life of Use 2. Compliance with all City Codes (Building, Fire, Health Codes, etc.) 3. Acquisition of a business license prior to occupancy 4. CUP not transferable to others.

READ, CONSIDERED AND PASSED, this the 12th day of August, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.4

CONDITIONAL USE PERMIT: El Jardin Events
 105 E. 30th Street
 Lot 1, Block 1, Briana Estates Subdivision
 C-3
 Hilda Garcia

REVIEW DATA

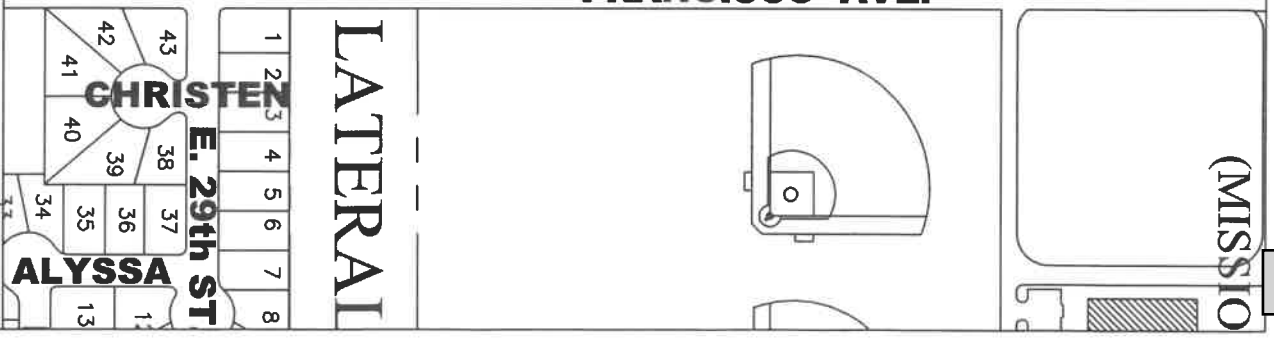
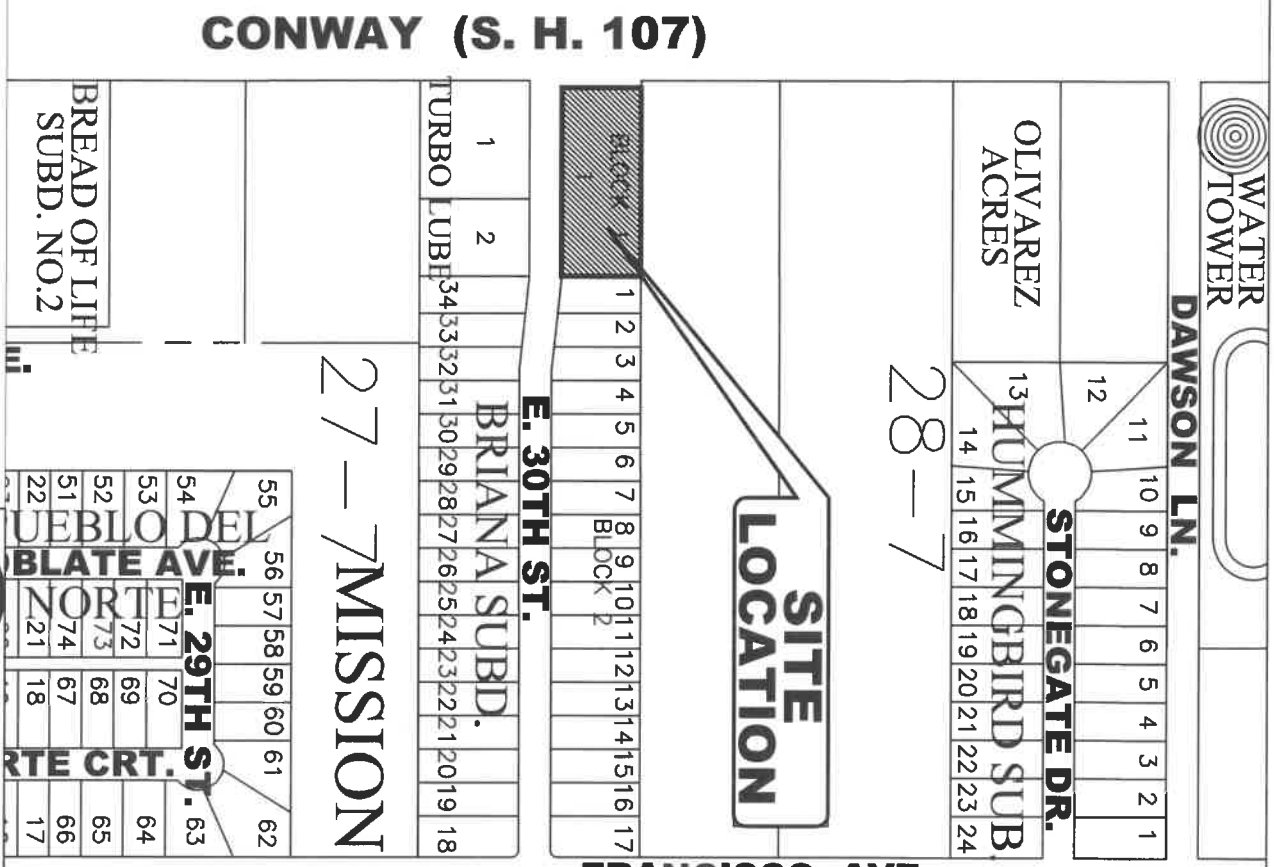
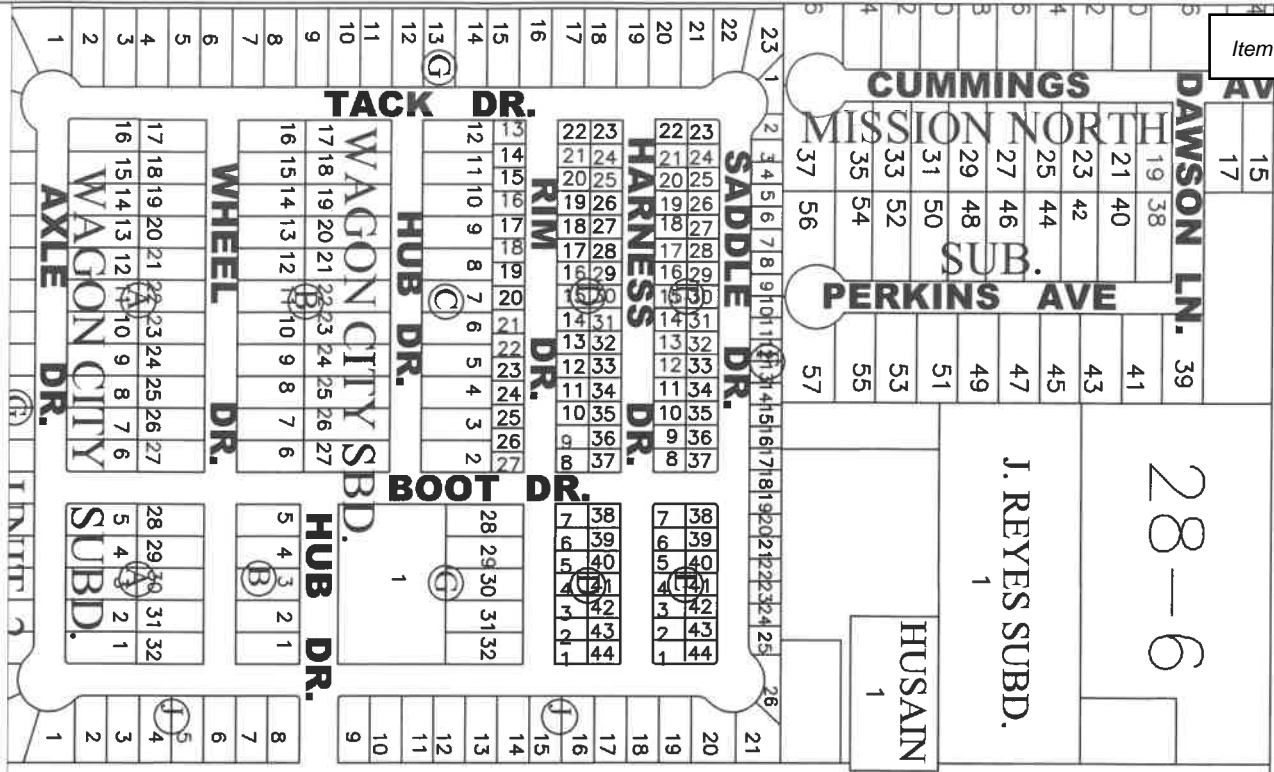
The subject site is located approximately 235' east of Conway Avenue along the north side of E. 30th Street. The applicant is leasing a suite within a commercial plaza for a proposed Event Center. She proposes to have small scale events such as birthday parties, gender reveals, reunions, seminars etc. In the near future the applicant will be applying for a BYOB CUP. Access to the site will be provided via a 22' driveway off of E. 30th Street.

- **Hours of Operation:** Monday – Wednesday from 1 pm – 12 am and Thursday – Sunday from 1 pm – 1 am
- **Staff:** 2 employees
- **Parking & Landscaping:** In reviewing the floor plan, there is a total of 100 seating spaces proposed, which would require 33 parking spaces. (100 seats/1 parking space for every 3 seats = 33). There is a total of 44 parking spaces that are held in common for this commercial plaza. Staff notes that no landscaping is present and that the property is paved all around. Therefore, planters will be required.

REVIEW COMMENTS: Staff mailed out 21 notices to the property owners within a 200' radius of the site and there have been no comments in favor or against this request forwarded to the Planning Department.

RECOMMENDATION: Staff recommends approval for life of use subject to:

- 1) Compliance with all City Codes (Building, Fire, Health, etc.),
- 2) Acquisition of a business license prior to occupancy, and
- 3) CUP not be transferrable to others



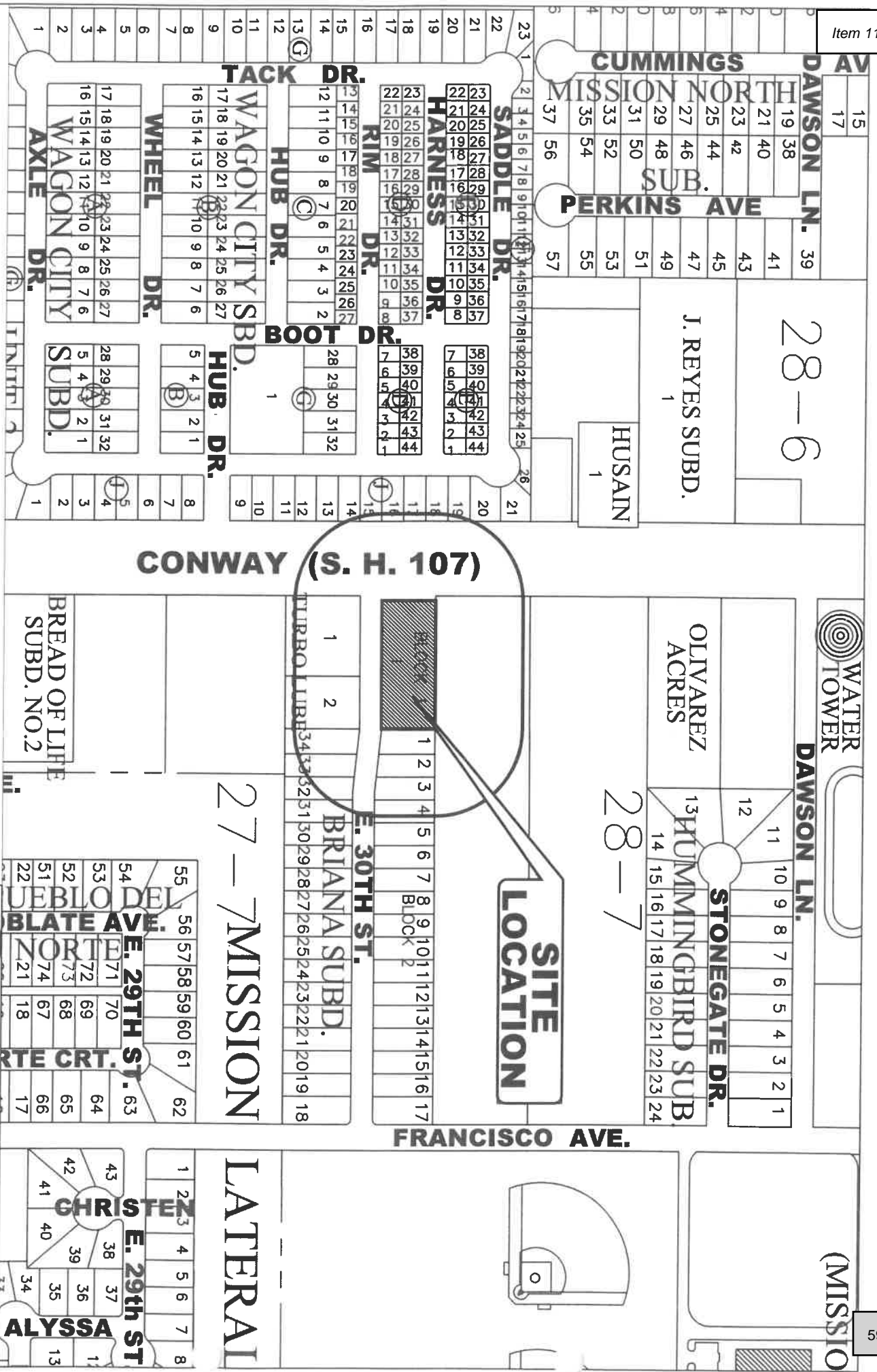
CITY OF MISSION
 HIDALGO COUNTY, TEXAS

1201 E. 8th Street
 MISSION, TX 78572

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

No.

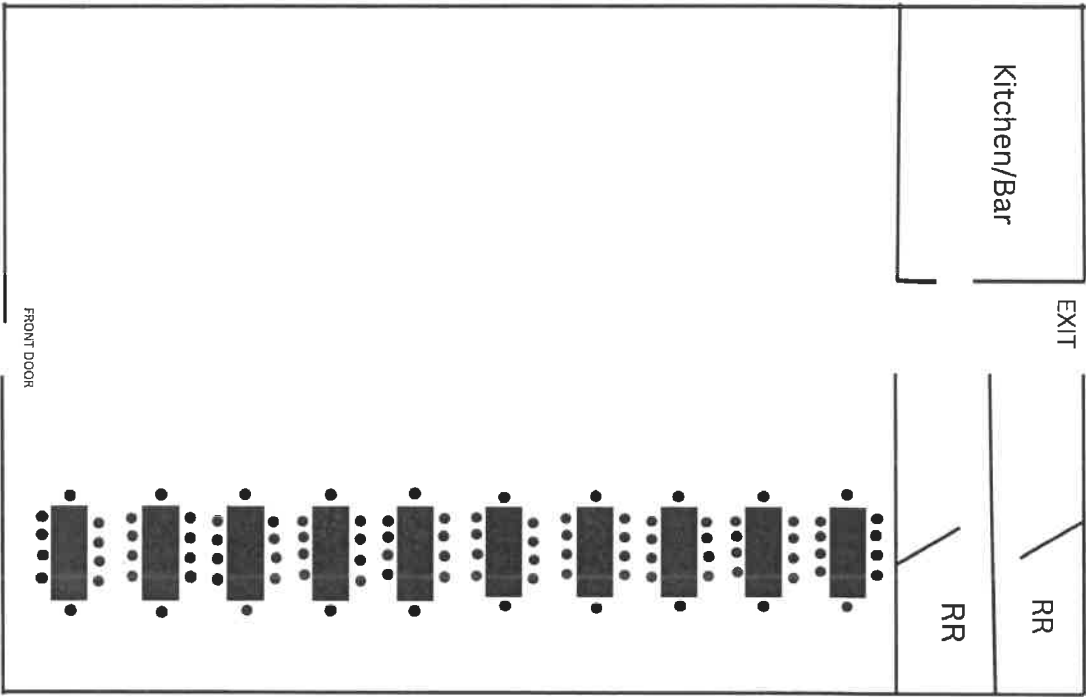
200' RADIUS MAILOUT MAP



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

No. _____







Item 11.



B4230-00-001-0001-00 (571734)
DE ALBA URIEL
3008 N CYNTHIA ST
MCALLEN TX 78501

B4230-00-002-0001-00 (571735)
DE ALBA URIEL & DORA
3008 N. CYNTHIA ST.
MCALLEN TX 78501

B4230-00-002-0002-00 (571736)
SERRANO HILDA M & JUAN JR
203 E 30TH ST
MISSION TX 78574

B4230-00-002-0003-00 (571737)
MARTINEZ JORGE LUIS & KOPIISKY GARZA
205 E 30TH ST
MISSION TX 78574

B4230-00-002-0004-00 (571738)
GARZA JESUS ALEJANDRO
207 E 30TH ST
MISSION TX 78574

B4230-00-002-0031-00 (571765)
AMAYA ANABEL
206 E 30TH ST
MISSION TX 78574

B4230-00-002-0032-00 (571766)
RAMIREZ RODOLFO JR & TERESA
204 E 30TH ST
MISSION TX 78574

B4230-00-002-0033-00 (571767)
IGLESIAS MIGUEL III & SONIA
2903 TULIP AVE
MISSION TX 78574

B4230-00-002-0034-00 (571768)
BRISENO CARLOS & ELSA
200 E 30TH ST
MISSION TX 78574

W0100-00-027-0007-07 (317110)
HEITSHUSEN GARTH
1935 TRIWAY LN
HOUSTON TX 77043

W0200-02-00J-0013-00 (320040)
OLIVAREZ JAMES EDWARD & THELMA G
1226 LINDBERG AVE
PALMHURST TX 78573

W0200-02-00J-0014-00 (320041)
HANNA LYNETTE J
224 S HOMER ST
PRINCETON IL 61356

W0200-02-00J-0015-00 (320042)
FRANKS THOMAS L & CAROL J TRUSTEES
FRANKS LIVING TRUST
786 LOMA LINDA DR
BRIGHTON CO 80601

W0200-02-00J-0016-00 (320043)
SCOFIELD DEBRA & SUSAN BOULEY
2905 N CONWAY AVE UNIT 67
MISSION TX 78574

W0200-02-00J-0017-00 (320044)
KRATZ MARVIN L & KATHRYN M
2905 N CONWAY NO 249
MISSION TX 78574

W0200-02-00J-0018-00 (320045)
HILL MIRIAM MAXINE
2905 N CONWAY NO 218
MISSION TX 78574

W0200-02-00J-0019-00 (320046)
MACMASTER JAMES W & DOLORES V
242 S EBERHART RD
BUTLER PA 16001

W0200-02-00J-0020-00 (320047)
SPAANS JAMES L & RENEE E
2905 N CONWAY AVE UNIT 55
MISSION TX 78574

B4230-00-001-0001-05 (1370891)
CASA KEVIN MISSION LLC
120 N 17TH ST
MCALLEN TX 78501

T8246-00-000-0001-00 (1371266)
TURBO LUBE & AUTO SALES LLC
2300 EXPRESSWAY 83
PENITAS TX 78576

T8246-00-000-0002-00 (1371267)
TURBO LUBE & AUTO SALES LLC
2300 EXPRESSWAY 83
PENITAS TX 78576



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – El Porton, 2311 N. Conway Avenue, Ste. 10, Lot 2, Shops at 495, C-3, El Porton, LLC c/o Rebeca Avendano, Adoption of Ordinance#_____ and Wet Zone Ordinance #_____ - De Luna

NATURE OF REQUEST:

On August 7, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located approximately 320' North of W. Griffin Parkway along the west side of Conway Avenue. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to:

- 1.) 2 year re-evaluation after obtaining the business license in order to assess this new business
- 2.) Must comply with TABC requirements
- 3.) Must comply with all City Codes (Building, Fire, Health Codes, etc.)
- 4.) Acquisition of a business license prior to occupancy
- 5.) CUP not be transferable to others
- 6.) Wet Zone property

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

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 FOR THE SALE & ON-SITE
CONSUMPTION OF ALCOHOLIC BEVERAGES – EL PORTON, 2311 N. CONWAY
AVENUE, STE. 10, LOT 2, SHOPS AT 495**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of August 7, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, August 12, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
2311 N. Conway Avenue, Ste. 10 Lot 2, Shops at 495	Sale & On-Site Consumption of Alcoholic Beverages – El Porton	<ol style="list-style-type: none"> 1. 2 year re-evaluation after obtaining the business license in order to assess this new business 2. Must comply with TABC requirements 3. Must comply with all City Codes (Building, Fire, Health Codes, etc.) 4. Acquisition of a business license prior to occupancy 5. CUP not be transferable to others 6. Wet Zone Property

READ, CONSIDERED AND PASSED, this the 12th day of August, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
AMENDING ORDINANCE NO.780 DESIGNATING PLACES WHERE BEER
AND OTHER ALCOHOLIC BEVERAGES MAY BE SOLD WITHIN THE
CORPORATE LIMITS OF THE CITY OF MISSION TO INCLUDE THE
PREMISES LOCATED AT
2311 N. CONWAY AVENUE, STE 10, LOT 2, SHOPS AT 495**

WHEREAS, City Ordinance No.780, passed and approved by the City Council of the City of Mission on October 7, 1974 designates certain places where beer and other alcoholic beverages may be sold within the corporate limits of the city; and

WHEREAS, a request has been submitted for the designation of a "wet area", for the property located at:

2311 N. CONWAY AVENUE, STE 10
EL PORTON

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

1. The property located at 2311 N. Conway Avenue, Ste 10, Lot 2 – El Porton, is designated as "wet area".
2. Said property located at 2311 N. Conway Avenue, Ste 10, Lot 2 – El Porton, shall be included in the designated areas where alcoholic beverages may be sold within the city.

READ, CONSIDERED AND APPROVED this 12th day of August, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.5

CONDITIONAL USE PERMIT: Sale & On-Site Consumption of Alcoholic Beverages – El Porton
 2311 N. Conway Avenue, Ste. 10
 Lot 2, Shops at 495
 C-3
 El Porton, LLC
 c/o Rebeca Avendano

REVIEW DATA

The subject site is located approximately 320' North of W. Griffin Parkway along the west side of Conway Avenue. The applicant is leasing a 3,500 sq. ft. suite within a commercial plaza for a proposed Mexican and Seafood restaurant with a bar component. Staff notes that there is an existing drive-thru service window which would require separate CUP. Access to the site is off a 35' driveway off of Conway Avenue.

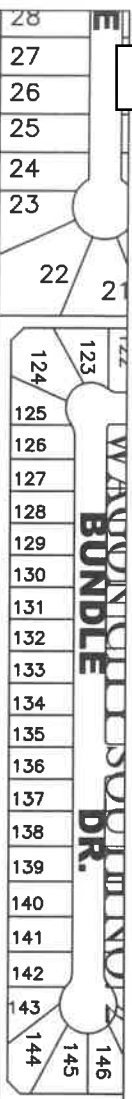
- **Hours of Operation:** Monday – Sunday from 8am to 10pm
- **Staff:** 11 employees in different shifts.
- **Parking:** In viewing the floor plan, there is a total of 82 seating spaces, which require 27 parking spaces (82 seats/ 1 space for every 3 seats = 27.3 parking spaces). It is noted that the parking area is held in common (69 existing parking spaces) and are shared with other businesses.
- **Sale of Alcohol:** Section 6-4 states: "...the sale of all alcoholic beverages within 300 feet of any church, public school, private school or public hospital, is hereby prohibited. There are no such uses within 300' of this site.

REVIEW COMMENTS: Since this business will not be open after 10 p.m., and the sale of alcohol is not the primary item of purchase, staff does not object to this proposal. Staff mailed out 18 notices to the property owners within a 200' radius of the site and there have been no comments in favor or against this request forwarded to the Planning Department.

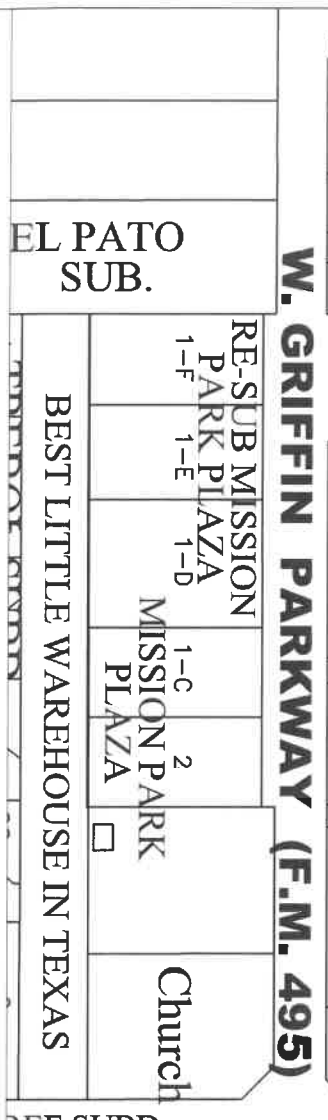
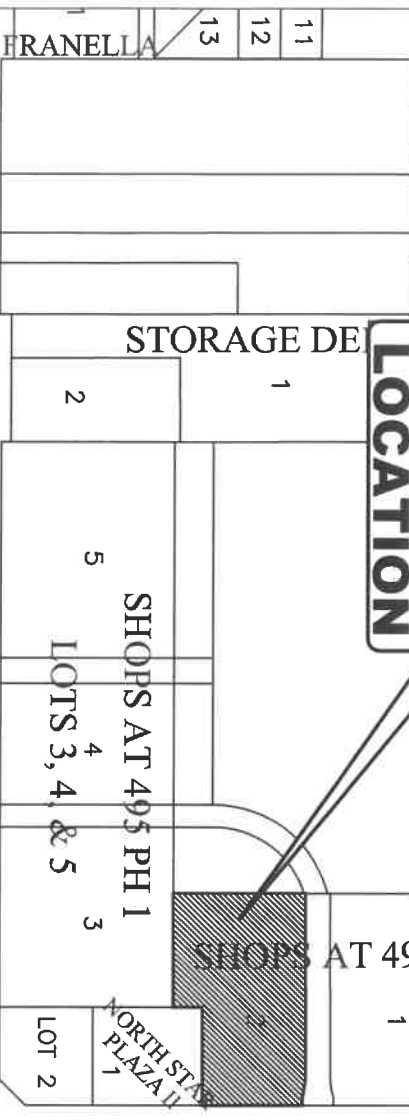
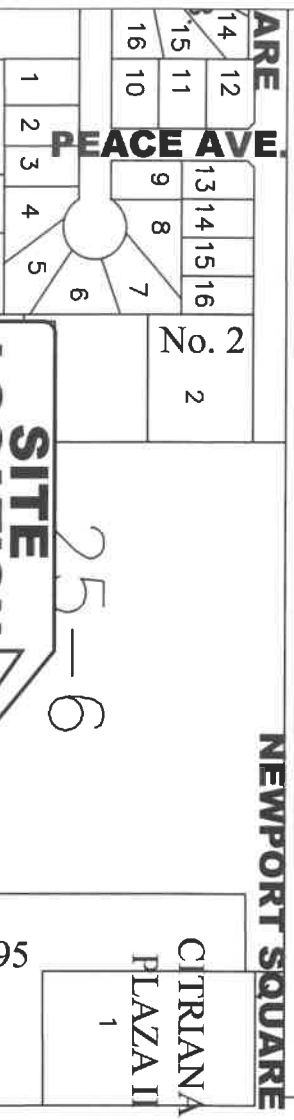
RECOMMENDATION: Staff recommends approval subject to:

- 1) 2-year re-evaluation after obtaining the business license in order to assess this new business,
- 2) Must comply with TABC requirements and TABC License,
- 3) Must comply with all City Codes (Building, Fire, Health, etc.),
- 4) Acquisition of a business license prior to occupancy,
- 5) CUP not be transferable to others, and
- 6) Wet Zone Property

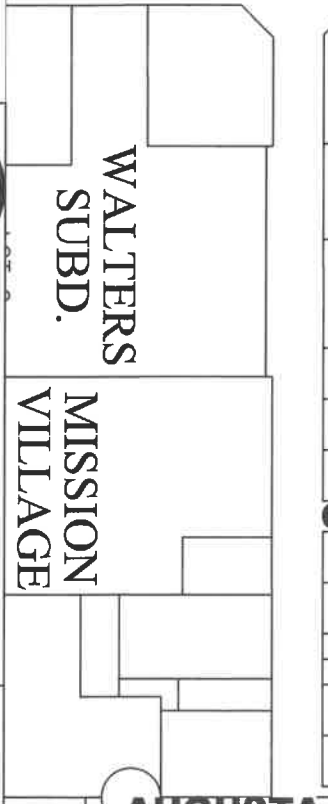
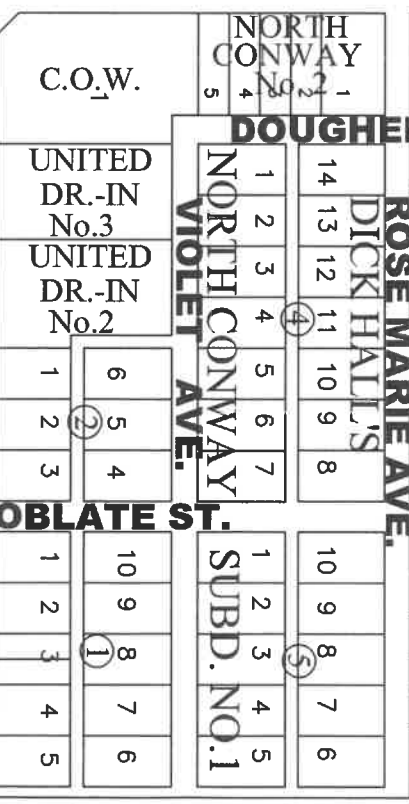
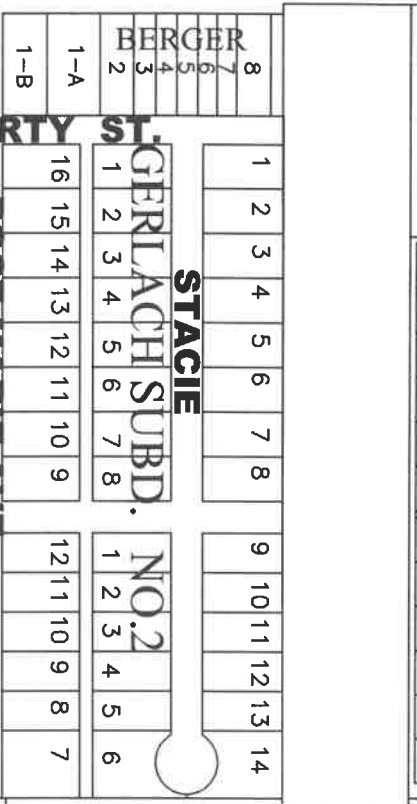
Item 12.



1 EDINBURG MAIN CANAL R.O.W.



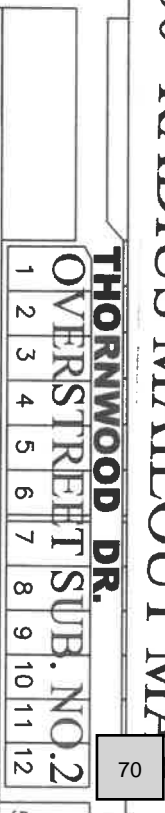
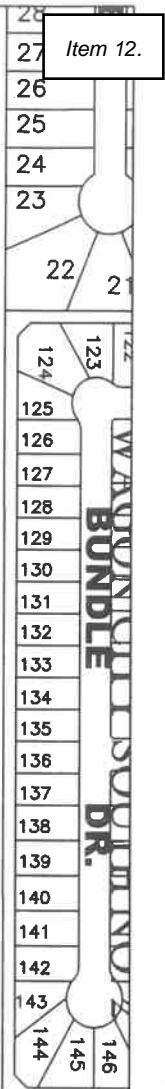
CONWAY (S. H. 107)



CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th Street
MISSION, TX 78572
PH: (956) 580-6672
FAX: (956) 580-8680

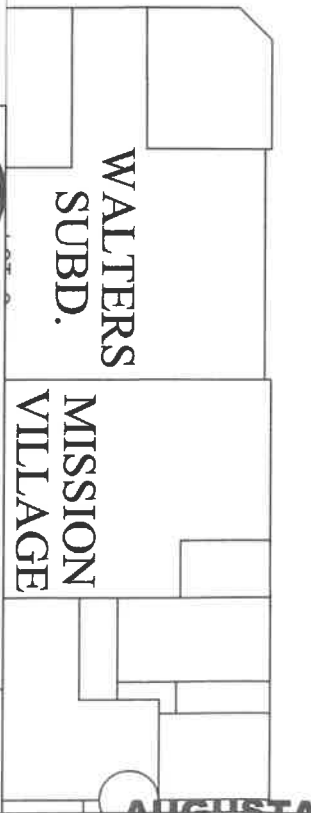
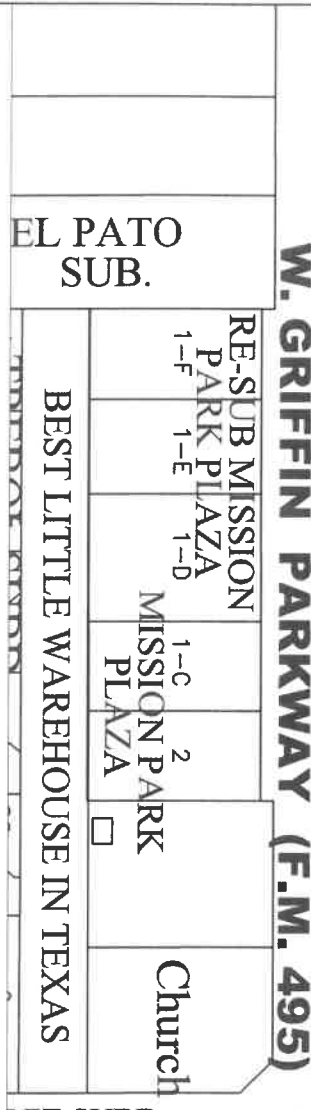
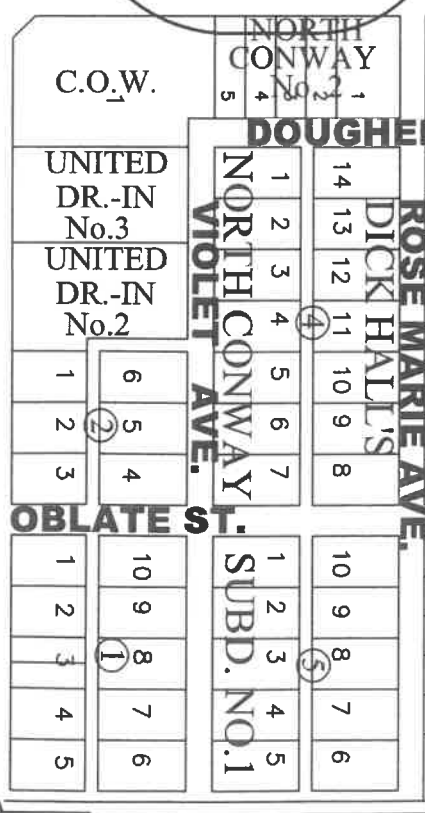
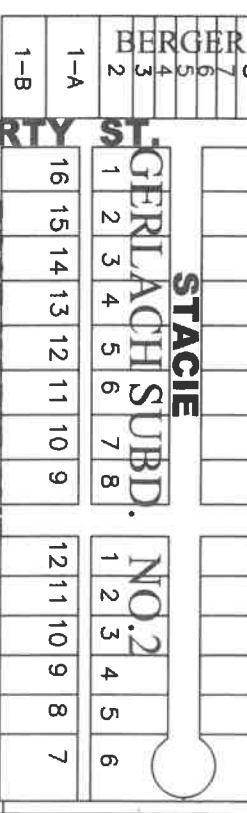
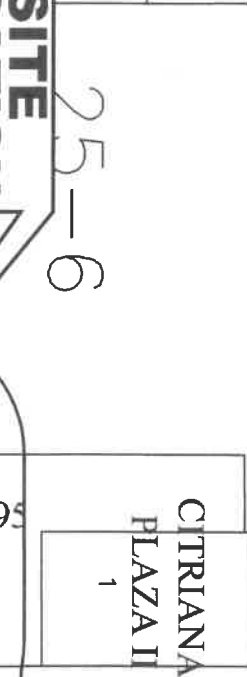
No.

200' RADIUS MAILOUT MAP



1 EDINBURG MAIN CANAL R.O.W.

NEWPORT SQUARE



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

No.



GRIFFIN PKWY (F.M. 495)

CONWAY AVE. (S.H. 107)

**SITE
LOCATION**





CALDOS

CALDO DE POLLO \$10.95
Carne de pollo y vegetales
Se sirve con arroz y tortillas

CALDO DE RES \$12.95
Carne de res y vegetales
Se sirve con arroz y tortillas

CALDO DE MARISCO \$13.95
Se sirve con arroz blanco

CALDO DE CAMARÓN Y PESCADO \$13.95
Se sirve con arroz blanco

CHICHARRÓN DE PESCADO \$12.95
Tiapia empanizada con el exquisito sabor de nuestra receta especial
Se sirve con arroz blanco, papas fritas y ensalada

CAMARÓN EMPANIZADO \$13.95
Camarones empanizados con el exquisito sabor de nuestra receta especial
Se sirve con papas fritas, arroz blanco y ensalada

SEAFOOD COMBO \$13.95
Caldo de mariscos con
2 chicharrones de pescado y arroz

VALLARTA COMBO \$14.95
Caldo de camaron con
2 chicharrones de pescado y arroz

MAR SAMPLER \$14.95
3 Chicharrones de pescado y 3 camarones empanizados
Se sirve con papas fritas, arroz y ensalada

KIDS MENU

SOPA DE FIDEO \$5.95
Se sirve con chips

2 QUESADILLAS \$5.95
Se sirve con frijoles charros o papas fritas

2 TACOS DE CARNE ASADA \$5.95
Se sirve con frijoles charros o papas fritas

2 TACOS PIRATAS \$5.95
Tacos de carne asada con queso asador
Se sirve con frijoles charros o papas fritas

CHICKEN NUGGETS \$5.95
Se sirve con papas fritas

PLATILLOS DE MARISCOS

El matisco se sirve con tortillas o galletitas saladas

BAR

MARGARITA \$8 **BEER** DOMESTIC \$4
Miller Lite
Budlight

PIÑA COLADA \$8
Michelob Ultra

TEQUILA SUNRISE \$8
IMPORTS \$5

PALOMA \$8
Indio

SPICY MANGO \$8
Dos Equis

MICHELADA \$8
Corona
Modelo
Modelo Negra

BEBIDAS

BEBIDAS DE LA FUENTE \$2.95

COCA DE LATA \$1.50

AGUA EMBOTELLADA \$1.50

TÉ DE LA CASA \$3.49

TÉ CON ZUMO DE FRUTA (NO REFILS) \$3.95

LIMONADA (NO REFILS) \$3.49

CAFÉ \$2.95

COKTEL DE CAMARÓN

Camarones frescos
en la deliciosa salsa cocinera de casa
Se acompaña y aguante

MED \$10.95

GDE \$13.95



El Portón

Mexican Kitchen and Seafood

EDINBURG MCGALLEN MISSION




ALMUERZOS

DE TODO EL DIA
Con Tortillas de Harina o Maiz

- HUEVOS RANCHEROS** **\$7.95**
2 Huevos al gusto batidos en salsa ranchera con papiles y frijoles
- MACHACADO CON HUEVO** **\$8.95**
2 Huevos revueltos con machacado Se sirven con papiles, frijoles y salsa ranchera
- PAPAS CON HUEVO** **\$7.95**
2 Huevos revueltos con papas Se sirven con tomo, frijoles y salsa ranchera
- CHORIZO CON HUEVO** **\$7.95**
2 Huevos revueltos con chorizo Se sirven con papiles, frijoles y salsa ranchera

APERITIVOS

- SOPA DE FIDEO**
Regular **\$5.95**
Con Carne **\$6.95**
Con Carne y Frijoles de la Olla **\$7.95**
- PANCHOS**
Tostaditas de maiz con frijoles refritos, queso americano, bistec, lechuga, tomate, aguacate y crema fresca
- GRANDE** **\$13.95**
- Mediano** **\$11.95**
- GUACAMOLE SAMPLER** **\$11.95**
Variedad: El Ranch, El Chipotle, El Guacamole y El Sencillo
- QUESITO EN SALSA** **\$8.95**
Queso fresco cocinado en una deliciosa salsa ranchera
- CHORRIQUESO** **\$9.95**
Queso asadero gratinado en comal con chorizo y tortillas
- QUESADILLAS A LA PLANCHA** **\$7.95**
4 Tortillas de maiz hechas a mano con una abundante costita de queso asadero a la plancha
- NOREÑOS DE FRIJOLLES** **\$6.95**
Taqüitas de frijoles refritos en doble tortilla de maiz frita
- FRIJOLLES PREPARADOS** **\$3.95**
Frijoles charros con bistec y queso asadero

ANTOJITOS

- SINCRONIZADA** **\$10.95**
Tortilla de Harina Gigante con Bistec, frijoles, queso asadero, lechuga, tomate, y aguacate
- TOSTADAS DE POLLO** **\$9.95**
3 Tostadas con frijoles refritos, pollo lechuga, tomate, aguacate, queso fresco y crema fresca
- TOSTADAS DE CARNE** **\$10.95**
3 Tostadas con frijoles refritos, carne, lechuga, tomate, aguacate, queso fresco y crema fresca

TAQUERIA

- LOS COMBOS**
4 Tacos, 1 Papa, Frijoles Charros y Bebida de la Fuente
Tortillas de maiz a mano, harina, o doble tortilla de maiz
- COMBO DE BISTEC** **\$12.95**
- COMBO DE FAJITA** **\$14.95**
- COMBO MONTERREY** **\$13.95**
Tacos de bistec con aguacate y queso fresco
- TACOS BAJA** **12.95**
3 Tacos de chicharrón de pescado con tomate, tomate y chicharrón Se sirven con papas fritas o arroz de cebolla
- FAJITA REGIO** **\$13.95**
2 Tacos Fajita o Maiz con una deliciosa salsa ranchera, queso asadero y Fajitas a la plancha acompañado de papas o frijoles charros. 55¢
- QUESABIRRIA (4)** **\$13.95**
Tacos de fajita / queso charraza en tortilla doble de mesa

PAPAS ASADAS

- Papas asadas con maizavulva, queso americano, y crema fresca
- PERSONAL** **\$5.95**
REGULAR **\$5.95**
CON CARNE **\$6.95**
- GRANDE** **\$10.95**
REGULAR **\$10.95**
CON CARNE **\$13.95**

PLATILLOS MEXICANOS

- CHICKEN FAJITA PLATE** **\$13.95**
Se sirve con ensalada, arroz, frijoles charros, una quesadilla y tortillas
Maiz Suavero por \$1.20 extra
- BEEF FAJITA PLATE** **\$14.95**
Se sirve con ensalada, arroz, frijoles charros, una quesadilla y tortillas
Maiz Suavero por \$1.20 extra
- BEEF FAJITA CON CAMARONES** **\$16.95**
Se sirve con ensalada, arroz, frijoles charros, una quesadilla y tortillas
- LAMINILLAS DE RIBEYE** **\$14.95**
Laminillas de Ribeye cocinadas con cebolla y chila morron Se sirven con arroz, frijoles charros y tortillas
- BIG BOTANA PLATE FIESTA** **\$17.95**
Beef fajita o chicken fajita con nachos, frijoles refritos y queso americano
- BISTEC RANCHERO** **\$13.95**
Se sirve con ensalada, arroz, frijoles refritos y tortillas
- CABRITO EN SALSA** **\$19.95**
Se sirve con ensalada, arroz, frijoles refritos y tortillas
- MILANESA DE RES** **\$14.95**
Carne de res en corte sabana con un delicioso empanizado Se sirve con ensalada, arroz, frijoles refritos y tortillas
- MILANESA DE POLLO** **\$14.95**
Pollo en corte sabana con un delicioso empanizado Se sirve con ensalada, arroz, frijoles refritos y tortillas
- TAMPIQUENIA DE RES** **\$15.95**
Bistec de Res a la plancha
2 Enchiladas Americanas
Se sirve con ensalada, arroz, frijoles refritos y tortillas

ENCHILLADAS Y FLAUTAS

- FLAUTAS DE POLLO** **\$11.95**
Flautas de pollo con lechuga, tomate, queso fresco y crema
- ENCHILLADAS AMERICANAS** **\$11.95**
Se sirve con arroz y frijoles refritos
- ENCHILLADAS MEXICANAS** **\$11.95**
Se sirve con arroz y frijoles refritos
- ENCHILLADAS SUIZAS** **\$11.95**
Enchiladas Suizas de pollo
- ENCHILLADAS MEXICANAS** **\$11.95**
Enchiladas Mexicanas de queso fresco
- ENTOMATADAS DE POLLO** **\$12.95**
Se sirve con ensalada, arroz y frijoles refritos
- ENTOMATADAS MI TIERRA** **\$13.95**
Se sirve con ensalada, arroz y frijoles refritos

FAMILIARES

- BOTANA MIXTA** **\$29.95**
Fajita de res, fajita de pollo y sausage con nachos, frijoles refritos y queso americano
Se acompaña con arroz, ensalada, quesadillas y tortillas
- BOTANA DE MARISCOS** **\$34.95**
Chicharrón de pescado y camarones empanizados con nachos, frijoles negros, frijoles y queso asadero
2 Caldos de mariscos
Se acompaña con arroz, panes fritos, arroz de cebolla y tortillas



43061

Document reference ID : 367551

Licensing Application Summary

You must review your application and confirm that the information displayed here is correct. Select **Review and Confirm** to continue and make the payment. If the information is not correct, select **Next** to return to the application, edit the data as needed and finalize the submission. If you need to store the application packet for your records, select **Download**.

Application ID: 367551
Applicant Name: El Porton, L.L.C.
License Type applied for: Mixed Beverage Permit (MB)

Entity Information

Business Structure: Limited liability company
FEIN/SSN Number: 465191324
Historically Underutilized Business: No
Veteran-owned business: No
Fraternal Owned: No

Initial Application Information

Authority Type: I am a principal or authorized user with binding authority
Prefix: Mr
Legal First Name: Roberto
Legal Middle Name: Martin
Legal Last Name: Avendano
Suffix: Sr.
Email Address: roberto.avendano.sr@live.com
Phone Number: 956-533-0806

Principal Parties

Principal Parent Entity	Principal Party	Role	%Ownership
El Porton, L.L.C.	REBECA AVENDANO	Manager and/or Officer, Member	50
El Porton, L.L.C.	ROBERTO AVENDANO	Manager and/or Officer, Member	50

Basic Business information

Business/Trade Name: El Porton Mexican Restaurant
Business Type Restaurant

Location's Phone Numbers

Business Phone Number 956-322-3133
Alternate Phone Number 956-533-0806

Location Address

Address: 2311 N Conway Ave, STE 10, Mission, TX, United States, Hidalgo 78574
Is your location within city limits? Yes

Mailing Address Information

Address: 7700 N 10th St STE H, McAllen, TX, United States, Hidalgo 78504

Measurement Information

Measuring from the public entrance of your location along street lines and directly across intersections, will your location be within 1,000 feet of the nearest property line of a public or private school? No

Is a residential address or established neighborhood association located within 300 feet of any property line of your premises? No

Sixty Day Sign Requirements

Posted the 60 day sign: No

Refuting reason: There is a Restaurant Bar in the neighboring Plaza. I will Post up sign today 05-07-2024

Item 12.

Projected Sales Information

Sales Year: 2024
Alcohol Sale: \$20,000.00
Food Sales: \$500,000.00
Total Sales: \$520,000.00

Property Ownership

Do you, the applicant, own the land, building, and/or warehouse at this proposed licensed location? No

Are you operating under? Lease

Franchise Agreement

Do you or anyone else at the location operate under a franchise agreement? No

Are there any agreements, exclusive of a franchise agreement, which involve alcohol in any way? No

Shared premise information

Do you share the premises with another business entity?

No

Property Ownership Details

Property Type	Property Ownership Type	Entity Name
Land and Building	Owner	Shops At 495-Lot 2, Ltd

Location Diagram

Will the license or permit embrace the entire location address? Yes



TEXAS ALCOHOLIC BEVERAGE COMMISSION
Beer • Highball Restaurants • Prepackaged Beverages

CERTIFICATE OF CITY SECRETARY FOR: (MB, BG & BE)

Section 11.37 & 61.37

Not later than the 30th day after the date a prospective applicant for a license or permit requests certification, the city secretary or clerk shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the license or permit is sought is prohibited by ordinance.

I hereby certify on this _____ day of _____, _____, that the location for which the license/permit is sought is inside the boundaries of this city or town, in a "wet" area for such license/permit, and not prohibited by charter or ordinance in reference to the sale of such alcoholic beverages.

- MB** Mixed Beverage Permit
- MB/FB** Mixed Beverage Restaurant Permit with Food and Beverage Certificate
(MB must also hold a Food and Beverage Certificate)
- BG/FB** Wine and Beer Retailer's Permit with Food and Beverage Certificate
(BG must also hold a Food and Beverage Certificate)
- BG** Wine and Beer Retailer's Permit - **Election for given location was held for:**
 legal sale of beer/wine (17%) on-premise **AFTER** Sept. 1, 1999
 legal sale of beer/wine (14%) on-premise **BEFORE** Sept. 1, 1999
- BE** Beer Retail Dealer's On-Premise License
- BE/FB** Retail Dealer's On-Premise License with **required** Food and Beverage Certificate

OR

I hereby refuse on this _____ day of _____, 20_____ to certify this location.

SIGN HERE

City Secretary/Clerk

_____, TEXAS
City

SEAL



TEXAS ALCOHOLIC BEVERAGE COMMISSION
Enforcing Public Health and Protecting Communities

CERTIFICATE OF COUNTY CLERK FOR: (MB, BG & BE)

Section 11.37 & 61.37

Not later than the 30th day after the date a prospective applicant for a license or permit requests certification, the city secretary or clerk shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the license or permit is sought is prohibited by ordinance.

I hereby certify on this 2 day of July, 2024, that the location for which the license/permit is sought is in a "wet" and is not prohibited by any valid order of the Commissioner's Court.

- MB** Mixed Beverage Permit
- MB/FB** Mixed Beverage Restaurant Permit with Required Food and Beverage Certificate
- BG/FB** Wine and Beer Retailer's Permit with Required Food and Beverage Certificate
- BG** Wine and Beer Retailer's Permit - **Election for given location was held for:**
legal sale of beer/wine (17%) on-premise **AFTER** Sept. 1, 1999
legal sale of beer/wine (14%) on-premise **BEFORE** Sept. 1, 1999
- BE** Beer Retail Dealer's On-Premise License
- BE/FB** Retail Dealer's On-Premise License with **required** Food and Beverage Certificate

OR

I hereby refuse on this _____ day of _____, 20____ to certify this location.

SIGN HERE

ARTURO GUAJARDO, JR.

County Clerk

HIDALGO

County

SEAL





TEXAS ALCOHOLIC BEVERAGE COMMISSION
Texas Helping Businesses & Protecting Communities

COMPTROLLER OF PUBLIC ACCOUNTS CERTIFICATES

I hereby certify on this 20th day of June, 2024, the applicant holds or has applied for and satisfies all legal requirements for the issuance of a Sales Tax Permit under the Limited Sales, Excise and Use Tax Act or the applicant as of this date is not required to hold a Sales Tax Permit.

Sales Tax Permit Number 32052293829

Outlet Number 00004

Print Name of Comptroller Employee Karla Flores

Print Title of Comptroller Employee Taxpayer enforcement officer

SIGN HERE

Karla Flores
Comptroller Representative

McAllen, TEXAS
City

SEAL



**TEXAS ALCOHOLIC
BEVERAGE COMMISSION**
Severo Polyzog, Director of Protecting Consumer Health

PUBLISHER'S AFFIDAVIT

PUBLISHER'S AFFIDAVIT	
Name of newspaper	
City, County	
Dates notice published in daily/weekly newspaper (MM/DD/YYYY)	
<i>Publisher or designee certifies attached notice was published in newspaper stated on dates shown</i>	
Signature of publisher or designee	
Sworn to and subscribed before me on this date	
Signature of Notary Public	
S E A L	
ATTACH PRINTED COPY OF THE NOTICE	

N4200-02-000-0001-00 (247255)
 BAZAN ELIAS JR & MARIA DELIA
 BAZAN FAMILY REVOCABLE LVG TRUST
 2316 N CONWAY AVE
 MISSION TX 78574

N4200-02-000-0002-00 (247256)
 BAZAN ELIAS JR & MARIA DELIA
 BAZAN FAMILY REVOCABLE LVG TRUST
 2316 N CONWAY AVE
 MISSION TX 78574

N4200-02-000-0003-00 (247257)
 DEJABRI HOLDINGS LP
 3900 W MILE 3
 MISSION TX 78574

N4200-02-000-0005-00 (247259)
 FLORES JUANITA M
 2302 N CONWAY AVE
 MISSION TX 78574

N6830-01-000-002B-00 (559996)
 MARCLYN DEV CO LTD
 304 W NOLANA AVE
 MCALLEN TX 78504

W0100-00-025-0006-02 (316994)
 SHOPS AT 495 LTD
 4040 BROADWAY STE 508
 SAN ANTONIO TX 78209

C0154-00-000-0001-00 (840505)
 AIN 2013 TX MISSION LLC
 ATTN: ROBERT J AMBROSI
 1401 BROAD ST
 CLIFTON NJ 7013

N6830-02-000-0001-00 (1072101)
 EPLNM LLC
 304 W NOLANA AVE
 MCALLEN TX 78504

S3293-00-000-0001-00 (1371327)
 SHOPS AT 495-LOT 1 LTD
 4040 BROADWAY STE 508
 SAN ANTONIO TX 78209

S3293-00-000-0000-05 (1371326)
 SHOPS AT 495-LOT 1 LTD
 4040 BROADWAY STE 508
 SAN ANTONIO TX 78209

S3293-00-000-0002-00 (1371328)
 SHOPS AT 495-LOT 1 LTD
 4040 BROADWAY STE 508
 SAN ANTONIO TX 78209

S3293-01-000-0004-00 (1466421)
 SHOPS AT 495 LTD
 4040 BROADWAY STE 508
 SAN ANTONIO TX 78209

S3293-01-000-0000-3A (1466419)
 SHOPS AT 495 - LOT 3 LTD
 4040 BROADWAY STE 508
 SAN ANTONIO TX 78209

S3293-01-000-0000-1A (1466418)
 SHOPS AT 495 LTD
 4040 BROADWAY STE 508
 SAN ANTONIO TX 78209

S3293-01-000-000B-00 (1466424)
 SHOPS AT 495 LTD
 4040 BROADWAY STE 508
 SAN ANTONIO TX 78209

S3293-01-000-000C-00 (1466425)
 SHOPS AT 495 LTD
 4040 BROADWAY STE 508
 SAN ANTONIO TX 78209

S3293-01-000-000D-00 (1466426)
 SHOPS AT 495 LTD
 4040 BROADWAY STE 508
 SAN ANTONIO TX 78209

S3293-01-000-0003-00 (1466415)
 SHOPS AT 495 - LOT 3 LTD
 4040 BROADWAY STE 508
 SAN ANTONIO TX 78209



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Conditional Use Permit: Drive-Thru Service Windows & The Sale & On-Site Consumption of Alcoholic Beverages – La Palma Azul, 3501 N. Conway, Ste. 1, Lot 2, IHOP on Conway Subdivision, C-3, Elio C. Garza, Adoption of Ordinance #____ and Wet Zone Ordinance #____ - De Luna

NATURE OF REQUEST:

On August 7, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located approximately 1,355’ north of mile 2 Road along the west side of Conway Avenue. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

 Staff recommends approval subject to:

- 1.) 2-year re-evaluation after obtaining their business license in order to asses this new business
- 2.) Must comply with TABC requirements
- 3.) Must comply with all City Codes (Building, Fire, Health Codes, etc.)
- 4.) Installation of a speed bump at the end of the ordering window
- 5.) Acquisition of a business license prior to occupancy
- 6.) CUP not transferable to others
- 7.) Wet zone property

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

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 FOR DRIVE-THRU SERVICE WINDOWS &
SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – LA PALMA AZUL, 3501
N. CONWAY AVENUE, STE. 1, LOT 2, IHOP ON CONWAY SUBDIVISION**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of August 7, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, August 12, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
3501 N. Conway Avenue, Ste. 1 Lot 2, IHOP on Conway Subdivision	Drive-Thru Service Windows & Sale & On-Site Consumption of Alcoholic Beverages – La Palma Azul	<ol style="list-style-type: none"> 1. 2 year re-evaluation after obtaining the business in order to assess this new business; 2. Must comply with TABC requirements 3. Must comply with all City Codes (Building, Fire, and Health Codes, etc.) 4. Installation of a speed bump at the end of the ordering window; 5. Acquisition of a business license prior to occupancy; and 6. CUP not be transferable to others. 7. Wet Zone

READ, CONSIDERED AND PASSED, this the 12th day of August, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
AMENDING ORDINANCE NO.780 DESIGNATING PLACES WHERE BEER
AND OTHER ALCOHOLIC BEVERAGES MAY BE SOLD WITHIN THE
CORPORATE LIMITS OF THE CITY OF MISSION TO INCLUDE THE
PREMISES LOCATED AT
3501 N. CONWAY AVENUE, STE 1, LOT 2, IHOP ON CONWAY SUBDIVISION**

WHEREAS, City Ordinance No.780, passed and approved by the City Council of the City of Mission on October 7, 1974 designates certain places where beer and other alcoholic beverages may be sold within the corporate limits of the city; and

WHEREAS, a request has been submitted for the designation of a "wet area", for the property located at:

3501 N. CONWAY AVENUE, STE 1, LOT 2
LA PALMA AZUL

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

1. The property located at 3501 N. Conway Avenue, Ste 1, Lot 2 – La Palma Azul, is designated as "wet area".
2. Said property located at 3501 N. Conway Avenue, Ste 1, Lot 2 – La Palma Azul, shall be included in the designated areas where alcoholic beverages may be sold within the city.

READ, CONSIDERED AND APPROVED this 12th day of August, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.7

CONDITIONAL USE PERMIT: Drive-Thru Service Windows & Sale
& On-Site Consumption of Alcoholic
Beverages – La Palma Azul
3501 N. Conway Avenue, Ste. 1
Lot 2, IHOP On Conway Subdivision
C-3
Elio C. Garza

REVIEW DATA

The subject site is located approximately 1,355' north of Mile 2 Road along the west side of Conway Avenue. The applicant is leasing a 1,701 sq.ft. building for a snack place which will include two drive-thru windows on the north side of the building. Access to the drive-thru service windows would be off of Conway Avenue via a 24' driveway. They would place the order on the first window on the north side of the building and pick up the order on the second window. The drive-thru window's location allows stacking for approximately 3 vehicles. The applicant would like to offer alcoholic beverages with their snacks.

- **Days/Hours of Operation:** Monday – Saturday from 11 am to 10 pm and Sunday from 12 pm to 8:30 pm. Alcoholic beverages are only served during allowable State selling hours.
- **Staff:** 10 employees
- **Parking & Landscaping:** In reviewing the floor plan, there is a total of 3 tables with 4 chairs each for a total of 12 seating spaces proposed, which would require 4 parking spaces. (1 parking space for every 3 seats = 4). It is noted that the parking spaces are held in common for this commercial. There is a total of 130 parking spaces that will be shared with the other businesses. The applicant will have to comply with the landscaping requirements.
- **Sale of Alcohol:** This request is compliant to Sec. 6-4 states: "...the sale of all alcoholic beverages within 300 feet of any church, public school, private school or public hospital, is hereby prohibited. There are no such uses within 300' of this site.

Review Comments: Staff recommends that proper signage be placed for the Drive-Thru Service Windows in order to avoid any confusion and that they install a speed bump to be located just before existing vehicles reach the access lane. Staff mailed out 15 notices to property owners within 200' radius and staff has not received any comments in favor or against the request.

RECOMMENDATION: Staff recommends approval subject to:

- 1) 2-year re-evaluation after obtaining the business license in order to asses this new business,
- 2) Must comply with TABC requirements,
- 3) Must comply with all City Codes (Building, Fire, Health, etc.),
- 4) Installation of a speed bump at the end of the ordering window;
- 5) Acquisition of a business license prior to occupancy,
- 6) CUP not be transferable to others, and
- 7) Wet zone

ODS CO.S SUBD.

40



REZ

39

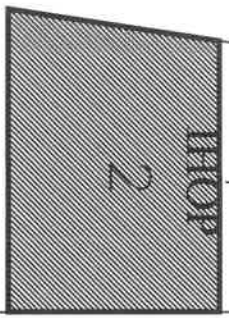
38

COMPTON DR.

34

35

36



LEAL ACRES

31

30

CONWAY (S.H. 107)

MISSION CITY

(UNRECORDED SUBDIVISION)

VICTORY

30-7

TURISTA

(UNRECORDED SUBDIVISION)

29-7

FIRST CASH PAWN

RENELL DEVELOPMENT



CITY OF MISSION

HIDALGO COUNTY, TEXAS

1201 E. 8th Street
MISSION, TX 78572

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

No.

ODS CO.'S SUBD. #37

40

COMPTON DR.

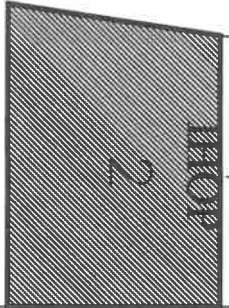
34

35

39

38

36



CONWAY (S.H. 107)

IDEAL ACRES

30

29--7

(UNRECORDED SUBDIVISION)

VICTORY

30--7

TURISTA

(UNRECORDED SUBDIVISION)

FIRST CASH PAWN

RENELL DEVELOPMENT

12 13



CITY OF MISSION

HIDALGO COUNTY, TEXAS

1201 E. 8th Street
MISSION, TX 78572

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

No.







**DRIVE THRU
LA PALMA
AZUL**



SINCE 1982

MICHELADA

Best Beer Brands

	32oz	59oz
Michelada Clásica	\$ 7.60	\$ 13.00
Michelada Botanera	\$ 10.30	
Michelada Mar & Tierra	\$ 11.90	
Michelada Cocktelera	\$ 13.00	
Mangochelada	\$ 8.70	
Piñachelada	\$ 8.70	

Extras & Toppings: Starting \$0.50



16oz	32oz	59oz
\$ 5.25	\$ 9.15	\$ 17.00

Preparacion aproximada

3a4 5a8 10a14

*24oz por preparacion aproximada

**DRIVE THRU
LA PALMA
AZUL
MIX
MICHELADA**



COCKTAILS

FROZEN SMOOTHIE

	16oz	32oz	59oz
Piña Colada	\$ 5.60	\$ 11.12	\$ 18.98
Blue Hawaiian	\$ 5.60	\$ 11.12	\$ 18.98
Strawberry Daquiri	\$ 6.35	\$ 12.20	\$ 19.98
Mango Daiquiri	\$ 6.35	\$ 12.20	\$ 19.98

Extras & Toppings: Starting \$0.50

*Prepared only with wines with 17 percent alcohol.



COCKTAILS

SALTY OR SWEET

	32oz	59oz
Bevo Salado	\$ 7.60	\$ 13.00

Extras & Toppings: Starting \$0.50



COCKTAILS

SALTY OR SWEET

	<u>32oz</u>	<u>59oz</u>
Perro Salado	\$ 7.60	\$ 13.00
Perro Pinto	\$ 7.60	\$ 13.00
Vampiro 	\$ 7.60	\$ 13.00
Vampiña	\$ 7.60	\$ 13.00
Paloma	\$ 7.60	\$ 13.00
Carreta	\$ 7.60	\$ 13.00
Manzanita	\$ 7.60	\$ 13.00
Smirnoff Preparado	\$ 8.15	\$ 14.10
Clamato Preparado 	\$ 7.85	\$ 14.10

**Prepared only with wines with 17 percent alcohol.*

Extras & Toppings: Starting \$0.50



BEBIDAS

ZERO ALCHOL

	<u>32oz</u>	<u>59oz</u>	
Mineral - Preparada	\$ 6.78	\$ 11.78	
Mineral - Sal y Limón Tajín	\$ 5.43	\$ 10.60	
RUSA	\$ 7.05	\$ 13.00	
Limonada	\$ 6.50	\$ 11.80	
Limonada de Fresa	\$ 6.89	\$ 12.20	
Limonada de Pepino	\$ 6.89	\$ 12.20	
	<u>16oz</u>	<u>32oz</u>	<u>59oz</u>
Mangonada	\$ 5.58	\$ 11.12	\$ 18.98
Fresada	\$ 5.58	\$ 11.12	\$ 18.98
Piña Colada S/A	\$ 5.32	\$ 10.58	\$ 18.72
Blue Hawaiian S/A	\$ 5.32	\$ 10.58	\$ 18.72

Extras & Toppings: Starting \$0.50



CAMARONES

HOUSE SPECIALTY

Tostadas "La Palma"	\$ 4.34	
	<u>5.5oz</u>	<u>10oz</u>
Camarón Botanero	\$ 4.34	\$ 8.68
Carne Botanera	\$ 3.25	\$ 5.58
	<u>10oz</u>	<u>12oz</u>
Carne & Camarón Botanero	\$ 5.86	\$ 11.40
	<u>12oz</u>	<u>16oz</u>
Cocktel de Camarón	\$ 10.68	\$ 13.18

Extras & Toppings: Starting \$0.50



TAPITAS BOTANERAS

	<u>8oz</u>
Mexu Tierra	\$ 5.15

CAMARONES

HOUSE SPECIALTY

Tostadas "La Palma"	\$ 4.34	
	<u>5.5oz</u>	<u>10oz</u>
Camarón Botanero	\$ 4.34	\$ 8.68
Carne Botanera	\$ 3.25	\$ 5.58
	<u>10oz</u>	<u>12oz</u>
Carne & Camarón Botanero	\$ 5.86	\$ 11.40
	<u>12oz</u>	<u>16oz</u>
Cocktel de Camarón	\$10.68	\$ 13.18

Extras & Toppings: Starting \$0.50



TAPITAS BOTANERAS

	<u>8oz</u>
Mar y Tierra	\$ 5.15
Botanera	\$ 4.89
Cocktelera	\$ 6.50
Carne & Camarón botanero	\$ 5.97
Dulce Preparada	\$ 4.15
Fruta Preparada	\$ 4.15

SNACKS

Hot & SPACE

Chips & Cheese	\$ 3.63			
Nachos & Cheese	\$ 3.09			
Gummy Bears & Chamoy	\$ 3.09			
Conchitas Preparadas	\$ 2.98			
Crazy Corn Nuts	\$ 3.80			
Pikacheetos	\$ 5.25			
Maruchan Preparada	\$ 5.45			
Marranada	\$ 5.45			
Chips & Shrimps	\$ 8.15			
Pickle Preparado	\$ 6.35			
Pickle Enrollado	\$ 6.78			
Manzana Enrollada	\$ 6.78			
Chips Mar y Tierra	\$ 10.29			
Frito Pay	\$ 5.43			
Hot Cheetos y Pickles	\$ 3.10			
	<u>8oz</u>	<u>12oz</u>	<u>16oz</u>	<u>20oz</u>
Elote en Vaso	\$ 3.25	\$ 4.45	\$ 5.59	\$ 6.78
	<u>12oz</u>	<u>16oz</u>		
Cacahuete Mar y Tierra	\$ 6.50	\$ 8.68		

Extras & Toppings: Starting \$0.50



RASPAS

RASPAS ESPECIALES

ZERO ALCOHOL

Extras & Toppings: Starting \$0.50

12oz	16oz	20oz	12oz	16oz	20oz
\$ 1.89	\$ 2.55	\$ 3.09	\$ 2.47	\$ 3.09	\$ 4.06
Blue Coco, Strawberry, Cherry Banana, Grape, Pineapple Tamarindo, Mango, Raspberry Blueberry, Bubble GUM, Tiger Blood, Lemon-Lime	Chamoyada, Pink Leche Pika Deli				

PLATOS PREPARADO

Dulces Preparados \$ 5.15
 Futa Preparada: \$ 5.15
 *Fresa, Pepino, Mango,
 Manzana, Piña, Naranja



VAMPIRO



MINERAL CON CAMARONES



CAMARONES BOTANEROS



HOT CHEETOS CON QUESO



MARRANADA



CRAZY CORN



SMIRNOFF PREPARADO



MINERAL LIMON SAL & TAJIN



LIMONADA CON FRESA



MANGO DAIQUIRI



MICHELADA "LA PALMA"



MARUCHAN PREPARADA



CHIPS MAR Y TIERRA



RASPAS

ZERO ALCOHOL

12oz	16oz	20oz
\$ 1.89	\$ 2.55	\$ 3.09
Blue Coco, Strawberry, Cherry Banana, Grape, Pineapple Tamarindo, Mango, Raspberry Blueberry, Bubble GUM, Tiger Blood, Lemon-Lime		

RASPAS ESPECIALES

Extras & Toppings: Starting \$0.50

12oz	16oz	20oz
\$ 2.47	\$ 3.09	\$ 4.06
Chamoyada, Pink Leche Pika Deli		

PLATOS PREPARADO

Dulces Preparados	\$ 5.15
Futa Preparada:	\$ 5.15
*Fresa, Pepino, Mango, Manzana, Piña, Naranja	





43057 (BG)



TEXAS ALCOHOLIC BEVERAGE COMMISSION
Texas Helping Businesses & Protecting Communities

Document reference ID : 382156

Licensing Application Summary

You must review your application and confirm that the information displayed here is correct. Select **Review and Confirm** to continue and make the payment. If the information is not correct, select **Next** to return to the application, edit the data as needed and finalize the submission. If you need to store the application packet for your records, select **Download**.

Application ID:	382156
Applicant Name:	GASO INC.
License Type applied for:	Wine and Malt Beverage Retailer's On-Premise Permit (BG)

Entity Information

Business Structure:	Corporation
FEIN/SSN Number:	822383650
Historically Underutilized Business:	No
Veteran-owned business:	No
Fraternal Owned:	No

Initial Application Information

Authority Type: I am a principal or authorized user with binding authority

Legal First Name: ELIO

Legal Middle Name: CESAR

Legal Last Name: GARZA

Email Address: eliogarza@gmail.com

Phone Number: 956-354-8946

Principal Parties

Principal Parent Entity	Principal Party	Role	%Ownership
GASO INC.	ELIO GARZA	Stockholder/Shareholder, President, Treasurer	51
GASO INC.	SAMANTHA GARZA	Stockholder/Shareholder, Secretary	49

Basic Business information

Business/Trade Name: LA PALMA AZUL- MISSION
Business Type Convenience Store

Location's Phone Numbers

Business Phone Number 956-354-8946

Location Address

Address: 3501 S Conway Ave, Mission, TX, United States, Hidalgo 78572
Is your location within city limits? Yes

Mailing Address Information

Address: 1810 Lago Delton, Edinburg, TX, United States, Hidalgo 78542

Measurement Information

Measuring from the public entrance of your location along street lines and directly across intersections, will your location be within 1,000 feet of the nearest property line of a public or private school? No

Is a residential address or established neighborhood association located within 300 feet of any property line of your premises? No

Location Additional Information

Is the proposed location in a hotel or motel?

No

Alcohol percentage

Up to 17%

Sixty Day Sign Requirements

Posted the 60 day sign: Yes
Date Posted: 6/14/2024

Projected Sales Information

Sales Year: 2024
Alcohol Sale: \$800,000.00
Other Sales: \$600,000.00
Total Sales: \$1,400,000.00

Property Ownership

Do you, the applicant, own the land, building, and/or warehouse at this proposed licensed location? No
Are you operating under? Lease

Franchise Agreement

Do you or anyone else at the location operate under a franchise agreement? No
Are there any agreements, exclusive of a franchise agreement, which involve alcohol in any way? No

Shared premise information

Do you share the premises with another business entity? No

Property Ownership Details

Property Type	Property Ownership Type	Entity Name
Land and Building	Lessor	H AidAR PROPERTIES LLC

Location Diagram

Will the license or permit embrace the entire location address? **Yes**

Bond Information

Fulfillment Type	Bond Category	Bond Amount	Status
Bond Provider	Conduct Surety Bond	\$5,000.00	New



TEXAS ALCOHOLIC BEVERAGE COMMISSION
Texas Helping Businesses & Protecting Communities

CERTIFICATE OF CITY SECRETARY FOR: (MB, BG & BE)

Section 11.37 & 61.37

Not later than the 30th day after the date a prospective applicant for a license or permit requests certification, the city secretary or clerk shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the license or permit is sought is prohibited by ordinance.

I hereby certify on this 27th day of June, 2024, that the location for which the license/permit is sought is inside the boundaries of this city or town, in a "wet" area for such license/permit, and not prohibited by charter or ordinance in reference to the sale of such alcoholic beverages.

MB Mixed Beverage Permit

MB/FB Mixed Beverage Restaurant Permit with Food and Beverage Certificate
(MB must also hold a Food and Beverage Certificate)

BG/FB Wine and Beer Retailer's Permit with Food and Beverage Certificate
(BG must also hold a Food and Beverage Certificate)

BG Wine and Beer Retailer's Permit - Election for given location was held for:
 legal sale of beer/wine (17%) on-premise **AFTER** Sept. 1, 1999
 legal sale of beer/wine (14%) on-premise **BEFORE** Sept. 1, 1999

BE Beer Retail Dealer's On-Premise License

BE/FB Retail Dealer's On-Premise License with required Food and Beverage Certificate

OR

I hereby refuse on this _____ day of _____, 20____ to certify this location.

SIGN HERE

Alvaro Chupa
City Secretary/Clerk

Mission, TX
City



, TEXAS

SEAL



TEXAS ALCOHOLIC BEVERAGE COMMISSION
Texas Helping Businesses & Protecting Communities

CERTIFICATE OF COUNTY CLERK FOR: (MB, BG & BE)

Section 11.37 & 61.37

Not later than the 30th day after the date a prospective applicant for a license or permit requests certification, the city secretary or clerk shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the license or permit is sought is prohibited by ordinance.

I hereby certify on this 27th day of June, 2024, that the location for which the license/permit is sought is in a "wet" and is not prohibited by any valid order of the Commissioner's Court.

MB Mixed Beverage Permit

MB/FB Mixed Beverage Restaurant Permit with Required Food and Beverage Certificate

BG/FB Wine and Beer Retailer's Permit with Required Food and Beverage Certificate

BG Wine and Beer Retailer's Permit - Election for given location was held for:
 legal sale of beer/wine (17%) on-premise **AFTER** Sept. 1, 1999
legal sale of beer/wine (14%) on-premise **BEFORE** Sept. 1, 1999

BE Beer Retail Dealer's On-Premise License

BE/FB Retail Dealer's On-Premise License with required Food and Beverage Certificate

OR

I hereby refuse on this _____ day of _____, 20_____ to certify this location.

SIGN HERE

ARTURO GUAJARDO, JR.

County Clerk

HIDALGO

County

SEAL





TEXAS ALCOHOLIC BEVERAGE COMMISSION
Texas Helping Businesses & Protecting Communities

COMPTROLLER OF PUBLIC ACCOUNTS CERTIFICATES

I hereby certify on this 3rd day of July, 2024, the applicant holds or has applied for and satisfies all legal requirements for the issuance of a Sales Tax Permit under the Limited Sales, Excise and Use Tax Act or the applicant as of this date is not required to hold a Sales Tax Permit.

Sales Tax Permit Number 32064489993

Outlet Number 00003

Print Name of Comptroller Employee Esther Guajardo

Print Title of Comptroller Employee Taxpayer Enforcement Officer

SIGN HERE

Guajardo
Comptroller Representative

Brownsville
City

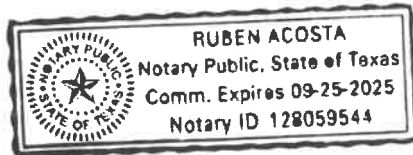
,TEXAS





TEXAS ALCOHOLIC BEVERAGE COMMISSION
Preserving the Business & Protecting the Community

PUBLISHER'S AFFIDAVIT	
Name of newspaper	Advance News Journal
City, County	Pharr, Hidalgo County
Dates notice published in daily/weekly newspaper (MM/DD/YYYY)	06/26/2024 & 07/03/2024
<i>Publisher or designee certifies attached notice was published in newspaper stated on dates shown</i>	
Signature of publisher or designee	<i>[Signature]</i>
Sworn to and subscribed before me on this date	07/03/2024
Signature of Notary Public	<i>Ruben Acosta</i>
SEAL	
ATTACH PRINTED COPY OF THE NOTICE	



LEGAL NOTICE

Application has been made with the Texas Alcoholic Beverage Commission for a Wine and Malt Beverage Retailer's On-Premise Permit by Gaso Inc., DBA: La Palma Azul- Mission to be located at 3501 N. Conway Ave., Hidalgo County, Mission, Texas 78574. Officers of said corporation are Elio Cesar Garza-President, Treasurer, and Samantha Garza - Secretary.

(Published in the Advance News Journal on June 26 & July 3, 2024.)

B2225-00-00C-0031-04 (574838)
MCCLAIN DANIEL M JOSEPH
3501 N CONWAY AVE
MISSION TX 78573

B2225-00-00C-0032-00 (123506)
VALDEZ PROPERTIES LLC
2308 SILVERADO SOUTH
MISSION TX 78573

B2225-00-00C-0034-10 (123511)
VALDEZ DANIELLE A
1901 S VOSS RD NO. 6
HOUSTON TX 77057

B2225-00-00C-0035-20 (123512)
SALINAS MA ESTER
715 MILLER ST
MISSION TX 78572

B2225-00-00C-0035-30 (123513)
PENA BERNARDO JR
C/O BERNARDO PENA SR
306 DOHERTY AVE
MISSION TX 78572

B2225-00-00C-0035-40 (123515)
JACOBSON STANLEY & MARINA
1505 DOHERTY AVE
MISSION TX 78572

W0100-00-029-0007-13 (317266)
SAENZ CONRADO & MARIA DEL CARMEN
SAENZ FAMILY REVOCABLE LVN TRUST
PO BOX 1914
MISSION TX 78573

W0100-00-030-0007-00 (317360)
3504 CONWAY SERIES A SERIES OF VMK
4600 TORONTO AVE
MCALLEN TX 78503

W0100-00-030-0007-02 (317362)
VMK INVESTMENTS GROUP LLC
4600 TORONTO AVE
MCALLEN TX 78503

W0100-00-030-0007-07 (317367)
BORREGO JAVIER
3516 N CONWAY AVE
MISSION TX 78573

W0100-00-030-0007-08 (317368)
GARZA ERICK I & DELLANIRA L GARZA
3518 N CONWAY AVE
MISSION TX 78573

B2225-00-00C-0031-06 (1014121)
DOUBLE GS MOTORS LLC
3315 N CONWAY
MISSION TX 78573

I2080-00-000-0002-00 (1559739)
HAIDAR PROPERTIES LLC
1601 SOUTH CAGE BLVD SUITE B
PHARR, TX 78577-5574

I2080-00-000-0001-00 (1559738)
HAIDAR PROPERTIES LLC
1601 SOUTH CAGE BLVD SUITE B
PHARR, TX 78577-5574

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR THE SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – MUELLE 37, 801 N. SHARY ROAD, SUTIES 150, 160, & 170, LOT 1A, MIRABELLE SUBDIVISION

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of August 7, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, August 12, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
801 N. Shary Road, Suites 150, 160, & 170 Lot 1A, Mirabelle Subdivision	Sale & On-Site Consumption of Alcoholic Beverages – Muelle 37	<ol style="list-style-type: none"> 1. 4-year re-evaluation at which time the applicant will need to renew their CUP and TABC license. 2. Continue to comply with all City Codes (Building, Fire, Health, etc.) 3. Waiver of the 300’ separation requirement from residential neighborhoods 4. CUP not be transferable to others.

READ, CONSIDERED AND PASSED, this the 12th day of August, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.8

CONDITIONAL USE PERMIT: Sale & On-Site Consumption of Alcoholic
RENEWAL: Beverages – Muelle 37
 801 N. Shary Road, Suites 150, 160 & 170
 Lot 1A, Mirabelle Subdivision
 C-4
 Mariscos El Muelle, LLC

REVIEW DATA

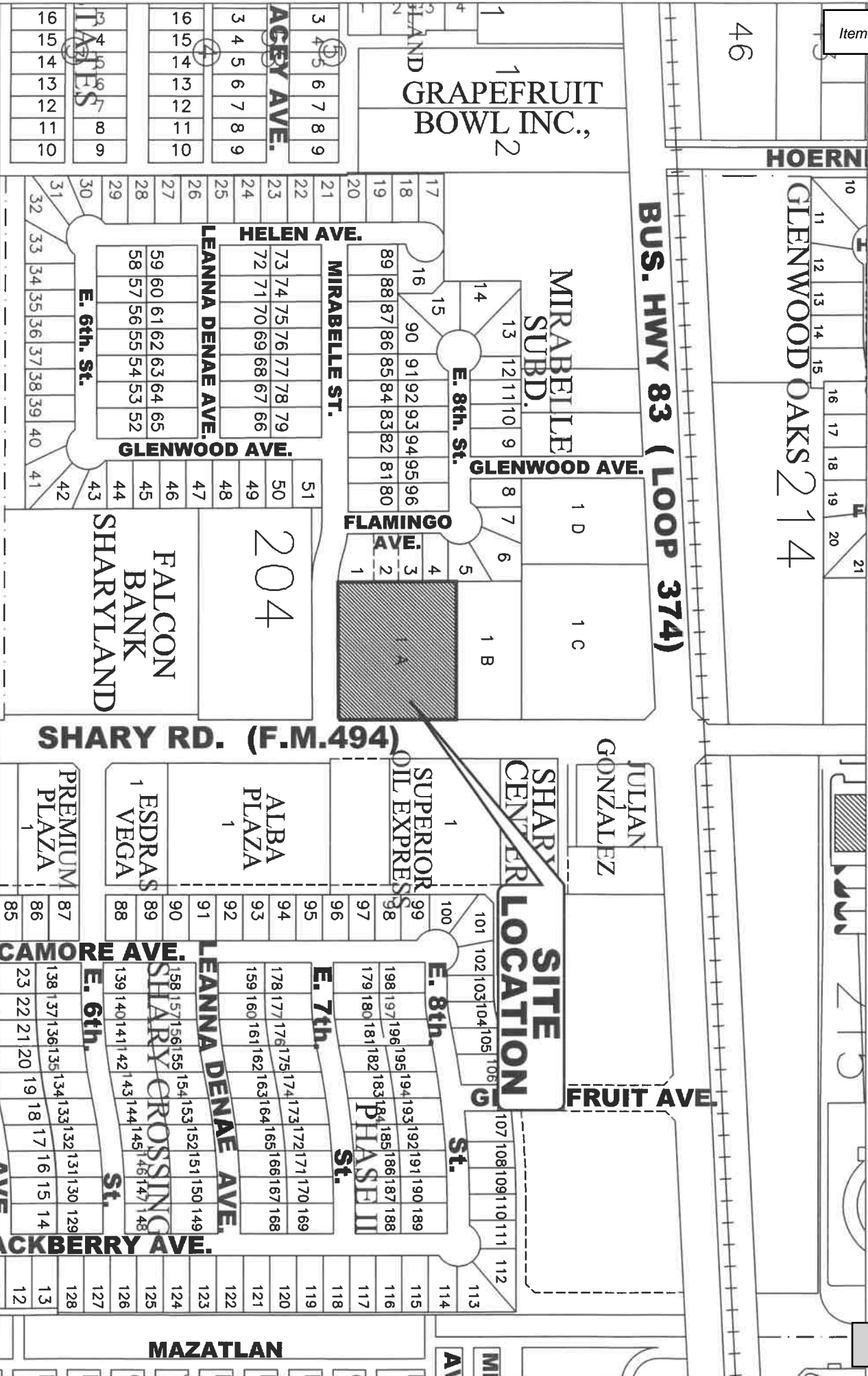
The subject site is located approximately 600' south of E. Business Highway 83 along the west side of N. Shary Road. The applicant has been operating this Seafood Restaurant since July 2022. The applicant would like to continue offering alcohol with the meals therefore the need to renew the conditional use permit. The last CUP approved for the Sale & On-Site Consumption of Alcoholic Beverages for this location was on May 9, 2022 for a period of 2 years after obtaining their business license. Access to the site is off a 25' driveway off of N. Shary Road and two 32' driveways off of Mirabelle Street.

- **Hours of Operation:** Monday – Thursday from 11:00 a.m. to 9:00 p.m., Friday, Saturday & Sunday from 11:00 a.m. to 10 p.m.
- **Staff:** 18 to 25 employees in different shifts.
- **Parking:** In viewing the floor plan, there is a total of 177 seating spaces, which require 59 parking spaces (177 seats/ 1 space for every 3 seats = 59 parking spaces). It is noted that the parking area is held in common (135 existing parking spaces) and are shared with other businesses.
- **Sale of Alcohol (Section 1.56-3):** (3a) of the Zoning code requires such uses to be at least 300' from the nearest residence, church, school or publicly owned property. There is a residential subdivision within the 300' radius, however P&Z and City Council have waived this requirement for other similar businesses.

REVIEW COMMENTS: Staff mailed out 22 notices to property owners within 200' radius and staff has not received any comments in favor or against the request. Staff has asked PD for any reports regarding alcohol for this establishment as of this date there has been none. Since the sale of alcohol is not the primary item of purchase, staff does not object to an extended approval term.

RECOMMENDATION: Staff recommends approval subject to:

- 1) 4-year re-evaluation at which at which time the applicant will need to renew his CUP and TABC license,
- 2) Continue to comply with all City Codes (Building, Fire, Health, etc.),
- 3) Waiver of the 300' separation requirement from residential neighborhoods, and
- 4) CUP not to be transferable to others



BUS. HWY 83 (LOOP 374)

SHARY RD. (F.M.494)

SITE LOCATION

CITY OF MISSION

HIDALGO COUNTY, TEXAS

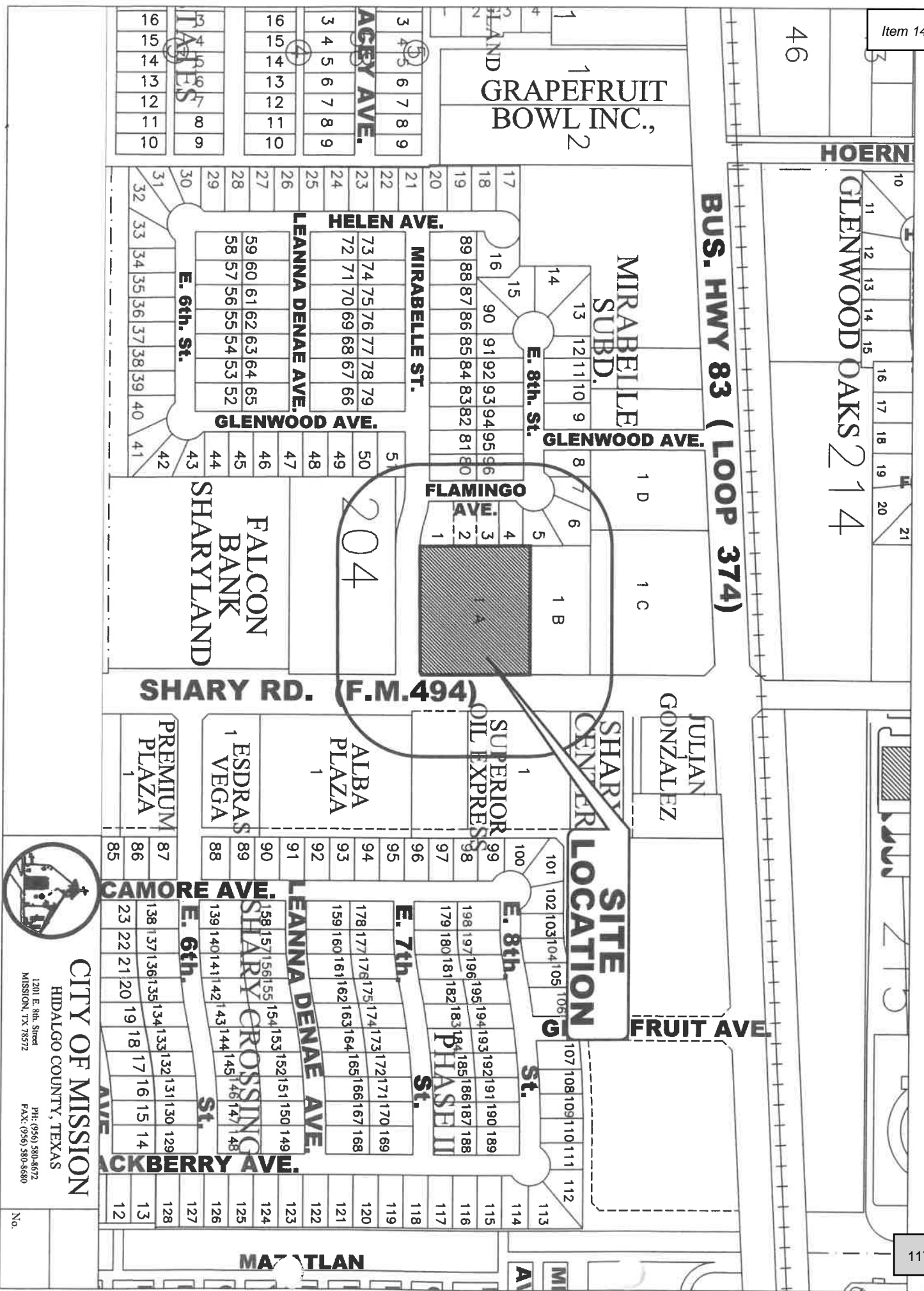


1201 E. 8th Street
MISSION, TX 78372

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

No.

200' RADIUS MAILOUT MAP



16	15	14	13	12	11	10
19	15	14	13	12	11	10
3	4	5	6	7	8	9
3	4	5	6	7	8	9

20	21	22	23	24	25
17	18	19	20	21	22
16	17	18	19	20	21
15	16	17	18	19	20
14	15	16	17	18	19
13	14	15	16	17	18
12	13	14	15	16	17
11	12	13	14	15	16
10	11	12	13	14	15

41	42	43	44	45	46	47	48	49	50	51
32	33	34	35	36	37	38	39	40	41	42
31	32	33	34	35	36	37	38	39	40	41
30	31	32	33	34	35	36	37	38	39	40
29	30	31	32	33	34	35	36	37	38	39
28	29	30	31	32	33	34	35	36	37	38
27	28	29	30	31	32	33	34	35	36	37
26	27	28	29	30	31	32	33	34	35	36
25	26	27	28	29	30	31	32	33	34	35

85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100

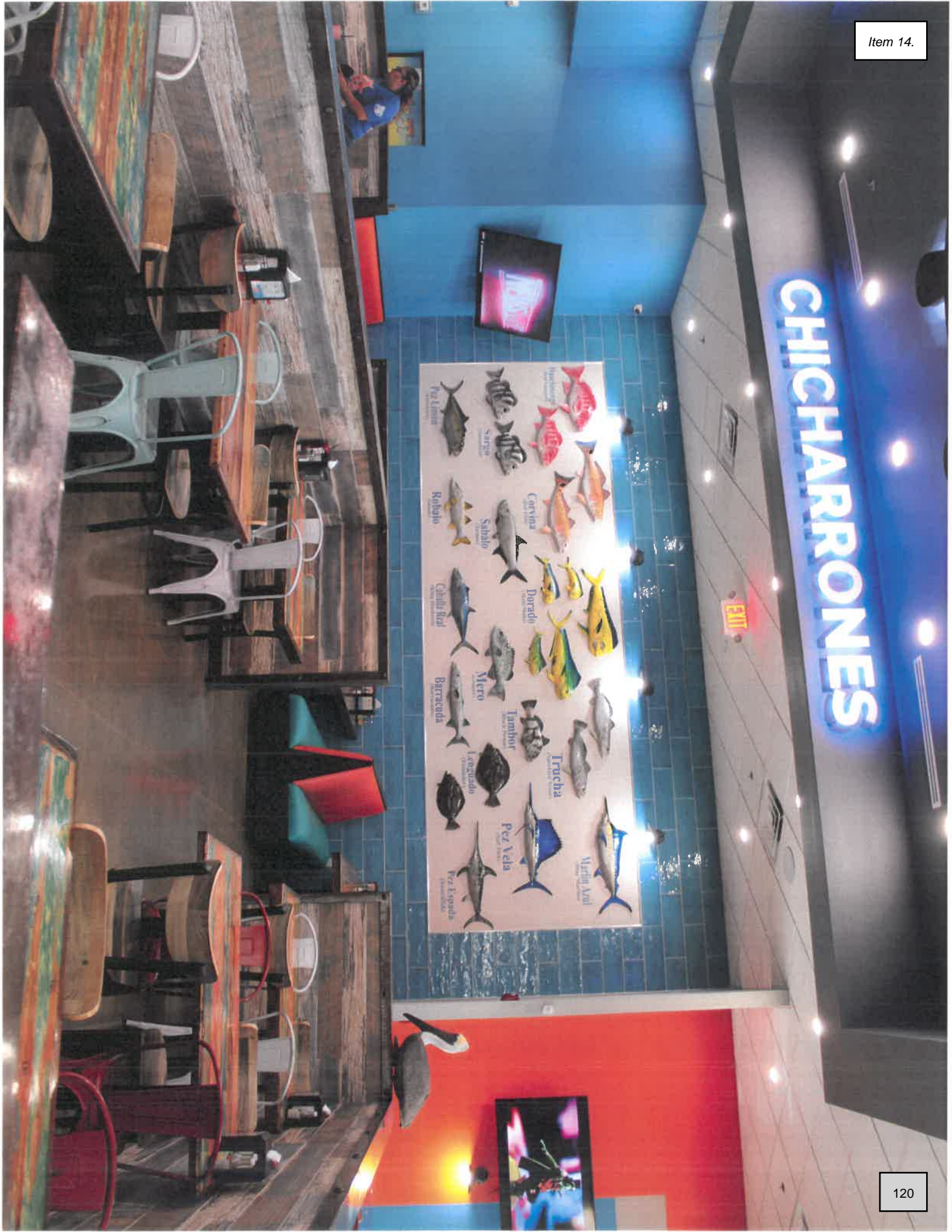
127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148
127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148
127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148
127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148
127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148
127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148
127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148
127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148
127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148
127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148

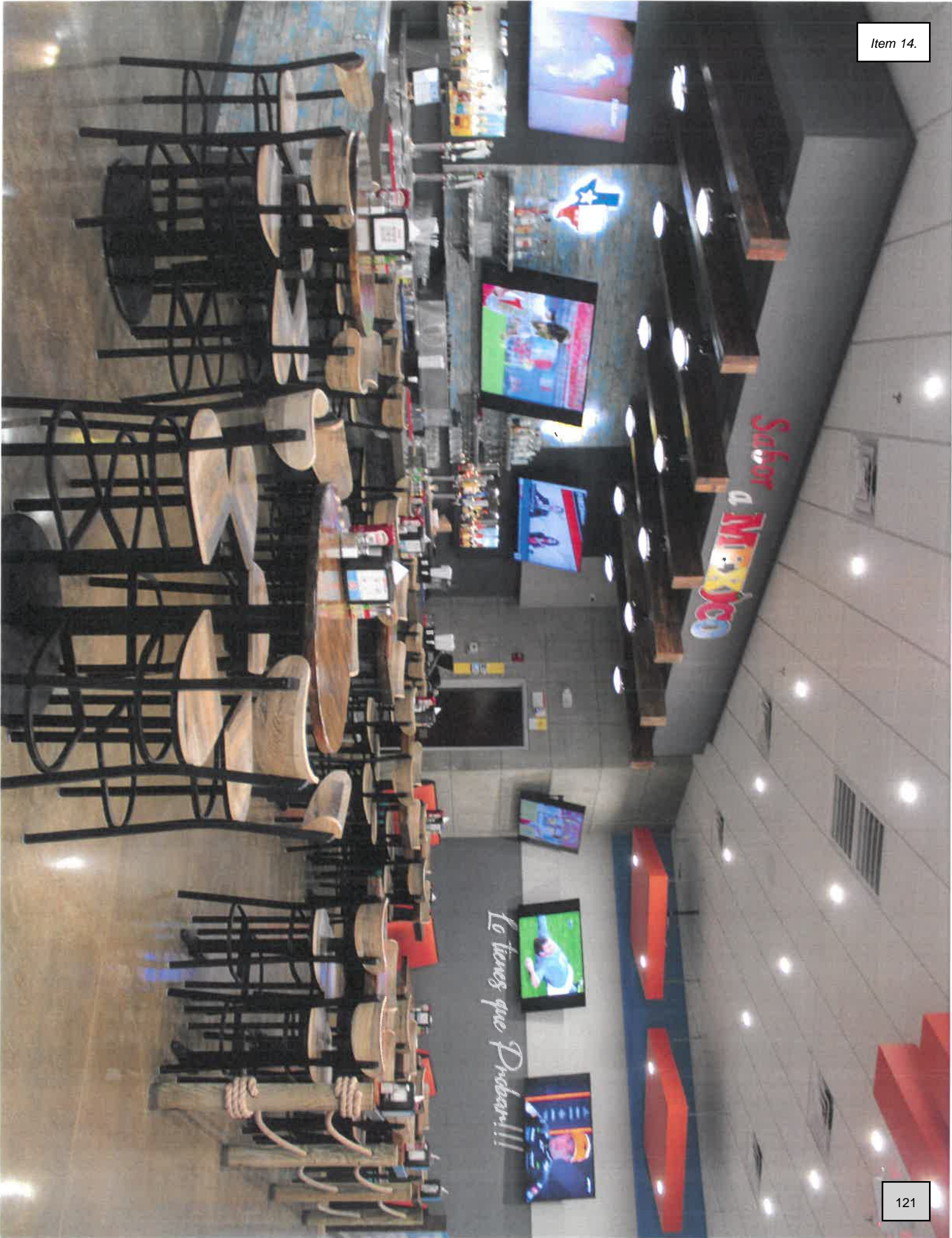
CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (936) 580-8672
 FAX: (936) 580-8680

No.









[Back](#) [Export to Excel](#)

Item 14.

[Print Results](#)

Master File Id: 2100013798

Legacy CLP:

License Type: MB

License Id: 200052080

Trade Name: Muelle 37

Owner: Mariscos El Muelle LLC

Location Address:	801 N Shary Rd	Mailing Address:	801 N Shary Rd Suite 150
	Suite 150		Mission , TX 78572
	Mission , TX		United States
	78572		
	United States		

County: Hidalgo

Original Issue Date: 6/17/2022

License Status: Active

Current Issued Date: 5/21/2024

Wine Percent:

Location Phone No.:

Status Change Date: 5/21/2024

Gun Sign: BLUE

Expiration Date: 6/16/2026

Subordinates (list):

S2950-00-000-0205-09 (625924)
STATE OF TEXAS
PO BOX 1717
PHARR TX 78577

S2745-00-000-0001-00 (684492)
FAYMAN FAITH STRONG AMENDED AND
MARK B LUMBARD AMENDED AND RESTATED
PO BOX 200
RAYMORE MO 64083

S2950-00-000-0204-45 (685429)
LERMA MIGUEL & LOURDES
2426 E 21ST
MISSION TX 78572

S7682-00-000-0001-00 (818962)
J & M VALLEY INVESTMENT LLC
710 N SHARY RD
MISSION TX 78572

A2360-00-000-0001-00 (1238655)
PRO HOME INVESTMENTS LLC
200 S 10TH ST STE 1601-A
MCALLEN TX 78501

M4725-00-000-001A-00 (1308162)
AURIEL INVESTMENTS LLC
1200 AUBURN AVE STE 250
MCALLEN TX 78504-1403

M4725-00-000-0001-00 (1308066)
SELVERA JUAN D
800 RAMOS ST
PHARR TX 78577

M4725-00-000-0002-00 (1308067)
TREVINO JOSE ANGEL RAMIREZ & MARIA
802 FLAMINGO AVE
MISSION TX 78572

M4725-00-000-0003-00 (1308068)
VELAZQUEZ ERICK
804 FLAMINGO AVE
MISSION TX 78572

M4725-00-000-0004-00 (1308069)
VILLALOBOS EMERIO JOSE ARANZAZU
2703 SAN ESTEBAN ST
MISSION TX 78572

M4725-00-000-0005-00 (1308070)
CANTU RAFAEL & LESLI KARINA CARDENAS
1205 TRAVIS ST
MISSION TX 78572

M4725-00-000-0006-00 (1308071)
SANTOS ADOLFO IV
905 E AZUCAR AVE
PHARR TX 78577

M4725-00-000-0007-00 (1308072)
ARANZAZU AMARILIS & ODWIN LEAL
2703 SAN ESTEBAN ST
MISSION TX 78572

M4725-00-000-0008-00 (1308073)
FONSECA ALBERTO & MARIA T PATINO
2301 E 8TH ST
MISSION TX 78572

M4725-00-000-0050-00 (1308115)
AVILES EDGAR ALEJANDRO CHIW &
704 GLENWOOD AVE
MISSION TX 78572

M4725-00-000-0051-00 (1308116)
ANDERSHOCK LYDIA YESEL
706 GLENWOOD AVE
MISSION TX 78572

M4725-00-000-0080-00 (1308145)
BURGOS ARNOLDO
1721 N MCCOLL RD LOT 160
EDINBURG TX 78541

M4725-00-000-0096-00 (1308161)
RIVERA IRMA ISABEL PRUNEDA & LIZBETH
2214 E 8TH ST
MISSION TX 78572

M4725-00-000-000A-00 (1308062)
MIRABELLE OWNERS ASSOCIATION INC
813 N MAIN ST STE
MCALLEN TX 78501

M4725-00-000-001B-00 (1308163)
R & L LOZANO LEASING LTD
208 N CAGE BLVD
PHARR TX 78577

M4725-00-000-001C-00 (1308164)
DOMAIN DEVELOPMENT CORP
PO BOX 52085
PHOENIX AR 85012

S2580-01-000-0001-00 (1561200)
BRADEN & TREYTON HOLDINGS LTD
605 W JAVELINA DR
PHARR, TX 78577-9470



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – Still Tap, 600 N. Shary Road, Ste. C, Lot 1, Esdras Vega Subdivision, C-3, Richard Gomez, Adoption of Ordinance #____ - De Luna

NATURE OF REQUEST:

On August 7, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site is located at the NE corner of E. 6th Street and Shary Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to:

- 1.) 4year re-evaluation at which time the applicant will need to renew their CUP and TABC license;
- 2.) Continue to comply with all City Codes (Building, Fire, Health, etc.)
- 3.) Waiver of the 300' separation requirement from residential neighborhoods
- 4.) CUP not be transferable to others

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR THE SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – STILL TAP, 600 N. SHARY ROAD, STE. C, LOT 1, ESDRAS VEGA SUBDIVISION

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of August 7, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit renewal shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, August 12, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit renewal:

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

Legal Description	Type	Conditions of Approval
600 N. Shary Road, Ste. C Lot 1, Esdras Vega Subdivision	Sale & On-Site Consumption of Alcoholic Beverages – Still Tap	<ol style="list-style-type: none"> 1. 4-year re-evaluation at which time the applicant will need to renew their CUP and TABC license. 2. Continue to comply with all City Codes (Building, Fire, Health, etc.) 3. Waiver of the 300’ separation requirement from residential neighborhoods 4. CUP not be transferable to others.

READ, CONSIDERED AND PASSED, this the 12th day of August, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.9

CONDITIONAL USE PERMIT: Sale & On-Site Consumption of
Alcoholic Beverages – Still Tap
600 N. Shary Road, Ste. C
Lot 1, Esdras Vega Subdivision
C-3
Richard Gomez

REVIEW DATA

The subject site is located at the NE corner of E. 6th Street and Shary Road. The applicant has been in operation since August 2023 at this commercial plaza. The last CUP approved for the Sale & On-Site Consumption of Alcoholic Beverages for this location was on August 15, 2023 for a period of one 1 year. Access to the site is off of E. 6th Street, through an existing 24' driveway.

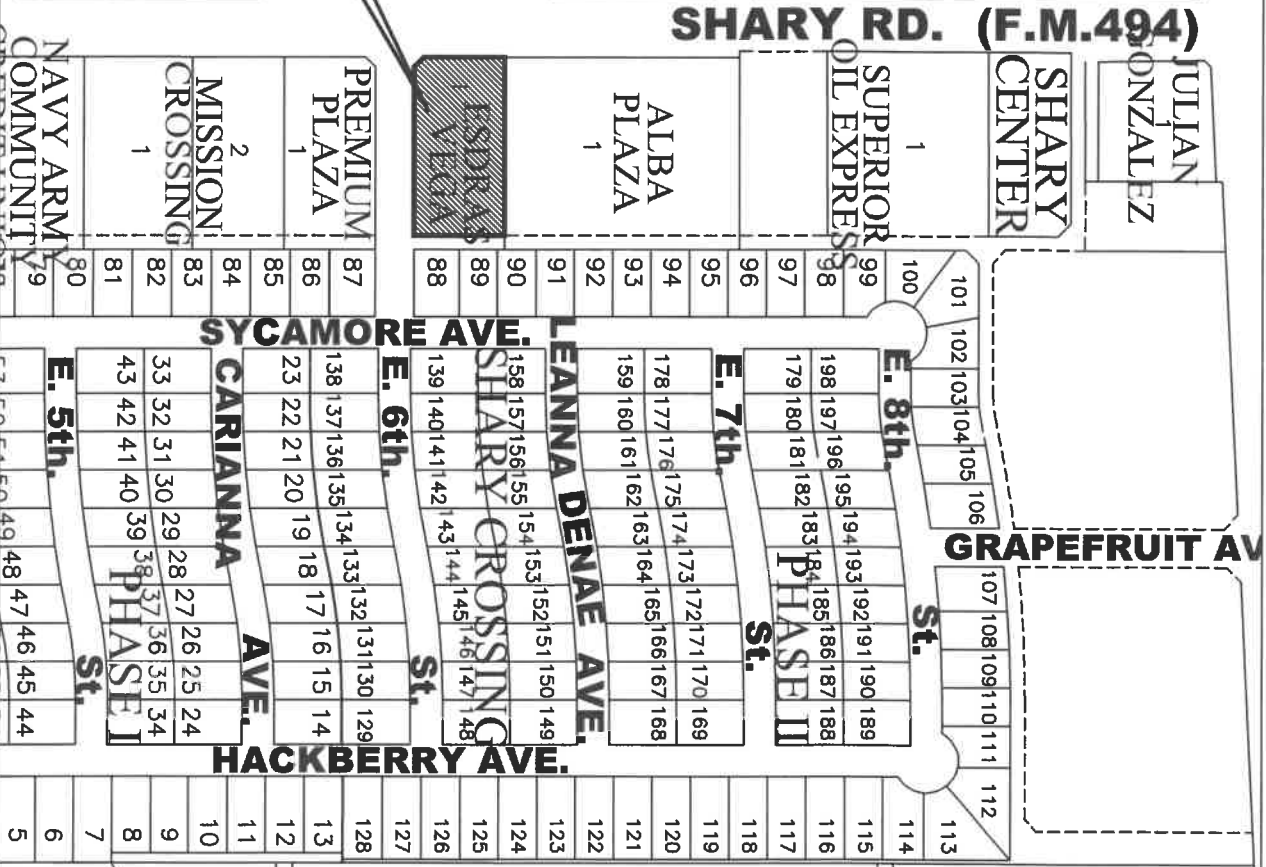
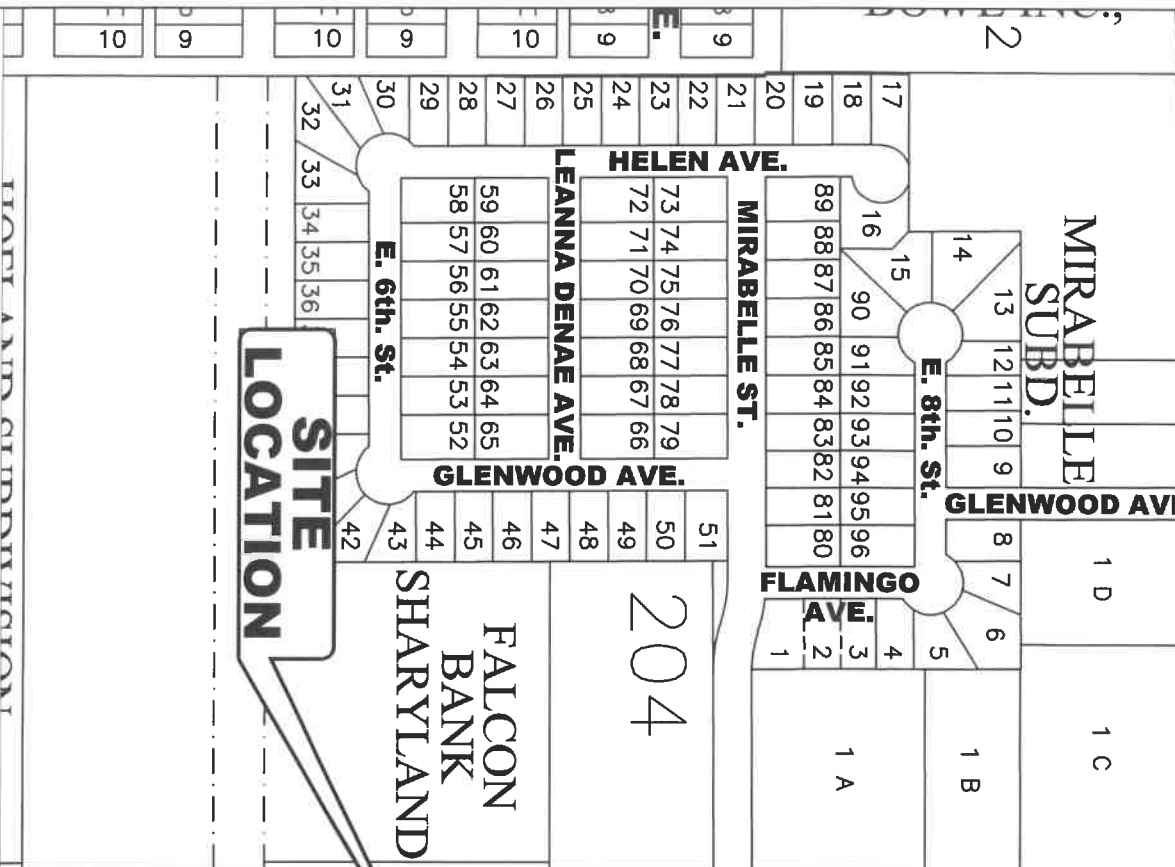
- **Days / Hours of operation:** Monday – Wednesday from 5pm to 10pm and Thursday - Saturday from 5pm to 12:00a.m.
- **Staff:** 2 employees will man this operation
- **Parking:** In reviewing the floor plan, there are a total of 40 seating spaces, which require 13 parking spaces (40 seats/1 space for every 3 seats = 13.3 parking spaces). It is noted that the parking area is held in common for the entire plaza and there is a total of 58 parking spaces.
- **Landscaping:** The landscaping, paving, and drainage for the entire plaza meets code.
- **Sale of Alcohol (Section 1.56-3):** (3a) of the Zoning code requires such uses to be at least 300' from the nearest residence, church, school or publicly owned property. There is a residential subdivision within the 300' radius, however P&Z and City Council have waived this requirement for other similar businesses.

REVIEW COMMENTS: Staff mailed out 19 notices to property owners within 200' radius and staff has not received any comments in favor or against the request. Staff has asked PD for any reports regarding alcohol for this establishment as of this date there has been none.

RECOMMENDATION: Staff recommends approval subject to:

- 1) 4-year re-evaluation at which time the applicant will need to renew his CUP and TABC license,
- 2) Continue to comply with all City Codes (Building, Fire, Health, etc.),
- 3) Waiver of the 300' separation requirement from residential neighborhoods, and
- 4) CUP not to be transferable to others

BUS. HWY 83 (LOOP 374)



SITE LOCATION



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (361) 580-8672
 FAX: (361) 580-8680

200' RADIUS MAILOUT MAP

BUS. HWY 83 (LOOP 374)

MIRABELLE
SUBD.

E. 8th. St.

MIRABELLE ST.

HELEN AVE.

LEANNA DENAE AVE.

GLENWOOD AVE.

E. 6th. St.

SITE LOCATION

FALCON
BANK
SHARYLAND

204

SHARY RD. (F.M.494)

JULIAN
ONZALEZ

SHARY
CENTER

SUPERIOR
OIL EXPRESS

ALBA
PLAZA

ESPERANZA
PLAZA

PREMIUM
PLAZA

MISSION
CROSSING

NAVY ARM
COMMUNITY

GRAPEFRUIT AVE

E. 8th

E. 7th

LEANNA DENAE AVE.

E. 6th

SYCAMORE AVE.

HACKBERRY AVE.

E. 5th

MAZATLAN

AVOCADO
MESQUITE

BAJA

FIG

ORANGE

PAPAYA

PECAN

LEMON

YUCCA

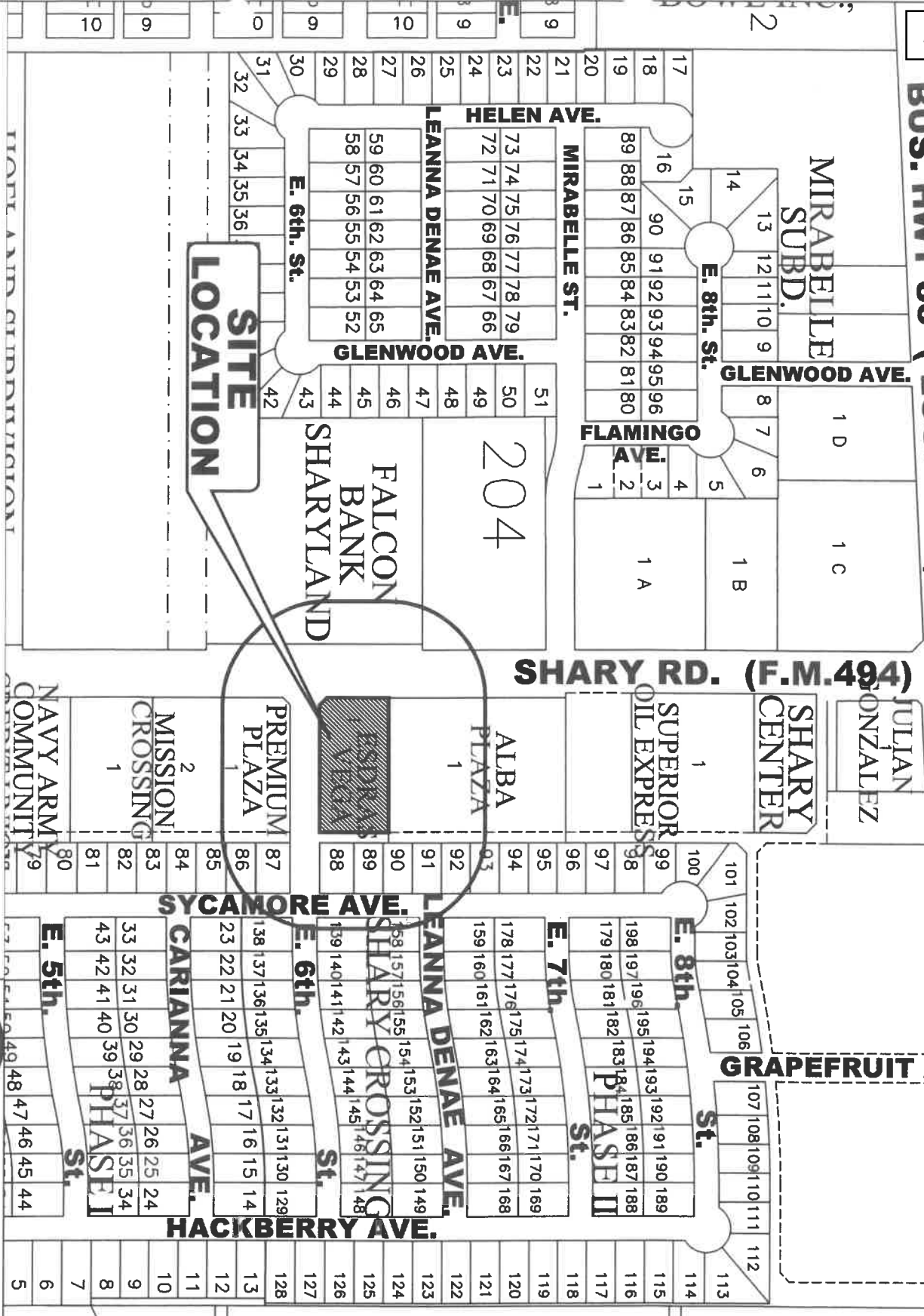
CHAPARRA

MESCAL

PALO VERT

HIBISCUS

SHAR



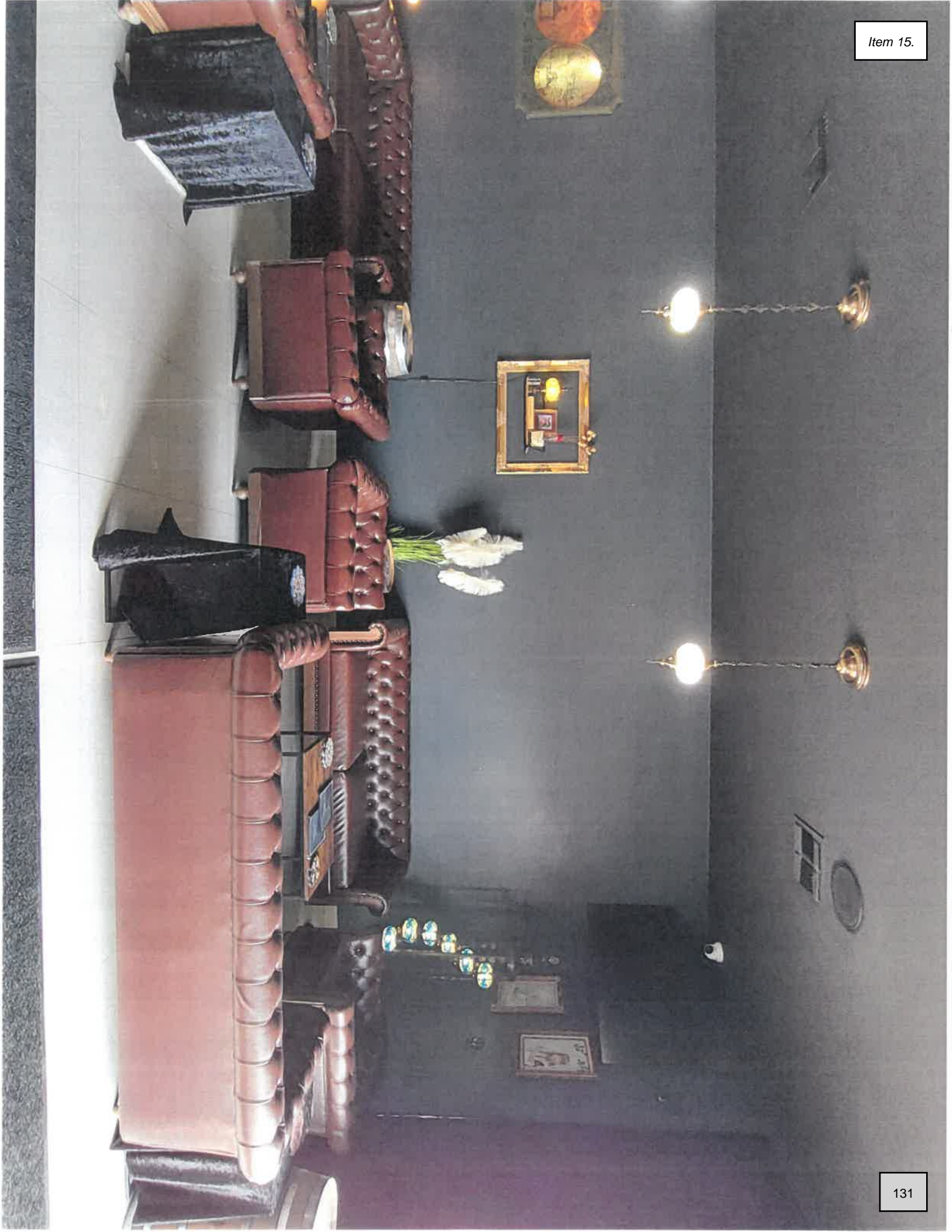
CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th Street
MISSION, TX 78572

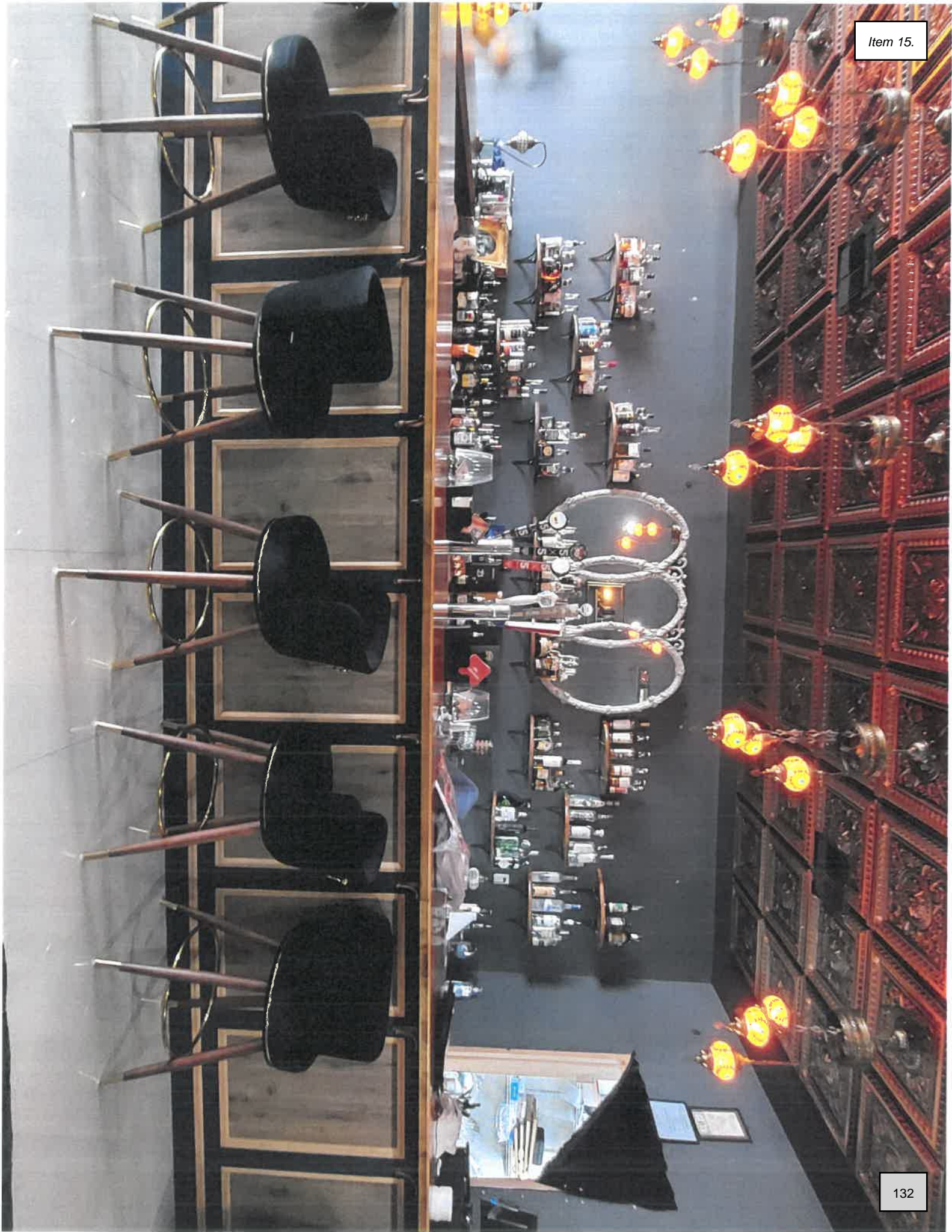
PH: (956) 580-8672
FAX: (956) 580-8680

No.









STILL TAP

MON - WED

5 - 10PM

THURS - SAT

5 PM - MIDNIGHT

BEER

DRAFT \$5

5X5 LOS VAQUEROS
5X5 FUBARR
5X5 BRUNETTE BOMBSHELL
BLUE MOON
MICHELOB ULTRA
MICHELOB GOLD
MILLER LITE

CAN/BOTTLE \$2

5X5 MORREFIELD BLONDE
5X5 LOS VAQUEROS
COORS LITE
COORS BANQUET
MILLER LITE
MICHELOB ULTRA
DOS EQUIS
BLUE MOON
PBR

HOUSE COCKTAILS

\$9

OLD
FASHIONED

BOULEVARDIER

GIN FIZZ

MARY PICKFORD

WHISKEY
GINGER

HOUSE SPECIALS

WHISKEY MOON

\$10

TOASTED ALMOND

\$12

ESPRESSO MARTINI

\$12

MIDNIGHT KISS
(COFFEE OLD
FASHIONED)

\$12

LONESTAR OLD
FASHIONED

\$16

FLY ME TO THE MOON

\$32

FOOD

FRIES BASKET \$7

MOZZARELLA
STICKS \$7

CHICKEN
BITES \$8

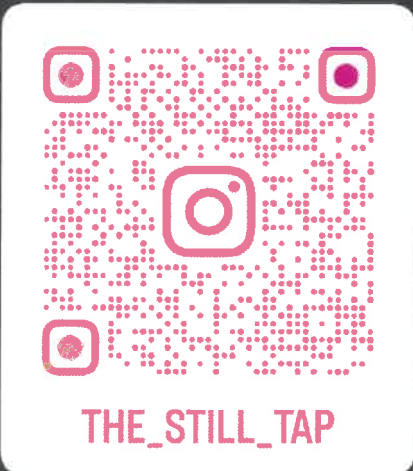
STILL TAP MENU



FACEBOOK



INSTAGRAM



Back

Export to Excel

Item 15.

Print Results

Master File Id: 2300068060

Legacy CLP:

License Type: MB

License Id: 200081968

Trade Name: The Still Tap

Owner: YAMELS LLC

Location Address: 600 N Shary Rd
Suite C
Mission , TX
78572
United States

Mailing Address: 301 N Shary Rd Lot 135
Mission , TX 78572
United States

County: Hidalgo

Original Issue Date: 7/19/2023

License Status: Active

Current Issued Date: 7/19/2023

Wine Percent:

Location Phone No.:

Status Change Date: 6/15/2023

Gun Sign: RED

Expiration Date: 7/18/2025

Subordinates (list):

S2755-01-000-0085-00 (684489)
MARES GLORIA C
511 SYCAMORE AVE
MISSION TX 78572

S2755-01-000-0086-00 (684490)
GARZA PERLA MARLEN & CHRISTIAN
816 TRAVIS ST SPT C29
MISSION TX 78572

S2755-02-000-0087-00 (684493)
RIOS REYNOL & MARIA
515 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0088-00 (684504)
MARTINEZ ENRIQUE C & VERONICA M
601 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0089-00 (684505)
RODRIGUEZ ILEANA
603 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0090-00 (684506)
MARTINEZ ANNETTE
605 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0091-00 (684507)
GUERRERO NANCY GONZALEZ
607 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0092-00 (684508)
GONZALEZ ARMANDO F JR
1702 JONATHON DR
MISSION TX 78572

S2755-02-000-0093-00 (684509)
ESTRADA OMAR A
611 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0138-00 (684554)
REGO MARIA A & RAFAEL A
2420 E 6TH AVE
MISSION TX 78572

S2755-02-000-0139-00 (684555)
CISNEROS KRYSTAL NALLEY
2421 E 6TH AVE
MISSION TX 78572

S2755-02-000-0158-00 (684574)
CASTELLANOS SILVIA LUCERO LAM
2420 LEANNA DENAE AVE
MISSION TX 78572

S2950-00-000-0204-45 (685429)
LERMA MIGUEL & LOURDES
2426 E 21ST
MISSION TX 78572

F1520-00-000-0001-00 (20827570)
NEW MILLENNIUM L INVESTMENTS INC
711 W NOLANA 104-A
MCALLEN TX 78504

E6640-00-000-0001-00 (960387)
YAMELS LLC
2000 WESTMINSTER CIR
BROWNSVILLE TX 78521

M4937-00-000-0002-00 (962410)
SMITH BRANDON D & JULE M CULLINANE
SMITH CULLINANE LVNG TRST
12 HILARITA AVE
MILL VALLEY CA 94941-2107

P8328-00-000-0001-00 (1070342)
FLORES NORMA YOLANDA
4410 SIERRA DRIVE
PALMHURST TX 78573

A2360-00-000-0001-00 (1238655)
PRO HOME INVESTMENTS LLC
200 S 10TH ST STE 1601-A
MCALLEN TX 78501

A2360-00-000-0001-05 (1471062)
PRO HOME INVESTMENTS LLC
200 S 10TH ST STE 1601-A
MCALLEN TX 78501

ITEM # 2.0**PRELIMINARY & FINAL
RE-PLAT APPROVAL:**

Replat of Lot 1, Business Park Plaza
Ph. 2 Subdivision
Being all of Lot 1, Business Park Plaza
Ph. 2 Subdivision

I-1

Developer: Fire Fund 2 900 Business Park Drive, LLC
Park Drive, LLC

Engineer: South Texas Infrastructure Group

REVIEW DATA**PLAT DATA**

The replat of Lot 1 is within the Business Park Plaza Phase 2 subdivision located at the east side of Business Park Dr. and at the south side of Plaza Drive. — **see vicinity map**. The developer is proposing a two (2) lot commercial subdivision — see plat for actual dimensions, square footages, and land uses.

Utilities

When Business Park Plaza Ph. 2 Subdivision was subdivided, water and sewer services were made accessible and will be available to each lot. This replat will not affect any utility lines or the availability to connect to them upon issuance of permits.

STREETS & STORM DRAINAGE

This is a simple re-plat; all roads and drainage infrastructure for Business Park Plaza Ph. 2 Subdivision is complete to include drainage and paving improvements. The development of Lot 2 shall comply with the pro-rated conditions and requirements of the original drainage report that include detention and discharge. The City Engineer has reviewed and approved the drainage report.

OTHER COMMENTS

Street Lighting already exists

Must Comply with all other format findings

RECOMMENDATION

Staff recommends approval subject to:

- Payment of Capital Sewer Recovery fee
- Comply with other format findings.

LO SUBDIVISION PH. II

U.S. EXPRESSWAY 83

Texas Citrus Exchange

16-8

22
23
24
25
26
27
28
29

2
1
LONE STAR STEEL
T.C.X. PH I

INDIAN RIVER TRUCKING SUB.

GATEWAY MISSION 1

TRACT - 1 (308,551 S.F.)

EXWY. BUS. PARK SUBD. PHASE VI
15-9

EXWY. BUS. PARK

BUSINESS PARK DR.

EXP. BUS. PARK
Texas Sweet
BUSINESS PARK PHASE I
PLAZA DR.
BUS. PARK PLAZA PHASE 2, LOT 1
PROPOSED LOT 1

SITE LOCATION

SECOND AMENDED PLAT OF MISSION HOSPITAL INC.

LOT 4

LOT 2

LOT 1

24

LOT 3

SAINT CLAIRE BLVD.

SAINT CLAUDE BUSINESS CENTRE

15

16

17

BRYAN RD.

REPLAT PHASE XII
BUSINESS PHASE IX

22

HIDALGO

RESUBDIVISION

SOUTHSIDE MEDICAL

2

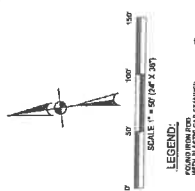


CITY OF MISSION
HIDALGO COUNTY, TEXAS

1201 E. 8th Street
MISSION, TX 75702
PH: (956) 580-8672
FAX: (956) 580-8680

No.





GENERAL NOTES
1. PLACE THE STATEMENT...

2. BEARING AND BOUNDS
THESE BOUNDS AND BEARINGS...

3. ENGINEER AND SURVEYOR CERTIFICATE
STATE OF TEXAS
COUNTY OF HIDALGO

4. APPROVED BY CHAIRMAN DISTRICT CERTIFICATE
HIDALGO COUNTY CHAIRMAN DISTRICT CERTIFICATE

5. APPROVED BY CITY SECRETARY
CITY OF MIDLAND CERTIFICATE

6. APPROVED BY MAYOR CITY OF MIDLAND
MAYOR CITY OF MIDLAND

7. APPROVED BY ATTEST: CITY SECRETARY
ATTEST: CITY SECRETARY

8. APPROVED BY ATTEST: PRESIDENT
ATTEST: PRESIDENT

9. APPROVED BY COUNTY CLERK
COUNTY CLERK

10. APPROVED BY COUNTY COMMISSIONER
COUNTY COMMISSIONER

11. APPROVED BY COUNTY JUDGE
COUNTY JUDGE

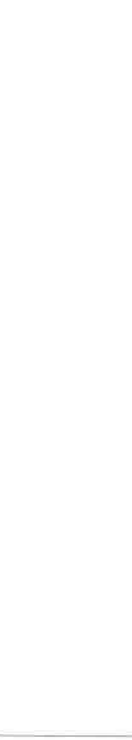
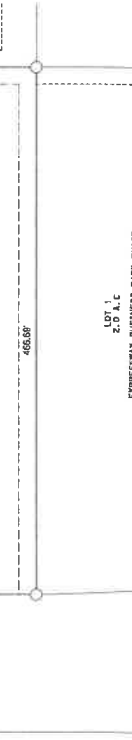
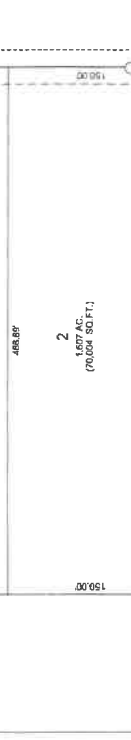
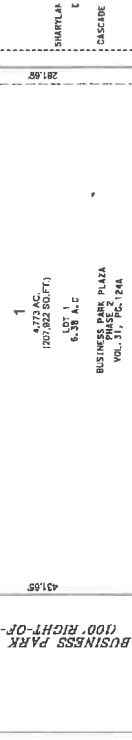
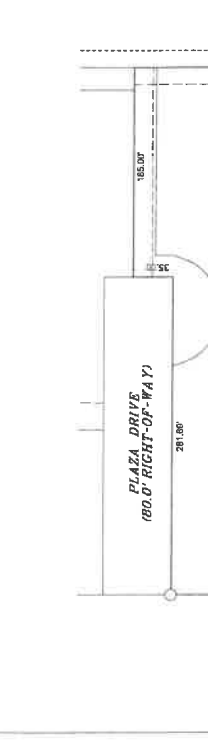
12. APPROVED BY COUNTY ATTORNEY
COUNTY ATTORNEY

13. APPROVED BY COUNTY SHERIFF
COUNTY SHERIFF

14. APPROVED BY COUNTY CONSTABLE
COUNTY CONSTABLE

15. APPROVED BY COUNTY TARRANT
COUNTY TARRANT

16. APPROVED BY COUNTY CLERK
COUNTY CLERK



PLAZA DRIVE 100.0' RIGHT-OF-WAY

BUSINESS PARK PLAZA VOL. 317, Pgs. 1244

466.00' 150.00' 431.55' 281.85'

466.00' 150.00' 431.55' 281.85'

466.00' 150.00' 431.55' 281.85'

466.00' 150.00' 431.55' 281.85'

466.00' 150.00' 431.55' 281.85'

466.00' 150.00' 431.55' 281.85'

466.00' 150.00' 431.55' 281.85'

4.772 AC (207,382 SQ. FT.)

6.338 AC

16.077 AC (702,004 SQ. FT.)

4.772 AC (207,382 SQ. FT.)

6.338 AC

16.077 AC (702,004 SQ. FT.)

4.772 AC (207,382 SQ. FT.)

6.338 AC

16.077 AC (702,004 SQ. FT.)

100.0' RIGHT-OF-WAY

BUSINESS PARK PLAZA

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

466.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

150.00'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'

281.85'



CITY OF MISSION

Norie Gonzalez Garza, Mayor
Ruben Plata, Mayor Pro-Tem
Jessica Ortega, Councilwoman
Marissa Ortega Gerlach, Councilwoman
Alberto Vela, Councilman
Mike R. Perez, City Manager

May 14, 2024

Mr. Raul Sesin
Hidalgo County Drainage District No. 1
902 N. Doolittle Road
Edinburg, TX 78541

RE: Subdivision RePlat of Lot 1 of Business Park Plaza Phase 2

Dear Mr. Sesin,

City of Mission staff has reviewed and approved the proposed **SUBDIVISION REPLAT FOR BUSINESS PARK PLAZA PHASE 2**. The proposed replat is a subdivision of two (2) commercial lots being all of Lot 1 Business Park Plaza Phase 2. The proposed subdivision detention has been accounted for as part of the original Business Park Plaza Phase 2 Subdivision and requirements are met via the regional detention pond located south of the subdivision.

The City of Mission approves the subdivision with existing regional detention pond and no additional detention required.

If you have any questions, feel free to contact me.

Respectfully,


Abelardo Bocanegra Jr., PE, CFM

City Engineer

abocanegra@missiontexas.us

Replat of Lot 1, Business Park Plaza Phase 2 Subdivision

DRAINAGE REPORT

DRAINAGE REPORT – Replat of Lot 1, Business Park Plaza Phase 2 Subdivision

PROJECT LOCATION

Replat of Lot 1, Business Park Plaza Phase 2 Subdivision is a proposed 2 Lot Commercial subdivision within the City of Mission. Located at the east side of Business Park Dr and at the south side of Plaza Drive. Being all of Lot 1, Business Park Plaza Phase II Subdivision, as per map or plat thereof recorded in Volume 31, Page 124A, Map Records, Hidalgo County, Texas.

FLOOD PLAIN

The property is in zone "B"; Area between limits of the 100-year flood and 500-year flood; or certain areas subject to 100-year flooding with average depths less than one (1) foot or where the contributing drainage area is less than one square mile; or areas protected by levees from the base flood. Community panel No. 480334 0400 C, Map revised November 16, 1982.

SOIL CONDITONS


According to the Soil Survey Report prepared for Hidalgo County by the U.S.D.A. Soil Conservation Service, the site consists of 83.2% Hidalgo sandy clay loam, 0 to 1 percent slopes (28), 16.8% Raymondville clay loam 0 to 1 percent slopes (52), These soils are well drained, surface runoff is negligible, permeability is moderately high to high, and the water capacity is high. This soils are listed in Hydrologic Group B & D. See appendix C.

EXISTING CONDITIONS

Currently the property consists of an existing health center & a undeveloped area. Topographic elevations obtained from the site indicate that the existing terrain has a slight grade towards the west of Business Park Dr. and towards the north of Plaza Dr.

PROPOSED CONDITIONS

In accordance with the City of Mission and County of Hidalgo Drainage Policy, since the proposed area is a previously subdivided lot, the detention required has already been considered and provided by Business Park Plaza Phase II as described as per map reference: Volume 31, Page 124A, Map Records, Hidalgo County, Texas.


Victor Trevino, P.E.
South Texas
Infrastructure Group, LLC
03/11/2024





CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Approval of Minutes – Carrillo
 Regular Meeting – July 22, 2024

NATURE OF REQUEST:
 See Attached Minutes

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:
 Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____



MINUTES

PRESENT:

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

ABSENT:

ALSO PRESENT:

Brenda Enriquez
Esther Salinas
Lenny Garza
Dendea Balli
Victor Anzaldua
Aaron Balli
Kathleen Avila
Laura Warren
Crystal Chavez
Fabian Ochoa
Jennifer Vasquez
Noel Salinas
Jose M. Lucio

STAFF PRESENT:

David Flores, Asst. City Manager
Juan Pablo Terrazas, Asst. City Manager
Andy Garcia, Asst. City Manager
Adrian Garcia, Fire Chief
Steven Kotsatos, Health Director
Vidal Roman, Finance Director
Alex Hernandez, Assistant Planning Director
Noemi Munguia, HR Director
Robert Hinojosa, Director of Organizational Dev.
Abram Ramirez, IT Director
Abel Bocanegra, P.E., City Engineer
Cesar Torres, Chief of Police
Yenni Espinoza, Library Director
Kenia Gomez, Media Relations Director
Brad Bentsen, Parks & Recreation Director
Pete Lopez, Parks & Recreation Manager
JoAnne Longoria, CDBG Director
Roel Mendiola, Sanitation Director
Jose Luis Silva, Internal Auditor
Veronica Longoria, Police Officer
Patricia Sifuentes, Police Officer

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Gonzalez Garza called the meeting to order at 4:33 p.m.

INVOCATION AND PLEDGE ALLEGIANCE

Mayor Pro Tem Ruben Plata led the invocation and Pledge of Allegiance.

DISCLOSURE OF CONFLICT OF INTEREST

None

PRESENTATIONS

1. Proclamation - Mission Regional Medical Center 70th Anniversary – Carrillo

Mayor Pro Tem Plata moved to approve the Proclamation – Mission Regional Medical Center 70th Anniversary. Motion was seconded by Councilman Alberto Vela and approved unanimously 4-0.

2. Proclamation - Parks & Recreation Month – Bentsen

Mayor Pro Tem Plata moved to approve the Proclamation – Mission Regional Medical Center 70th Anniversary. Motion was seconded by Councilman Vela and approved unanimously 4-0.

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

Brenda Enriquez, Greater Mission Chamber of Commerce President, spoke about upcoming events such as: Mission Regional Medical Center's 70th Anniversary July 25th from 5pm-8pm at the Mission Event Center, Membership Mixer on August 7th at Bubba's 33 from 5:30pm-7:30pm, Ribbon Cutting for HotWorx on August 8th from 5:30pm-6:30pm, Buenas Tardes Luncheon on August 14th at the Mission Event Center, and the Annual Member Awards Banquet on October 3rd at the Mission Event Center. The nominating committee would be reviewing all board nominations in order to make selections to place on the ballot.

4. Report from the Rio Grande Valley Humane Society - Jennifer Vasquez

Jennifer Vasquez, gave an update on the current operations for the Animal Shelter. Over the last month, there were 149 animals taken in, 112 animals were adopted, 26 were reclaimed, 29 were transferred, 14 were returned to the field leaving the shelter at a rate of 81.88% for the month. Ms. Vasquez also mentioned that they now had three new board members.

5. Departmental Reports – Perez

Mayor Pro Tem Plata moved to approve the departmental reports as presented. Motion was seconded by Councilwoman Marissa Gerlach and approved unanimously 4-0.

6. Citizen's Participation – Garza

None

PUBLIC HEARING**7. Public Hearing and Approval of Proposed Substantial Amendment for Five-Year Consolidated Plan and Strategy 2023-27 – Longoria**

The U.S. Department of Housing and Urban Development (HUD) required local jurisdictions to prepare and submit a Five-Year Consolidated Plan and Strategy (CPS) and Annual Action Plan (AAP) in order to receive federal funds through the Community Development Block Grant Program (CDBG). The development of the CPS sets goals, objectives and outcomes, identified the needs and priorities of the community, involved an extensive needs assessment and community outreach process. The AAP described the activities that would be undertaken with CDBG funds in furtherance of the objectives set forth in the CPS 2023-2027.

The DRAFT Proposed Substantial Amendment for CPS 2023-27 was available on June 7, 2024 at the Community Development Office and the City's official website. On June 25, 2024 the Citizen's Advisory Committee (CAC) held a public hearing and recommended approval of the proposed Substantial Amendment for the CPS 2023-27 to address a change in its strategic direction to impact more residents by allocating funds to infrastructure improvements opposed to

direct assistance to homeowners, changed the priority for improving public infrastructure from low to high and increased goals for beneficiaries from 0 to 5000 people and keep the priority for rehabilitation of housing stock as high and decrease goals from 30 to 10 households due to re-allocation of funds. The proposed substantial amendment would allow for the CPS 2023-27 to revise priorities to include infrastructure improvements, such as drainage, sanitary and storm sewer, and parks, recreational facilities and revise goals for beneficiaries of funded projects.

The thirty-day comment period commenced on June 7, 2024 and ended on July 10, 2024; The following comments were received: A resident voiced the need for providing support services and housing assistance to homeless individuals. Received written comments on the importance to continue funding the Housing Assistance Program which improves the living conditions primarily for elderly and disabled individuals who lack the resources to maintain their homes. CAC members stressed the continued need for housing as there are several applicants that went through the eligibility process and are waiting to be assisted. They also expressed the need for infrastructure improvements, such as streets, drainage, sanitary and storm sewer, and parks, recreational facilities throughout the city.

Staff and City Manager recommended approval.

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

Brad Bentsen, 2803 Cardinal, stated that he agreed with the strategic direction in which the funds were being allocated. He also commented that he would like to see funds made available for nature trails and future parks and improvements.

Lenny Garza, Chairman of the Citizens Advisory Committee, stated that the board had come to an agreement for the allocation of funds after several meetings with the City Manager, and was excited to move forward with the committee.

Mayor Pro Tem Plata moved to close the Public Hearing and approval of Proposed Substantial Amendment for Five-Year Consolidated Plan and Strategy 2023-27. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

PLANNING & ZONING RECOMMENDATIONS

8. Rezoning: Being a 2.50 gross acre tract of land, more or less, out of Lot 43, Bell-Woods CO.'s Subdivision "C", (AO-I) Agricultural Open Interim to (R-2) Duplex-Fourplex Residential, Raymundo Platas, and Adoption of Ordinance# 5518- De Luna

On July 17, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located approximately 640' North of W. Mile 2 Road and the East side of N. Trospen Road. There was public opposition during the P&Z meeting the concerns voiced were in regards to increased traffic congestion, vandalism, and illegal dumping. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Esther Salinas, stated that she was opposed to this rezoning for various safety concerns which included: no water, no lights, no sewer and a higher traffic rate for the area. Ms. Salinas stated that five land owners were present at the P&Z Meeting and of the five, four were against this item. It was requested by Ms. Salinas that an investigation be conducted on Planning Director, Ms. Susie De Luna.

Raymundo Platas, developer for this project, thanked the city council for the opportunity to invest in the City of Mission. He had heard of a lot of on-going beautiful projects within the city and he wanted to contribute to the continued growth of the city as well. He stated that he was willing to comply with all city policies and rulings.

Mr. Garza, 3707 N. Los Ebanos, stated his opposition towards this rezoning. He stated there was no sewer or drainage in the area, no gutters and no fire hydrants. He also mentioned that this area was already high in traffic and adding apartments would increase the traffic volume. He did not agree with the idea of rezoning the property.

At 5:02 p.m., Mayor Pro Tem Plata moved to convene into Executive Session to discuss this item further. Motion was seconded by Councilman Vela and approved unanimously 4-0.

Councilwoman Jessica Ortega joined the meeting at 5:06 p.m.

Upon conclusion of Executive Session at 5:20 p.m., Councilman Vela moved to reconvene the regular meeting. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

Mayor Garza stated that she would be addressing all the comments made during the public hearing and would have the city manager investigate the concerns voiced. She also stated, as a reminder, that this was a motion to rezone a property and that conditions for said property could be set during the next step of the process. This would not be the last time that this item would be reviewed before council.

Mayor Pro Tem Plata moved to approve Rezoning: Being a 2.50 gross acre tract of land, more or less, out of Lot 43, Bell-Woods CO.'s Subdivision "C", (AO-I) Agricultural Open Interim to (R-2) Duplex-Fourplex Residential, Raymundo Platas, and Adoption of Ordinance# 5518. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

ORDINANCE NO. 5518

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING BEING A 2.50 GROSS ACRE TRACT OF LAND, MORE OR LESS,
OUT OF LOT 43, BELL-WOODS CO.'S SUBDIVISION "C", (AO-I) AGRICULTURAL OPEN
INTERIM TO (R-2) DUPLEX-FOURPLEX RESIDENTIAL

9. Rezoning: Being a 5.39 gross acre tract of land, more or less, consisting of all of the South 342.50' out of Lot 38, Bell-Woods CO's Subdivision "C", (AO-I) Agricultural Open Interim to (R-2) Duplex-Fourplex Residential, Raymundo Platas, and Adoption of Ordinance#5519 - De Luna

On July 17, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located approximately 640' North of W. Mile 2 Road and the west side of N. Compton Road. There was public opposition during the P&Z meeting the concerns voiced were in regards to increased traffic congestion, vandalism, and illegal dumping. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Esther Salinas, stated that she was in opposition of this rezoning. Like the previous item the concerns were that the area was a high traffic zone and that no utilities were available. She also mentioned that several of the landowners were against this request as well.

Aaron Balli, stated that when he first started in the business of developing, there was a lot he did not know, but he educated himself on the process. He was aware that the proper infrastructure had to be in place before beginning any type of development.

Mayor Pro Tem Plata stated for the record that he is not related to applicant Raymundo Platas.

Mayor Pro Tem Plata moved to approve the Rezoning: Being a 5.39 gross acre tract of land, more or less, consisting of all of the South 342.50' out of Lot 38, Bell-Woods CO's Subdivision "C", (AO-I) Agricultural Open Interim to (R-2) Duplex-Fourplex Residential, Raymundo Platas, and Adoption of Ordinance#5519. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5519

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING BEING A 5.39 GROSS ACRE TRACT OF LAND, MORE OR LESS,
CONSISTING OF ALL OF THE SOUTH 342.50' OUT OF LOT 38, BELL-WOODS CO.'S
SUBDIVISION "C", (AO-I) AGRICULTURAL OPEN INTERIM TO (R-2) DUPLEX-FOURPLEX
RESIDENTIAL

10. Rezoning: All of Lot 6, Block 75, Original Townsite of Mission, (C-2) Neighborhood Commercial to (R-2) Duplex-Fourplex Residential, Ramiro Villegas, ROI ONE, LLC, and Adoption of Ordinance#5520 - De Luna

On July 17, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located near the northeast corner of N. Cummings and West 4th Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Ramiro Villegas, owner of the property, stated that this building had been located here for a very long time and had remained vacant. He would like to downgrade the property to residential to put it to use.

Mayor Pro Tem Plata moved to approve the Rezoning: All of Lot 6, Block 75, Original Townsite of Mission, (C-2) Neighborhood Commercial to (R-2) Duplex-Fourplex Residential, Ramiro Villegas, ROI ONE, LLC, and Adoption of Ordinance#5520. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5520

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING ALL OF LOT 6, BLOCK 75, ORIGINAL TOWNSITE OF MISSION,
(C-2) NEIGHBORHOOD COMMERCIAL TO (R-2) DUPLEX-FOURPLEX RESIDENTIAL

11. Rezoning: A 14.65 acre tract of land, more or less, being a portion of the South 15.37 acres of Lot 6-10, West Addition to Sharyland to (R-1) Single Family Residential to (I-1) Light Industrial, Victor Trevino, and Adoption of Ordinance#5521 - De Luna

On July 17, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located at the northwest corner of E. Military Road (FM

1016) and S. Bryan Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

Mayor Pro Tem Plata moved to approve the Rezoning: A 14.65 acre tract of land, more or less, being a portion of the South 15.37 acres of Lot 6-10, West Addition to Sharyland to (R-1) Single Family Residential to (I-1) Light Industrial, Victor Trevino, and Adoption of Ordinance#5521. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5521

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING A 14.65 ACRE TRACT OF LAND, MORE OR LESS, BEING A
PORTION OF THE SOUTH 15.37 ACRES OF LOT 6-10, WEST ADDITION TO SHARYLAND,
(R-1) SINGLE FAMILY RESIDENTIAL TO (I-1) LIGHT INDUSTRIAL

12. Rezoning: A tract of land containing 35.447 acres being out of Lot 61, Amended Map of John H. Shary Subdivision from (AO-I) Agricultural Open Interim to (I-1) Light Industrial, Charco Land Sales, c/o Radcliffe Killam II, and Adoption of Ordinance#5522 - De Luna

On July 17, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located at the northeast corner of Anzalduas Hwy and E. Military Road (FM 1016). There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

Mayor Pro Tem Plata moved to approve the Rezoning: A tract of land containing 35.447 acres being out of Lot 61, Amended Map of John H. Shary Subdivision from (AO-I) Agricultural Open Interim to (I-1) Light Industrial, Charco Land Sales, c/o Radcliffe Killam II, and Adoption of Ordinance#5522. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5522

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING A TRACT OF LAND CONTAINING 35.447 ACRES BEING OUT OF
LOT 61, AMENDED MAP OF JOHN H. SHARY SUBDIVISION, (AO-I) AGRICULTURAL OPEN
INTERIM TO (I-1) LIGHT INDUSTRIAL

13. Conditional Use Permit: Home Occupation – Our Mission Primary Home Care, LLC, 802 Pamela Drive, Lot 1 & W. 52' of Lot 2, Block 4, Parkview No. 1, R-1, Arnoldo Morgan, Adoption of Ordinance #5523 - De Luna

On July 17, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located at the Southeast corner of

Pamela Drive and Mayberry Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Arnoldo Morgan, owner of said property, stated that his only concern was that the permit was being considered for a one year period. He asked if it was possible to get it approved permanently or for an extended period of time.

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: Home Occupation – Our Mission Primary Home Care, LLC, 802 Pamela Drive, Lot 1 & W. 52' of Lot 2, Block 4, Parkview No. 1, R-1, Arnoldo Morgan, for a period of one year. Adoption of Ordinance #5523. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5523

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT HOME OCCUPATION – OUR MISSION
PRIMARY HOME CARE, LLC, 802 PAMELA DRIVE, LOT 1 & W. 52' OF LOT 2, BLOCK 4,
PARKVIEW NO. 1

14. Conditional Use Permit: Home Occupation – Lucio Income Tax & Health Insurance Agency, 112 E. 5th Street, Lot 12, Block 78, Mission Original Townsite, R-1, Jose Manuel Lucio III, Adoption of Ordinance #5524 - De Luna

On July 17, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located at the Southwest corner of E. Rafael Ramirez Street (E. 5th Street) and Doherty Avenue. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: Home Occupation – Lucio Income Tax & Health Insurance Agency, 112 E. 5th Street, Lot 12, Block 78, Mission Original Townsite, R-1, Jose Manuel Lucio III, Adoption of Ordinance #5524. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5524

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT HOME OCCUPATION – LUCIO INCOME TAX &
HEALTH INSURANCE AGENCY, 112 E. 5TH STREET, LOT 12, BLOCK 78, MISSION
ORIGINAL TOWNSITE

15. Conditional Use Permit Renewal: To Keep (3) 24' x 70' Portable Buildings Luz Para Las Naciones Church, 915 W. Expressway 83, Lot 1, Nido De Aguila Subdivision, P, Excellence in Leadership, Adoption of Ordinance #5525- De Luna

On July 17, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site was located at the Southwest corner

of S. Olmo Street and south side of U.S. Expressway 83 Frontage Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

Councilwoman Gerlach asked if this item had been seen three times prior and asked if there was a delay or what the original plan was.

Susie De Luna, Planning Director, stated that they had not been able to find a location to place these buildings in the time allotted which is why they were requesting another year.

Mayor Pro Tem Plata moved to approve the Conditional Use Permit Renewal: To Keep (3) 24' x 70' Portable Buildings Luz Para Las Naciones Church, 915 W. Expressway 83, Lot 1, Nido De Aguila Subdivision, P, Excellence in Leadership, Adoption of Ordinance #5525. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ORDINANCE NO. 5525

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT RENEWAL TO KEEP (3) 24' X 70' PORTABLE
BUILDINGS LUZ PARA LAS NACIONES CHURCH, 915 W. EXPRESSWAY 83, LOT 1, NIDO
DE AGUILA SUBDIVISION

CONSENT AGENDA

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

16. Approval of Minutes – Carrillo

Regular Meeting – July 8, 2024

17. Acknowledge Receipt of Minutes – Perez

Traffic Safety Committee – February 16, 2024

Mission Civil Service Commission – May 22, 2024

Speer Memorial Library Board – March 19, 2024

18. Authorization to enter a Memorandum of Understanding with the Texas Department of Public Safety and the Office of Statewide Communications Interoperability – Torres

The Mission Police Department was requesting authorization to enter a Memorandum of Understanding with the Texas Department of Public Safety and the Office of Statewide Communications Interoperability. The Memorandum of Understanding was required to be considered to receive grant funds for communications equipment. This agreement would be in effect upon approval until the end of the grant life or other required renewal. The final decision for grant funding had not been finalized.

19. Approval of Resolution # 1912 declaring a vehicle dog kennel surplus and authorizing the disposition of said property to the La Joya Police Department – Torres

Staff was seeking authorization to surplus a vehicle dog kennel for donation to the La Joya Police Department. The vehicle dog kennel was currently not being used and had been determined to be of no use to the Mission Police Department or the City of Mission.

RESOLUTION NO. 1912

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

20. Authorization to purchase 1000 Residential Refuse Carts from Toter LLC via HGAC #RC01-21 – Mendiola

Authorization to purchase 1000 residential refuse carts for our Residential Division. Due to the city's rapid growth, the Sanitation Department was requesting these refuse carts to keep up with the demand and the city's current services throughout the remainder of the current 2023-2024 Year. Carts would be purchased from Toter LLC via HGAC contract #RC01-21.

21. Authorization to award bid to JF Filtration Inc. DBA Joe W. Fly Co., Inc for monthly air conditioner filter service for all city facilities – Mares

The City of Mission had accepted and received three (3) bid responses for the monthly air conditioner filter service. Staff recommended awarding of bid to: JF Filtration Inc. DBA Joe W. Fly Co., Inc. who was the lowest responsible bidder meeting all specifications. The cost was \$25,821.60 for the one-year base term with two one year renewal options.

22. Authorization to Renew Legal and ID Theft Services with Legal Shield for Employee Benefits – Munguia

On June 5, 2024, the City solicited for Legal Services and received one (1) response. On 07/08/2024, the proposal was rejected by the evaluation committee due to insufficient competitive responses and agreed to seek authorization to renew with our current provider, Legal Shield, with no increase in rates for Employee Legal and ID Theft services. Renewal dates are 10/01/2024 through 09/30/2025.

23. Authorization to execute Second & Final One-Year renewal option for Pump Repair & Maintenance Services for Water Treatment Plants, Waste Water Treatment Plant and Water Distribution Divisions – Bocanegra

Seeking authorization to exercise Second & Final One – Year Renewal with J&E Lift Station Services; this was the second and final of two renewal options. The Contract term was for one (1) year with the option for two additional one-year renewals. The objective was to obtain services of a Pump Repair Shop and On-site Pump Mechanic Services to perform repair and maintenance on a "as needed" basis at the Water Treatment Plants, Waste Water Treatment plant, and Water Distribution Divisions. The agreement would extend Bid No. 22-432-06-24 from July 21, 2024 through July 20, 2025. Prices would remain the same.

Maintenance labor Services: \$28/hr
 Repair Labor/Shop Services: \$28/hr
 Emergency Repair Labor/Shop Services: \$42/hr
 Mark up on parts & materials: 20%

Councilwoman Ortega moved to approve all consent agenda items 16 thru 23 as presented. Motion was seconded by Councilman Vela and approved unanimously 5-0.

APPROVALS AND AUTHORIZATIONS

24. Preliminary Plat Approval: Sharyland Plantation Village Granada Ph. II Subdivision, Containing 10.04 acres of land, more or less, and partially located within Lot 92, & Lot 102, John H. Shary Subdivision, PUD, Developer: Charco Land Sales, LLC, Engineer: SAMES Engineering - De Luna

On June 12, 2023 the Mission City Council held a Public Hearing to consider the Preliminary & Final Plat Approval for Sharyland Plantation Village Granada Ph. II Subdivision. The subject site was located north of the intersection of Los Indios Parkway and Grande Canal. There was no public opposition during the P&Z Meeting. The Board unanimously recommended approval.

Staff and City Manager recommended approval.

Councilwoman Ortega stepped out of the meeting at 5:47 p.m.

Mayor Pro Tem Plata moved to approve the Preliminary Plat Approval: Sharyland Plantation Village Granada Ph. II Subdivision, Containing 10.04 acres of land, more or less, and partially located within Lot 92, & Lot 102, John H. Shary Subdivision, PUD, Developer: Charco Land Sales, LLC, Engineer: SAMES Engineering. Motion was seconded by Councilman Vela and approved unanimously 4-0.

25. Request from Fortis Land Co. to waive water rights requirements for Bryan Landing Subdivision, being a 27.969 acre tract of land out of Lot 29-10, West Addition to Sharyland - De Luna

On July 15, 2024 staff received a letter requesting a waiver of the water right requirements for Bryan Landing Subdivision.

The City of Mission relies on Ordinance #1110 (a 43-year old ordinance) adopted in September 28, 1981, providing that all subdivisions must assign their water rights to the City and withdraw the land from any water district.

On April 22, 2024 the City of Mission amended ordinance #1110 whereas, if the developer was unable to convey or acquire water rights then they would need to pay a fee to the City of Mission in the amount of \$3,000 per municipal acre foot.

Staff and City Manager recommended approval.

Mayor Garza requested to discuss this item when council convened in Executive Session.

After conclusion of executive session Mayor Pro Tem Plata moved to postpone this item until the next meeting. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

26. Approval of Public Highway At-Grade Crossing Agreement with Union Pacific Railroad Company for the existing at grade public road crossing over Taylor Road in the amount of \$72,500.00 – Terrazas

The City of Mission utilized the Railroad's property for the existing at grade public road crossing over Taylor Road, (leased to the Rio Valley Switching Company).

The City of Mission desired to undertake as its project the reconstruction and widening of the existing at grade public road crossing for the installation of new signals and sidewalks.

The Railroad right of way being utilized for the existing at grade public road crossing was not sufficient to allow for the reconstruction and widening of the Roadway. Therefore, under this Agreement, the Railroad would be granting additional rights to the City to facilitate the reconstruction and widening of the Roadway.

In support of the project, the City had requested the Lessee's cooperation in connection with installing grade crossing protection device and installing the necessary relays and other materials required to interconnect and coordinate the operation of said railroad grade crossing protection devices with the operation of highway traffic control signals. Work was to be performed at the expense of the city.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Public Highway At-Grade Crossing Agreement with Union Pacific Railroad Company for the existing at grade public road crossing over Taylor Road in the amount of \$72,500.00. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

27. Authorization to submit letter of support on behalf of the City of Mission to Texas Parks and Wildlife for the maintenance of the proposed Sendero Park - Bentsen

Authorization to provide a letter of support for park maintenance for the proposed Sendero Park, as a supporting document to Texas Parks and Wildlife by Michael Rhodes. This 25 acre passive park was located on the south side of Perezville Ditch paralleled by Bentsen Palm Community Park, would consist of a 1.5 mile walking/running trail, natural playground equipment, picnic areas, yoga platform, and a platform for bird watching at the Drainage Ditch.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to authorize the submittal of a letter of support on behalf of the City of Mission to Texas Parks and Wildlife for the maintenance of the proposed Sendero Park. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

28. Approval of Final Annual Action Plan 2024-25 and Authorize City Manager to Execute Subrecipient Agreements for those receiving FY'24 CDBG Allocations – Longoria

The U.S. Department of Housing and Urban Development (HUD) requires local jurisdictions to prepare and submit an Annual Action Plan (AAP) in order to receive federal funds through the Community Development Block Grant Program (CDBG). The AAP described the activities that would be undertaken with CDBG funds in furtherance of the objectives set forth in the Five-Year Consolidated Plan and Strategy (CPS) 2023-2027. On June 7, 2024, the DRAFT of the AAP was available at the Community Development Office and the City's official website.

As required by HUD, public hearings were held by City Council on June 24, 2024 and Citizen's Advisory Committee (CAC) on June 25, 2024 to solicit input on CAC's proposed funding recommendations for public service agencies and city departments for the AAP. During the public hearings, a resident voiced the need for providing support services and housing assistance to homeless individuals. Received written comments on the importance to continue funding the Housing Assistance Program which improved the living conditions primarily for elderly and disabled individuals who lack the resources to maintain their homes. CAC members stressed the continued need for housing as there are several applicants that went through the eligibility process and were waiting to be assisted. They also understood the change in strategic direction

of the CDBG funding and expressed the need for infrastructure improvements, such as streets, drainage, sanitary and storm sewer, and parks, recreational facilities throughout the city. The thirty-day comment period ended on July 10, 2024.

CAC recommended the following agencies and departments be funded through the FY'24 allocation of \$980,555: (Option B) Recreational Connectivity Trail Project (\$250,000), Astroland Park Phase II Playground Equipment (\$229,125), Astroland Storm Sewer Improvements (\$150,000), Amigos Del Valle (\$43,864), LRGVDC - Area Agency on Aging (\$10,000), CAMP University (\$5,000), To Give International dba Creative Arts Studio (\$3,000), Comfort House (\$1,000), HOPE Medical Services (\$8,000), Children's Advocacy Center (\$18,000), CASA of Hidalgo County (\$1,000), Silver Ribbon (\$3,000), Speer Memorial Library (\$12,455), Affordable Homes of South Texas, Inc. (\$50,000), and Administration (\$196,111). A subrecipient orientation meeting will be scheduled to discuss their responsibilities to ensure compliance with all federal regulations. Upon approval, the Annual Action Plan 2024-25 will be submitted to the U.S. Department of Housing and Urban Development by August 16, 2024.

Staff and City Manager recommended approval.

Councilwoman Ortega rejoined the meeting at 5:58 p.m.

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

29. Discussion and possible action on the appointment of two vacant positions on the Audit Committee – Carrillo

The Audit Committee currently has two vacant positions. These vacancies arose because the individuals who were recently appointed to these positions did not accept or were unable to accept their appointments.

Staff and City Manager recommended approval.

Mayor Garza stated that one of the board members had rescinded his resignation and would remain on the committee; therefore, there was only one vacancy that needed to be filled.

Anna Carrillo stated that Mr. David Penoli had been appointed to fill the vacancy on this committee.

Mayor Pro Tem Plata moved to approve the appointment of Mr. David Penoli to the Audit Committee. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

UNFINISHED BUSINESS

30. TABLED: 07/08/2024 - Adoption of Fee Waiver and Discounted Rate Policy for the Mission Event Center - A. Lerma

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

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

The different fee waivers or discounted rates included:

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

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

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

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

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

This item remained on the table

ROUTINE MATTERS

City Manager Comments – Mr. Perez invited representatives from the Warren Group up to the podium to give an update on the status of Public Safety Building #6. The setbacks that were encountered throughout the project were also discussed. Mr. Perez stated that he would like to schedule a ribbon cutting for the facility as soon as two weeks from now.

City Council Comments – Councilwoman Ortega thanked Mr. Teclo Garcia and his staff for making it possible to bring an Olive Garden to Mission. Councilwoman Ortega echoed Ms. Ortega's comments.

Mayor's Comments – No Comments.

At 6:23 p.m., Mayor Pro Tem Plata moved to convene into Executive Session. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

Councilwoman Ortega stepped out of the meeting at 8:21 p.m.

EXECUTIVE SESSION

Upon conclusion of Executive Session at 8:24 p.m., Mayor Pro Tem Plata moved to reconvene the regular meeting. Motion was seconded by Councilman Vela and approved unanimously 4-0.

1. Closed session pursuant to Tex. Gov't Code Section 551.074 (Personnel Matters) Evaluation of City Manager relating to goals and objectives

No Action

2. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to Black Diamond Developers, LP and CCC Operations, LLC v. City of Mission, Cause No. C-5276-23-D.

No Action

3. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) Discussion and action, if any, regarding legal representation in City of Mission v. Performance Services, Inc., C-1712-22-C, in the 139th District Court of Hidalgo County, Texas.

Mayor Pro Tem Plata moved to authorize City Attorney to proceed as discussed in executive session. Motion was seconded by Councilman Plata and approved unanimously 4-0.

4. Closed session pursuant to Tex. Gov't Code Sections 551.071 (Consultation with Attorney) and 551.072 (Deliberation Regarding Real Property), in regards to a tract of land containing 20.97 acres, more or less, out of and part of Lot 16-5, West Addition to Sharyland also known as 1306 S. Conway

No Action

RECONVENE

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

ADJOURNMENT

At 8:26 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024

PRESENTED BY: Mike R. Perez, City Manager

AGENDA ITEM: Acknowledge Receipt of Minutes – Perez
 Mission Economic Development Authority – January 24, April 24, 2024
 Mission Education Development Council – April 24, 2024
 Mission Redevelopment Authority – May 30, June 17, June 24, 2024
 Mission Tax Increment Reinvestment Zone – May 30, June 17, 2024
 Mission Economic Development Corporation – June 26, 2024
 Citizen’s Advisory Committee – June 25, July 9, 2024
 Civil Service Commission – July 11, 2024

NATURE OF REQUEST:

See attached minutes.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

**NOTICE OF REGULAR MEETING
MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC.
JANUARY 24, 2024**

The Board of Directors of the Mission Economic Development Authority, Inc., held a special meeting on Wednesday, January 24, 2024, 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 & name presiding officer.
2. Establish quorum.
3. Election of officers: Chair, Vice Chair, Secretary, and Treasurer.
4. Citizen's participation.
5. Approval of minutes: November 29, 2023.
6. Deliberation & possible action to accept Unadjusted Financial Report ended December 31, 2023.
7. Deliberation & possible action for approval of Release of Option to Repurchase related to Lots 4 & 5, EBP Phase X, owned by Raider Eye LLC.
8. Deliberation & possible action for approval of a Fifth Amendment to the Park at Trinity's Covenants Conditions & Restrictions.
9. Closed Session Pursuant to V.T.C.A. Gov. 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: (1) pending or contemplated litigation; (2) a settlement offer; or (3) a matter in which the duty of the Attorney to Mission Economic Development Authority under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code (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
Deborah Cordova, Secretary
Estella Saenz, Treasurer

ABSENT:

Jose G. Vargas, Vice Chair
Mayor Norie Gonzalez Garza

ALSO PRESENT:

Gene Vaughan JGKL LLP
Matt Jones, JGKL LLP
Pilar Gonzalez, Dip-It
Councilwoman Marissa Gerlach
Lee McCormick, Community Dev. Assoc.
S. David Deanda Jr., Lone Star National Bank
Robert Hernandez, PNC Bank
Sam Lopez, PNC Bank

STAFF PRESENT:

Tecló J. Garcia, Chief Executive Officer
Judy Vega, Executive Assistant
Angie Vela, Finance Director
Ezeiza Garcia, Assistant Finance Director
Randy Perez, City Manager
Stephanie Palacios, Financial Officer
Belen Guerrero, Director of Business Development & Retention
Naxiely Lopez, Director of Communications & External Affairs
Brianna Casares, Manager of Marketing & Programs

1. Call to order and name presiding officer:

Richard Hernandez called the meeting to order at 6:03 PM.

2. Establish quorum:

Executive Assistant Judy Vega confirmed a quorum was present.

3. Election of Officers.

Richard Hernandez nominated the same executive officers as the Mission Economic Development Corporation Board to serve on this Board as follows: Richard Hernandez, Chair; Jose G. Vargas, Vice Chair, Deborah L. Cordova, Secretary; and Estella Saenz, Treasurer.

There being no other nominations, Deborah Cordova moved to elect the same executive officers as the Mission Economic Development Corporation Board to serve on this Board as follows: Richard Hernandez, Chair; Jose G. Vargas, Vice Chair, Deborah L. Cordova, Secretary; and Estella Saenz, Treasurer. Motion was seconded by Estella Saenz and approved 3-0.

4. Citizen's Participation: None.**5. Approval of minutes: November 29, 2023**

Treasurer Estella Saenz moved to approve the meeting minutes of November 29, 2023 as presented. Motion was seconded by Secretary Deborah L. Cordova and approved 3-0.

6. Deliberation & possible action to accept Unadjusted Financial Report ended December 31, 2023.

Financial Officer Stephanie Palacios presented and recommended approval of the Unadjusted Financial Report ended December 31, 2023. Ms. Palacios mentioned that Beginning Fund Balance was \$462,885.00. Total Revenues for this quarter were \$2,000.00. No expenditures were made during this quarter. Ending Fund Balance was \$464,885.00. Total Assets and Liabilities balance at \$464.885.00.

There being no corrections or additions, Secretary Deborah L. Cordova moved to approve the Unadjusted Financial Report ended December 31, 2023 as presented. Motion was seconded by Treasurer Estella Saenz and approved 3-0.

7. Deliberation & possible action for approval of Release of Option to Repurchase related to Lots 4 & 5, EBP Phase X, owned by Raider Eye LLC.

MEDA's legal counsel Matt Jones presented this item explaining that Raider Eye LLC (dba Thurmond Eye Associates Clinic) intended on selling its clinic to a real estate company, but that there was an option to repurchase the property in favor of MEDA included in Raider Eye LLC's deed if certain improvements were not constructed on the site. He explained that there was a building constructed on the site but it was slightly smaller than what was required

therefore giving MEDA the option to repurchase the property. Since this site has been operated as a medical clinic for many years and MEDA would presumably not have any interest in purchasing back a property upon which a successfully operating business is being conducted, he recommended approval of the Release of Option to Repurchase.

Secretary Deborah L. Cordova moved to approval the Release of Option to Repurchase related to Lots 4 and 5, EBP Phase X, owned by Raider Eye LLC. Motion was seconded by Estella Saenz and approved 3-0.

8. Deliberation & possible action for approval of a Fifth Amendment to the Park at Trinity's Covenants Conditions & Restrictions.

CEO Teclo J. Garcia welcomed MEDA's legal counsel Matt Jones to present this item. Mr. Jones said that when MEDA recorded Covenants Conditions & Restrictions (CCRs) for their Park at Trinity properties, there was a provision within the CCRs that said that MEDA could amend any portion of the CCR's at its discretion until 2027. He explained that the owner of the property that was discussed in the prior agenda item was requesting that MEDA not amend the CCR's in a matter that may affect their property, except in the limited circumstances allowable after 2027 in the CCRs. Additionally, the CCRs do not contain an amendment provision stating what percentage of owners is required to amend the CCRs after 2027, which means it would require 100% of the owners of the lots in such development. Mr. Jones explained that would make it very difficult to make reasonable adjustments to the CCRs after 2027 and recommended that the CCRs be modified to allow two-thirds of the owners to amend the CCRS after 2027.

After more discussion this item, Treasurer Estella Saenz moved to approve a Fifth Amendment to the Park at Trinity's Covenants Conditions & Restrictions. Motion was seconded by Secretary Deborah L. Cordova and approved 3-0.

At **6:19** PM Chair Richard Hernandez announced that the MEDA Board of Directors would convene in closed session.

**9. Closed Session Pursuant to V.T.C.A. Gov. 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: (1) pending or contemplated litigation; (2) a settlement offer; or (3) a matter in which the duty of the Attorney to Mission Economic Development Authority under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code (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 6:47 PM Chair Richard Hernandez announced that the MEDA Board of Directors would be reconvening in open session.

No action.

10. Adjournment

At 6:48 PM, Secretary Deborah L. Cordova moved for adjournment. Motion was seconded by Treasurer Estella Saenz and approved unanimously 3-0.

MINUTES OF THE MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC. BOARD OF DIRECTORS MEETING HELD ON JANUARY 24, 2024 WERE APPROVED ON THIS THE ____ DAY OF _____ 2024.

Deborah L. Cordova, Secretary

**NOTICE OF SPECIAL MEETING
MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC.
APRIL 24, 2024**

The Board of Directors of the Mission Economic Development Authority, Inc., held a special meeting on Wednesday, April 24, 2024, 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. Citizen's Participation.
3. Approval of minutes:
 - A. Special meeting of February 7, 2024
 - B. Special meeting of February 28, 2024
4. Deliberation and possible action to accept unadjusted Financial Report ended March 31, 2024.
5. Deliberation and possible action for approval of a Seventh Amendment to the Park at Trinity's Covenants Conditions & Restrictions related to Lots 1A, 1B and 2, EBP Phase X.
6. 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: (1) pending or contemplated litigation; (2) a settlement offer; or (3) a matter in which the duty of the Attorney to Mission Economic Development Authority under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code (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.
7. Adjournment

Minutes are as follows:

PRESENT:

Richard Hernandez, Chair
Jose G. Vargas, Vice Chair
Deborah Cordova, Secretary
Estella Saenz, Treasurer

ABSENT:

Mayor Norie Gonzalez Garza

ALSO PRESENT:

Gene Vaughan JGKL LLP

STAFF PRESENT:

Teclo J. Garcia, CEO
Belen Guerrero, COO
Judy Vega, Executive Assistant
Joe Salazar, Financial Officer
Mike Perez, City Manager
Andy Garcia, Asst. City Manager
Naxiely Lopez-Puente, Director of
Communications & External Affairs
Brianna Casares, Manager of Marketing &
Programs

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 6:07 PM.

2. Citizen's Participation: None.

3. Approval of minutes:

A) Special meeting of February 7, 2024

B) Special meeting of February 28, 2024

There being no corrections or additions, Vice Chair Jose G. Vargas moved to approve both sets of minutes as presented. Motion was seconded by Treasurer Estella Saenz and approved 4-0.

4. Deliberation and possible action to accept Unadjusted Financial Report ended March 31, 2024.

Financial Officer Joe Salazar presented and recommended acceptance of the Unadjusted Financial Report ended March 31, 2024. Mr. Salazar mentioned that no revenues were received for this quarter, but we did have Expenditures of \$1,287.00. Ending Fund Balance was 463,598.00. Total Assets and Liabilities matched the Ending Fund Balance of \$463,598.00.

There being no corrections or additions, Secretary Deborah L. Cordova moved for acceptance of the Unadjusted Financial Report ended March 31, 2024. Motion was seconded by Treasurer Estella Saenz and approved 4-0.

5. Deliberation and possible action for approval of a Seventh Amendment to the Park at Trinity's Covenants Conditions & Restrictions related to Lots 1A, 1B and 2, EBP Phase X.

CEO Teclo J. Garcia introduced this item by saying that it was the same as a prior amendment approved by this Board from another property owner, Ryder Eye LLC. It involves MEDA's recorded Covenants Conditions & Restrictions (CCRs) for the Park at Trinity properties. In the CCR's there was a provision that said that MEDA could amend any portion of the CCR's at its discretion until 2027. Now, the client interested in purchasing Lots 1A, 1B & 2, EBP Phase X, is requesting that MEDA not amend the CCR's in a matter that may affect the property, except in the limited circumstances allowable after 2027 in the CCRs. MEDA's legal counsel Gene Vaughan mentioned that the CCRs do not contain an amendment provision stating what percentage of owners is required to amend the CCRs after 2027, which means it would require 100% of the owners of the lots in such development. This amendment would change that requirement to only two-thirds of the owners. He recommends approval.

Vice Chair Jose G. Vargas moved to approve a Seventh Amendment to the Park at Trinity's Covenants Conditions & Restrictions related to Lots 1A, 1B and 2, EBP Phase X, Mission, Texas. Motion was seconded by Secretary Deborah L. Cordova and approved 4-0

At **6:12 PM**, Chair Richard Hernandez announced that the MEDA Board would be convening in executive session.

6. 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: (1) pending or contemplated litigation; (2) a settlement offer; or (3) a matter in which the duty of the Attorney to Mission Economic Development Authority under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code (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 **6:17** PM Chair Richard Hernandez announced that the MEDA Board of Directors would reconvene in open session.

No action.

7. Adjournment.

At 6:18 PM, Secretary Deborah L. Cordova moved to adjourn the meeting. Motion was seconded by Vice Chair Jose G. Vargas and approved 4-0.

MINUTES OF THE MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC. BOARD OF DIRECTORS REGULAR MEETING HELD ON APRIL 24, 2024 WERE APPROVED ON THIS THE 24TH DAY OF JULY 2024.

Deborah L. Cordova, Secretary

**NOTICE OF MEETING
MISSION EDUCATION DEVELOPMENT COUNCIL, INC.
APRIL 24, 2024**

The Board of Directors of the Mission Education Development Council, Inc., held a meeting on Wednesday, April 24, 2024, at 4:00 PM, 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. Citizen's Participation.
3. Approval of Minutes – Meeting of January 24, 2023.
4. Deliberation and possible action for acceptance of Unadjusted Financial Report ended March 31, 2024.
5. Adjournment.

Minutes are as follows:

Members Present:

Richard Hernandez, Chair
Jose G. Vargas, Vice Chair
Deborah L. Cordova, Secretary
Estella Saenz, Treasurer
Carl Davis

Absent:

Julian Alvarez
Mayor Norie Gonzalez Garza

Also Present:

Gene Vaughan, JGKL LLP

Staff Present:

Teclo Garcia, Chief Executive Officer
Belen Guerrero, COO
Judy Vega, Executive Assistant
Joe Salazar, Financial Officer
Mike Perez, City Manager
Andy Garcia, Asst. City Manager
Naxiely Lopez-Puente, Director of
Communications & External Affairs
Brianna Casares, Manager of Marketing
& Programs

1. Call to order and establish quorum

Chair Richard Hernandez called the meeting to order at 6:19 PM.

2. Citizen's Participation: None.

3. Approval of Minutes: Meeting of January 24, 2024

Secretary Deborah L. Cordova noted a minor correction to the minutes. On Item 4, Election of Officers, second paragraph, it should read "Deborah L. Cordova moved to mirror the same executive officers..."

Subject to the correction, Secretary Deborah L. Cordova moved for approval of the meeting minutes of January 24, 2024. Motion was seconded by Treasurer Estella Saenz and approved 5-0.

4. Acceptance of Unadjusted Financial Report ended March 31, 2024

Financial Officer Joe Salazar presented, and recommended acceptance of the Unadjusted Financial Report ended March 31, 2024. Mr. Salazar began his report by saying that Beginning Balance was \$115,157.75. Net income generated from interest earned was reported at \$10,084.05. No expenses were reported for this quarter.

Treasurer Estella Saenz moved to accept the Unadjusted Financial Report ended March 31, 2024 as presented. Motion was seconded by Vice Chair Jose G. Vargas and approved 5-0.

5. Adjournment

The meeting was adjourned at 6:24 PM.

MINUTES OF THE MISSION EDUCATION DEVELOPMENT COUNCIL, INC. BOARD OF DIRECTORS MEETING HELD ON APRIL 24, 2024 WERE APPROVED ON THIS THE 24TH DAY OF JULY, 2024.

Deborah L. Cordova, Secretary

**Mission Redevelopment Authority
Board of Directors Meeting
May 30, 2024**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission Redevelopment Authority (MRA) held a regular meeting open to the public, by teleconference and in person, on May 30, 2024, at 4:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

Martin Garza, Chairman
Albert X. Chapa, Vice Chairman
Aissa I. Garza, Secretary
Efrain Reyna Jr.
Hector Moreno
Ricardo A. Perez
Dennis Burleson

All the above were present. Participating via Zoom teleconference were Sanjay Bapat, Vidal Roman, and Ezeiza Garcia. Participating in person were J.P. Terrazas, Rene Alcalá, Julio Cerda, Crystal Chávez, Joe Salazar, Damien D. Tijerina, Romeo Barrera, Mike Perez, Andy Garcia, Ruben James de Jesús, Joshua Longwell, Ricky Longoria, Interim Executive Director Teclo J. Garcia, and Judy Vega.

1. Call Meeting to Order at 4:06 PM.

Chairman Martin Garza opened the meeting with a welcome to all.

2 Citizen's Participation: None.

3. Approve minutes of April 23, 2024 of the Mission Redevelopment Authority.

Upon a motion duly made by Vice Chairman Albert X. Chapa and seconded by Director Reyna, the Board unanimously approved the April 23, 2024 meeting minutes of the Mission Redevelopment Authority.

4. Acceptance of Mission Redevelopment Authority's Audit Report for Fiscal Year ended September 30, 2023, by Burton McCumber & Longoria CPAs.

Chairman Martin Garza recognized Ricky Longoria with Burton McCumber & Longoria CPAs to present this item. Mr. Longoria introduced himself and his colleague Joshua Longwell to present the Authority's Fiscal Year ended September 30, 2023's audit. Mr. Longoria said that he conducted the year ended September 30, 2022 audit for the Authority as well, but that there was a delay in its delivery due to information not being submitted in a timely manner. He feels that with Investment Officer Joe Salazar, this next years' audit should be delivered sooner. He explained that there were no disagreements with management during this audit and that the firm only had questions as is expected. In the audit report, Mr.

Longoria included an unmodified standard letter of opinion and mentioned that this year, BML auditors did not encounter any findings of significant nature. In last year's audit, there were eight significant findings that he discussed with management, and all were resolved. Mr. Longwell joined in the presentation and explained some of the entries on the audit report including the Balance Statement, Statement of Net Position, and Fund Balances. He reported that a Debt Service amount of \$2.6 million related to Bonds 2013 and 2017 was in reserve, but since these bonds have been paid in full, those funds are set aside. On Capital Projects Fund, other financing resources, a total of \$28,590,000 remains and the source comes from a 2023 bond issue. Mr. Longwell explained Note 4 on Page 26 and said that some projects listed on that page had been completed, but that they continued to be listed on the Authority's project list. In 2022, however, the Authority released those projects to their respective project owners, and they will no longer be listed in the Authority's accounting books. Director Perez asked about the building that the TIRZ recently acquired, when will it be listed in the audit books? Mr. Longoria said that asset will appear in the FY's 2023-2024 audit report as a fixed asset. Secretary Aissa I. Garza asked about client-preparation list, when it was given to staff, as well as for a management letter, which was not included in the report. On the client preparation list, Mr. Longwell said it may have been provided in October, November, or December 2023 as he could recall the exact timing. She requested that BML ensure the client preparation list is provided to staff earlier, allowing sufficient time for preparation before the scheduled delivery of an audit in January. The request was noted by BML. Mr. Longoria mentioned that a management letter was not provided because they did not find anything of significant nature to report. Overall, BML gave the audit a clean opinion with no significant issues noted.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously accepted the Mission Redevelopment Authority's Audit Report for Fiscal Year ended September 30, 2023, by Burton McCumber & Longoria CPAs as presented.

At **4:34 PM**, Chairman Martin Garza, announced that the Mission Redevelopment Authority Board would convene in closed session. Upon a motion duly made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously voted to convene in closed session.

**5. Executive Session Pursuant to V.T.C.A. Gov't Code Sections 551.071 and 551.072
Consultation with Attorney regarding:**

A. Deliberation and possible action regarding real property

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

At **4:55 PM**, Chairman Martin Garza announced that the Mission Redevelopment Authority Board would convene in open session. Upon a motion duly made by Director Perez and seconded by Director Reyna, the Board unanimously voted to convene in open session.

Item A: No action.

6. Acceptance of Project Reports:

Chairman Martin Garza recognized Ruben James de Jesus with Melden & Hunt Inc. (M&H) to report on the **Tierra Dorada Sanitary Sewer Improvements Project**. Mr. de Jesus said this project involves the design to eliminate existing Lift Stations No. 13 and 14 within Tierra Dorada Subdivision and construct a new proposed lift station to reroute sewer discharge into existing sanitary sewer trunkline along Los Ebanos Road. The contractor, RDH Site and Concrete has

mobilized and is currently working on the force main portion of the work which will be worked on thru the middle of June.

Chairman Martin Garza recognized Ruben James de Jesus with M&H to report on the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)**. This project ties in with the Tierra Dorada Sanitary Sewer Improvements Project. It involves the rerouting of Lift Station #10, located on Mile 2 & FM 495 to AGUA SUD lift station located on FM 364 by force main. Approximately 2 Million Gallons a Day (MGD) of sewer flows will be alleviated from the Inspiration Road trunkline. Discussions continue with AGUA SUD executives on the establishment of pass thru rates. AGUA SUD also has concerns with electrical usage at their lift stations.

Chairman Martin Garza recognized Ruben James de Jesus with M&H to report on the **Walsh Road Expansion Project**. Mr. de Jesus said that this project involves the design and survey to expand the road from Perez St. to Frontage Rd., approximately $\frac{3}{4}$ of a mile. The improvements consist of a paved 32-foot back-to-back curb street section with proposed drainage improvements. Mr. de Jesus mentioned that M&H is in the process of submitting a 30% design plan by the end of May. Bidding date has not been determined.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Burleson, the Board unanimously accepted the Tierra Dorada Sewer Improvements, Inspiration Road Trunklines (Sanitary Sewer Master Plan), and the Walsh Road Expansion Reports as presented.

Chairman Martin Garza recognized Damien D. Tijerina with L&G Engineering to report on the **Inspiration Rd./Military Parkway Loop Ph. II and III**. On **Phase II**, the design phase of the project, Mr. Tijerina said that the project is 95.3% complete. Regarding a proposed outfall ditch, the firm has updated the drainage model and has submitted it to the United Irrigation District (UID) for review and concurrence, but no comments have been received. UID has informed L&G that they will not provide a review of any sheets submitted until on-going litigation between them and the City of Mission related to Taylor Road (Section II) is settled. L&G is preparing a letter for the City of Mission to send to UID informing them that the design of the project will continue with or without their comments. The city will continue submitting the plan to UID for review. On **Phase III**, Mr. Tijerina said ROW acquisition and Environmental Assessment (EA) for this project continues to be in progress. This phase also has hydrologic model coordination, which Hidalgo County Irrigation District #1 (HCDD #1) is in the process of reviewing. ROW acquisition involves 47 parcels and research is underway on property owners. Appraisals and title commitments have also been ordered on the parcels. There are 24 easements for this project and appraisals and title commitments have been ordered. The project is 18.6% complete. The outfall schematic has been updated and is being prepared to be presented to the affected property owners. A meeting with the affected property owners is being coordinated. HCDD #1 is nearly done with their review of the ditch model and L&G should be receiving comments or approvals within the next three weeks. Right of Way acquisition appraisal work continues. L&G should be receiving some of the appraisals within the next two weeks. Compensable utility management continues, and the proof of interest is being analyzed for possible conflicts. No further comments were made.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Perez, the Board unanimously accepted the Inspiration Road/Military Parkway Loop Phases II & III reports as presented.

Chairman Martin Garza recognized Rene Alcala with Killam Development to report on **Killam Development's El Milagro Phase I Project**. Mr. Alcala mentioned that he will be presenting Killam Development's El Milagro Phase I reports moving forward. He mentioned that the majority of the underground improvements have been completed. The project is 72% complete and is expected to be completed by mid-July. Mr. Alcala said that paving of the streets is scheduled to begin in early June, but it has been delayed due to rain. Ninety percent (90%) of the electrical conduits have been completed and the firm is currently working on drainage ponds, but rain has compromised completion since now dewatering needs to be done. He shared some images on the project's progress.

Upon a motion duly made by Director Burluson and being seconded by Director Reyna, the Board unanimously accepted Killam Development's El Milagro Phase I report as presented.

Chairman Martin Garza recognized Crystal Chavez with The Warren Group (TWG) to report on the **Fire & Police Sub-Station #6**. Ms. Chavez reported that this project is still at 99.97% complete. A generator startup was performed on May 21, 2023 and training with the City of Mission was on May 22, 2023. The temporary emergency new lights at truck bay area have been delivered and installed. A second follow up punch-list took place and millwork craftsmanship is still not acceptable. The general contractor, Gerlach Builders, has ordered additional plastic laminates to redo the millwork in the fire department kitchen, dormitories, police department records office, and breakroom. The contractor has also ordered three additional toilet partition panels to replace three damaged existing partitions. The vinyl composite tile is going to be buffed and re-waxed throughout the building. Ms. Chavez expects completion of the project by mid-June.

Upon a motion duly made by Director Perez and being seconded by Vice Chairman Albert X. Chapa, the Board unanimously accepted the Fire & Police Sub-Station #6 as presented.

Chairman Martin Garza recognized Mr. Terrazas to report on the **1st Street Extension (Dragonfly 6265 LLC)**. This project is in the vicinity of Glasscock & Shary Road and involves connectivity through 1st Street, which is perpendicular to Hoerner Street. The contractor, Riverside Contractors, has completed construction of the street, but hasn't been able to pave due to bad weather.

Mr. Terrazas mentioned that the hot mix is being finalized for paving on Las Esperanzas Subdivision. He plans on paving the street this month. United Irrigation District #1 is presenting the easements that they are planning on acquiring to punch through 1st Street. Once those acquisition agreements are signed, work may begin next week. The project is expected to be completed by the end of June.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously accepted the report for 1st Street Extension (Dragonfly 6265 LLC) as presented.

Chairman Martin Garza recognized Romeo Barrera with Halff Associates to report on the **Hoerner Street Project**. Total engineering costs for this project is \$98,000.00. Mr. Barrera reported that Halff Associates is finalizing a 60% plan design, storm modeling and calculations. The project involves a road extension to connect water and sewer. The engineer's estimated construction cost for this project is \$1.4 million once completed. Coordination is ongoing with the United Irrigation District; adjacent property owners and City of Mission has occurred regarding the property within

the project limits. At this moment all property within the project limits should be accounted for and in the process of acquisition. Assistant City Manager J.P. Terrazas mentioned that agreements to convey 1.8 acres to the City of Mission from Dr. Pechero were approved by Mission City Council on Tuesday, May 28, 2024, for the 50 ft. ROW needed to connect to Hoerner Street. Two other parcels are pending and need to be acquired and Mr. Terrazas said he plans on meeting with the owners for acquisition negotiations.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Burleson, the Board accepted the Hoerner Street Project report as presented.

Chairman Martin Garza recognized P.E. Julio Cerda with South Texas Infrastructure Group, to present the **Anzalduas Industrial Park Phase I Subdivision Project**. Mr. Cerda mentioned that cleaning of the project area has begun, and they have cleared the ROW on the west side. The industrial park will be located at the corner of W. Military Highway and S. Bryan Road. Mr. Cerda mentioned that he is working with City staff in order to coordinate water connection for Phase II of this project. As of May 23, 2024, several developments in the area have taken place. The property has been staked out for the waterline, streets, and storm sewer on the ground. Storm sewer pipes have been delivered to the site and are ready for installation. Mr. Cerda said that the regrading of the streets is still in progress. He expects completion of Phase I to be in September 2024.

Upon a motion duly made by Director Perez and seconded by Director Reyna, the Board unanimously accepted the Anzalduas Industrial Park Phase I Subdivision project report.

7. Discussion and possible action related to the approval of a Property Insurance Policy with Hub International for the building located at 1301 E. 8th Street, Mission, Texas.

Int. Exec. Director Tecló J. Garcia recommended tabling this item due to insufficient information available at the time of the meeting to present and address any questions the Board may have. Chairman Martin Garza recommended that a special meeting of the Board is scheduled in order to get the building insured as soon as possible. Vice Chairman Albert X. Chapa recommended that staff seek proposals from other providers for review and selection at a dedicated meeting.

Upon a motion duly made by Director Burleson and seconded by Director Perez, the Board appointed Director Reyna, along with Int. Exec. Director Garcia, to initiate an expedited solicitation of building insurance policy proposals to be presented at a specially convened Board meeting.

8. Discussion and possible action for approval of Bank Resolution of PlainsCapital Bank to update authorized signatories for the Authority's bank accounts.

Int. Exec. Dir. Garcia introduced this item by saying that this, as well as the next two agenda items, were similar because all have to do with the Authority's bank accounts. It is either to replace persons that are no longer associated with the Authority, and or to add authorized persons to conduct bank transactions. Investment Officer Joe Salazar explained that last month the Board approved a bank resolution adding Mr. Garcia on the PlainsCapital Bank accounts as a signatory,

but the bank is now requesting approval of this resolution not only by adding Mr. Garcia, but also by removing the following persons from PlainsCapital Bank accounts: Former Board Chairman David M. Penoli, former City of Mission Finance Director Angie Vela; and former City Manager Rosendo Perez.

Upon a motion duly made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously approved the Bank Resolution of PlainsCapital Bank to update authorized persons for the Authority's bank accounts.

9. Discussion and possible action regarding the approval of Resolution Amending Authorized Representatives for the Authority's TexPool Account.

Investment Officer Joe Salazar presented and recommended approval of Resolution Amending Authorized Representatives for the Authority's TexPool Account. Mr. Salazar mentioned that this resolution was also provided by TexPool, and that it supersedes any other TexPool Resolution in place with TexPool. The change in this resolution is to replace former Investment Officer J.P. Terrazas with Mr. Salazar. As Chair of MRA's Finance Committee, Vice Chairman Albert X. Chapa is also listed on the resolution.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Burleson, the Board unanimously approved Resolution Amending Authorized Representatives for the Authority's TexPool Account, removing former Investment Officer J.P. Terrazas and adding new Investment Officer Joe Salazar. Mr. Salazar noted that Tecló J. Garcia is also on the resolution as an authorized person that can make inquiries if so needed.

10. Discussion and possible action regarding the approval of Non-Corporate Resolution amending Authorized Representatives with Multi-Bank Securities Inc.

Investment Officer Joe Salazar said this resolution was with the Authority's investment broker, Multi-Bank Securities (MBS). This resolution it to replace former City Manager Rosendo Perez with Int. Exec. Director Tecló J. Garcia and to replace former Investment Officer J.P. Terrazas with Mr. Salazar as the new Investment Officer. This resolution supersedes any resolution in place with MBS. Director Perez inquired about the approval process for investment plans by bondholders and said he thought bondholders needed to approve investment plans. The Authority's legal counsel Sanjay Bapat said bondholders do not need to approve district investment plans or any modifications to resolutions. Investment funds are for the operating accounts and not debt service accounts, which are handled by the Authority's trustee.

Upon a motion duly made by Director Burleson and seconded by Director Perez, the Board unanimously approved the Non-Corporate Resolution Amending Authorized Representatives with Multi-Bank Securities Inc.

Director Dennis Burleson left the meeting at 5:59 PM.

11. Acceptance of Financial Report for April 2024.

Investment Officer Joe Salazar presented and recommended acceptance of the Financial Report for April 2024. Secretary Aissa I. Garza revisited something that was confusing her during the presentation of project status reports related to “amounts due” at the bottom of each report. She thought what was reported were outstanding invoices or balances, but they actually represented remaining budget amounts. She requested that “amount due” is replaced by “remaining budget” to avoid confusion. Mr. Salazar suggested using “remaining balance” to identify those amounts.

There being no corrections or additions, upon a motion duly made by Vice Chairman Chapa and seconded by Director Reyna, the Board unanimously accepted the Financial Report for April 2024.

12. Approval of invoices for May 2024.

Investment Officer Joe Salazar presented and recommended approval of all invoices for the month of May 2024.

Upon a motion duly made by Vice Chairman Chapa and seconded by Director Reyna, the Board unanimously approved all invoices for the month of May 2024.

13. Adjournment

As there was no further business for the board to consider, upon a motion made by Director Reyna and seconded by Vice Chairman Albert X. Chapa, the Board unanimously voted to adjourn the meeting at 6:06 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**Mission Redevelopment Authority
Board of Directors Special Meeting
June 17, 2024**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission Redevelopment Authority (MRA) held a special meeting open to the public, by teleconference and in person, on June 17, 2024, at 4:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

Martin Garza, Chairman
Albert X. Chapa, Vice Chairman
Aissa I. Garza, Secretary
Efrain Reyna Jr.
Hector Moreno
Ricardo A. Perez
Dennis Burleson

All the above were present except Chairman Martin Garza and Director Moreno. Participating via Zoom teleconference were Sanjay Bapat and Frances Blake. Participating in person were J.P. Terrazas, Joe Salazar, Mike Perez, Int. Executive Director Teclo J. Garcia, and Judy Vega.

1. Call Meeting to Order at 4:00 PM.

In the absence of Chairman Martin Garza, Vice Chairman Albert X. Chapa opened the meeting with a welcome to all.

2 Citizen's Participation: None.

3. Discussion and possible action regarding the selection of a Property Insurance Policy for the building located at 1301 E. 8th Street, Mission, Texas.

Interim Executive Director Teclo J. Garcia introduced this item by stating that staff had requested property insurance proposals and received five proposals for the building. The Board was provided with a comparison spreadsheet that included three lowest quotes received. Each quote included an estimate for coverage and a brief list of some of the coverages included in their premiums.

Supporting documents from each company were also included for the Board's review. Mr. Garcia mentioned that of the three quotes, HUB International was the most advantageous at \$4,395.00. He explained that although SageSure of Tallahassee, FL's quote of \$4,523.00 was competitive with HUB Internationals', their deductibles and limitations were not comparable. The highest quote received was iCAT Victor Exchange at \$6,847.00 but it had higher deductibles. The other two quotes received, although not mentioned, had significantly higher premiums. Mr. Garcia is recommending that we approve the quote from HUB International for the property insurance of the TIRZ Building, which amounts to \$4,395.00.

Liability insurance for the building is covered by the City of Mission. Mr. Garcia said we are already doing business with HUB International, since they also provide the Authority’s Directors & Officers Commercial Insurance. Vice Chairman Albert X. Chapa acknowledged that flood insurance is typically a separate policy and strongly encouraged staff to explore the option of obtaining a quote for flood insurance. Mr. Garcia took note of this and will be looking into obtaining a quote as soon as possible.

Upon a motion duly made by Director Burluson and being seconded by Secretary Aissa I. Garza, the Board approved the Property Insurance Policy quote from HUB International in the amount of \$4,395.00 for the TIRZ building located at 1301 E. 8th Street, Mission, Texas. The quote received approval 4-1, with Director Reyna opposing.

4. Adjournment

As there was no further business for the board to consider, upon a motion made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously voted to adjourn the meeting at 4:10 PM.

By: _____
Printed Name: Martin Garza
Title: Chairman
Date: _____

Attest: _____
Printed Name: Aissa I. Garza
Title: Secretary
Date: _____

**Mission Redevelopment Authority
Board of Directors Meeting
June 25, 2024**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission Redevelopment Authority (MRA) held a regular meeting open to the public, by teleconference and in person, on June 25, 2024, at 4:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

Martin Garza, Chairman
Albert X. Chapa, Vice Chairman
Aissa I. Garza, Secretary
Efrain Reyna Jr.
Hector Moreno
Ricardo A. Perez
Dennis Burleson

All the above were present except Directors Burleson and Reyna. Participating via Zoom teleconference were Sanjay Bapat, Vidal Roman, Cristian Garza, Armando Sandoval, Ezeiza Garcia, and Frances Blake. Participating in person were J.P. Terrazas, Dr. Rolando Ortiz, Crystal Chávez, Mayor Norie Gonzalez Garza, Joe Salazar, Damien D. Tijerina, Romeo Barrera, Mike Perez, Ruben James de Jesús, Interim Executive Director Teclo J. Garcia, and Judy Vega.

1. Call Meeting to Order at 4:06 PM.

Chairman Martin Garza opened the meeting with a welcome to all.

2 Citizen's Participation: None.

3. Approve minutes of May 30, 2024 and special meeting of June 17, 2024 of the Mission Redevelopment Authority.

Tabled: Upon a motion duly made by Secretary Aissa I. Garza and seconded by Vice Chairman Albert X. Chapa, the Board unanimously tabled the meeting minutes of May 30, 2024, due to a missing action item. The June 17, 2024 meeting minutes had no issues, but will be presented next month for approval consideration.

At **4:05 PM**, Chairman Martin Garza, announced that the Mission Redevelopment Authority Board would convene in closed session. Upon a motion duly made by Secretary Aissa I. Garza and seconded by Vice Chairman Albert X. Chapa, the Board unanimously voted to convene in closed session.

**4. Executive Session Pursuant to V.T.C.A. Gov't Code Sections 551.071 and 551.072
Consultation with Attorney regarding:**

- A. Deliberation and possible action regarding real property.**
- B. Deliberation and possible action regarding economic development negotiations or prospects (as permitted under Tex. Gov't Code Sec. 551.087), including, but not limited to the following: Report from Int. Executive Director as to potential prospect(s).**

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

Director Ricardo A. Perez joined the meeting at 4:23 PM.

At **4:46 PM**, Chairman Martin Garza announced that the Mission Redevelopment Authority Board would convene in open session. Upon a motion duly made by Secretary Aissa I. Garza and seconded by Vice Chairman Albert X. Chapa, the Board unanimously voted to convene in open session.

Item A: Regarding Real Estate: No action.

Item B: Report from Int. Exec. Director as to potential projects: Chairman Martin Garza directed Int. Exec. Director Teclo J. Garcia to prepare an amended budget list for the next meeting. The directive includes adding two projects to the project list: a water plant facility and the expansion of Taylor Road. No action was taken.

5. Acceptance of Project Reports:

Chairman Martin Garza recognized Ruben James de Jesus with Melden & Hunt Inc. (M&H) to report on the **Tierra Dorada Sanitary Sewer Improvements Project**. Mr. de Jesus said this project involves the design to eliminate existing Lift Stations No. 13 and 14 within Tierra Dorada Subdivision and construct a new proposed lift station to reroute sewer discharge into existing sanitary sewer trunkline along Los Ebanos Road. The contractor, RDH Site and Concrete has mobilized and is currently working on the force main portion of the project for a couple of weeks before moving on to the gravity portion of the design. This process will be worked on through the month of July. The contractor continues to work on receiving materials for the lift station. The project continues to move forward as planned.

Upon a motion duly made by Director Perez and being seconded by Secretary Aissa I. Garza, the Board unanimously accepted the Tierra Dorada Sanitary Sewer Improvements Project as presented.

Chairman Martin Garza recognized Ruben James de Jesus with M&H to report on the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)**. This project ties in with the Tierra Dorada Sanitary Sewer Improvements Project. It involves the rerouting of Lift Station #10, located on Mile 2 & FM 495 to AGUA SUD lift station located on FM 364 by force main. Approximately 2 million gallons per day (MGD) of sewer flows will be alleviated from the Inspiration Road trunkline. Mr. De Jesus mentioned that he had a meeting with the Agua SUD manager on sewer pass thru rates. AGUA SUD has a contract with the City of Mission for \$1.45 per 1,000 gallons

sewer for Mission to treat. AGUA SUD charges their constituents \$3.18 per 1,000 gallons, so AGUA SUDs manager wants to take to his Board a proposal of the difference between the two rates for a rate of \$2.73 per 1,000 gallons. Currently, AGUA SUD is trying to determine how much the City of Mission pays them to process sewer. A monthly process of sewer for Mission is of about 8 million gallons (or 300,000 gallons per day). In order to be a one-to-one ratio so that Mission pays the equivalent of what AGUA SUD is paying, a transfer of about 300,000 gallons of sewer a day will need to be done, but this is substantially less than what was hoped for flow alleviation. Their estimate was 1.5 MGD. AGUA SUD did agree to some concessions in the event of an emergency. These rates do not include electrical usage at their lift stations, which is another concern. If an agreement is not reached, then other options will need to be proposed. City Manager Mike Perez mentioned he'd like to attend the next AGUA SUD Board meeting to share with them some ideas he has and to continue negotiations.

Upon a motion duly made by Director Perez and seconded by Director Moreno, the Board unanimously accepted the Inspiration Road Trunklines (Sanitary Sewer Master Plan) as presented.

Chairman Martin Garza recognized Ruben James de Jesus with M&H to report on the **Walsh Road Expansion Project**. Mr. de Jesus said that this project involves the design and survey to expand the road from Perez St. to Frontage Rd., approximately $\frac{3}{4}$ of a mile. The improvements consist of a paved 32-foot back-to-back curb street section with proposed drainage improvements. Mr. de Jesus mentioned that M&H submitted a 60% design plan to the City of Mission for their review. He recapped on an inquiry from the Board last month related to a tower in the area and said that the firm is proposing a 60-foot ROW and has had clearance on the easement and property lines. He mentioned he has had discussions with property owners on the south and north side of the project related to property ROW acquisitions.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Perez, the Board unanimously accepted the Walsh Road Expansion Reports as presented.

Chairman Martin Garza recognized Damien D. Tijerina with L&G Engineering to report on the **Inspiration Rd./Military Parkway Loop Ph. II and III**. On **Phase II**, the design phase of the project, Mr. Tijerina said that the project is 95.3% complete. Regarding a proposed outfall ditch, the firm has submitted it to the United Irrigation District (UID) for review, and the good news is that they will now review the submitted sheets. Mr. Tijerina said he will follow up with UID regarding any comments on the submittal and thanked the City of Mission for getting involved in the review process. On **Phase III**, Mr. Tijerina said ROW acquisition and Environmental Assessment (EA) for this project continues to be in progress. He mentioned that Hidalgo County Irrigation District #1 (HCDD #1) had two changes related to the hydrologic model he submitted regarding covert crossings. L&G will update the hydrologic model and re-submit to HCDD #1 for approval consideration. ROW appraisals on the 47 parcels continues and information letters have been sent to property owners. Appraisals and title commitments have also been ordered on the parcels. Easement work continues. Mr. Tijerina mentioned that his firm is working on studying the easements to make sure there are no conflicts that may impact the project. He reported that there are utility high voltage transmission line easements (two) and various gas line easements (three) along crossways on Inspiration and Military and they all belong to five different owners, The project is 23.1% complete.

Secretary Aissa I. Garza noted a correction on Page 32 related to a balance on the Inspiration Rd./Military Parkway Loop Ph. III Project. The amount on the payment made to L&G (\$458,573.00) should be a negative instead of a positive from the expense amount, so the correct balance should be \$2,009,427.00 and not \$2,926,573.00. The correction was noted by Mr. Salazar.

Subject to the correction, upon a motion duly made by Secretary Aissa I. Garza and seconded by Vice Chairman Chapa, the Board unanimously accepted the Inspiration Road/Military Parkway Loop Phases II & III reports as presented.

Chairman Martin Garza recognized Dr. Rolando Ortiz with Killam Development to report on **Killam Development's** El Milagro Phase I Project. Dr. Ortiz mentioned that due to inclement weather, the project was pushed back about two weeks. The project is 80% complete and is expected to be completed by July. Dr. Ortiz said that Killam Development is about \$10 million in on reimbursements for this project. He said they are constructing additional detention facilities to the east consisting of several acres of regional detention facilities where stormwater will end right into the Mission inlet. This is a large million-dollar facility that will service stormwater west from Anzalduas all the way to FM 494 where it will detain there as well. He shared some images on the project's progress.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Perez, the Board unanimously accepted Killam Development's El Milagro Phase I report as presented.

Chairman Martin Garza recognized Crystal Chavez with The Warren Group (TWG) to report on the **Fire & Police Sub-Station #6**. Ms. Chavez reported that this project is still at 99.97% complete. On June 12, 2024, another punch list walk through was conducted. She reported that the millwork craftsmanship has still not been corrected and said that Gerlach Builders are going to hire another millwork sub-contractor to redo all the millwork door panels and drawers for both departments, along with correcting the imperfections on the current millwork. Gerlach Builders has ordered that all cabinet doors be replaced with new doors on the Fire Departments' side. Fire Chief Adrian Garcia stated that they would like these items to be corrected before they occupied the facility. All the restrooms are still missing the P-trap system. The P-trap is a plumbing component installed next to the toilet flush valve. How does this work, every time the toilet flushes water drains to the floor drain forming a barrier that stops sewer gasses from seeping into the building. Gerlach Builders has ordered three toilet partition panels to replace the damaged existing partitions, but the items have not been delivered. One of the mechanical roof top units in the police department is not functioning properly. During our walkthrough Gerlach called the sub-contractor to take a look at it. On the Fire Department's administration office, a leak appeared on the southeast corner and the contractor will repair it.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Perez, the Board unanimously accepted the Fire & Police Sub-Station #6 as presented.

Chairman Martin Garza recognized Mr. Terrazas to report on the **1st Street Extension (Dragonfly 6265 LLC)**. This project is in the vicinity of Glasscock & Shary Road and involves connectivity through 1st Street, which is perpendicular to Hoerner Street. The contractor is Riverside Contractors. Mr. Terrazas mentioned that the plat for the easement will be signed on Thursday,

June 27, 2024. After it is signed, developer Dolly Elizondo plans on paving the rest of the street which will punch through 1st Street to connect on the other side on Hoerner St. A widening of Glasscock is being planned for egress and ingress to the subdivision and as well as a proposed lift station.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Vice Chairman Albert X. Chapa, the Board unanimously accepted the report for 1st Street Extension (Dragonfly 6265 LLC) as presented.

Chairman Martin Garza recognized Romeo Barrera with Halff Associates to report on the **Hoerner Street Project**. Total engineering costs for this project are \$98,000.00. Mr. Barrera reported that Halff Associates has submitted a 60% plan design, storm modeling and calculations to the City of Mission for their review. The project involves a road extension to connect water and sewer. The engineer's estimated construction cost for this project is \$1.4 million once completed. Mr. Barrera reported that upon reviewing exhibits from 2019, he noticed that a proposed irrigation stub-out crossing on Hoerner Rd. However, development has since occurred at the original location of this proposed irrigation stub-out. Halff is currently coordinating with the United Irrigation District (UID) to assess the necessity of the proposed irrigation stub-out, given that UID will no longer own property within the project area or its general vicinity. He is waiting for a response from UID. Mr. Barrera shared some images to describe stub-out location and the new development and says he doesn't think it is needed anymore, but will need to wait for UID's reply.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Moreno, the Board accepted the Hoerner Street Project report as presented.

Chairman Martin Garza recognized Assistant City Manager J.P. Terrazas to present the **Anzalduas Industrial Park Phase I Subdivision Project**. In the absence of P.E. Julio Cerda with South Texas Infrastructure Group LLC, Mr. Terrazas mentioned that Mr. Cerda sent him a report related to this project. In his report, Mr. Cerda mentioned that as of June 19, 2024, the project has made steady progress. The installation of the storm sewer pipes, which have already been delivered to the site, is now in full swing. This marks a crucial step forward in developer's construction efforts. In addition, the regrading of the streets is progressing well, ensuring that the necessary groundwork is being prepared thoroughly for future construction activities. Completion of this project is expected in September 2024. No images on the project's progress were included with this report. Since no site plan or pictures were included, Vice Chairman Albert X. Chapa requested that a site plan or images on the project's progress and location be included or followed up on for this project.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Perez, the Board unanimously accepted the Anzalduas Industrial Park Phase I Subdivision project report.

6. Discussion and possible Discussion and possible action related to the approval an Amendment to the Authority's FY 2023-2024 Budget.

Investment Officer Joe Salazar introduced this item by saying that the Budget amendment was related to the General Fund, Capital Fund and Debt Service Funds. He briefly explained each fund and how they will be amended. A question was asked related to an increase in audit expenses in

the amount of \$3,500.00. Mr. Salazar said that the charge was for additional work performed by the Burton McCumber & Longoria CPAs (BML) for audit work. The CPA firm did not provide an itemized invoice for the additional work. Secretary Aissa I. Garza requested that staff send communication to BML requesting a client-preparation list by the beginning of September and in the communication, that we inform them the Board has requested an itemized list of any additional services outside of their engagement letter. Director Ricardo A. Perez requested that a narrative is included with each budget amendment for reference. Secretary Aissa I. Garza requested that a narrative is prepared for this budget amendment, which will be made part of the minutes as a supporting document. The requests were noted by Mr. Salazar.

Upon a motion duly made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously approved the Amendment to the Authority’s FY 2023-2024 Budget. The budget amendment and supporting document is made part of these minutes.

7. Acceptance of Financial Report for May 2024.

Investment Officer Joe Salazar presented and recommended acceptance of the Financial Report for May 2024.

There being no corrections or additions upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Perez, the Board unanimously accepted the Financial Report for May 2024.

8. Approval of invoices for June 2024.

Int. Exec. Director Tecló J. Garcia presented and recommended approval of all invoices for the month of June 2024.

Upon a motion duly made by Vice Chairman Albert X. Chapa and seconded by Secretary Aissa I. Garza, the Board unanimously approved all invoices for the month of June 2024.

9. Adjournment

As there was no further business for the board to consider, upon a motion made by Director Perez and seconded by Vice Chairman Chapa, the Board unanimously voted to adjourn the meeting at 5:56 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

Mission Tax Increment Reinvestment Zone
Board of Directors Meeting
June 25, 2024

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission TIRZ #1, held a special meeting open to the public, by teleconference and in person, on June 25, 2024 at 801 N. Bryan Road, Mission, Texas and at 5:57 PM, the roll was called of the duly appointed members of the Board, to-wit:

- Martin Garza, Chairman
- Albert X. Chapa, Vice Chairman
- Aissa I. Garza, Secretary
- Efrain Reyna Jr.
- Hector Moreno
- Dennis Burleson
- Ricardo A. Perez

All the above were present except Directors Burleson and Reyna. Participating via Zoom teleconference were Sanjay Bapat, Vidal Roman, Cristian Garza, Ezeiza Garcia, and Frances Blake. Participating in person were J.P. Terrazas, Crystal Chávez, Mayor Norie Gonzalez Garza, Joe Salazar, Damien D. Tijerina, Mike Perez, Interim Executive Director Tecló J. Garcia, and Judy Vega.

I. Consider Consent Agenda

- A. Call meeting to order and establish quorum.
- B. Approve minutes for the May 30, 2024, and special meeting of the June 17, 2024 of the TIRZ #1.
- C. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the June 25, 2024 meeting.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Moreno, the Board unanimously tabled Item I-B of the consent agenda.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Perez, the Board unanimously approved Items I-A and I-C of the consent agenda and ratified all actions taken by the Mission Redevelopment Authority Board of Directors at the June 25, 2024 meeting.

II. Adjournment

As there was no further business for the board to consider, upon a motion duly made by Secretary Aissa I. Garza and seconded by Vice Chairman Albert X. Chapa, the Board unanimously voted to adjourn the meeting at 6:08 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

Mission Tax Increment Reinvestment Zone
Board of Directors Meeting
May 30, 2024

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission TIRZ #1, held a special meeting open to the public, by teleconference and in person, on May 30, 2024 at 801 N. Bryan Road, Mission, Texas and at 6:07 PM, the roll was called of the duly appointed members of the Board, to-wit:

- Martin Garza, Chairman
- Albert X. Chapa, Vice Chairman
- Aissa I. Garza, Secretary
- Efrain Reyna Jr.
- Hector Moreno
- Dennis Burleson
- Ricardo A. Perez

All the above were present except Director Burleson. Participating via Zoom teleconference were Sanjay Bapat and Ezeiza Garcia. Participating in person were J.P. Terrazas, Crystal Chávez, Joe Salazar, Damien D. Tijerina, Mike Perez, Andy Garcia, Interim Executive Director Teclo J. Garcia, and Judy Vega.

I. Consider Consent Agenda

- A. Call meeting to order and establish quorum.
- B. Approve minutes for the April 23, 2024 of the TIRZ #1.
- C. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the May 30, 2024 meeting.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously approved the consent agenda and ratified all actions taken by the Mission Redevelopment Authority Board of Directors at the May 30, 2024 meeting.

II. Adjournment

As there was no further business for the board to consider, upon a motion duly made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously voted to adjourn the meeting at 6:08 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

Mission Tax Increment Reinvestment Zone
Special Board of Directors Meeting
June 17, 2024

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission TIRZ #1, held a special meeting open to the public, by teleconference and in person, on June 17, 2024 at 801 N. Bryan Road, Mission, Texas and at 4:11 PM, the roll was called of the duly appointed members of the Board, to-wit:

- Martin Garza, Chairman
- Albert X. Chapa, Vice Chairman
- Aissa I. Garza, Secretary
- Efrain Reyna Jr.
- Hector Moreno
- Dennis Burleson
- Ricardo A. Perez

All the above were present except Chairman Martin Garza and Director Moreno. Participating via Zoom teleconference were Sanjay Bapat and Frances Blake. Participating in person were J.P. Terrazas, Joe Salazar, Mike Perez, Int. Executive Director Teclo J. Garcia, and Judy Vega.

I. Consider Consent Agenda

- A. Call meeting to order and establish quorum.
- B. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the special meeting of June 17, 2024.

Upon a motion duly made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously approved the consent agenda and ratified all actions taken by the Mission Redevelopment Authority Board of Directors at the special meeting of June 17, 2024.

II. Adjournment

As there was no further business for the board to consider, upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Burleson, the Board unanimously voted to adjourn the meeting at 4:12 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**NOTICE OF REGULAR MEETING
MISSION ECONOMIC DEVELOPMENT CORPORATION
JUNE 26, 2024 4:00 PM
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

PRESENT:

Richard Hernandez, President
Jose G. Vargas, Vice President
Deborah Cordova, Secretary
Estella Saenz, Treasurer
Julian Alvarez
Carl Davis
Mayor Norie Gonzalez Garza

ABSENT:**ALSO PRESENT:**

Eugene Vaughan, JGKL LLP
Aaron Farmer, The Retail Coach LLC

STAFF PRESENT:

Teclo J. Garcia, CEO
Judy Vega, Executive Assistant
Joe Salazar, Financial Officer
Stephanie Mendiola, Project Manager
Mike Perez, City Manager
Andy Garcia, Asst. City Manager
Naxiely Lopez-Puente, Director of
Communications & External Affairs
Brianna Casares, Manager of Marketing &
Programs

1. Call to Order and Establish Quorum

After establishing a quorum of the Board of Directors, President Richard Hernandez called the meeting to order at 4:03 PM.

2. Invocation: Treasurer Estella Saenz**3. Pledge of Allegiance:** Carl Davis**4. Citizen's Participation:** None.**5. Approval of Minutes: Regular Meeting of May 29, 2024**

There being no corrections or additions, Carl Davis moved for approval of the meeting minutes of May 29, 2024 as presented. Motion was seconded by Vice President Jose G. Vargas and approved 7-0.

6. Deliberation and possible action for the acceptance of adjusted Financial Statements for May 2024.

Financial Officer Joe Salazar presented and recommended acceptance of adjusted Financial Statements for May 2024.

There being no corrections or additions, Vice President Jose G. Vargas moved for acceptance of the adjusted Financial Statement for May 2024. Motion was seconded by Treasurer Estella Saenz and approved 7-0.

7. Deliberation and possible action to approve a First Amendment to Economic Development Performance Agreement between Mission Economic Development Corporation and 7 Beans LLC dba Scooter's Coffee.

CEO Teclo J. Garcia introduced this item by saying that 7-Beans LLC (Scooter's Coffee) has an Economic Development Performance Agreement in place with Mission EDC (effective May 15, 2023), for a financial incentive of \$100,000, for the opening of two coffee shops. The financial incentive is to be paid over five years. However, in order to receive the incentive, the company needs to obtain two Certificates of Occupancy. The company has opened one coffee shop and is requesting a change in the performance agreement to receive the first installment to cover expenses for their second location. Questions were asked on whether the existing performance agreement had been rescinded, on how many employees they currently have at their first location, whether the hires at his first location had been verified, and on how far in construction was the owner on his second location. Mr. Garcia said he may have brought it to the Board as an update related to their delay to execute the first agreement, but only as an update. He mentioned that the second location has not started construction and said once owner Michael Espinoza opens the second location, verification of all requirements will follow.

Vice President Jose G. Vargas moved for approval of a First Amendment to Economic Development Performance Agreement between Mission Economic Development Corporation and 7 Beans LLC dba Scooter's Coffee, contingent upon confirmation of a rescinded performance agreement. Motion was seconded by Secretary Deborah L. Cordova and approved 7-0.

8. Deliberation and possible action for the approval of a Professional Services Agreement between Mission Economic Development Corporation and The Retail Coach LLC.

CEO Teclo J. Garcia introduced and welcomed Aaron Farmer, President of The Retail Coach LLC (TRC). Mr. Farmer has been with TRC for 17 years and has worked with clients such as the Cities of Pharr and Edinburg. Mr. Garcia requests that we engage TRC to assist Mission with retail recruitment. MEDC already has an engagement with Buxton, which provides data and demographics; however, in addition to what Buxton offers, TRC provides personal services, has retail contacts, attends retail conferences, and actively recruits companies. Mr. Garcia welcomed Mr. Farmer to introduce himself, his company, and their services. Mr. Farmer gave a presentation about his company's recruitment projects, deliverables, scope of work, pricing, and timelines. Their proposed engagement is for one year starting October 1, 2024, at a cost of \$46,250.

MEDC's legal counsel, Gene Vaughan, suggested that Section 6.13 of the Professional Services Agreement under Article VI, Miscellaneous, Competing Communities, be revised. This section currently states: The Retail Coach LLC agrees not to work with any other economic development corporation or city in Hidalgo County, except the City of Mercedes. Mr. Farmer explained that TRC has a long-term relationship with Mercedes and believes that we should aim to match the status of cities like McAllen, Edinburg, and Pharr. CEO Teclo J. Garcia mentioned that he would like to bring TRC on board on August 1, 2024, to represent MEDC at upcoming retail conferences. He also noted that MEDC's existing agreement with Buxton expires on September 30, 2024, and confirmed that legal advice indicated no conflicts. The Retail Coach LLC's Professional Services Agreement will start in the Fiscal Year 2024-2025.

Secretary Deborah L. Cordova moved for the approval of a Professional Services Agreement between Mission Economic Development Corporation and The Retail Coach LLC., contingent to a revision to Section 6.13 of the Professional Services Agreement under Article VI, Miscellaneous: Competing Communities. This revision to stipulate that The Retail Coach LLC is prohibited from offering recruitment services to any other community in Hidalgo County, except for the City of Mercedes, with which they have a pre-existing relationship. Motion was seconded by Treasurer Estella Saenz and approved 7-0.

Julian Alvarez left the meeting at 5:04 PM.

At 5:11 PM. President Richard Hernandez announced that the Mission Economic Development Corporation Board will convene in closed session.

9. Closed Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001.

**Deliberation and possible action regarding economic development negotiations or prospects (as permitted under Tex. Gov't Code Sec. 551.087), including, but not limited to the following:
Report from CEO as to potential prospect(s).**

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

A. M.E.D.C. Land.

B. Project Centro, including possible action to: (1) accept assignment of contracts for the purchase of two lots and designate persons who are authorized to sign closing documents; and (2) authorize the commencement of an action to acquire adjacent lots through eminent domain.

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

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

At 5:35 PM., President Richard Hernandez announced that the Mission Economic Development Corporation Board was reconvening in open session.

Motions are as follows:

Report from CEO as to potential prospect(s): No action.

Regarding Real Estate Property:

A. M.E.D.C. Land: No action.

B. Project Centro: Vice President Jose G. Vargas moved to approve Resolution No. 2024-04 as discussed in closed session. Motion was seconded by Carl Davis and approved 6-0.

10. CEO Report on Economic Activity.

CEO Tecló J. Garcia provided an update on the recent visit to San Luis Potosí, Mexico (SLP). The delegation included several MEDC employees, along with other representatives from other organizations. The purpose of the trip was to promote the Anzalduas International Bridge as a cargo crossing, highlight Mission as an investment location, and showcase the region as deserving of attention from SLP. SLP is the home of major manufacturing plants, such as BMW, GMC, and Goodyear, among others. The group visited various historical landmarks, including the Palacio Municipal. The trip was productive, and they were warmly received by investors and community leaders. Mayor Norie Gonzalez Garza expressed her satisfaction with the trip and mentioned that SLP officials are eager to visit Mission. A non-binding accord was signed between Mayor Norie Gonzalez Garza and the Mayor of San Luis Potosí to support each other, promote trade, and foster education collaboration. The trip coincided with Mexico’s Nearshoring Industry Summit, where MEDC had a booth. Mayor Norie Gonzalez Garza also highlighted the South Texas Alliance to showcase the broader region to officials and expressed her desire to invite the Alliance mayors when they visit. Mr. Garcia concluded by mentioning that there will be follow-ups related to the trip.

11. President Comments.

President Richard Hernandez expressed gratitude to the MEDC Board for their presence and the MEDC staff for organizing the meeting. He reminded the Board about the upcoming 4th of July Holiday and emphasized his appreciation for the country we live in. President Hernandez urged everyone to celebrate the Constitution of the United States, highlighting that no other country offers the same opportunities and freedom we enjoy. He wished everyone a joyful and safe 4th of July Holiday.

12. Adjournment.

Vice President Jose G. Vargas moved to adjourn the meeting. Motion was seconded by Carl Davis and approved 6-0. The meeting was adjourned at 6:15 PM.

Richard Hernandez, President

ATTEST

Deborah L. Cordova, Secretary

CITIZEN'S ADVISORY COMMITTEE
June 25, 2024
Public Hearing/Regular Meeting

Members Present

Lorenzo Garza, Chairman
 Roxanne Méndez
 Alma Garcia
 Monika Rosales-Flores
 Emigdio Villanueva, Jr.
 Francisco Cadena
 Ruben Davila Lozano

Members Absent

Zoreida Lopez- Vice Chair
 Marsha Terry

Staff Present

Jo Anne Longoria
 Esther G. Rivera
 Danny Sanchez

Call Public Hearing to Order to Establish Quorum

Chairman Garza called Public Hearing to order at 5:32 pm. Mr. Danny Sanchez conducted roll call. He stated that seven members were present therefore there was a quorum.

Citizens Participation

Chairman Garza asked if there were any citizens present to discuss any items on the agenda or to express their concerns. At 5:35 p.m. Mr. Victor Fidel Navarro briefly explained his living conditions and expressed a need for support services and housing assistance for homeless individuals. He mentioned that he had been referred and assisted by an agency but continues to need other services. Ms. Roxanne Mendez informed him that the Community Development staff would provide him with numerous resources for assistance. Chairman Garza thanked Mr. Navarro for expressing his concerns and continued with the next item.

Discussion and Recommendation on Substantial Amendment to Five-Year Consolidated Plan and Strategy FY 2023-27

Ms. Jo Anne Longoria presented the Substantial Amendment to the Five-Year Consolidated Plan and Strategy (CPS) 2023-27. She mentioned that due to a change in the strategic direction of the CDBG Program, we would need to follow the amendment process for the CPS. She stated that the City Manager recommended to fund infrastructure which has a priority level of low and goal of 0 beneficiaries and keep rehabilitation of housing stock as high priority but decrease the goal from 30 to 10 households. After a brief discussion, CAC members stressed the importance of the Housing Assistance Program and suggested alternatives to continue with the program. Chairman Garza asked for a motion to approve the Substantial Amendment to the Five-Year Consolidated Plan and Strategy 2023-27. Mr. Emigdio Villanueva, Jr. motioned to approve the Substantial Amendment to the Five-Year Consolidated Plan and Strategy 2023-27 as presented. Ms. Mendez seconded the motion. Motion carried (7-0).

Discussion and Recommendation on Proposed Annual Action Plan FY 2024-25

Ms. Longoria presented the Proposed Annual Action Plan FY 2024-25 by illustrating the recommendations made by the CAC. She explained the extension of two days to the deadline due to federal holidays that fell within the thirty-day comment period. She stated that the item would be presented for approval on July 22, 2024 to City Council. Mr. Villanueva expressed that the

Housing Assistance Program should be funded to allow staff to continue to assist the applicants on the waiting list and the members to advocate for the families. Ms. Longoria recommended that members express their concerns at the City Council meeting on July 22, 2024. Mr. Navarro commented that housing assistance programs should be funded before providing funds for infrastructure projects. Several CAC members discussed reviewing the HAP guidelines. Ms. Longoria responded that the guidelines would need to be discussed if City Council did not provide funding. Chairman Garza mentioned that although he supports the Housing Assistance Program but he also agrees with the City Manager to provide funding for infrastructure projects throughout the city. After a brief discussion, Chairman Garza asked for a motion for no action and requested a workshop with the City Manager to discuss reallocation of funds. Mr. Villanueva motioned for no action and request for a workshop with the City Manager. Ms. Monika Rosales-Flores seconded the motion. Motion carried (7-0).

Close Public Hearing and Open Regular Meeting

Chairman Garza closed the Public Hearing at 6:14 p.m. and opened the Regular Meeting. Chairman Garza presented Mr. Ruben Davila Lozano, new CAC member and asked him to introduce himself. The CAC members and CDBG staff introduced themselves to Mr. Davila.

Citizens Participation

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

Discussion and Recommendation to Approve Minutes for Regular Meeting held on May 28, 2024

Mr. Sanchez asked the members if they had reviewed the minutes of the Regular Meeting held on May 28, 2024. He asked if there were any questions or comments. After a brief discussion, Chairman Garza asked for a motion to approve the minutes as presented. Mr. Villanueva motioned to approve the minutes as presented. Ms. Mendez seconded the motion. Motion carried (7-0).

Presentation on Status of Housing Assistance Program (HAP) Phase 23-I

Ms. Esther Rivera presented the construction status of the Housing Assistance Program (HAP) Phase 23-I. She indicated the percentage of completion for each home as follows: 1047 Los Ebanos Road 60% complete; 408 E. Melba Carter Street (Hardship Case) 10% complete; 3731 Garza Street 10% complete; 615 N. Francisco Avenue 10% complete; 222 N. Slabaugh Avenue demolition scheduled for June 27, 2024. She stated that she was working on floor plans and specification for two rehabilitation projects: 1501 Blue Rock Road; 1217 Oblate Avenue and would solicit for bids when plans are completed. Chairman Garza thanked Ms. Rivera for the Presentation on Status of Housing Assistance Program (HAP) Phase 23-I and continued with the next item.

Discussion and Recommendation on Options for Housing Assistance Program

Ms. Longoria presented the Options for Housing Assistance Program and was open for discussion concerning the applicants on the waiting list. She stated that a total of 15 applicants on the waiting list were either underway, eligible for assistance or under review. Chairman Garza recommended no discussion on this item until they meet with the City Manager. Ms. Longoria stated she would check with City Manager for availability. Chairman Garza asked for a motion to table the item

until direction is provided by the City Manager. Mr. Villanueva motioned to table the item. Ms. Garcia seconded the motion. Motion carried (7-0).

Other Business

A. Progress Reports- May

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

B. Chairman's Comments

Chairman Garza expressed a concern regarding the city removing the use of Safe Haven homes due to misuse of the program. He stated that standards were set, but not followed. He mentioned that he will see everyone at the next meeting and to take care.

C. Committee Member's Comments

No comments at this time.

D. Director's Comments

No comments at this time.

Adjourn

Chairman Garza asked for a motion to adjourn the meeting. Ms. Garcia motioned to adjourn the meeting. Mr. Villanueva seconded the motion. Motion carried (7-0). The meeting was adjourned at 6:37pm.

Lorenzo Garza, Chairman

CITIZEN'S ADVISORY COMMITTEE
July 9, 2024
Regular Meeting

Members Present

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

Members Absent

None

Staff Present

Jo Anne Longoria
 Esther G. Rivera

Other Staff

Andy Garcia, Assistant City Manager
 Michael J. Elizalde, MPA, CPM

Call Regular Meeting to Order to Establish Quorum

Chairman Lorenzo Garza called the Regular Meeting to order at 5:33 pm. Jo Anne Longoria conducted roll call. She stated that nine members were present, therefore there was a quorum.

Citizens Participation

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

Discussion on CDBG FY 2024/25 Funding Allocations with City Manager

Chairman Garza presented Andy Garcia, Assistant City Manager and Michael J. Elizalde, Grants Director to discuss the CDBG FY 2024-25 Funding Allocations on behalf of the City Manager. Mr. Garcia thanked the members for having this meeting and informed them of the City's Five-Year Master Plan for Infrastructure. He stated the City's intention is to fund projects that benefit low/mod neighborhoods. Mr. Garcia mentioned researching other cities that receive CDBG funds and found that many allocate funds for infrastructure projects instead of housing programs. Mr. Elizalde stated that grant applications were submitted to various federal, state, and local agencies and were awarded to cover a portion of the project costs. After a brief discussion, members agreed with Mr. Garcia's revisions to the City Manager's recommendation as follows: Housing Assistance Program \$80,000, Recreational Connectivity Trail Project \$200,000, Sanitary Sewer Improvements (Manholes) \$200,000 and Amigos Del Valle, Inc \$24,444. Ms. Longoria advised the members that the funds recommended for public services would be the amounts made by the City Manager with the exception of Amigos Del Valle. Chairman Garza asked if there any questions. Monika Rosales-Flores and Emigdio Villanueva commented to consider additional funding for HOPE Medical Services and Area Agency on Aging. Chairman Garza stated no action was needed as it was a discussion item.

Discussion and Recommendation on the Status of Housing Assistance Program (HAP) Applicant Waiting List

Ms. Longoria provided an update on the Status of Housing Assistance Program Applicant Waiting List. She stated there are five reconstructions underway, floor plans/specifications being finalized for three rehabilitations that will go out for quotes, nine eligible applicants, applicant number 10 is deceased and request to be removed from the list and five applicants that are incomplete. After a brief discussion, Chairman Garza asked for a motion to approve the Housing Assistance Program (HAP) Applicant Waiting List as presented. Ms. Alma Garcia motioned to approve the Housing Assistance Program (HAP) Applicant Waiting List. Ms. Marsha Terry seconded the motion. Motion carried (9-0)

Tabled Item: Discussion and Recommendation on Options for Housing Assistance Program (HAP)

Ms. Longoria stated that this item needed to be removed from the table for discussion. She advised the members that the funding recommendations would be presented at the City Council meeting on July 22, 2024. Chairman Garza recommended that no action be taken on this item until the funding allocations are approved by City Council. Chairman Garza asked for a motion of no action as presented. Ms. Garcia motioned no action until the City Council approves the funding. Vice-Chair Lopez seconded the motion. Motion carried (9-0).

Other Business

A. Chairman's Comments

Chairman Garza mentioned inquired on when the city would spray for mosquitos. He also noted that many children are participating in the Boys & Girls Club summer sports activities. He also mentioned a concern about the condition of the railroad crossing on Expressway 83 and Conway Avenue that slows traffic and may cause accidents.

B. Committee Member's Comments

Ms. Roxanne Mendez mentioned that not only residential but also City properties have tall grass and need to be maintained. Ms. Garcia also mentioned a concern with the condition of the railroad crossing on Stewart and Business 83. Ms. Terry mentioned her son was graduating from the Army Reserves basic training. Ms. Rosales-Flores commented she had concerns with the discussion on CDBG allocations and recommended a workshop prior to submitting their recommendations. Mr. Villanueva inquired who recommended to do away with the Safe Heaven Program. Ms. Longoria informed him it was the City Manager's decision. Mr. Ruben Davila recommend the City consider obtaining funds from developers for infrastructure projects such as developer fees.

C. Director's Comments

No comments.

Adjourn

Chairman Garza asked for a motion to adjourn the meeting. Ms. Garcia motioned to adjourn the meeting. Mr. Villanueva seconded the motion. Motion carried (9-0). The meeting was adjourned at 6:53 p.m.

Lorenzo Garza, Chairman

**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
July 11, 2024**

Commission-Present

**Polo Garza-Chairman
Jerry Saenz-Vice-Chair-A
Guillermo Delgadillo-Member**

Staff Present

**Jesse Lerma Jr-CS Director
Randy Cruz-DC
Mike Silva-LT FD
Randy Alvarez-FF/ENG
Robert Hinojosa-Dir Org Dev
Patricia Rigney-City/CS Atty
Casandra Bernal-FF**

Call to Order

Mr. Polo Garza called the meeting to order at 9:00 a.m.

Pledge of Allegiance

Mr. Garza led the Pledge of Allegiance

Approval of Minutes-May 22, 2024

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

Approval of Mission Fire Department ENG's Promotional Examination Scores and the Creation of a New Eligibility List

Mr. Lerma advised the Commission that we had conducted the promotional exam on June 28, 2024. We had twelve (12) individuals that participated and five (5) passed.

Mr. Lerma submitted the following scores for approval:

See attached

Mr. Lerma advised them that the eligibility list would reflect the following:

1. Randy Alvarez-91 raw score plus 5 points seniority-96
2. Horacio Longoria-84 raw score plus 3 points seniority-87
3. Ricardo Torres-78 raw score plus 5 points seniority-83
4. Roberto Villalon-73 raw score plus 6 points seniority-79
5. Evan Lavoie-70 raw score plus 3 points seniority-73

Mr. Lerma advised the Commission that the top four (4) individuals would be promoted immediately and ENG Lavioe would remain #1 on the list. After a brief discussion, Mr. Delgadillo made a motion to approve the scores and to create an eligibility list for ENG. Mr. Garza seconded the motion. Motion was approved unanimously

Pending Business

Mr. Lerma presented and welcomed our new City/CS Attorney Patricia Rigney

Adjourn

Meeting was adjourned at 9:15 a.m.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024
PRESENTED BY: Vidal Roman, Finance Director
AGENDA ITEM: Ratification of solicitation of proposals for Auditing Services for the City of Mission - Roman

NATURE OF REQUEST:

Staff is seeking authorization to solicit proposals for Auditing Services for the City of Mission. The City Council is required by the City Charter Section 3.14 to have an independent audit of the books of accounts, records and transactions of all the administrative departments of the City at least yearly.

BUDGETED: FY24-25 **FUND:** General **ACCT. #:** 01-412-94810
BUDGET: \$110,000 **EST. COST:** _____ **CURRENT BUDGET BALANCE:** \$110,000
BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

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

_____ AYES
_____ NAYS
_____ DISSENTING _____

City of Mission
Instructions to Proposer – Scope of Work
RFP Name/No.: Municipal Audit Services/ 24-630-08-21

City of Mission is seeking a qualified professional certified public accounting firm to provide stipulated government agency auditing services to the City of Mission.

1. Intent of Proposal

The City is soliciting Request for Proposals (“RFP”) and Statement of Qualifications from interested qualified professional certified public accounting firm to provide stipulated government agency auditing services, and audit its financial statements. The City reserves the right to accept or reject any or all proposals for any reason it finds to be in the best interest of the City.

The vendor will perform the services listed in the Specifications Section in cooperation with the Director of Finance or designated accounting/financial personnel from the City of Mission. The scope of the work services may encompass other related but undefined work associated with this project.

The City seeks to afford the opportunity for qualified Small Business Enterprise (“SBE”), Minority Business Enterprise (“MBE”), and Women Business Enterprise (“WBE”) firms to propose to provide the services described herein.

2. Assistance Available to Auditors.

The audit report for the year ending September 30, 2024 is currently being performed by Carr, Riggs & Ingram, of McAllen, Texas and will be available, upon completion, for review on the City’s website: www.missiontexas.us.

The City’s Finance Director or her designee will address questions pertaining to accounting and internal control procedures. The City’s assistance shall be limited to “pulling” of records-receipts, checks, and invoices for audit sampling. There must be at least thirty-six (36) hours notice provided to staff to compile these records before the audit firm will need them. A separate workspace for three to five people will be made available for the audit staff in close proximity to the accounting records and staff.

3. Description of the Municipality

The City of Mission has approximately 711 full-time equivalent positions with an estimated bi-weekly payroll of \$1.69M. The total City budget for 2023-2024 is \$60.2 million and the City currently has 23 funds. The City owns its own water and wastewater utility services. The City processed approximately 6,576 accounts payable checks and 19,640 payroll checks (checks and ACH transactions) in 2022-2023. The City is a home rule City using a modified accrual basis of accounting. More detailed information about the City and its finances can be found in prior ACFR’s and budgets as listed on our website at www.missiontexas.us.

4. Fund Structure

As of Currently, the City’s fund structure is as follows:

Fund Type/Account Group	Number of Individual Funds	Number with Legally Adopted Annual Budgets
General fund	1	1
Special revenue funds	15	15
Debt service funds	1	1
Capital project funds	1	1

Enterprise funds	4	4
Internal service funds	1	1
Agency funds	0	0
Pension trust funds	0	0
General fixed asset account group	1	0
General long-term debt account group	1	0

5. Scope of Work to be performed

The audit of the financial statements of the City's governmental activities, business-type activities, each major fund, and the aggregate remaining fund information, which collectively comprise the City's basic financial statements, is to be performed in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and/or as prescribed for financial audits of state and local governmental entities by the:

- General Accounting Office (GAO) (Yellow Book);
- Provisions of the Single Audit Act Amendments of 1996;
- Office of Management and Budget (OMB) Circular A-133;
- Government Accounting Standards Board (GASB);
- Securities and Exchange Commission (SEC); and
- Any other state or federal standard setting agencies.

The City also desires the auditor to express an opinion on the fair presentation of the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund of their basic financial statements, including the respective changes in financial position and cash flows, where applicable, in conformity with accounting principles generally accepted in the United States of America.

The auditor is not required to audit the supporting schedules contained in the annual financial report. However, the auditor is to provide an "in-relation-to" opinion on the supporting schedules based on the limited auditing procedures applied during the audit of the basic financial statements. The auditor is not required to audit the management's discussion and analysis, introductory or statistical sections of the report.

In accordance with *Government Auditing Standards*, a separate report will be required considering internal controls over financial reporting. In accordance with the United States Office of Management and Budget Circular A-133, a report on compliance with the requirements of major federal programs and on internal control over compliance is required.

The City has received the Government Finance Officers Association of the United States and Canada's Certificate of Achievement for Excellence in Financial Reporting for previous fiscal years and wishes to continue submission for this certification. The auditor may be required to prepare significant portions of the Annual Comprehensive Financial Report (ACFR) for the convenience of the City. *If auditor preparation of significant portions of the ACFR would be considered a finding or material weakness, please note that in the proposal documents.*

The audit reports must be submitted *no later than March 15th* of each year.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024
PRESENTED BY: Robert Hinojosa, Executive Director of Organizational Development
AGENDA ITEM: Authorization to enter into an Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool for Cyber Liability and Data Breach coverage - Hinojosa

NATURE OF REQUEST:

Staff is seeking authorization to enter into an Interlocal agreement with TML to maintain Cyber Liability coverage. With the growing number of cyber security claims that are being reported state-wide the TML Risk Pool has created a Cyber fund to properly handle the influx of new claims. TML is requiring all Pool members to opt-in by completing the Cyber Interlocal Agreement in order for the City of Mission to continue its cyber liability coverage with TML. The City currently has cyber liability coverage with TML in order to keep the coverage TML is requiring Cities to agree to an interlocal agreement. The cost of Cyber liability coverage last year was \$483; it will now be \$1,875.

BUGETED: Yes **FUND:** General **ACCT. #:** 01-422-54560
BUDGET: \$158,000 **EST. COST:** \$1,875 **CURRENT BUDGET BALANCE:** \$29,731

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

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

_____ AYES
_____ NAYS
_____ DISSENTING _____

Texas Municipal League Intergovernmental Risk Pool

1821 Rutherford Lane, First Floor • Austin, Texas 78754

CYBER LIABILITY AND DATA BREACH RESPONSE INTERLOCAL AGREEMENT

This Contract and Interlocal Agreement is entered into by and between political subdivisions of this state (hereinafter referred to as “Pool Members”) to form a joint self-insurance pool to be named the Texas Municipal League Joint Cyber Liability and Data Breach Response Self-Insurance Fund (hereinafter referred to as the “Fund”) for the purpose of providing coverages against risks which are inherent in operating a political subdivision.

WITNESSETH:

The undersigned Pool Member, in accordance with Chapter 2259, Texas Government Code, the Interlocal Cooperation Act, Tex. Gov’t Code § 791.001, et seq., and the interpretation thereof by the Attorney General of the State of Texas (Opinion #MW-347, May 29, 1981), and in consideration of other political subdivisions executing like agreements, does hereby agree to become one of the Pool Members of this self-insured pool. The conditions of membership agreed upon by and between the parties are as follows:

1. Definitions of terms used in this Interlocal Agreement.
 - a. Board. Refers to the Board of Trustees of the Fund.
 - b. Fund Year. 12:01 a.m. October 1 through 12:01 a.m. the following October 1.
 - c. Manual Rates. The basic rates applicable to each cyber liability and data breach response classification promulgated by the Insurance Service Office or the Board.
 - d. Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan. The Cyber Liability and Data Breach Response Coverage Document that sets forth in exact detail the coverages provided as part of the overall plan.
 - e. Adjustments. Refers to any offsets to manual premium that may result from the Pool Member’s election of deductibles, loss experience, or Fund Modifier which reflects the savings to the Pool Member by entering into this Interlocal Agreement.
 - f. Premium and Contribution. Used interchangeably in some parts of this Interlocal Agreement. Any reference at any time in this Interlocal Agreement to an insurance term not ordinarily a part of self-insurance shall be deemed for convenience only and is not construed as being contrary to the self-insurance concept except where the context clearly indicates no other possible interpretation such as but not limited to the reference to “reinsurance.”
 - g. Reimbursable Deductible. The amount that was chosen by this Pool Member to be applicable to the first monies paid by the Fund to effect judgment or settlement of any claim or suit. The Pool Member, upon notification of the action taken, shall promptly reimburse the Fund for all or such part of the deductible amount as has been paid by the Fund. Further, however, the Fund’s obligation to pay damages shall be subject to the limits of liability stated in the Declarations of Coverage or Endorsements to this Interlocal Agreement less the stated deductible amount.
 - h. Fund Modifier. A percentage figure that is applied to the manual rates by the Fund to reflect the savings to the Pool Member by entering into this Interlocal Agreement.
 - i. Agreement Period. The continuous period since the Pool Member first became a member of this Fund excluding, however, any period or periods of time therein that the member did not participate as a member of the Pool.
 - j. Declarations of Coverage. The specific indication of the coverages, limits, deductibles, contributions, and special provisions elected by each individual Pool Member. The Declarations of Coverages may be modified by Endorsement.
2. The Board, acting through its agents and Fund staff, is responsible for the administration of all Fund business on behalf of the Pool Members.
3. In consideration of the execution of this Interlocal Agreement by and between the Pool Member and the Fund and of the contributions of the Pool Member, the coverage elected by the Pool Member is afforded according to the terms of the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan. The affirmative declaration of contributions and limits of liability in the Declarations of Coverage and Endorsements determine the applicability of the Self-Insurance Plan.

Each Pool Member agrees to adopt and accept the coverages, provisions, terms, conditions, exclusions, and limitations as further provided for in the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan or as specifically modified by the Pool Member's Declarations of Coverage. This Interlocal Agreement shall be construed to incorporate the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan, Declarations of Coverage, and Endorsements and addenda whether or not physically attached hereto.

4. It is understood that by participating in this risk sharing mechanism to cover cyber liability and data breach response exposures, the Pool Member does not intend to waive any of the immunities that its officers or its employees now possess. The Pool Member recognizes the Texas Tort Claims Act and its limitations to certain governmental functions as well as its monetary limitations and that by executing this Interlocal Agreement does not agree to expand those limitations.
5. The term of this Interlocal Agreement and the self-insurance provided to the Pool Member shall be continuous commencing 12:01 a.m. on the date designated in this Interlocal Agreement until terminated as provided below. Although the self-insurance provided for in this Interlocal Agreement shall be continuous until terminated, the limit of liability of the Fund under the coverages that the Pool Member elects shall be limited during any Fund Year to the amount stated in the Declarations of Coverage for that Fund Year.

This Interlocal Agreement may be terminated by either party giving to the other sixty (60) days' prior written notice of intent to terminate except the Pool Member may terminate this Interlocal Agreement and its coverages thereunder without giving the sixty (60) days' notice if the reason is because of a change by the Fund in the Pool Member's contribution, coverage, or other change in the limits of liability, terms, conditions, exclusions, and limitations provided for in the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan provided that no termination by the Member shall be effective prior to the date that written notice of termination is actually received in the offices of the Fund and provided that the Pool Member agrees to and shall pay the applicable premium and contribution for those coverages it is terminating until the date the notice of termination is actually received by the Fund.

The Fund shall provide the Pool Member with Declarations of Coverage and any Endorsements that determine the applicability of the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan annually by December 1. Such Declarations of Coverage shall include, but not be limited to, the coverage period which shall be the applicable Fund Year, limits, deductibles, contributions, special provisions, and limitations. Changes made during the Fund Year, whether requested by the Pool Member or required by the Fund, will be handled by Endorsement.

It is the intention of the parties that the Pool Member's coverages under this Interlocal Agreement shall remain in full force and effect from Fund Year to Fund Year, subject to the limits of liability that the Fund can provide each Fund Year and the terms, conditions, and limitations that the Fund may require to protect its solvency and to comply with reinsurance requirements, until notice of termination is given as herein provided. Realizing that the Pool Member needs the earliest possible information concerning the Fund coverages, limits, and exclusions, and the Pool Member's contribution that will be required for any new Fund Year, the Fund will endeavor to provide this information as soon as possible before the beginning of each Fund Year. The parties recognize, however, that conditions in the reinsurance industry are such that the Fund may not be able to provide this information to the Pool Member before the beginning of a Fund Year for various reasons including the failure of the Pool Member to timely submit the appropriate exposure summary or delays on the part of reinsurers in getting information to the Fund, and so, to protect the Pool Member from gaps in its coverage and to protect the solvency of the Fund, the parties agree as follows:

If, for any reason other than the Pool Member's failure to provide the information requested in the exposure summary, the Fund has not been able to provide the Pool Member with information concerning available coverages for a new Fund Year or advise the Pool Member of the amount of its contribution for the new Fund Year by the beginning of the Fund Year, the Fund shall nevertheless continue the Pool Member's coverages at the same limits of liability (if still available and if not, then at the highest limit of liability available for the new Fund Year) so that the Pool Member shall at all times remain covered as herein provided and the Pool Member's initial contributions for the new Fund Year shall be determined by a "tentative contribution" as determined by the Board with the Pool Member's actual annual contribution to be credited by the amount paid in accordance with the tentative contribution and adjusted during the Fund Year. In the event the Pool Member does not wish to have its coverages extended or renewed at the end of any Fund Year, the burden shall be upon the Pool Member to give written notice to the Fund as provided hereinabove and the Pool Member agrees to pay as hereinabove stated all contributions or pro rata contributions until the date such written notice is received in the offices of the Fund or the date of termination of this Interlocal Agreement, whichever is later.

6. Commensurate with the execution of this Interlocal Agreement and annually thereafter, the Pool Member shall complete the appropriate exposure summary and deliver it or cause it to be delivered to the Fund, or, if so instructed, to a designated contractor, no later than September 1 of each year and new annual contributions shall be calculated using manual rates times exposure, less any adjustments. Intentional or reckless misstatements on the exposure summary shall be grounds for cancellation. In the event that the Pool Member fails or refuses to submit the appropriate exposure summary, the Fund reserves the right to terminate such Pool Member by giving (30) days' written notice and to collect any and all contributions that are earned pro rata for the period preceding contract termi

The Pool Member agrees to pay the annual contribution to the Fund in four (4) equal quarterly installments, in advance, commencing at the beginning of this Interlocal Agreement with subsequent installments due the first quarter thereafter. In the event this Interlocal Agreement is terminated as herein provided, the Fund shall promptly repay to the Pool Member any such unearned annual contribution prorated as of the date of termination and the Pool Member agrees during the term of this Interlocal Agreement to promptly pay all reimbursable deductibles upon receipt of statement.

At the end of each and every Fund Year, the Fund may require the Pool Member to submit the actual data requested on the exposure summary as reflected by the books and records of the Pool Member. The Fund reserves the right to audit the records of any Pool Member and adjust contributions accordingly.

In the event that the Pool Member fails or refuses to make the payments, including accrued interest, as herein provided, the Fund reserves the right to terminate such Pool Member by giving them ten (10) days' written notice and to collect any and all amounts that are earned pro rata for the period preceding contract termination. If the amounts owed, including reimbursable deductibles, must be collected by suit, the Pool Member agrees to pay attorneys' fees and costs incurred in such suit.

7. The Fund shall maintain adequate protection from catastrophic losses to protect its financial integrity. Aggregate protection shall also be maintained. The Member's contributions shall be limited to that amount as calculated under this Interlocal Agreement. Notwithstanding anything to the contrary, the total combined aggregate limit of liability of the Fund for all Pool Members in any Fund Year, regardless of the number of occurrences or claims, shall be limited to the amount of money contained in the Fund. As to the Pool annual aggregate limits or the amount of money in the Fund, the Board of Trustees, in its sole discretion, may determine an allocation methodology among affected Pool Members should the Pool annual aggregate limit be reached, or should the money in the Fund be exhausted.
8. Notwithstanding the provisions of the foregoing paragraph, it is agreed the Board shall have the right to adjust the financial protection outlined above and/or amend coverages as it finds available or deems necessary to maintain the fiscal soundness of the Fund at the beginning of or during any Fund Year.
9. The Fund will make available loss control services to the Pool Members to assist them in following a plan of loss control that may result in reduced losses. The Pool Member agrees that it will cooperate in instituting any and all reasonable loss control recommendations. In the event that the recommendations submitted seem unreasonable, the Pool Member has a right to appeal to the Board. The Board shall hear the objections of the Pool Member at its next regularly scheduled meeting and its decisions will be final and binding on all parties. Any Pool Member who does not agree to follow the decision of the Board shall be withdrawn from the Fund immediately.
10. The Pool Member agrees that it will appoint a contact of department head rank, and the Fund shall not be required to contact any other individual except this one person. Any notice to or any agreements with the contact shall be binding upon the Pool Member. The Pool Member reserves the right to change the contact from time to time by giving written notice to the Fund.
11. The Fund agrees to handle all cyber liability and data breach response claims, and provide a defense for any and all cyber liability and data breach response claims covered under this Interlocal Agreement after prompt notice has been given. The Pool Member hereby appoints the Fund staff and Contractors as its agents to act in all matters pertaining to processing and handling of claims covered under this Interlocal Agreement and shall cooperate fully in supplying any information needed or helpful in settlement or defense of such claims. As respects cyber liability and data breach response claims, the Fund staff and Contractors shall carry on all negotiations with the claimant and his/her attorney, when applicable, and negotiate within authority previously granted by the Fund. If a personal appearance by the Pool Member or an employee is necessary, the expense of this appearance will not be the responsibility of the Fund. With the advice and consent of the Fund, the Fund staff and the Contractors will retain and supervise legal counsel for the prosecution and defense of any litigation. All decisions on individual cases shall be made by the Fund through the Fund staff and the Contractors, which include, but are not limited to, the decision to appeal or not to appeal, settlement negotiations, the decision of whether to settle, and other litigation tactics. However, any Pool Member shall have the right in any case to consult with the Fund on any decision made by the Fund staff or Contractors. The Board shall hear the objections of the Pool Member at its next regularly scheduled meeting and its decision will be final and binding on all parties. Any suit brought or defended by the Fund shall be brought or defended only in the name of the Pool Member and/or its officers or employees. There shall be supplied periodically to each Pool Member a computer printout involving a statement of claims. As respects the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan, the Fund shall have priority in enforcing its subrogation claims against the claims of Pool Member.
12. The Pool Member acknowledges that it has received a copy of the Bylaws of the Fund and agrees to abide by the Bylaws and any amendments thereto.
13. The Fund agrees that all Fund transactions will be annually audited by a nationally recognized certified public accounting firm.
14. If legally required, the Fund shall cause to be filed the necessary tax forms with the Internal Revenue Service.

- 15. As the administrators of the Fund, the Board shall primarily and consistently keep foremost in their deliberations and decisions in operating the Fund that each of the participating Pool Members is a "self-insured." At least annually, the Board shall carefully review, study, and consider the actual claims or loss experience (including reserves for future claims payments) of each of the Pool Members, the pro rata savings to the Fund resulting from overall loss experience attributed to each Pool Member, and the pro rata portion of the cost of all catastrophic loss protection and aggregate stop loss protection allocated to each Pool Member as well as the pro rata allocation, as determined by the Board of the other and necessary administrative expenses of the Pool, in order to reasonably determine the actual pro rata cost, expense, and loss experience of each Pool Member in order to maintain as nearly as possible an equitable and reasonable self-insurance administration of the Fund as applied to each Pool Member.

The Fund shall maintain case reserves and supplemental reserves computed in accordance with standard actuarial principles, taking into account historical and other data, designed to measure claims development and claims incurred but not yet reported, so that funds will be available to meet these claims as they become due, subject to paragraph 7 above. The Board has complete authority to determine all matters pertaining to the existence and dissolution of the Fund.

- 16. Venue of any suit or action arising out of or related to this Interlocal Agreement shall be exclusively in the state and federal courts of Travis County, Texas. The parties agree they shall assume their own expenses for attorney's fees in any suit or action arising out of or related to this Interlocal Agreement.
- 17. The parties agree this Interlocal Agreement may be executed by original written ink signature on paper documents, an exchange of copies showing the original written ink signature on paper documents, or electronic or digital signature technology in such a manner that the signature is unique and verifiable to the person signing. The use of any one or combination of these methods of execution shall constitute a legally binding and valid signing of this Interlocal Agreement, which may be executed in one or more counterparts, each of which, when duly executed, shall be deemed an original.

EMPLOYER MEMBERS' FUND CONTACT (See Section 10):

Member Name _____

Name of Contact _____ Title _____

Mailing Address _____ Email Address _____

Street Address (if different from above) _____

City _____ Zip _____ Phone _____

SIGNATURE OF AUTHORIZED MEMBER OFFICIAL

Title

Date

Member's Federal Tax I.D. Number _____ - _____

This Information is MANDATORY

TO BE COMPLETED BY FUND: (OFFICE USE ONLY)

Effective Date of This Agreement _____

Member Name _____

Contract Number _____

SIGNATURE OF AUTHORIZED FUND OFFICIAL

Title

Date



WORKERS' COMPENSATION • PROPERTY • LIABILITY

CRITICAL ALERT:
Cyber Liability and Data Breach Response Coverage

DATE: June 7, 2024
 TO: All Members with Core + (Band 2) Cyber Coverage
 RE: 2024-2025 *Cyber Liability and Data Breach Response Coverage* Updates

Dear Valued Member:

Since 2016, when the TML Risk Pool first began offering *Cyber Liability and Data Breach Response Coverage* (“*Cyber Coverage*”), cyber claims have exponentially increased in both frequency and severity.

Future cybercriminal activity is impossible to predict, which means neither the Pool nor any other insurer can rely on past patterns and trends to predict future losses. That’s why the Board of Trustees recently created a new Cyber Fund and approved changes to the Pool’s Coverage structure, effective on October 1, 2024. *Members must elect to continue coverage or “opt-in” by completing and returning the Cyber Interlocal Agreement to participate in the newly-created Cyber Fund.*

MEMBERS THAT DON’T FOLLOW THE OPT-IN PROCEDURES WILL LOSE THEIR EXISTING CYBER COVERAGE EFFECTIVE AT MIDNIGHT ON SEPTEMBER 30, 2024.

Included in this packet are:

1. A two-page flyer **explaining the updated Cyber Coverage and why the Pool made certain adjustments to ensure the viability of the program.**
2. A **Limits Page** for the updated Cyber Coverage and a link to the updated Cyber Coverage Document, which shows the contribution increases and available limits.
3. A **new, separate Interlocal Agreement (contract)** to join the Pool’s new Cyber Fund.

Please review the above information.

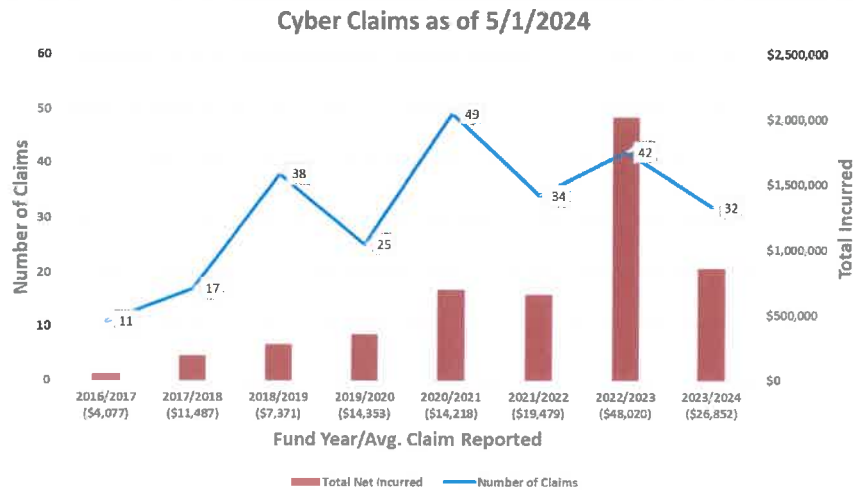
If your entity wishes to continue Cyber Coverage, simply review, complete and sign, and return the completed Cyber Fund Interlocal Agreement as soon as possible but no later than September 30, 2024. (Each Member must follow their own statutory and local policies related to contract approval prior to signing.) You can either scan and return the completed and signed agreement by email to underwriting@tmlirp.org or mail or ship it to Cyber Coverage, c/o TML Intergovernmental Risk Pool, P.O. Box 149194, Austin, Texas 78714. To change the Core or Core+ limit selection, simply include that request with the Interlocal Agreement. An executed copy of the agreement will be returned to you.

REMEMBER – THE INTERLOCAL AGREEMENT MUST BE RETURNED BY SEPTEMBER 30, 2024, IN ORDER FOR COVERAGE TO CONTINUE.

CRITICAL ALERT: The Pool's NEW Cybersecurity Fund

Introduction

In 2016, the Pool recognized its Members' growing cyber liability exposure. Starting that year, complimentary coverage was provided to all Members with either General Liability or Real & Personal Property Coverage. Later, as the exposure increased, the Pool began charging a minimal amount for the coverage. As shown by the chart below, cyber claims have exponentially increased in both frequency and severity since that time.



Future cybercriminal activity is impossible to predict, which means neither the Pool nor any other insurer can rely on past patterns and trends to predict future losses. That's why the Board of Trustees recently approved the Pool's formation of a new Cyber Fund and updated *Cyber Liability and Data Breach Response Coverage* ("Cyber Coverage"), effective October 1, 2024, **for those Members who opt-in and sign the Cyber Liability Interlocal Agreement**. Read on for details.

Of course, nothing can cover every possible scenario. That's why each Member *must* take steps to protect themselves, and we can help you do so (regardless of whether you choose our cyber coverage). **Most cyberattacks are preventable, and local officials should implement basic policies, train on them, and follow them.** (See the final section below on loss prevention to learn more.)

The New Cyber Fund – Ensuring the Viability of the Pool's Cyber Coverage

Cyberattacks are becoming more common, more sophisticated, and more expensive. In fact, the Pool's cyber claims have increased exponentially since 2016. Right now, if every Member of the Pool was hit by a coordinated attack, the Pool's *total exposure is in the billions of dollars*. Thankfully, that hasn't happened. But the Pool is updating its Cyber Coverage to ensure that it never does.

The following is a brief overview of the changes:

- The Pool is creating a **separate Cyber Fund** – each Member that wants to continue coverage **must sign a new, separate interlocal agreement (contract) to join the Fund**.
- The Pool's **total annual payout** for cyber claims will be **capped at \$25 million** – should criminals execute a widespread attack, the Pool's Board of Trustees would decide how to allocate those funds.
- The limit for third party liability has been reduced to **\$500,000 or \$1,000,000**, depending on whether Core or Core+ option is selected.
- **Cyber coverage contributions (premiums) will increase** based on a Member's elected limits. The new contribution ranges from \$1,000 to \$1,850 depending on Member type and coverage level (unless a Member chooses a different coverage level, the current level will roll over). Suggestion: Coverage will be renewed at the current elected limit.

The Coverage: What You Get

Some of the worst news a local official can receive is that they have fallen victim to a cyberattack. Whether criminals lock up your data and ask you for a ransom to restore it, they trick you into sending money to a fraudulent account and steal it, or whatever the form of an attack, the Pool's coverage provides, among other things:

- **Breach response**, which includes access to computer experts, public relations specialists, attorneys, negotiators, and others with experience responding to cyberattacks – these experts help you lessen the damage from an attack.
- **Network business interruption**, which can help cover the loss of income and extra expenses (for a limited period) caused by an attack.
- **Cyber extortion**, which can help with ransom payments to recover data.
- **Data recovery costs**, which can help with costs to restore data that was damaged, corrupted, and/or deleted.
- **Fraud protection**, which can help (if certain conditions are met) with costs related to – for example – when an employee is tricked into sending money to a cybercriminal.

The above provides only a very basic overview of the coverage. Every claim is unique, and reading the above isn't a substitute for carefully reviewing the terms of the new interlocal agreement and coverage document. Please refer to the enclosed outline of the coverages, limit, and sublimit.

What You Need to Do to Continue Coverage

To continue coverage, simply review, complete and sign, and return the Cyber Fund Interlocal Agreement. (Each Member **must follow their own statutory and local policies related to contract approval prior to signing.**) To change the Core or Core+ limit selection, simply include that request with the Interlocal Agreement.

As part of this process, we encourage you to review the 2024-2025 Cyber Liability and Data Breach Response Coverage Document that is stored on the Pool's Member Portal, which you can access from the Pool's website at www.tmlirp.org.

That's it! You'll be billed later for the costs of all your coverages, including the cyber coverage.

REMEMBER – THE INTERLOCAL AGREEMENT MUST BE RETURNED BY SEPTEMBER 30, 2024, IN ORDER FOR COVERAGE TO CONTINUE.

Risk Management and Loss Prevention

As mentioned above, the best way to deal with a cyberattack is to avoid it altogether. The Pool has a dedicated Cyber Risk Services Manager – Ryan Burns (rburns@tmlirp.org) – who can assist any Member with loss prevention, including individual review of Member exposures and transfer of risk via contracts provisions, loss prevention efforts, appropriate coverage, and more.

Additional Resources

The Pool provides prevention education in various ways. The easiest to access are short podcast episodes and YouTube videos. For example, any local official who wants to know just how painful a cyberattack can be should listen to Episode 9c of the "Local Officials: *Stronger, Together* Podcast."

In the eye-opening episode, Scott interviews City of Tomball Assistant City Manager Jessica Rogers. Cyber-criminals hacked Tomball at the end of 2022, and the city is still — one year later — dealing with the aftermath. In this episode — which should be required listening for every city official in Texas (and beyond) — Jessica explains exactly what it's like to have essentially every computer system go down, including 9-1-1 dispatch, utility metering and billing, permitting, and everything in between. She also describes the long road to getting everything up and running. Don't miss our chance to learn from this chill-inducing story. (To listen, go to www.tmlirp.org, click on the "STP Podcast" link at the top of the page, and scroll down to Episode 9c.)

LIMIT PAGE

Your entity currently has **Core + Cyber Coverage** with the Pool. The following is an abbreviated description of the Core and Core+ limit structure beginning October 1, 2024. The Coverage Document can be accessed at <https://members.tmlirp.org/downloads> (this link will ask you to log into the Member Portal for access).

A limit of \$25,000,000 is shared by all Members for aggregate losses occurring within the Fund Year as defined in the Cyber Liability and Data Breach Response Interlocal Agreement.

	Core	Core+
Tower 1 - Limit of Liability*	\$500,000	\$1,000,000
Data & Network and Media Liability Aggregate Limit of Liability	\$500,000	\$1,000,000
Retention	\$0	\$0
Tower 2 - Limit of Liability	\$100,000	\$250,000
<u>First Party Loss</u>		
Business Interruption Aggregate Sublimit	\$20,000	\$50,000
Cyber Extortion Loss Aggregate Sublimit	\$25,000	\$50,000
Data Recovery Costs Aggregate Sublimit	\$20,000	\$50,000
Reputational Loss Aggregate Sublimit	\$5,000	\$10,000
Retention (other than Business Interruption)	\$0	\$5,000
Income Loss Retention under Business Interruption	\$5,000	\$5,000
<u>Third Party Loss</u>		
Regulatory Defense and Penalties Aggregate Sublimit	\$25,000	\$75,000
Payment Card Liabilities & Costs Aggregate Sublimit	\$10,000	\$25,000
Retention	\$0	\$5,000
<u>eCrime</u>		
Fraudulent Instruction Aggregate Sublimit	\$25,000	\$50,000
Funds Transfer Aggregate Sublimit	\$25,000	\$50,000
Telephone Fraud Aggregate Sublimit	\$25,000	\$50,000
Criminal Reward	\$2,500	\$2,500
Retention (other than Criminal Reward)	\$2,500	\$5,000
Retention Criminal Reward	\$0	\$0
Tower 3 - Limit of Liability	\$100,000	\$150,000
Breach Response Aggregate Limit of Liability Beazley Response Services	\$100,000	\$150,000
Retention	\$0	\$0
New 2024-25 Annual Contribution	\$1,500	\$1,875
<i>Previous 2023-24 Contribution</i>	<i>\$350</i>	<i>\$483</i>

**The Tower 1 Limit of Liability changed from \$1 million to \$500,000 for Core limits and from \$2 million to \$1 million for Core+ limits. All other limits remained unchanged.*



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024

PRESENTED BY: Michael Elizalde, Grants Administrator

AGENDA ITEM: Authorization to submit a grant application to Petco Love for the FY24 Animal Welfare Organization Performing Sheltering and Adoptions grant in the amount of \$50,000 with no match requirement - Elizalde

NATURE OF REQUEST:

The City of Mission Health Department is seeking authorization for the submission of a grant application for the FY24 Animal Welfare Organization Program with Petco Love. The grant allows projects that promote lifesaving efforts by increasing adoption programs, resources, and enhance return to owner initiatives. The city is requesting \$50,000 in support of its spay-neuter program, expansion and enhancement of kennel area, animal vaccines, and adoption costs to the community. The grant program has no match requirement.

BUGETED: No FY24-25 **FUND:** Designated **ACCT. #:** 15-300-33470

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12,2024

PRESENTED BY: Michael Fernuik, Golf Director

AGENDA ITEM: Authorization to Solicit Bids for a Pre-Engineered Metal Building to Serve as the Maintenance Building at Shary Municipal Golf Course - Fernuik

NATURE OF REQUEST:

Staff is seeking authorization to solicit bids for an 80' x 40' pre-engineered metal building to serve as the maintenance building for the Shary Municipal Golf Course.

BUGETED: Yes **FUND:** 2018 CO **ACCT. #:** 75-415-74900

BUDGET: \$177,328.17 **EST. COST:** _____ **CURRENT BUDGET BALANCE:** \$177,328.17

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF MISSION SHARY GOLF COURSE

Subject: Proposed Equipment Maintenance Building

Location: 2201 N. Mayberry St., Mission, TX 78572

SPECIFICATIONS:

CONSTRUCTION TIME:

120 Calendar Days

BUILDING DETAILS:

Type: Rigid Frame

Width: 40.0'

Length: 80.0'

Sidewall Bay Spacing: 4@20.0'

Peak Offset: 15.0'

Eave Ht: 15.0' – Front and Back Side with 3 in 12 Roof Slope & Flush Girt Type

Design Code: IBC '15 Wind Load: Per IBC '15

Use of Building: Storage

Sheets and Trims:

Color – White; Panel – PBR; Gauge – 26; Quality 20 Yr.

Color – White; Panel – R; Gauge – 26; Quality 20 Yr.

Frame Coatings:

Main Columns and Rafters – Red Oxide

Purlins, Girts, Eave Struts – Red Oxide

Door Framing – Red Oxide

Base Angle – Red Oxide

**Ridge Vents as required

Insulation:

4" Roof Insulation with fiberglass vinyl face. (No walls)

Open Walls: Metal

See Plans

Awarded Contractor will submit 2 copies of engineered shop drawings to the City.

Foundation:

See Plans

Electrical:

Exterior Electrical Service by City of Mission

Interior by Contractor including interior lighting with conduit and 400 amp – 24 breaker box. (see plans)

Plumbing:

See Plans

Permits:

See Permits and Responsibilities under general terms and conditions.

Pest Control:

Yes

Coil Garage Door Brand:

Cornell Iron Works or Equal

Other Notes:

- Use 12" Select Fill with 17 PI max, 95% Compaction for Foundation Pad
- Grading with topsoil up to the edges of the slab and sodding.
- Use A36 Anchor Bolts
- Splash Blocks: 12"x18"
- Proposed 4 Bollards (2 per entrance) No. 4" Dia. ¾" thick filled with concrete 6' Long with 3' above NG.
- Overhead Doors – Both Mechanical & Manual

City Of Mission

Scope of Work

Bid Name/No.: “Construction of a Pre-Fabricated Maintenance Building at Shary Municipal Golf Course” / 24-xxx-xx-xx

- I. Scope of Work:** The City of Mission is accepting bids for Construction of a Pre-Fabricated Maintenance Building at Shary Municipal Golf Course.
- II. Building Location:**
2201 N. Mayberry St., Mission, TX 78572
- III. Specifications:**

CONSTRUCTION TIME:

120 Calendar Days

BUILDING DETAILS:

Type: Rigid Frame

Width: 40.0'

Length: 80.0'

Sidewall Bay Spacing: [4@20.0'](#)

Peak Offset: 15.0'

Eave Ht: 15.0' – Front and Back Side with 3 in 12 Roof Slope & Flush Girt Type

Design Code: IBC '15 Wind Load: Per IBC '15

Use of Building: Storage

Sheets and Trims:

Color – White; Panel – PBR; Gauge – 26; Quality 20 Yr.

Color – White; Panel – R; Gauge – 26; Quality 20 Yr.

Frame Coatings:

Main Columns and Rafters – Red Oxide

Purlins, Girts, Eave Struts – Red Oxide

Door Framing – Red Oxide

Base Angle – Red Oxide

**Ridge Vents as required

Insulation:

4" Roof Insulation with fiberglass vinyl face. (No walls)

Open Walls: Metal

See Plans

Awarded Contractor will submit 2 copies of engineered shop drawings to the City.

Foundation:

See Plans

Electrical:

Exterior Electrical Service by City of Mission

Interior by Contractor including interior lighting with conduit and 400 amp – 24 breaker box. (see plans)

Plumbing:

See Plans

Permits:

See Permits and Responsibilities under general terms and conditions.

Pest Control:

Yes

Coil Garage Door Brand:

Cornell Iron Works or Equal

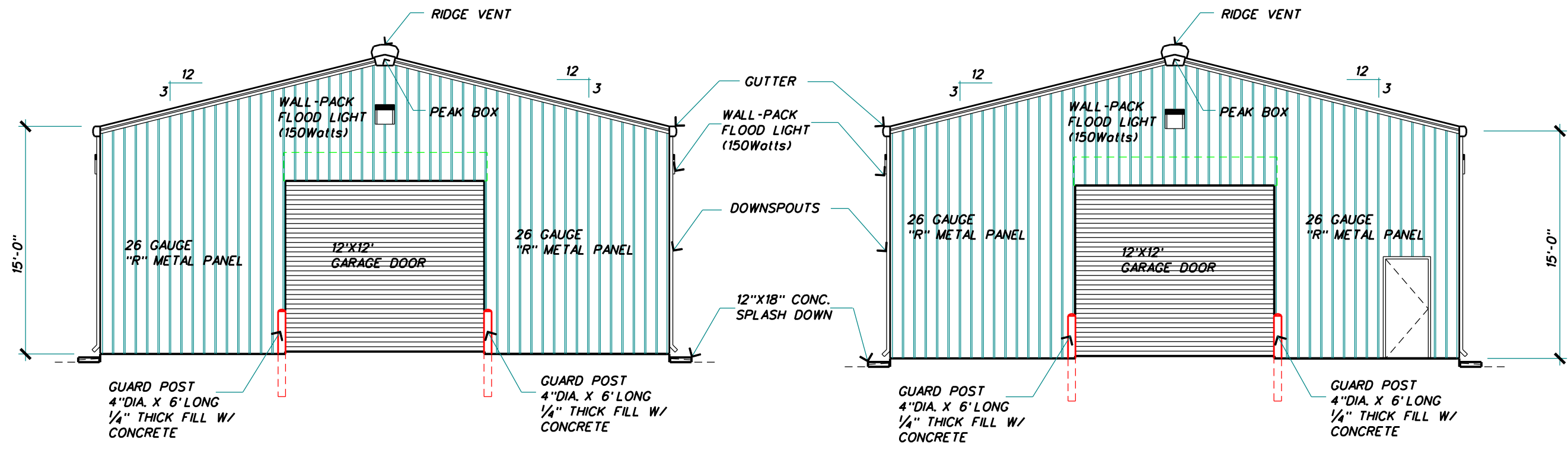
Other Notes:

- Use 12" Select Fill with 17 PI max, 95% Compaction for Foundation Pad
- Grading with topsoil up to the edges of the slab and sodding.
- Use A36 Anchor Bolts
- Splash Blocks: 12"x18"
- Proposed 4 Bollards (2 per entrance) No. 4" Dia. $\frac{3}{4}$ " thick filled with concrete 6' Long with 3' above NG.
- Overhead Doors – Both Mechanical & Manual



CITY OF MISSION

CITY OF MISSION
GOLF COURSE
PROPOSED WAREHOUSE



SCALE: 1/8" = 1' - 0"

SCALE: 1/8" = 1' - 0"

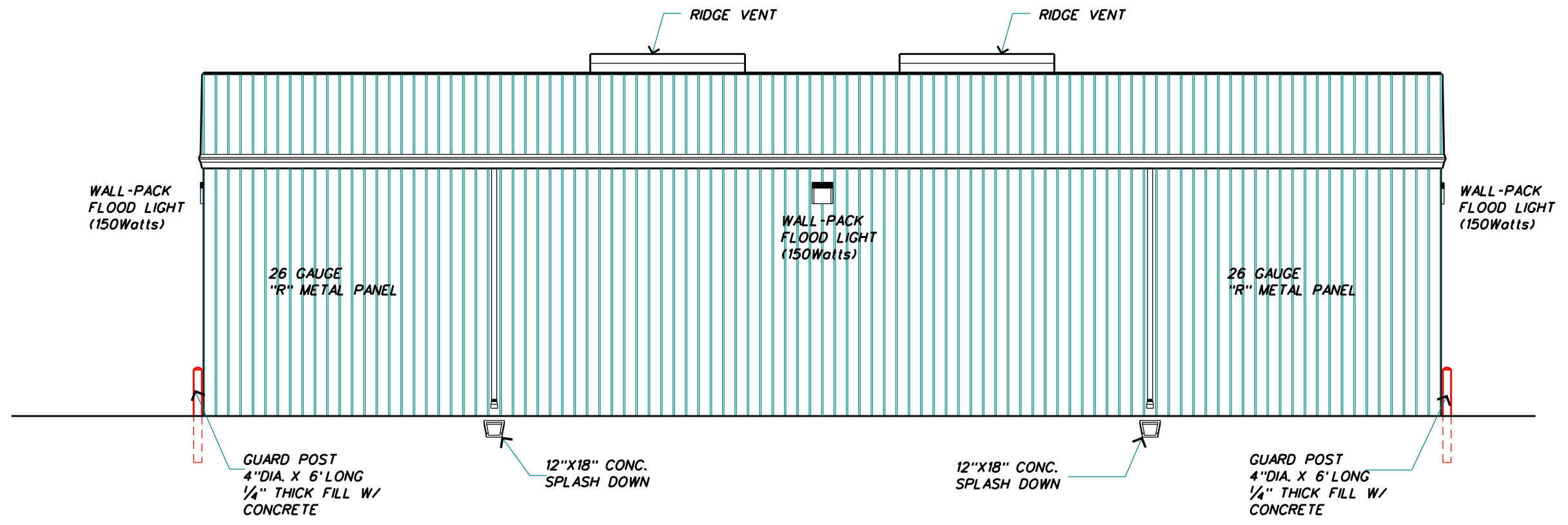
Project Name:	
CITY OF MISSION GOLF COURSE WAREHOUSE BLDG.	
Date:	08-05-24
Project No:	001-24
Sheet Number:	



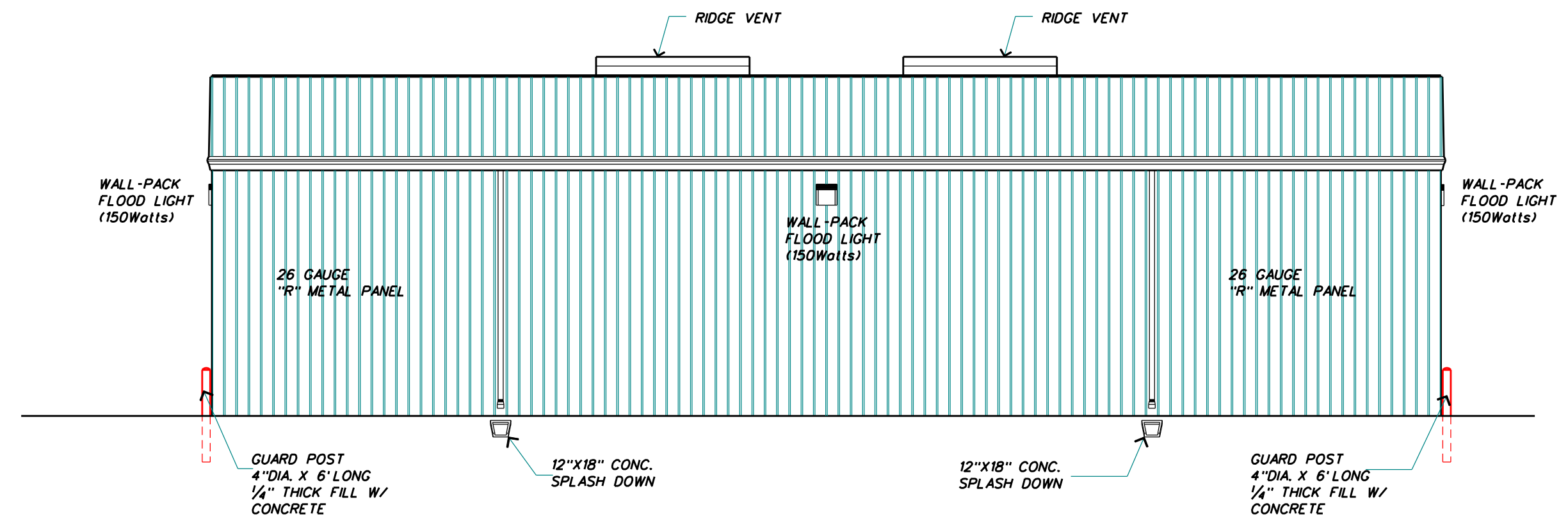
CITY OF MISSION

CITY OF MISSION
GOLF COURSE
PROPOSED WAREHOUSE

Project Name:	
CITY OF MISSION GOLF COURSE WAREHOUSE BLDG.	
Date:	08-05-24
Project No:	001-24
Sheet Number:	



NORTH SIDE VIEW
SCALE: 1/8" = 1' — 0"

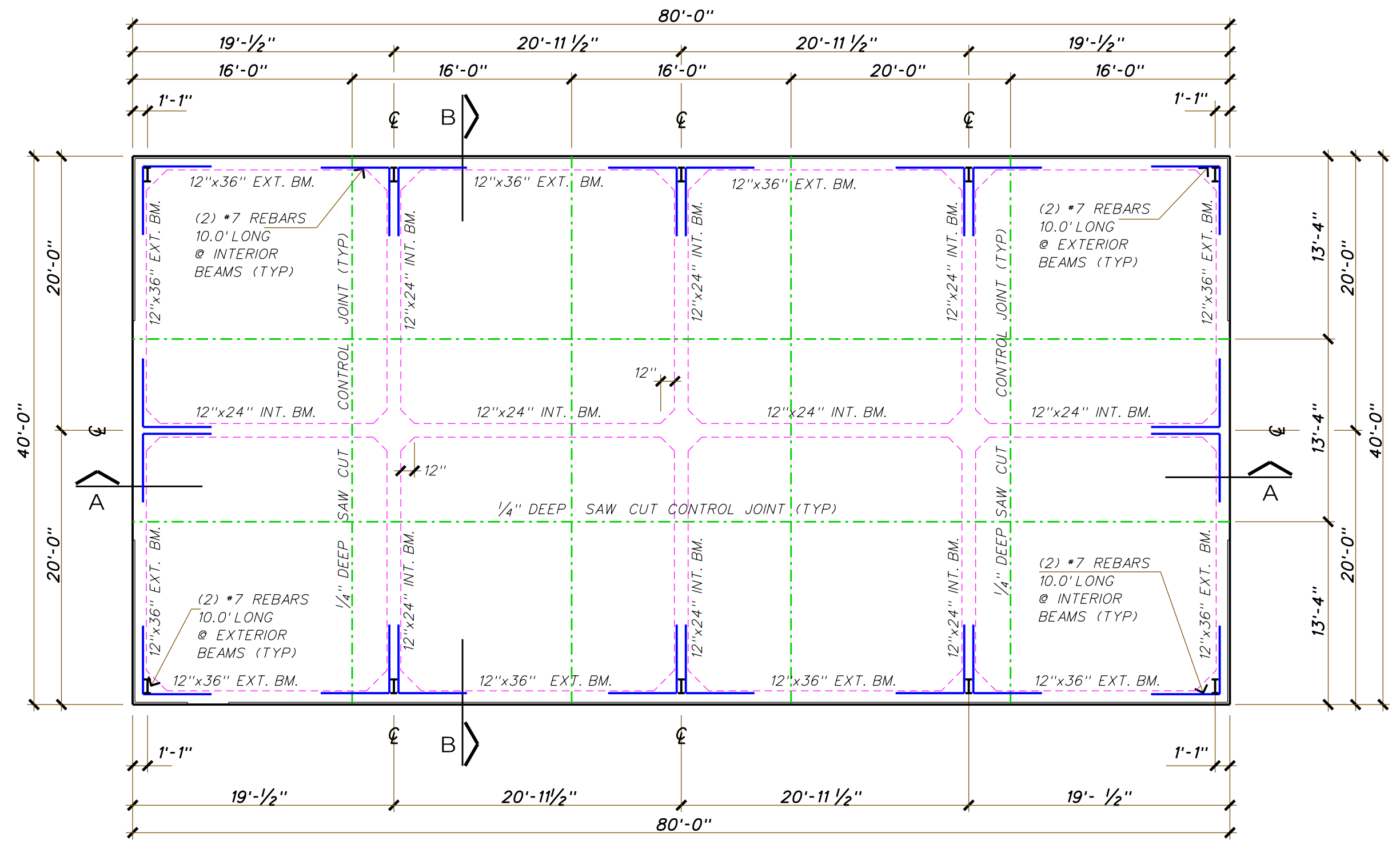


SOUTH SIDE VIEW
SCALE: 1/8" = 1' — 0"



CITY OF MISSION

CITY OF MISSION
GOLF COURSE
PROPOSED WAREHOUSE



- NOTE:
1. CONTRACTOR MUST USE 12" SELECT FILL WITH A 17 PIMAX. AND A 95% COMPACTION AT FOUNDATION PAD
 2. USE A36 ANCHOR BOLTS
 3. USE 12"x18" SPLASH BLOCKS
 4. OVERHEAD GARAGE DOORS TO BE MOTORIZED AND MANUAL

FOUNDATION PLAN

SCALE: 1/8" = 1' - 0"

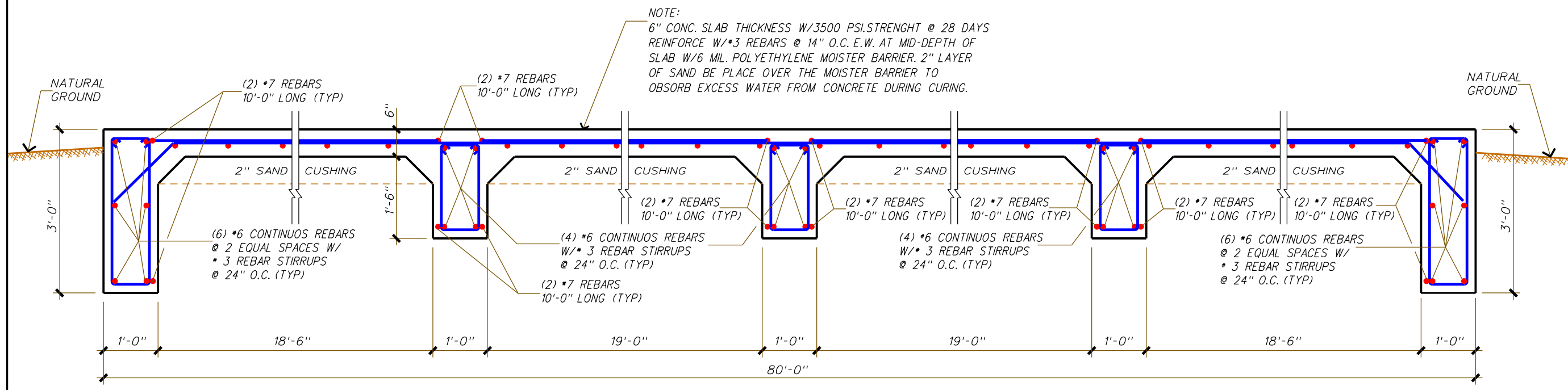
- NOTE:
- 6" CONC. SLAB THICKNESS W/3500 PSI. STRENGTH @ 28 DAYS REINFORCE W/#3 REBARS @ 14" O.C. E.W. AT MID-DEPTH OF SLAB W/6 MIL. POLYETHYLENE MOISTURE BARRIER. 2" LAYER OF SAND BE PLACED OVER THE MOISTURE BARRIER TO ABSORB EXCESS WATER FROM CONCRETE DURING CURING.

Project Name:	
CITY OF MISSION GOLF COURSE WAREHOUSE BLDG.	
Date:	08-05-24
Project No:	001-24
Sheet Number:	

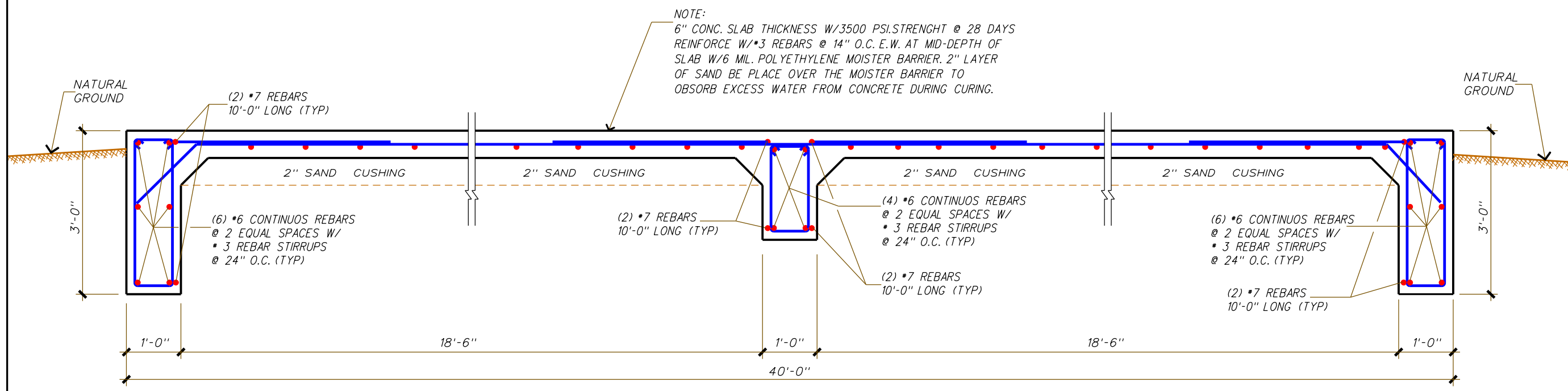


CITY OF MISSION

CITY OF MISSION
GOLF COURSE
PROPOSED WAREHOUSE



DETAIL SECTION "A-A"
SCALE :1/4" = 1'-0"



DETAIL SECTION "B-B"
SCALE :1/4" = 1'-0"

Project Name:	
CITY OF MISSION GOLF COURSE WAREHOUSE BLDG.	
Date:	08-05-24
Project No:	001-24
Sheet Number:	



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024

PRESENTED BY: Susie de Luna, Planning Director

AGENDA ITEM: Approval of Resolution # _____ Regarding Waterline Access Agreement with Sharyland Water Supply within City of Mission’s ETJ for De Leon-Zamora Subdivision – De Luna

NATURE OF REQUEST:

The proposed De Leon-Zamora Subdivision is a 10.00 Acre Tract of land more or less out of Lot 34-6 John H. Shary Subdivision within the service area of the Sharyland Water Supply Corporation and within the City of Mission’s ETJ.

Sharyland Water Supply Corporation has adequate-sized water lines to support fire hydrants in the area and requires an agreement be entered between the Corporation, the property owner and the City of Mission before such installation is allowed.

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 *WRP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF MISSION, TEXAS TO APPROVE A WATERLINE ACCESS AGREEMENT BETWEEN THE SHARYLAND WATER SUPPLY CORPORATION, AND DE LEON-ZAMORA SUBDIVISION

WHEREAS, it is in the best interest of the citizens of Mission to provide the proper infrastructure for adequate fire protection for all new commercial and residential development; and

WHEREAS, The Proposed De Leon-Zamora Subdivision is located within the service area of the Sharyland Water Supply Corporation and within the City of Mission’s ETJ; and

WHEREAS, the Sharyland Water Supply Corporation has adequate-sized water lines to support fire hydrants in the area and requires an agreement be entered between the Corporation, the property owner and the City of Mission before such installation is allowed.

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

- 1. The City of Mission, Texas approves the agreement as shown on “ATTACHMENT A.”

READ, CONSIDERED and APPROVED this the 12th day of August, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

STATE OF TEXAS	§	BETWEEN:
	§	SHARYLAND WATER SUPPLY
	§	CORPORATION; JOSE A. DE LEON,
COUNTY OF HIDALGO	§	OLIVIA DE LEON, ROBERTO ZAMORA,
		MARIA NINFA ZAMORA; AND CITY OF
		MISSION

**WATERLINE ACCESS AGREEMENT
(with City and Owner)**

WHEREAS, Sharyland Water Supply Corporation ("SWSC") has a water distribution system which was designed for potable water distribution to rural communities, such system not designed specifically with the intent to provide water for fire protection purposes;

WHEREAS, the City of Mission ("City") through its own forces or through the forces of those subject to a contract to provide services, may provide fire protection services to its citizens, some of which fall within the area of the Certificate of Convenience and Necessity granted to SWSC;

WHEREAS, SWSC and City are mindful of the benefits that can be received by the citizens of the City and the members of SWSC with the availability of water for use in controlling fires and thereby for the protection of life and property;

WHEREAS, Jose A. De Leon, Olivia De Leon, Roberto Zamora and Maria Ninfa Zamora ("**Owners**") are constructing a subdivision on the property described in **Exhibit "A"**, De Leon-Zamora Subdivision (the "**Subdivision**"), and desires fire protection for the Subdivision.

THEREFORE, in exchange for the recitals herein made, the consideration exchanged and the goodwill generated, SWSC, Owners and City agree as follows:

1. This agreement pertains only to those areas in the Subdivision which also are within the boundaries of the Certificate of Convenience and Necessity granted to SWSC in HIDALGO County, Texas and only **with respect to those areas specifically listed in Exhibit "A."** No other parts of SWSC lines shall be affected by this agreement unless specifically set forth in writing by the parties and adopted by official acts of their respective governing bodies.
2. Owners and City shall have access to SWSC lines with no less than six inches (6") in diameter for the purpose of operating, and maintaining a fire hydrant system in accordance with industry standards and all federal, state and local codes and as shown in **Exhibit "B"** ("**Fire Hydrants**"). Such Fire Hydrants to be used solely for the governmental purpose of fire-fighting. No other use of water shall be made under this agreement. City shall determine if the pressure and volume available on such lines are suitable and sufficient. SWSC shall gratuitously furnish to City's designated engineer, such waterline modeling information as it may have to the extent such information affects the lines and hydrants shown in Exhibit "A"; such information does not constitute any representation or warranty of any condition and is subject to all limitations,

disclaimers, etc. found in this agreement.

3. Except as otherwise provided in this paragraph, all City fire hydrants on SWSC waterlines or any part of SWSC's system, shall be painted black so as to be designated that they may be unavailable for use in a fire emergency and shall be operated by City such that a positive pressure of no less than 30 p.s.i. is maintained in SWSC's water line at the point of connection between the water line and the fire hydrant. Should City perform annual testing of each hydrant subject to this agreement so as to determine the color coding attributable to each hydrant under City's fire hydrant coding scheme, City may paint the tested hydrants the appropriate color under that color coding scheme for a period of one (1) year following the test, after which a new test must be done or the hydrant painted black until the appropriate test is done. Should a tested and color coded hydrant's condition change after being tested and its condition be such that a different color code is appropriate, City will immediately repaint the hydrant accordingly or should a year expire without a hydrant being re-tested, City will immediately paint it black and if City fails to so test and paint City's fire hydrants, SWSC may (but is not required to) do so at City's expense, such expense to be paid by City to SWSC upon demand. By allowing a hydrant subject to this agreement to be painted any color other than black, SWSC is not representing or warranting that the hydrant is available and suitable for use in a fire emergency.

4. The Fire Hydrants will be constructed by Owners and maintained by Owners and City as set out in Exhibit "B". If concrete is used for additional stability, the hydrant weep holes should not be covered.

5. All water used from the SWSC system will be reported monthly to SWSC by City. This report will state the estimated amount of water used, the date of use, the location of use and any problems encountered with the Fire Hydrants. Forms will be provided by City.

6. There may be an annual charge by SWSC for water used in fire protection. Such charge will be established annually by the Board of Directors. However, in no case will water be used for any domestic use, equipment wash-downs or construction purposes or any other purpose other than the actual use in controlling fires and maintaining the Fire Hydrants.

7. Because SWSC is a rural system that cannot patrol all locations daily, a problem may arise as to the abuse of Fire Hydrants by the taking of water for uses other than fire protection. If this becomes a problem, SWSC reserves the right to install security devices on all hydrants at the cost of City and Owners. Sufficient special wrenches, or keys, will be provided to SWSC by City at no cost to SWSC. Should City fail to install the required security devices, SWSC may install such devices as it deems appropriate at a cost to the City.

8. All Fire Hydrant maintenance, inspection and flushing will be done by City personnel, or those under contract to City, for which City will retain responsibility. A schedule will be set up by City to perform flushing no less frequently than once every six (6) months; maintenance, inspection and testing according to National Fire Protection Association 291 shall be performed by City no less frequently than every twelve (12) months. Such schedule shall be provided to SWSC in writing no later than thirty (30) days prior to any date shown on the schedule. City

will maintain the Fire Hydrants such that they may be used as a temporary water sales point and as a flush valve by SWSC and if City fails to so maintain the Fire Hydrants, SWSC may (but is not required to) do so at City's expense, such expense to be paid by City to SWSC upon demand. SWSC may use the Fire Hydrants as temporary water sales point and as a flush valves in order to assure the sanitary conditions of the potable water. In order to assure the integrity of its system and to maintain the sanitary conditions of the potable water, SWSC personnel will be present at the times of Fire Hydrants maintenance, inspection and flushing and no such activity will occur without such presence. All Fire Hydrants maintenance, inspection and flushing will be done at City's expense. SWSC may require such maintenance, inspection, and/or flushing to be made at any time, and after notice of such is given to City, such will be conducted as soon as reasonably possible.

9. All installation and replacement of Fire Hydrants and appurtenances will be performed by those personnel approved by SWSC and under City's and Owners' authority and responsibility, but only under SWSC's inspection for defects in construction that may affect water quality. No installation or replacement of Fire Hydrants and appurtenances may occur without the presence of SWSC personnel. All expenses involved in the installation and replacement of Fire Hydrants and appurtenances will be borne by City and Owners, including a reasonable fee for the presence and administration of SWSC's personnel.

10. CITY AND OWNERS ACKNOWLEDGE AND AGREE THAT SWSC, BY ALLOWING ACCESS TO ITS SYSTEM, ASSUMES A DUTY TO NOT INJURE A PERSON EMPLOYED BY OR OTHERWISE AUTHORIZED BY CITY OR OWNERS TO USE, ACCESS, OR IN ANYWAY BENEFIT FROM THE FIRE HYDRANTS, THE WATER THEREIN OR ANY APPURTENANCES THERETO (THE "USER") BY WILLFUL OR WANTON CONDUCT OR BY GROSS NEGLIGENCE AND THAT SWSC ASSUMES NO OTHER DUTY OR STANDARD OF CARE. CITY AND OWNERS UNDERSTAND THAT THE STANDARD OF CARE ASSUMED UNDER THIS AGREEMENT DOES NOT REQUIRE SWSC TO WARN THE USER OF AN UNSAFE CONDITION OR TO MAKE AN UNSAFE CONDITION SAFE SHOULD SWSC BECOME AWARE, EITHER ACTUALLY OR CONSTRUCTIVELY, OF A CONDITION WHICH RESULTS IN AN UNREASONABLE RISK TO THE USER. FURTHER, CITY AND OWNERS UNDERSTAND THAT SWSC MAY CHANGE THE CONDITION OF ITS SYSTEM IN A MANNER THAT MIGHT RENDER THE SYSTEM UNSAFE FOR A USER WITHOUT INCURRING LIABILITY FOR SUBSEQUENT INJURY TO USER BY THE NEW DANGER. CITY AND OWNERS AGREE TO USE THE WATER AND SYSTEM AT ITS OWN RISK AND AS IT IS FOUND. SWSC, WITHOUT ACCEPTING ANY DUTY, GRATUITOUSLY WILL ENDEAVOR TO NOTIFY CITY AND OWNERS OF ANY CONDITION THAT MIGHT RENDER THE SYSTEM UNSAFE FOR USE BY CITY AND OWNERS SHOULD ITS MANAGER BECOME CONSCIOUSLY AWARE OF SUCH A CONDITION. SWSC HEREBY SPECIFICALLY DISCLAIMS ANY WARRANTY, GUARANTY OR REPRESENTATION, ORAL OR WRITTEN, PAST, PRESENT OR FUTURE, OF, AS TO, OR CONCERNING (A) THE NATURE AND CONDITION OF THE SYSTEM INCLUDING, WITHOUT LIMITATION, THE PIPELINES, HYDRANTS, FLUSH VALVES, APPURTENANCES, WATER AND REAL PROPERTY, THE SUITABILITY THEREOF FOR ANY AND ALL ACTIVITIES AND

USES WHICH CITY AND OWNERS MAY ELECT TO CONDUCT OR THE EXISTENCE OF ANY HAZARD OR CONDITION; (B) THE NATURE AND EXTENT OF ANY RIGHT-OF-WAY, LEASE, POSSESSION, LICENSE, RESERVATION, CONDITION OR OTHERWISE; AND (C) THE COMPLIANCE OF THE SYSTEM OR ITS OPERATION WITH ANY LAWS, ORDINANCES OR REGULATIONS OF ANY GOVERNMENTAL ENTITY OR BODY. CITY AND OWNERS ACKNOWLEDGE BY USE OF THE SYSTEM THAT IT HAS AND WILL INSPECT THE SYSTEM AND CITY AND OWNERS WILL RELY SOLELY ON ITS OWN INVESTIGATION OF THE SYSTEM AND NOT ON ANY INFORMATION PROVIDED OR TO BE PROVIDED BY OR ON BEHALF OF SWSC. CITY AND OWNERS FURTHER ACKNOWLEDGE THAT THE INFORMATION PROVIDED AND TO BE PROVIDED WITH RESPECT TO THE SYSTEM WAS OBTAINED WITHOUT CONSIDERATION BEING GIVEN AND SWSC (1) HAS NOT MADE ANY INVESTIGATION OR VERIFICATION OF SUCH INFORMATION; (2) DOES NOT MAKE ANY REPRESENTATION AS TO THE ACCURACY OR COMPLETENESS OF SUCH INFORMATION. ACCESS TO THE SYSTEM IS ALLOWED ON AN "AS IS", "WHERE IS" AND "WITH ALL FAULTS" BASIS, AND CITY AND OWNERS EXPRESSLY ACKNOWLEDGE THAT, IN CONSIDERATION OF THIS ACCESS, SWSC MAKES NO WARRANTY OR REPRESENTATION, EXPRESSED OR IMPLIED, OR ARISING BY OPERATION OF LAW, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY OF CONDITION OR FITNESS FOR PARTICULAR PURPOSE WITH RESPECT TO THE SYSTEM OR ANY PORTION THEREOF.

CITY AND OWNERS AGREE BY ITS USE OF THE SYSTEM, DIRECTLY OR THROUGH OTHERS, THAT SWSC SHALL NOT BE RESPONSIBLE OR LIABLE TO THE CITY AND OWNERS, FOR ANY DEFECT, ERRORS, OMISSIONS, OR ON ACCOUNT OF ANY OTHER CONDITIONS AFFECTING THE SUBDIVISION, AS CITY AND OWNERS MAKE USE OF THE SYSTEM "AS-IS", "WHERE-IS" AND "WITH ALL FAULTS" CITY AND OWNERS OR ANYONE CLAIMING BY, THROUGH, OR UNDER CITY AND OWNERS, HEREBY FULLY RELEASE SWSC, ITS EMPLOYEES, OFFICERS, DIRECTORS, REPRESENTATIVES, ATTORNEY AND AGENTS FROM ANY COST, LOSS LIABILITY, DAMAGE, EXPENSE, DEMAND, ACTION OR CAUSE OF ACTION ARISING FROM OR RELATED TO ANY DEFECTS, ERRORS, OMISSIONS, OR OTHER CONDITIONS AFFECTING THE SYSTEM. CITY AND OWNERS BY THEIR USE OF THE SYSTEM, FURTHER ACKNOWLEDGE AND AGREE THAT THIS RELEASE SHALL BE GIVEN FULL FORCE AND EFFECT ACCORDING TO EACH OF THE EXPRESSED TERMS AND PROVISIONS.

TO THE EXTENT APPLICABLE AND PERMITTED BY LAW, CITY AND OWNERS, IN CONSIDERATION FOR USING THE SYSTEM AND AS A MATERIAL INDUCEMENT TO SWSC FOR ALLOWING SUCH USE, WAIVE THE PROVISIONS OF THE TEXAS DECEPTIVE TRADE PRACTICES-CONSUMER PROTECTION ACT, AS WELL AS ALL OTHER STATUTORY PROVISIONS WHICH MIGHT CREATE A CLAIM AGAINST SWSC AS A RESULT OF THE USE OF SWSC'S SYSTEM. ACCORDINGLY, CITY AND OWNERS, BY AND THROUGH THE BELOW SIGNING REPRESENTATIVES WHO HAVE BEEN GIVEN THE APPROPRIATE AUTHORITY BY THEIR GOVERNING

BODIES STATE:

I WAIVE MY RIGHTS UNDER THE DECEPTIVE TRADE PRACTICES CONSUMER PROTECTION ACT, SECTION 17.41 ET SEQ, BUSINESS AND COMMERCE CODE, A LAW THAT GIVES CONSUMERS SPECIAL RIGHTS AND PROTECTIONS. AFTER CONSULTATION WITH AN ATTORNEY OF MY OWN SELECTION, I VOLUNTARILY CONSENT TO THIS WAIVER.

TO THE EXTENT APPLICABLE AND PERMITTED BY LAW, CITY AND OWNERS, BY ITS USE OF THE SYSTEM, DIRECTLY OR THROUGH OTHERS, AGREE TO INDEMNIFY, PROTECT, DEFEND, SAVE AND HOLD HARMLESS SWSC, ITS EMPLOYEES, OFFICERS, DIRECTORS, REPRESENTATIVES, ATTORNEYS AND AGENTS FROM AND AGAINST ANY AND ALL DEBTS, DUTIES, OBLIGATIONS, LIABILITIES, SUITS, CLAIMS, DEMANDS, CAUSES OF ACTION, LOSSES, COST AND EXPENSES AND TO PAY ALL EXPERTS' AND ATTORNEYS' FEES AND EXPENSES AND COURT COSTS ASSERTED OR INCURRED BY SWSC AT ANY TIME AND IN ANY WAY RELATING TO, CONNECTED WITH, OR ARISING OUT OF THE CONDITION OF SWSC'S SYSTEM AND THE USE OF THE FIRE HYDRANTS OR THE OPERATION, MAINTENANCE AND MANAGEMENT THEREOF, INCLUDING ANY CLAIMS, SUITS, OR CAUSES OF ACTION ARISING FROM ANY NEGLIGENCE, INCLUDING GROSS NEGLIGENCE OF SWSC AND ITS AGENTS, OFFICERS AND EMPLOYEES AS THEY RELATE TO THE PROVISION OF WATER AND ACCESS TO SWSC'S SYSTEM UNDER THIS AGREEMENT.

IT IS THE EXPRESS INTENTION OF THE PARTIES THAT THE INDEMNITY PROVIDED FOR IN THIS AGREEMENT IS TO INDEMNIFY AND PROTECT SWSC FROM THE CONSEQUENCES OF ITS OWN NEGLIGENCE AND GROSS NEGLIGENCE, EVEN WHEN THAT NEGLIGENCE AND GROSS NEGLIGENCE IS FOUND TO BE THE SOLE CAUSE OF THE INJURY, DEATH OR DAMAGES. CITY AND OWNERS ALSO WAIVE ALL RIGHTS TO SUBROGATION AGAINST SWSC.

11. This Agreement is intended to provide SWSC with all the protections and limitations from liability allowed by the laws as they exist and will exist, including, but not limited to, Texas Water Code § 67.0105, and the common law and all the terms and conditions hereof shall be liberally construed to effectuate this purpose and to sustain the validity of this Agreement. The parties agree that this Agreement shall not be construed in favor of or against either party on the basis that the party did or did not authorize the Agreement. This Agreement constitutes the entire agreement between the parties.

12. This agreement is effective upon execution by the parties and the recordation of Exhibit "A", with the official records of Hidalgo County and continues until terminated by either party in writing, such termination to occur only after written notice by the terminating party at least two (2) months prior to the termination date. All parties may terminate in the event of a default if

such default is left uncured for 30 days after giving written notice.

13. Each person, signing below, warrants and represents to the parties to this Agreement, that he has been given full authority to execute this Agreement, such that it binds the party for which he signs to fully fulfill the terms of this Agreement.

14. This Agreement is not executed for the benefit of any third party and its terms shall not be enforceable by or in favor of any person or entity other than the express parties to the Agreement.

15. Owners will list SWSC as an additional insured on all liability insurance policies it holds related to the Subdivision being the subject of this Agreement for the duration of this Agreement. Owners will provide SWSC with a certificate of insurance and notice 60 days prior to any cancellation.

16. SWSC shall have the right to locate the pipe and accessories necessary to provide water for the Fire Hydrants in the Subdivision at a point to be chosen by the SWSC, and shall have access to the Subdivision and equipment constructed by Owners and/or City at all reasonable and necessary times for any purpose with or in the furtherance of its business operations, and upon discontinuance of service, SWSC shall have the right to remove any of its equipment from the Subdivision. SWSC may inspect its valves, piping, and appurtenances to the supply line as well as the Fire Hydrants on an annual basis for a reasonable fee to be set by SWSC (initially \$200.00), which may be increased based on future costs increases to provide this service. Upon notice, Owners shall have personnel present as necessary to assist in the inspection. Owners shall install, at its own expense, any necessary fire service lines and equipment from SWSC's facilities and equipment to the point of use, including any customer isolation valves, backflow prevention and other equipment as may be specified by SWSC. SWSC shall also have access to the Subdivision for purpose of inspecting for possible illegal connections, cross-connections, potential contamination hazards, and illegal lead materials, and Owners and City agree to annual inspections of its own facilities for these conditions.

17. Owners and City shall enforce the following restrictions to ensure the public health and welfare. The following undesirable practices are prohibited by State regulations and by this Agreement:

a. No direct connection between the public drinking water supply and a potential source of contamination is permitted. Potential sources of contaminations shall be isolated from the Fire Hydrants by an air gap or an appropriate backflow prevention assembly in accordance with state regulations.

b. No cross-connection between the Fire Hydrants and a private water system is permitted. Potential threats to the public drinking water supply shall be eliminated at the service connection by the proper installation of an air gap or an appropriate backflow prevention assembly. Backflow assemblies require annual inspections and testing by a certified backflow prevention assembly tester and documentation of the inspections reflecting proper installation,

maintenance, and operation must be provided to the SWSC no later than 30 days after the inspection.

c. No connection which allows condensing, cooling, industrial process water, or any water of unknown quality to be returned to the Fire Hydrants or the public drinking water supply is permitted.

d. No pipe or pipe fitting which contains more than 8.0% lead may be used for the installation or repair of the plumbing in the Fire Hydrants.

e. No solder or flux which contains more than 0.2% lead may be used for the installation or repair of the plumbing in the Fire Hydrants.

18. SWSC may notify Owners and/or City of any cross-connection or other undesirable practices which have been identified during the initial or subsequent inspection. Owners and/or City shall immediately correct any undesirable practice in the Subdivision. Owners and/or City shall, at its expense, properly install, test and maintain any backflow prevention device required by the SWSC. Copies of all testing and maintenance records shall be provided to the SWSC. Failure to comply with the terms of this Agreement shall cause the SWSC to terminate services or properly install, test, and maintain an appropriate backflow prevention device at the service connection at Owners' and/or City sole expense. Any expenses associated with the enforcement of this Agreement shall be paid to SWSC upon presentation to Owners and/or City.

19. Owners shall grant to SWSC, now and in the future, any easements required for the purpose of installing, maintaining, and operating such pipelines, meters, valves, and any other equipment which may be deemed necessary by the SWSC to extend or improve SWSC's service for existing and future customers and members of SWSC, on such forms as are required by the SWSC.

20. Owners and City agree that the maximum amount of liability to Owners and City that may be incurred by SWSC by virtue of any noncompliance with the terms of this Agreement is limited to the amount of fees paid by Owners and City to SWSC for services provided under this Agreement during the calendar year in which the noncompliance occurs.

21. Should any amounts to be paid by any party hereto, remain unpaid after the date the payment is due, such unpaid amount shall accrue interest, payable to the party to which the payment is due, at an annual, compounded rate of ten percent (10%) from the date the payment is due until it is fully paid.

22. In the event any litigation arises out of this Agreement between the parties hereto, the nonprevailing party shall pay the prevailing party all reasonable and necessary attorney's fees, expert fees, expenses and costs of court expended or incurred in connection with the litigation pursuant to Section 271.153 of the Texas Local Government Code or other authority.

By signing and delivering this Agreement to the appropriate official of SWSC, the

IN WITNESS WHEREOF, EXECUTED by SWSC, Owner and City, acting under the authority of their respective governing bodies in multiple originals on the date indicated below.

SIGNED this day of _____, 20____.

THE CITY OF MISSION
1208 E. 8th Street
Mission, TX 78572
(956) 580-8650 (phone)
(956) 580-8659 (fax)

ATTEST:

By: _____,
Norie Gonzalez Garza, Mayor

By: _____,
Anna Carrillo, City Secretary

APPROVED AS TO FORM:

By: _____,
Patricia A. Rigney, City Attorney

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Norie Gonzalez Garza, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she is Mayor of the City of Mission, that she executed the same as the act of City of Mission for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 20____.

Notary Public in and for the State of Texas

114 Wagon Trial Road
Mission, Texas 78573

By: *Jose A De Leon*
Jose A. De Leon

By: *Olivia De Leon*
Olivia De Leon

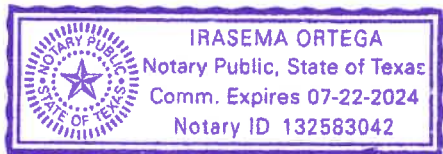
STATE OF TEXAS §
§
COUNTY OF HIDALGO §

BEFORE ME, the undersigned authority, on this day personally appeared Jose A. De Leon, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN under my hand and seal of office, this 2nd day of July, 2024.

J. Ortega
Notary Public, State of Texas

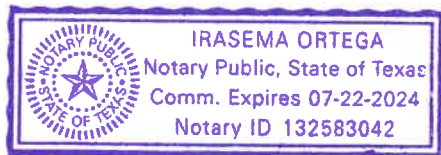
STATE OF TEXAS §
§
COUNTY OF HIDALGO §



BEFORE ME, the undersigned authority, on this day personally appeared Olivia De Leon, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN under my hand and seal of office, this 2nd day of July, 2024.

J. Ortega
Notary Public, State of Texas



2612 Uvalde Avenue
McAllen, Texas 78503

By: [Signature]
Roberto Zamora

By: [Signature]
Maria Ninfa Zamora

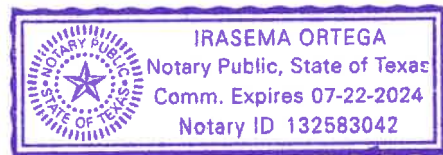
STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

BEFORE ME, the undersigned authority, on this day personally appeared Roberto Zamora, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN under my hand and seal of office, this 2nd day of July, 2024.

[Signature]
Notary Public, State of Texas

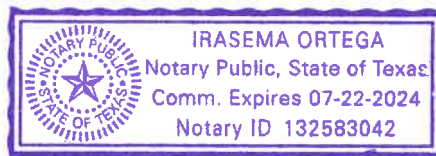
STATE OF TEXAS §
 §
COUNTY OF HIDALGO §



BEFORE ME, the undersigned authority, on this day personally appeared Maria Ninfa Zamora, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN under my hand and seal of office, this 2nd day of July, 2024.

[Signature]
Notary Public, State of Texas



SHARYLAND WATER SUPPLY CORPORATION

321 S. Shary Blvd.
Alton, Texas 78573
956-585-6081 (phone)
956-585-5450 (fax)

By: _____
Carlos Lima, General Manager

APPROVED AS TO FORM:

By: _____
Richard W. Fryer,
Attorney for Sharyland
Water Supply Corporation

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared **Carlos Lima**, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he is General Manager of **Sharyland Water Supply Corporation**, that he executed the same as the act of Sharyland Water Supply Corporation for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____
day of _____ 20____.

Notary Public in and for the State of Texas

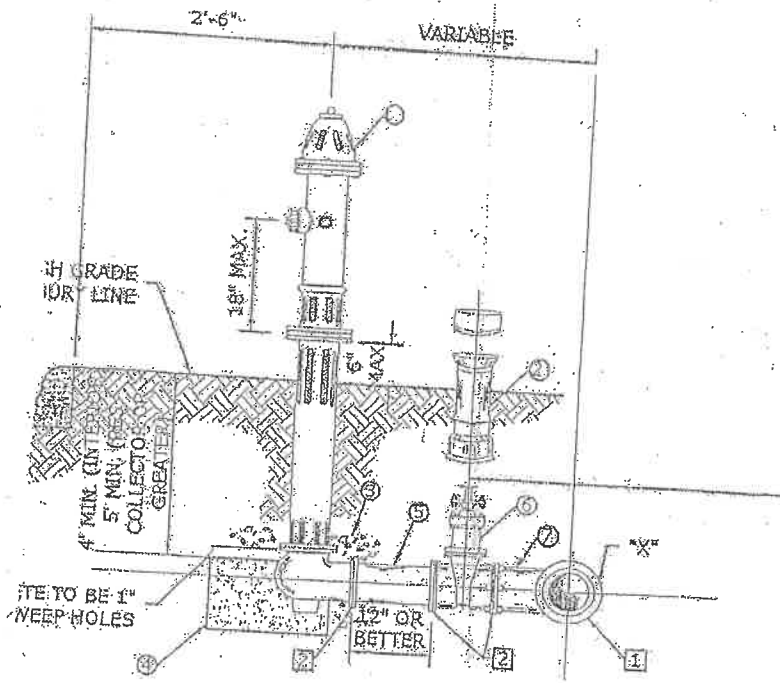
EXHIBIT "A"

A 10.00 Acre Tract of Land, More or Less, out of Lot 34-6, JOHN H. SHARY SUBDIVISION, as per the Map or Plat thereof recorded in Volume 1, Page 17, Map Records of Hidalgo County, Texas.

EXHIBIT "B"

Fire Hydrant Installation

Each fire hydrant run-out shall be equipped with a 6" flanged mechanical joint resilient seated gate valve. This valve may be located adjacent to the mainline or between the mainline and the hydrant. Each fitting (Branch Tee, Gate Valve & Hydrant) shall be separately supported by a concrete thrust block including anchor rods. Care must be taken that the hydrant drain be kept clear when pouring concrete. Mainline Tees shall have mechanical joint, flanged fittings. Mega lugs shall also be used at all mechanical joint fittings.



NOTE:

- 1.) Oil shall be placed in hydrant at the time of installation
- 2.) Pumper nozzle shall face roadway. (5 1/2" N.S.T.)
- 3.) In certain instances, where distances permit, a Parallel Tee or Union-Tite 90 Degree elbow with restraining lugs may be used in lieu of a standard tee.
- 4.) Stainless steel bolts and nuts will be required in the event Tapping sleeves are used.

FIRE HYDRANT INSTALLATION

(CONSIST OF A FIRE HYDRANT, VALVE, AND VALVE BOX)

FIRE HYDRANT UNIT SHALL INCLUDE:

- 1.) FIRE HYDRANT W/ 4 1/2" PUMPER NOZZLE
- 2.) VALVE BOX
- 3.) 3 CU. FT. GRAVEL
- 4.) 3 CU. FT. CONCRETE: 1" BELOW HYDRANT WEEP HOLES
- 5.) 1 FT. MINIMUM PVC SPOOL
- 6.) 6" RESILIENT SEAT GATE VALVE (FLANGED X MECHANICAL JOINT)
- 7.) FLANGED X MECHANICAL JOINT CAST IRON TEE



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: August 12, 2024
PRESENTED BY: Abel Bocanegra Jr., P.E., City Engineer
AGENDA ITEM: Authorization to execute First One-Year renewal option for Sludge Management Services for Public Works Department – Bocanegra

NATURE OF REQUEST:

Seeking authorization to exercise First One-Year Renewal with C&C Waste Management dba: CB3 Hauling; this is the first of two renewal options. The Contract term is for one (1) year with the option for two additional one-year renewals. Recommendation is based solely on estimated quantities and orders will be placed on as needed basis. The agreement will extend Bid No. 23-466-07-14 from August, 2024 through August, 2025. Prices will remain the same.

BUGETED: <u>Yes</u>	FUND: <u>Utility – SWTP</u>	ACCT. #: <u>02-413-94807</u>
BUDGET: <u>\$150,000</u>	EST. COST: <u>\$116,250</u>	CURRENT BUDGET BALANCE: <u>\$ -13,150</u>
BUGETED: <u>Yes</u>	FUND: <u>Utility – NWTP</u>	ACCT. #: <u>02-430-94807</u>
BUDGET: <u>\$200,000</u>	EST. COST: <u>\$116,250</u>	CURRENT BUDGET BALANCE: <u>\$ 80,120</u>
BUGETED: <u>Yes</u>	FUND: <u>Utility – WWTP</u>	ACCT. #: <u>02-414-94807</u>
BUDGET: <u>\$225,000</u>	EST. COST: <u>\$116,250</u>	CURRENT BUDGET BALANCE: <u>\$7,267</u>
BUGETED: <u>Yes</u>	FUND: <u>Pre-Treatment</u>	ACCT. #: <u>02-415-94807</u>
BUDGET: <u>\$125,000</u>	EST. COST: <u>\$116,250</u>	CURRENT BUDGET BALANCE: <u>\$35,000</u>

STAFF RECOMMENDATION: Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____



C&C Waste Management
DBA CB3 Hauling
5526 N 10th St
McAllen, TX 78504
956 605 9966

City of Mission
JP Terrazas, Assistant City Manager

July 31, 2024

Subject: Renewal of contract 23-466-07-14 RFB: Sludge Management Services from August 2024 to August 2025

Dear Mr. Terrazas,

We appreciate the opportunity the City of Mission has provided us with hauling your sludge. We feel we have developed a great working relationship with staff and the administration and would like to continue to service the city, if you would allow us to. Our rates will continue to be the same as in the original contract and bid. We will continue to work our hardest and provide the City the best service possible with the best rates possible. If you should need anything else from us, please do not hesitate to let us know. Thank you and we look forward to continuing to grow and work hand in hand with the City of Mission.

Thank you for considering C&C Waste Management DBA CB3 Hauling for your sludge hauling needs.

Sincerely,

Neil Chavez
Chief Financial Officer
C&C Waste Management
DBA CB3 Hauling
956 605 9966

BID NAME/NUMBER: 23-466-07-14 / Sludge Management Services

OPEN DATE: July 14, 2023 2:00 PM CST



Vendor Name:	Denali Water Solutions, LLC.	C&C WasteManagement dba: CB3 Hauling
Street address:	3308 Bernice Ave.	5526 N. 10th St.
City, State:	Russellville, AR 72802	McAllen, TX 78501
Phone:	(315) 374-8645	(956) 605-9966
Fax:	(585) 358-4525	
Contact:	Jeffrey J. LeBlanc	Steven Cruz
Email:	jeffrey.leblanc@denaliwater.com	

DESCRIPTION:	UOM	Est. Qty.	Unit Price	Ext. Price	Unit Price	Ext. Price
Waste and Water Treatment Plants (Land Applications)						
1 Transport & Disposal of Roll-off Containers	Load	659	\$568.40	\$374,575.60	\$500.00	\$329,500.00
2 Roll-off Container rental	Load	659	\$0.00	\$0.00	\$0.00	\$0.00
3 Liquid Disposal	Gallon	150,000	\$0.080	\$12,000.00	\$0.170	\$25,500.00
4 Vacuum Truck with Driver (6000 gallon)	HR	150	\$112.70	\$16,905.00	\$200.00	\$30,000.00
North Water Plant (Land Application and/or Landfill)						
5 Transport & Disposal of Roll-off Containers	Load	80	\$794.78	\$63,582.40	\$500.00	\$40,000.00
South Water Plant (Land Application and/or Landfill)						
6 Transport & Disposal of Roll-off Containers	Load	80	\$794.78	\$63,582.40	\$500.00	\$40,000.00
Cost for Testing						
7 TCLP	Test	1	\$2,940.00	\$2,940.00	\$0.00	\$0.00
8 PCB Test (Quarterly)	Test	4	\$1,470.00	\$5,880.00	\$0.00	\$0.00
9 BLF (metals & nutrients)	Test	1	\$686.00	\$686.00	\$0.00	\$0.00
10 Class B Determination (fecal & sour)(Quarterly)	Test	4	\$686.00	\$2,744.00	\$0.00	\$0.00
Total Base Amount for Line Items 1-10				\$542,895.40		\$465,000.00
Hours/Days to complete work:			60 Calendar Days		30	
ADDENDUMS			None		None	
Bid Bond			No		No	
1st. Yr. Renewal			3.0%		0-5%	
2nd. Yr. Renewal			3.0%		0-5%	

**** Shaded areas have been corrected mathematically on extensions**

Apparent lowest responsive bidder: C&C Waste Management dba: CB3 Hauling

Please note:

BID NAME/NUMBER: 23-466-07-14 / Sludge Management Services



OPEN DATE: July 14, 2023 2:00 PM CST

Vendor Name:	Denali Water Solutions, LLC.	C&C WasteManagement dba:
Street address:	3308 Bernice Ave.	5526 N. 10th St.
City, State:	Russellville, AR 72802	McAllen, TX 78501
Phone:	(315) 374-8645	(956) 605-9966
Fax:	(585) 358-4525	
Contact:	Jeffrey J. LeBlanc	Steven Cruz
Email:	jeffrey.leblanc@denaliwater.com	

DESCRIPTION of FORMS:		Completed	Completed
	Solicitation Signed	Yes	Yes
	Terms & Conditions Included	Yes	Yes
	Non-Collusive	Yes	Yes
	Pricing Schedule	Yes	Yes
	Subcontractor/SubConsultant	Yes	Yes
	Addenda(s)	None	None
	Contractor Site Visit	Yes	Yes
	Gen. Business Questionare	Yes	Yes
	References	Yes	Yes
	CIQ		



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Preliminary & Final Plat Approval: Crystal Estates Subdivision IV, being a 14.71-acre parcel of land, out of Lot 27-1, West Addition to Sharyland, R-2, Developer: DG & GG Investments, LLC, Engineer: Ever Engineering, LLC - De Luna

NATURE OF REQUEST:

On August 7, 2024 the Planning & Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Crystal Estates Subdivision IV. The subject site is located east of Inspiration Road approximately 1,400' south of W. 2 Mile Road. There was no public opposition during the P&Z Meeting. The Board unanimously recommended approval

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Staff recommends approval subject to: 1) Payment of Capital Sewer Recovery Fees, 2) Payment of Park Fees, 3) Water District Exclusion, and 4) Denial of the requested variance to use suggested street names requested by the owner and apply the City's continued and aligned existing street names as noted on the Code of Ordinances / Chapter 98 – SUBDIVISIONS, Sec. 98-134. – Streets. (n) Street names.

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Denial of street name variance request *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

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

Crystal Estates Ph. IV Subdivision
 Being a 14.71-acre parcel of land, out of Lot 27-1,
 West Addition to Sharyland
 R-2
 Developer: DG & GG Investments, LLC
 Engineer: Ever Engineering, LLC

REVIEW DATA**PLAT DATA**

The proposed subdivision is located east of Inspiration Rd. approximately 1,400' south of W. 2 Mile Road. – **see vicinity map**. The developer is proposing forty-seven (47) Duplex - Fourplex lots. - see plat for actual dimensions, square footages, and land uses.

VARIANCE

The developer is requesting to change the following street names:
 Estevan St. to Glenda St. / Gabriel St. to Britany St. / Teresa St. t Bailey St. / and David St. to Briley St.

Note:

*Code of Ordinances / Chapter 98 - SUBDIVISIONS, Sec. 98-134. - Streets. (n) Street names.
 Names of new streets shall not duplicate or cause confusion with the names of existing streets, unless the new streets are a continuation of or in alignment with existing streets, in which case names of existing streets shall be used, and shall conform to the existing street naming system.*

WATER

The developer shall connect to an existing 12" water line located along the west side of Inspiration Rd. and extend into the subdivision. The water line will be a main 8" looped line providing water service for each lot. There are 2 proposed fire hydrants via direction of the Fire Marshal's office. – **see utility plan**

SEWER

Sanitary sewer service for this subdivision will tie into a proposed manhole located within the Inspiration Rd. ROW. The sewer line will extend into the subdivision collect from each lot through a 6" stub out into the proposed 8" sewer main line. The Capital Sewer Recovery Fee is required at \$670.00/Lot which equates to \$31,490.00 (\$670.00 x 47 Lots).

STREETS & STORM DRAINAGE

The proposed internal street is a 32' back-to-back within a 50' Right of Way. Access will be from Inspiration Rd. Proposed runoff after development is 25.56 cfs during the 50-yr storm frequency. Drainage shall consist of surface runoff from the lots into the proposed streets and collected by type "A" inlets. Pipe size diameter will be 24". The proposed storm system shall discharge into a proposed detention pond on the south side of the site which will then discharge into an existing City of Mission

storm system network, located on the southwest corner of the site and on the west ROW of Trosper Rd. The City Engineer has reviewed and approved the drainage report.

OTHER COMMENTS

Installation of street lighting as per City Standards

Payment of Park Fees in the amount of \$94,000 (\$500.00 x 188 HUE).

Water District Exclusion

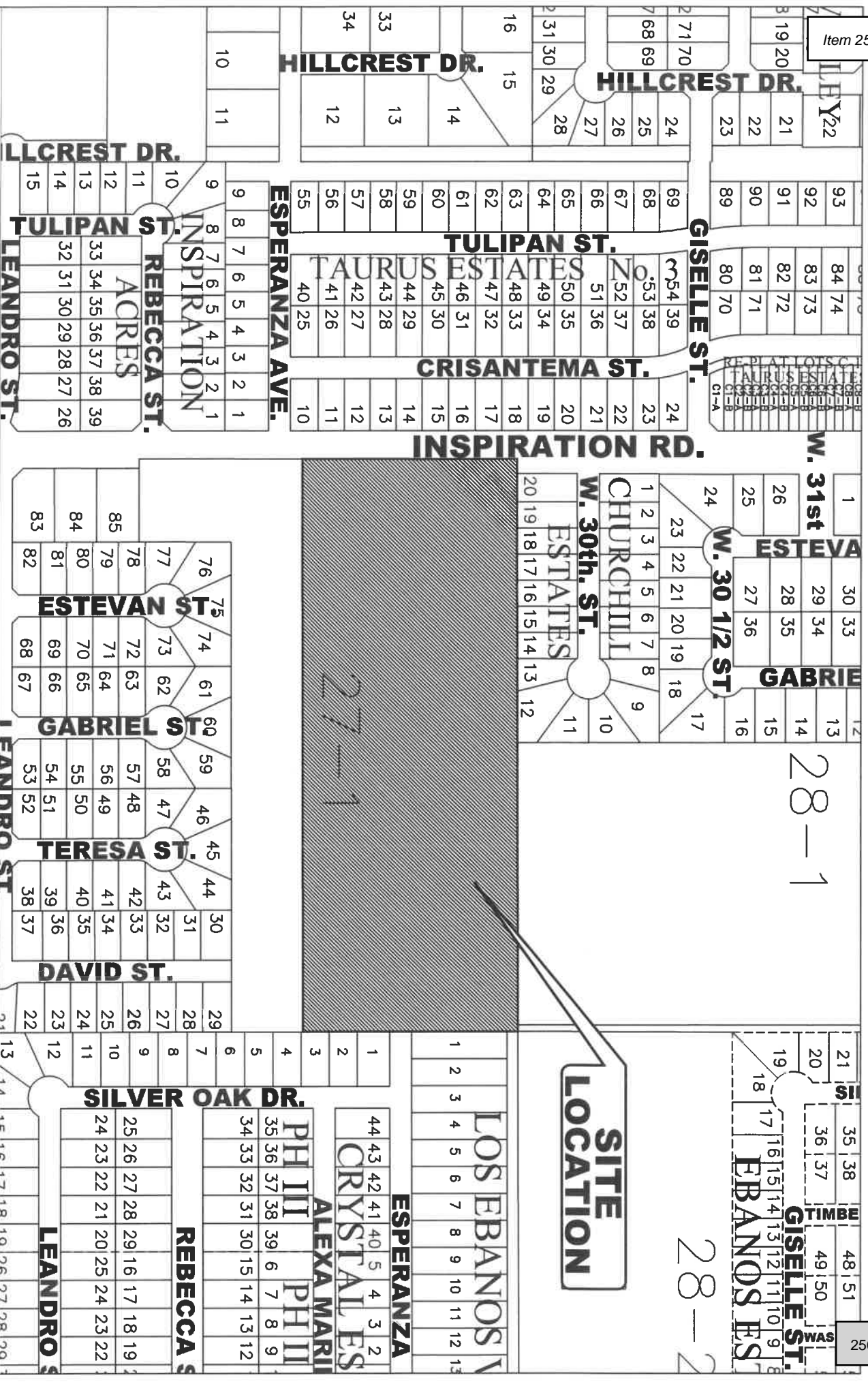
Must comply with all other format findings.

RECOMMENDATION

Staff recommends approval subject to:

1. Payment of Capital Sewer Recovery Fees
2. Payment of Park Fees
3. Water District Exclusion
4. Denial of the requested variance to use suggested street names requested by the owner and apply the City's continued and aligned existing street names as noted on the Code of Ordinances / Chapter 98 - SUBDIVISIONS, Sec. 98-134. - Streets. (n) Street names.

Item 25.



**SITE
LOCATION**

28-1

28-2

250



CITY OF MISSION

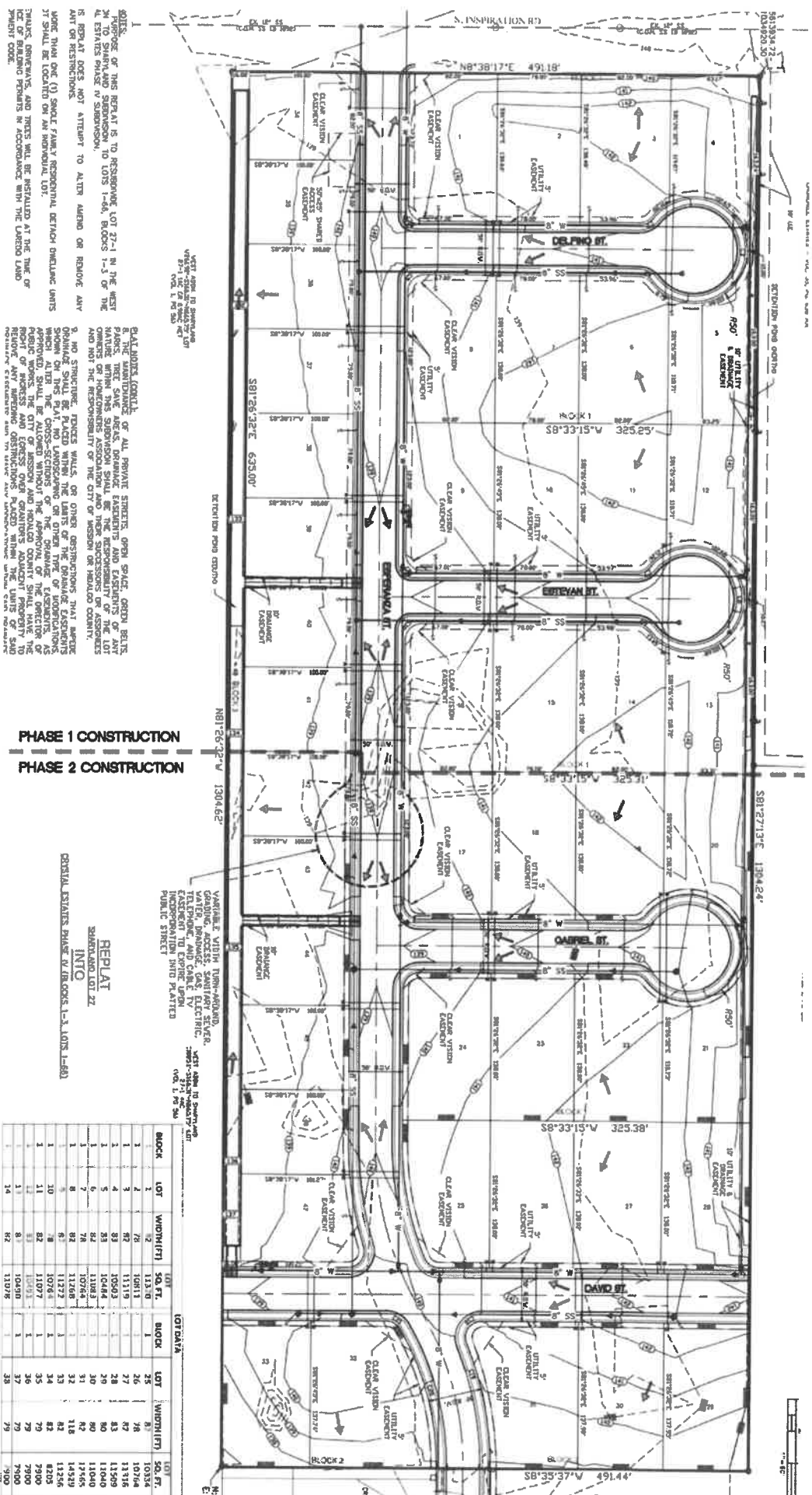
HIDALGO COUNTY, TEXAS

1201 E. 8th Street
MISSION, TX 78572

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

No.

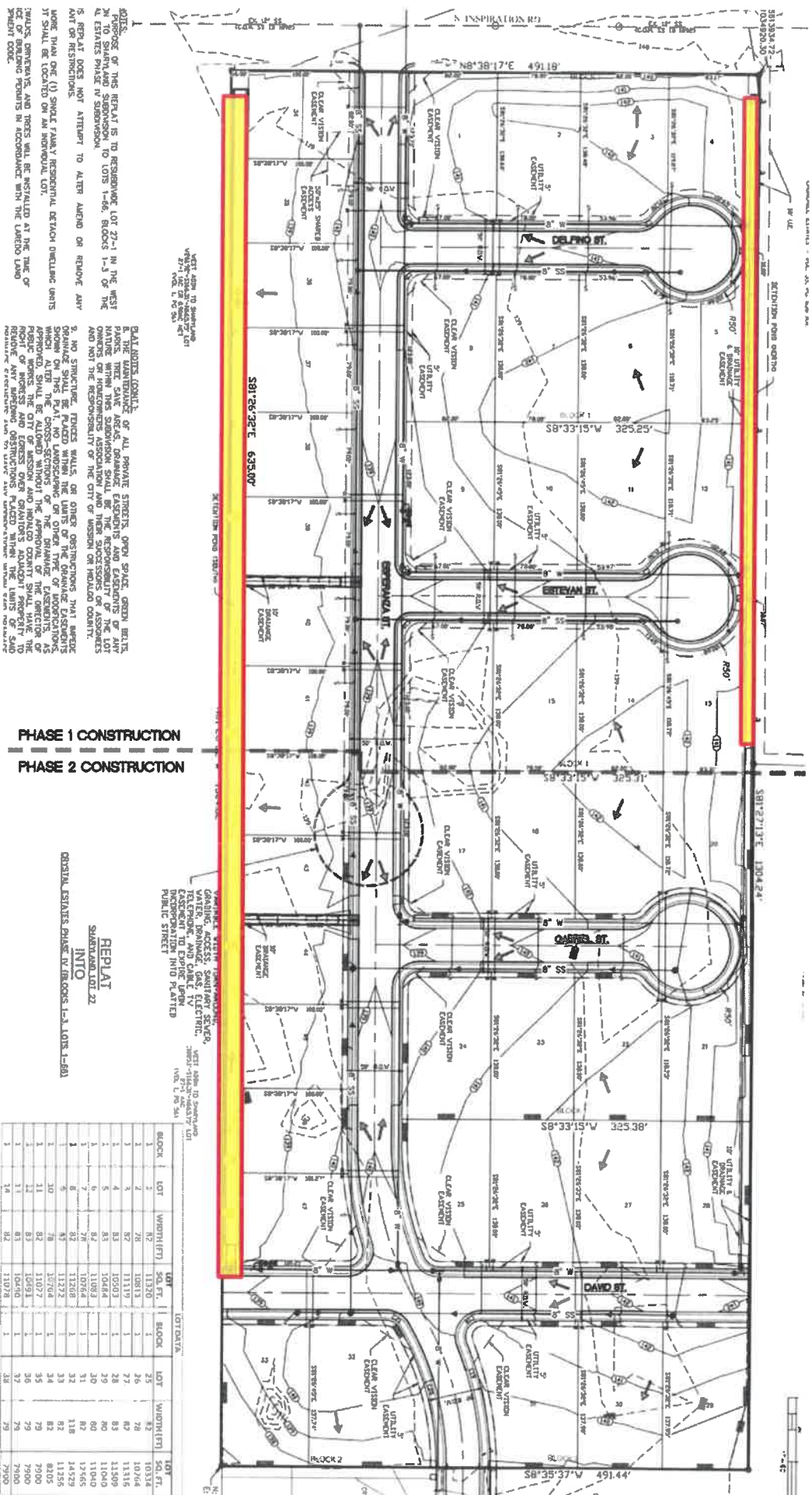




PHASE 1 CONSTRUCTION
PHASE 2 CONSTRUCTION

REPEAT
INFO
 CRITICAL EASMENTS SHOWN IN BLOCKS 1-3, LOTS 1-481

BLOCK	LOT	WIDTH (FT)	LOT AREA (SQ. FT.)	BLOCK	LOT	WIDTH (FT)	LOT AREA (SQ. FT.)
1	1	76	10714	25	25	76	10714
1	2	76	10714	26	26	76	10714
1	3	76	10714	27	27	76	10714
1	4	76	10714	28	28	76	10714
1	5	76	10714	29	29	76	10714
1	6	76	10714	30	30	76	10714
1	7	76	10714	31	31	76	10714
1	8	76	10714	32	32	76	10714
1	9	76	10714	33	33	76	10714
1	10	76	10714	34	34	76	10714
1	11	76	10714	35	35	76	10714
1	12	76	10714	36	36	76	10714
1	13	76	10714	37	37	76	10714
1	14	76	10714	38	38	76	10714



NOTES:
 1. THE PURPOSE OF THIS REPLAT IS TO RESUBDIVIDE LOT 27-1 IN THE WEST 1/4 OF SECTION 16, T12N, R10E, S18W, BLOCKS 1-3 OF THE S81-26-22-1E 6353.00' WIDE SUBDIVISION.
 2. THE REPLAT DOES NOT ATTEMPT TO ALTER ANY OR REMOVE ANY EASEMENTS OR RESERVATIONS.
 3. MORE THAN ONE (1) SINGLE FAMILY RESIDENTIAL DETACH DWELLING UNITS SHALL BE LOCATED ON AN INDIVIDUAL LOT.
 4. UTILITIES, DRIVEWAYS AND TREES WILL BE REINSTALLED AT THE TIME OF RECORDING PERMITS IN ACCORDANCE WITH THE LARDED LAND REPAIR CODE.
 5. REPAIR DOES NOT ATTEMPT TO ALTER ANY OR REMOVE ANY EASEMENTS OR RESERVATIONS.
 6. NO STRUCTURE, FENCES WALLS, OR OTHER OBSTRUCTIONS THAT IMPERFECT OR OBTURUS THE CLEAR VISION FROM ANY STREET OR HIGHWAY SHALL BE PLACED WITHIN THE LIMITS OF THE UNDOUBTEDLY APPROVED, SHALL BE ALLOWED WITHOUT THE APPROVAL OF THE DIRECTOR OF PUBLIC WORKS. THE CITY OF MISSOURI AND HOWARD COUNTY SHALL HAVE THE RIGHT TO REMOVE ANY OBSTRUCTIONS PLACED WITHIN THE LIMITS OF SAID ROADWAY OR HIGHWAY TO MAINTAIN CLEAR VISION FROM SAID ROADWAY.
 7. THE UNDERSIGNED OF ALL PRIVATE STREETS, OPEN SPACE, GREEN BELTS, PARKS, TREE SAVES AREAS, DRAINAGE EASEMENTS AND EASEMENTS OF ANY KIND OR KINDS, SHALL BE THE RESPONSIBILITY OF THE OWNER OF SAID LOT AND NOT THE RESPONSIBILITY OF THE CITY OF MISSOURI OR HOWARD COUNTY.
 8. NO STRUCTURE, FENCES WALLS, OR OTHER OBSTRUCTIONS THAT IMPERFECT OR OBTURUS THE CLEAR VISION FROM ANY STREET OR HIGHWAY SHALL BE PLACED WITHIN THE LIMITS OF THE UNDOUBTEDLY APPROVED, SHALL BE ALLOWED WITHOUT THE APPROVAL OF THE DIRECTOR OF PUBLIC WORKS. THE CITY OF MISSOURI AND HOWARD COUNTY SHALL HAVE THE RIGHT TO REMOVE ANY OBSTRUCTIONS PLACED WITHIN THE LIMITS OF SAID ROADWAY OR HIGHWAY TO MAINTAIN CLEAR VISION FROM SAID ROADWAY.
 9. THE UNDERSIGNED OF ALL PRIVATE STREETS, OPEN SPACE, GREEN BELTS, PARKS, TREE SAVES AREAS, DRAINAGE EASEMENTS AND EASEMENTS OF ANY KIND OR KINDS, SHALL BE THE RESPONSIBILITY OF THE OWNER OF SAID LOT AND NOT THE RESPONSIBILITY OF THE CITY OF MISSOURI OR HOWARD COUNTY.
 10. NO STRUCTURE, FENCES WALLS, OR OTHER OBSTRUCTIONS THAT IMPERFECT OR OBTURUS THE CLEAR VISION FROM ANY STREET OR HIGHWAY SHALL BE PLACED WITHIN THE LIMITS OF THE UNDOUBTEDLY APPROVED, SHALL BE ALLOWED WITHOUT THE APPROVAL OF THE DIRECTOR OF PUBLIC WORKS. THE CITY OF MISSOURI AND HOWARD COUNTY SHALL HAVE THE RIGHT TO REMOVE ANY OBSTRUCTIONS PLACED WITHIN THE LIMITS OF SAID ROADWAY OR HIGHWAY TO MAINTAIN CLEAR VISION FROM SAID ROADWAY.

REPLAT
 INFO
 ORIGINAL ISSUES PHASE 1B BLOCKS 1-3, LOTS 1-6A1
 S81-26-22-1E 6353.00'

PHASE 1 CONSTRUCTION
 PHASE 2 CONSTRUCTION

REPLAT
 INFO
 ORIGINAL ISSUES PHASE 1B BLOCKS 1-3, LOTS 1-6A1
 S81-26-22-1E 6353.00'

BLOCK	LOT	WIDTH (FT)	DEPTH (FT)	AREA (SQ. FT.)	LOT DATA
1	1	82	113.30	9280.6	1
1	2	78	108.13	8430.2	2
1	3	82	113.19	9280.6	3
1	4	83	109.63	9096.9	4
1	5	83	104.84	8683.2	5
1	6	82	109.63	9096.9	6
1	7	82	113.22	9280.6	7
1	8	82	113.22	9280.6	8
1	9	82	113.22	9280.6	9
1	10	82	113.22	9280.6	10
1	11	82	110.77	9096.9	11
1	12	83	104.84	8683.2	12
1	13	83	104.84	8683.2	13
1	14	82	110.77	9096.9	14
1	15	82	110.77	9096.9	15
1	16	82	110.77	9096.9	16
1	17	82	110.77	9096.9	17
1	18	82	110.77	9096.9	18
1	19	82	110.77	9096.9	19
1	20	82	110.77	9096.9	20
1	21	82	110.77	9096.9	21
1	22	82	110.77	9096.9	22
1	23	82	110.77	9096.9	23
1	24	82	110.77	9096.9	24
1	25	82	110.77	9096.9	25
1	26	82	110.77	9096.9	26
1	27	82	110.77	9096.9	27
1	28	82	110.77	9096.9	28
1	29	82	110.77	9096.9	29
1	30	82	110.77	9096.9	30
1	31	82	110.77	9096.9	31
1	32	82	110.77	9096.9	32
1	33	82	110.77	9096.9	33
1	34	82	110.77	9096.9	34
1	35	82	110.77	9096.9	35
1	36	82	110.77	9096.9	36
1	37	82	110.77	9096.9	37
1	38	82	110.77	9096.9	38

July 26, 2024

City of Mission Zoning Commission
1201 E. 8th Street
Mission, TX 78572

Members of the Zoning Board,

We are writing on behalf of Keystone Construction, the developer of the new subdivision known as Crystal Estates in Mission, Texas off Inspiration Road. We are requesting a variance to change the names of the streets within the subdivision.

The original names assigned to the streets are as follows:

- Estevan St.
- Gabriel St.
- Teresa St.
- David St.

We respectfully request the following changes to the street names:

- Estevan St. to Glenda St.
- Gabriel St. to Britany St.
- Teresa St. to Bailey St.
- David St. to Briley St.

We have conducted a brief search, and the names proposed do not seem to be in use within the city limits of Mission, Texas.

We kindly ask the Zoning Board to consider our request for this variance. We appreciate your time and attention to this matter and are available to provide any additional information or answer any questions you may have.

Thank you for your consideration.

Respectfully,

DG & GG INESTMENTS, LLC.
glendagaona@gmail.com
(956) 583-5334

Crystal Estates IV Stormwater Management Plan

SITE DESCRIPTION

The Crystal Estates IV site is currently undeveloped and located in Hidalgo County, within the limits of The City of Mission. The property is currently undeveloped and contains negligible existing impervious cover. The property can generally be described as open grassy area along with scattered trees. On-site natural ground slopes were found to be in the 0.5%-2% range. The proposed property is located approximately 1,400' south of the W 2 Mile Road and Inspiration Road intersection as shown on the attached location map (EXH 1). The 14.713-acre tract is bound by single-family residential development and undeveloped land with approximately 500ft of frontage along Inspiration Road.

The soils in this area are mostly fine sandy loam (25) with some sandy clay loam (28), these solils belong to hydrologic group B, which have a moderate infiltration rate when saturated. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission, (reference Exhibit 9).

PROPOSED PROJECT

The proposed project consists of eighteen (47) lots developed for multi-family use including dedicated right-of-way access and a lot dedicated for a proposed detention pond. It will be assumed that the entire site will be used as multi-family development for drainage calculations purposes. This report studies the onsite and offsite basins for the proposed property. This report will show that flows leaving the site for developed-conditions will be less than existing-condition flows with the aid of two proposed detention ponds (see Appendix C).

METHODOLOGY

This report will examine the change in runoff due to the development by utilizing the Rational and Modified Rational methods ($Q=CIA$). Times of concentration were determined through the TR-55 method for small, urban watersheds using the 2-year 24-hour period return and Manning's roughness coefficients from table 3-1. Watersheds were assigned a C-value based on the typical ranges for the land use types provided in Table 3-3 of the "City of McAllen Standard Design Guide for Public Infrastructure Improvements". IDF curves were determined using precipitation frequencies, volumes, and intensities as reflected in NOAA Atlas 14, Volume 11 (A14) for "Mission, Texas". This report models the storm runoff rates for the 10-year and 50-year rainfall events for existing and developed conditions. Runoff leaving the site will be less than or equal to the 10-year existing runoff rate for the 50-year developed condition with the aid of the proposed detention pond.

Crystal Estates IV Stormwater Management Plan

EXISTING DRAINAGE PATTERNS

The site does not contain significant, existing impervious cover and generally drains in one direction, from north to south. A single watershed was defined to model the existing drainage patterns including onsite and offsite drainage. Watershed 1 (WS-1) is 20.10-acres and contains onsite and offsite area. Watershed 1 (WS-1) generally drains from north south onto our property and leaves across the southern property line of the site, as shown on (EXH 5) “Existing Conditions Map”. Runoff leaving the site discharges directly to the adjacent undeveloped and single-family residential lots at a rate of **21.37 cfs** for the 10-year rainfall event. The existing watershed consist of single-family residential (C=0.50) and undeveloped land (C=0.15). A composite C-value of 0.19 was calculated to represent the entire watershed. The Watersheds boundary, time of concentration paths, and flow directions can be found on (EXH 5) “Existing Conditions Drainage Map”. Detailed hydrologic calculations can be found in Appendix B. Below is a summary of the existing conditions calculations.

Watershed	Area	C	T _c	Flow (cfs)	
	(ac)	(unitless)	(min)	10	50
EXISTING					
WS-1	20.10	0.19	19	21.37	

DEVELOPED DRAINAGE PATTERNS

Watershed 1 (WS-1) will be split into thirteen (12) watersheds, WS-(1-12) to model onsite and offsite storm runoff for developed conditions. All Watershed information can be found on (EXH 6) “Developed Conditions Drainage Map”, detailed calculations can be found in Appendix B. Drainage patterns will generally remain the same for developed conditions. Time of concentration paths will increase due to the nature of the development and associated grading. The developed watersheds consist of single-family residential (C=0.50), multi-family “attached” (0.65), and undeveloped land (C=0.15). Composite C-values were assigned where applicable. Flow rates will increase slightly due to the increase in impervious cover for this development. However, Detention Ponds North & South will mitigate the increase in flow rates and reduce the flows leaving the site below existing conditions.

WS (1, 3, 4, & 7) consist of onsite and offsite drainage areas. The watersheds will leave the site un-detained due to the nature of the development. Although the watersheds will see an increase in runoff from the 50-year developed to the 10-year existing runoff conditions, the detention pond will be “over-sized” to mitigate this increase and ultimately decrease the runoff leaving the property as a whole.

WS 2 consists of onsite and offsite drainage areas and will be routed to the proposed Detention Pond North via proposed grading.

Crystal Estates IV Stormwater Management Plan

WS 6 & (8-12) consist entirely of onsite drainage areas and will be routed to the proposed Detention Pond South via curb & gutter and/or drainage channels. The watersheds were calculated at study points and cross-sections throughout the development to adequately design proposed drainage infrastructure. WS 6 & 8 were calculated at study point 1 (SP-1) to model the runoff within the proposed Delfino Street while watersheds 9, 11, & 12 were calculated to model the runoff within the proposed Estevan, Gabriel, and David Streets respectively. Study points (SP 2, 3, & 4) were calculated to adequately size the drainage channels used to convey runoff from the watersheds to the proposed detention pond. Additionally, the onsite watersheds were combined to design the proposed detention pond and will leave the pond at three different locations along the adjacent property line to mitigate the impact to the properties immediately downstream. Detailed calculations for the combined watershed including calculations for the combined watershed thru pond 1 can be found in Appendices B & C of this report. Below is a summary of the existing conditions calculations.

Watershed	Area (ac)	C (unitless)	Tc (min)	Flow (cfs)	
				10	50
DEVELOPED					
WS-1	0.25	0.65	17		1.31
WS-2	5.05	0.33	25		11.01
WS-3	1.97	0.25	25		3.25
WS-4	3.23	0.54	30		10.41
WS-5	0.77	0.65	19		3.86
WS-6	0.89	0.65	20		4.30
WS-7	0.26	0.65	14		1.48
WS-8	1.83	0.65	20		8.84
WS-9	0.96	0.65	20		4.64
WS-10	1.84	0.65	20		8.89
WS-11	0.72	0.65	17		3.77
WS-12	2.31	0.65	21		10.88
SP-1			20		7.94
SP-2 ("A-A")			20		21.42
SP-3 ("B-B")			20		12.00
SP-4 ("C-C")			21		10.88
POND WS COMB.			20		50.73
POND SOUTH			25		7.46
POND NORTH					5.28
TOTAL DEV. RUNOFF					18.78

Total runoff rate leaving the site w/o detention, (50-year developed conditions) = **50.73 cfs**

Total runoff rate leaving the site w/ detention, (50-year developed conditions) = **18.78 cfs**

Crystal Estates IV Stormwater Management Plan

DETENTION POND CHARACTERISTICS

Detention Pond South is a dry, earthen detention pond with modular block walls and a minimum of 0.5% sloped concrete pilot channel bottom. Flow from the combined Pond WS is conveyed to the pond. The pond bottom has a minimum elevation of 131.00 ft with a top of bank set at elevation 138.00 ft. Stage storage tables for Det. Pond South are provided on the Detention Pond Plan, Sheet C9.00, in Appendix C. The pond will utilize a single 12" orifice outfall structure located at the western end of the pond that will discharge directly into a City of Mission public storm sewer located on the west side of Inspiration Road.

Detention Pond North is a dry, earthen detention pond with modular block walls and a minimum of 0.3% sloped concrete pilot channel bottom. Flow from the WS 2 is conveyed to the pond. The pond bottom has a minimum elevation of 136.00 ft with a top of bank set at elevation 139.00 ft. Stage storage tables for Det. Pond North are provided on the Detention Pond Plan, Sheet C9.01, in Appendix C. The pond will utilize a single 12" orifice outfall structure located at the western end of the pond that will discharge directly into a City of Mission public storm Inlet (A-50) located on the east side of Inspiration Road.

The ponds are required to provide enough volume to detain the difference in the 10-year existing and 50-year developed runoff rates which is equivalent to **29.36 cfs (40,130 cf storage)**. The proposed ponds provide approximately **77,456 cf** of storage volume and a discharge rate of **12.47 cfs** combined to further mitigate flows that are allowed to leave the property un-detained. Detailed calculations for flow rates at each outfall structure can be found in the Pond Report within Appendix C. The proposed detention ponds are sized to mitigate the increase in runoff for its contributing watershed in addition to onsite watersheds not conveyed to the pond. All calculations including hydrographs for flows leaving the pond can be found in Appendix C.

FLOODPLAIN

The proposed property is not located within any FEMA 100-year effective floodplain zone. However, the City of Mission requires that all development within the FEMA Estimated Base Flood Elevation (estBFE) maps be designed so that no habitable structures are below the estimated base flood elevations. According to community panel No. 4803340400 (EXH 3), revised November 16, 1982, the property is not within flood hazard Zone A or similar zones. According to the FEMA BFE Map (EXH 10), the property is in a High risk (1% flood zone) and all structures on site shall have a finished floor elevation greater than 141.20 ft.


CONCLUSIONS

The 10-year existing conditions runoff rate is **21.37 cfs**, and the 50-year developed conditions runoff rate is **50.73 cfs** for the contributing watershed. However, the development will utilize two proposed detention ponds to mitigate the increase in runoff for the 50-year developed conditions

**Crystal Estates IV
Stormwater Management Plan**

to below the 10-year existing conditions, **(18.78 cfs)**. In general, the proposed development will add impervious cover to the site an increase flows. However, flow rates for runoff leaving the site will be less than existing conditions due to the proposed Detention Ponds. Therefore, the runoff resulting from the proposed development will not produce a significant adverse impact to other properties, habitable structures, or drainage infrastructure systems downstream.



<input type="checkbox"/> REJECTED	
<input checked="" type="checkbox"/> APPROVED FOR SUBMITTAL	
<input type="checkbox"/> TO H.C. PLANNING DEPT.	
<input checked="" type="checkbox"/> TO CITY	
<input checked="" type="checkbox"/> DISCHARGE PERMIT REQUIRED	
<input type="checkbox"/> DISTRICT FACILITY	
<input checked="" type="checkbox"/> CITY FACILITY	
<input type="checkbox"/> OTHER _____	
<u>Alexis lozano</u>	<u>6/15/23</u>
H.C.D.D. NO. 1	DATE

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

Crystal Estates Ph. IV Subdivision
 Being a 14.71-acre parcel of land, out of Lot 27-1,
 West Addition to Sharyland
 R-2
 Developer: DG & GG Investments, LLC
 Engineer: Ever Engineering, LLC

REVIEW DATA**PLAT DATA**

The proposed subdivision is located east of Inspiration Rd. approximately 1,400' south of W. 2 Mile Road. – see **vicinity map**. The developer is proposing forty-seven (47) Duplex - Fourplex lots. - see plat for actual dimensions, square footages, and land uses.

VARIANCE

The developer is requesting to change the following street names:

Estevan St. to Glenda St. / Gabriel St. to Britany St. / Teresa St. t Bailey St. / and David St. to Briley St.

Note:

Code of Ordinances / Chapter 98 - SUBDIVISIONS, Sec. 98-134. - Streets. (n) Street names.

Names of new streets shall not duplicate or cause confusion with the names of existing streets, unless the new streets are a continuation of or in alignment with existing streets, in which case names of existing streets shall be used, and shall conform to the existing street naming system.

WATER

The developer shall connect to an existing 12" water line located along the west side of Inspiration Rd. and extend into the subdivision. The water line will be a main 8" looped line providing water service for each lot. There are 2 proposed fire hydrants via direction of the Fire Marshal's office. – see **utility plan**

SEWER

Sanitary sewer service for this subdivision will tie into a proposed manhole located within the Inspiration Rd. ROW. The sewer line will extend into the subdivision collect from each lot through a 6" stub out into the proposed 8" sewer main line. The Capital Sewer Recovery Fee is required at \$670.00/Lot which equates to \$31,490.00 (\$670.00 x 47 Lots).

STREETS & STORM DRAINAGE

The proposed internal street is a 32' back-to-back within a 50' Right of Way. Access will be from Inspiration Rd. Proposed runoff after development is 25.56 cfs during the 50-yr storm frequency. Drainage shall consist of surface runoff from the lots into the proposed streets and collected by type "A" inlets. Pipe size diameter will be 24". The proposed storm system shall discharge into a proposed detention pond on the south side of the site which will then discharge into an existing City of Mission storm system network, located on the southwest corner of the site and on the west ROW of Trospen Rd. The City Engineer has reviewed and approved the drainage report.

OTHER COMMENTS

Installation of street lighting as per City Standards

Payment of Park Fees in the amount of \$94,000 (\$500.00 x 188 HUE).

Water District Exclusion

Must comply with all other format findings.

RECOMMENDATION

Staff recommends approval subject to:

1. Payment of Capital Sewer Recovery Fees
2. Payment of Park Fees
3. Water District Exclusion
4. Denial of the requested variance to use suggested street names requested by the owner and apply the City's continued and aligned existing street names as noted on the Code of Ordinances / Chapter 98 - SUBDIVISIONS, Sec. 98-134. - Streets. (n) Street names.

16. Final Plat Approval: Crystal Estates Subdivision IV, being a 14.71-acre parcel of land, out of Lot 27-1, West Addition to Sharyland, R-2, Developer: DG & GG Investments, LLC, Engineer: Ever Engineering, LLC - De Luna

On June 12, 2023 the Mission City Council held a Public Hearing to consider the Preliminary Plat Approval for Crystal Estates Subdivision IV. The subject site was located east of Inspiration Road approximately 1,400' south of W. 2 Mile Road. There was no public opposition during the P&Z Meeting. The Board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata asked if these would be townhomes or apartment and also wanted to know if there were any other apartments in the area. Mr. Plata inquired if this would be a street connecting Los Ebanos to Inspiration Road.

Ms. De Luna stated that there were no other apartments in the area and that these would be located between homes.

Mayor Garza stated that these would be either duplexes or fourplexes and there would be a max of four units per lot.

Councilman Vela moved to approve Final Plat Approval: Crystal Estates Subdivision IV, being a 14.71-acre parcel of land, out of Lot 27-1, West Addition to Sharyland, R-2, Developer: DG & GG Investments, LLC, Engineer: Ever Engineering, LLC. Motion was seconded by Councilman Vela and approved unanimously 5-0.

17. Authorization to award bid for Chlorine Gas chemical for the Public Works Department Water Treatment Plants – Bocanegra

The City of Mission had accepted and opened three (3) bid responses for Chlorine Gas chemical for Water Treatment Plants. Staff recommended to award bid to PVS DX, Inc., who was the lowest responsible bidder meeting all specifications. The term of this contract would be for one (1) year with two (2) one-year renewal options. Recommendation was based solely on estimated quantities and orders would be placed on as needed basis BID # 24-570-06-26.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to award bid for Chlorine Gas chemical for the Public Works Department Water Treatment Plants. Motion was seconded by Councilman Vela and approved unanimously 5-0.

18. Ratification to solicit and Authorization to Award Contracts for Employee Benefit Plans - Munguia

The City received twenty-two (22) proposals and accepted twenty-one (21). After evaluating all acceptable proposals, the evaluation team determined the following recommendations for award would be the best and most advantageous to the City of Mission:

Dental – Ameritas

Vision – Ameritas

Group Life – Mutual of Omaha

Voluntary Life – Mutual of Omaha

Long-term Disability – Mutual of Omaha

Short-term Disability – Mutual of Omaha

Flexible Spending Account/Sec 125 – TASC

Medical Transport – MASA

ITEM # 3.2**PRELIMINARY & FINAL
PLAT APPROVAL:**

La Villita Estates No. 3
 A 9.37 acre tract of land out of Lot 45-3,
 West Addition to Sharyland
 Rural E.T.J.
 Developer: COMAREX, LLC
 Engineer: Pablo Soto, Jr. P.E.

REVIEW DATA**PLAT DATA**

This subdivision is located 330' east of the intersection of Mile 6 North Road and Los Ebanos Road on the north side of Mile 6 North Road. (Mission Rural ETJ) – see vicinity map. The property is open land and the proposed use will be for 48 single family residential lots and 1 detention pond – see plat for actual dimension, square footages, and land uses.

WATER

The water CCN belongs to the Sharyland Water Supply Corporation. The developer is proposing to install an 8" PVC water main line along the west side of the internal street to be connected to an existing 12" water line located along the south side of Mile 6 North Road. Water will be supplied to each lot by a 1" service line. There are 3 fire hydrants within the development to be used as filling stations via direction of the Fire Marshal's office – see utility plan

SEWER

This site will be treated by wastewater service from the City of Alton. This system consists of an 8" diameter line that taps into the existing 12" line. This 8" line then runs north along the east side of the internal street ROW ending with a 48" sanitary sewer manhole on the northwest corner of Lot 25. From the 8" line, 48 - 4" diameter sewer service lines will be stubbed out for each lot. This is not within the City of Mission's Sewer CCN.

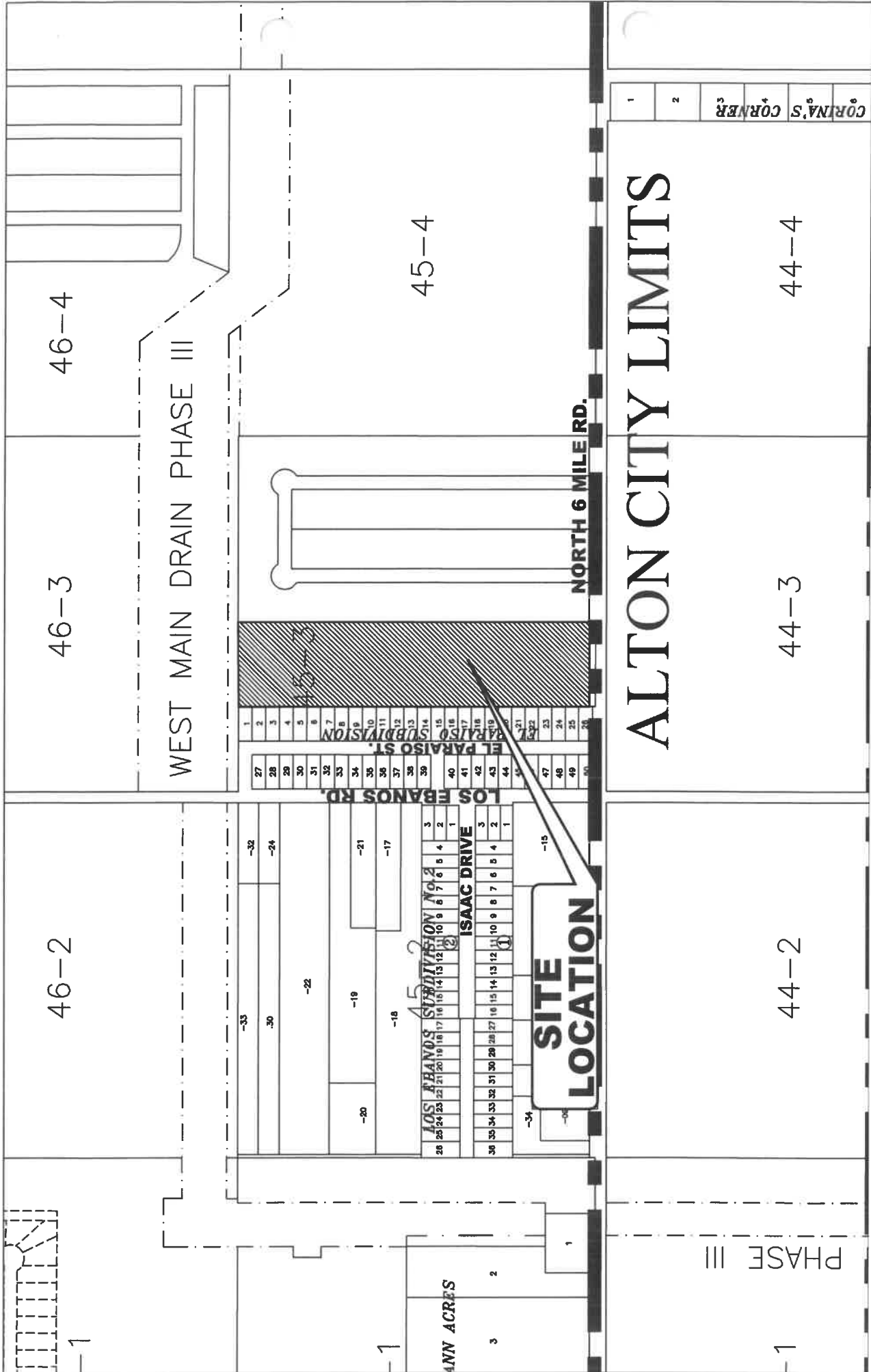
STREETS & STORM DRAINAGE

The subdivision is designed to have only 1 internal street which will be accessed from Mile 6 North Road. The proposed internal street is a 32' back-to-back within a 50' Right of Way. This street will include a turnaround at mid-point and end with a cul-de-sac.

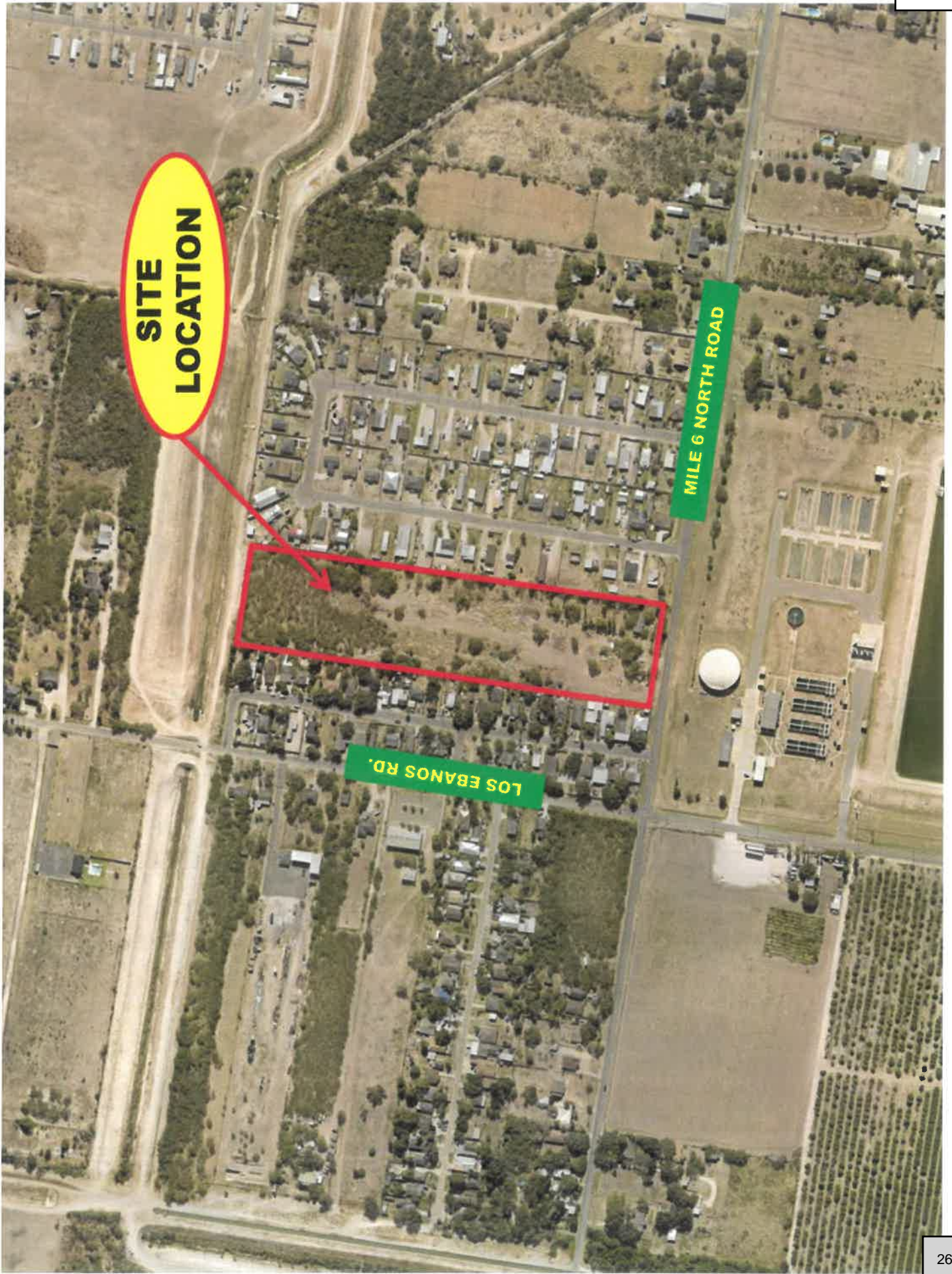
The area lies in a Zone "X" (unshaded) as per FEMA's Flood Insurance Rate Map being determined to be outside the 500-year floodplain. Proposed drainage design will include storm inlets with piping and a detention pond with an 18" bleeder connecting into the West Main III Drain located along the northside of the subdivision. The City Engineer has reviewed and approved the drainage report.

RECOMMENDATION

Staff recommends approval.

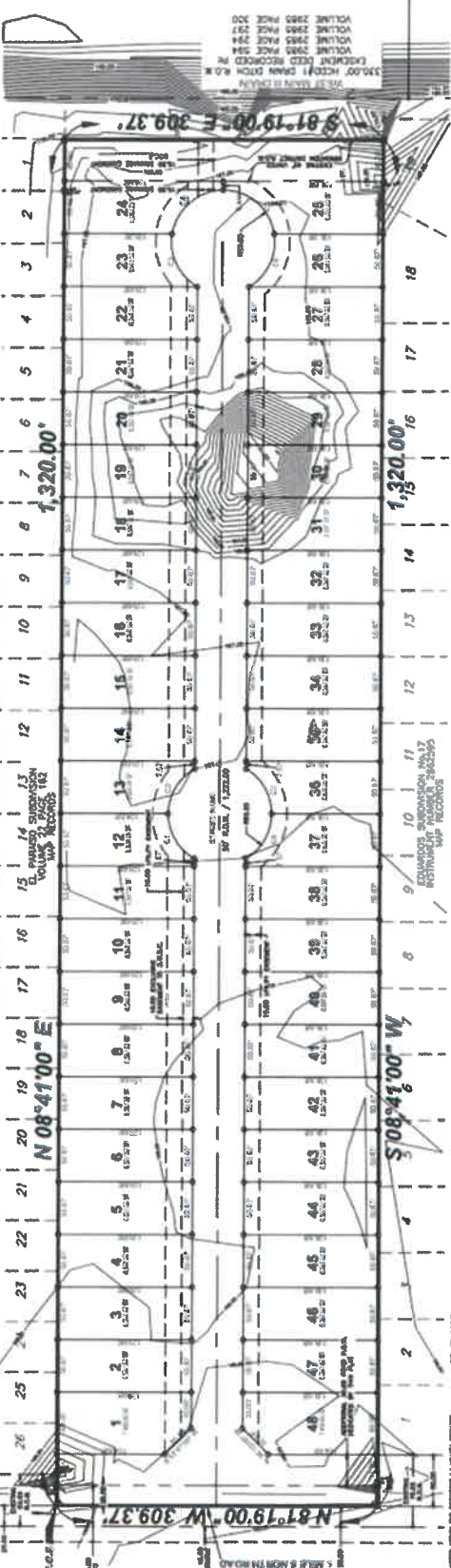


CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 380-8672
 FAX: (956) 380-6680



LA VILLITA ESTATES No. 3

A 5.37 ACRE TRACT OF LAND OUT OF LOT 45-3, WEST ADDITION TO SHARVAND, HIDALGO COUNTY, TEXAS, AS PER MAP RECORDED IN VOLUME 3, PAGE 56, MAP RECORDS OF HIDALGO COUNTY, TEXAS.



1/4\"/>

1/4\"/>

- 1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>



1/4\"/>



1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

1/4\"/>

DRAINAGE REPORT
LA VILLITA ESTATES NO. 3
CITY OF MISSION, ETJ

La Villita Estates No. 3 is a 9.37 acre tract of land out of Lot 45-3, West Addition to Sharyland, Hidalgo County, Texas. This subdivision is located 330 feet East of the intersection of Mile 6 North Road and Los Ebanos Road on the Northside of Mile 6 North Road. The property is open land and the propose use will residential. The area lies in Zone "X" (unshaded) as per FEMA's Flood Insurance Rate Map, Community-Panel 480334 0295 D, Map Revised June 6, 2000. Zone "X" (unshaded) being areas determined to be outside 500-year floodplain.

According to the Soil Survey Report prepared for Hidalgo County by the U.S.D.A. Soil Conservation Services, the site consists of Number 25, Hidalgo fine sandy clay loam, with 0 to 1 percent slopes. This soil falls in the hydrologic group "B" and unified classification (SC, SM-SC, CL). As per the Soil Survey Report this soil is well drained. See attached tables for engineering index properties and physical and chemical properties.

Existing runoff flows overland in an Southeasterly direction with the existing peak storm runoff from a 10 year storm using the Modified Rational Method being 4.25 cfs and the anticipated storm runoff after development, from a 50 year storm is calculated at 15.56 cfs., an increase of 11.31 cfs.

The proposed drainage for the development will be by storm inlets with piping and a detention pond with a proposed 18 inch bleeder pipe connecting into the West Main III Drain located along the Northside of the proposed subdivision.

In accordance with Hidalgo County' s drainage requirements of not increasing the amount of existing runoff, we have calculated that 56,923 cf of storm runoff will be required to be detained within the proposed detention pond of the development with positive flow. Tables and calculations are attached.

By: *Pablo Soto* *10/17/2023*
Pablo Soto, Jr., P.E. Date



PABLO SOTO, JR. P.E.
CIVIL ENGINEER & LAND SURVEYOR
1208 S. IRONWOOD, PHARR, TEXAS - 78577 T.B.P.E.
(TEL) 936-460-1605 (FAX) 936-782-8277 FIRM No. F-20

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve the Preliminary Plat Approval: Holland Terrace Subdivision, Being a Subdivision of a 4.50 acre tract of land out of Lot 25-5, West Addition to Sharyland Subdivision, R-1T, Developer: JJAB Family Limited Partnership, Engineer: Spoor Engineering Consultants, Inc. Motion was seconded by Councilman Vela and approved unanimously 5-0.

35. Preliminary Plat Approval: La Villita Estates No. 3, A 9.37 acre tract of land out of Lot 45-3, West Addition to Sharyland, Rural E.T.J, Developer: COMAREX, LLC, Engineer: Pablo Soto, Jr. P.E. - De Luna

On December 13, 2023 the Planning and Zoning Commission held a Public Hearing to consider the subdivision. The subject site was located 330' east of the intersection of Mile 6 North Road and Los Ebanos Road on the north side of Mile 6 North Road (Mission Rural ETJ). There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Preliminary Plat Approval: La Villita Estates No. 3, A 9.37 acre tract of land out of Lot 45-3, West Addition to Sharyland, Rural E.T.J, Developer: COMAREX, LLC, Engineer: Pablo Soto, Jr. P.E.. Motion was seconded by Councilman Vela and approved unanimously 5-0.

36. Final Plat Approval: Brushline Meadows Subdivision, A 17.62 acre tract of land being all of Lot 91, and the south 7.62 acres out of Lot 92, The Nick Doffing Co. Subdivision No. 1, Rural ETJ, Developer: 1960 Investment Company, LLC, Engineer: Nain Engineering, LLC - De Luna

On October 24, 2022, the Mission City Council held a Public Hearing to consider the Preliminary Plat Approval for Brushline Meadows Subdivision. The subject site was located at the southeast corner of Mile 7 North and Brushline Road. There was no public opposition during the City Council meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Final Plat Approval: Brushline Meadows Subdivision, A 17.62 acre tract of land being all of Lot 91, and the south 7.62 acres out of Lot 92, The Nick Doffing Co. Subdivision No. 1, Rural ETJ, Developer: 1960 Investment Company, LLC, Engineer: Nain Engineering, LLC. Motion was seconded by Councilman Vela and approved unanimously 5-0.

37. Consider a Variance request to allow an installation of septic tank on Lot 49, Misiones de San Jorge as requested by Cesar Cabello from CABA Investments, LP - De Luna

On December 13, 2023 the Planning and Zoning Commission held a Public Hearing to consider the variance request. The subject site was located along the south side of Military Parkway, approximately 400' west of F.M. 1016 (Conway Avenue)

On November 8, 2023 staff received a letter from Cesar Cabello, Acting Manager for CABA Investment, LP requesting the installation of a septic system at the proposed subdivision of Las Misiones de San Jorge Lot 49. Currently, the project was under construction. As per statement,



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Final Plat Approval: Las Esperanzas Subdivision, A tract of land containing 27.22 acres of land, being part or portion of Lot 183, John H. Shary Subdivision, R-3, Developer: Dragonfly 6265, LLC, Engineer: Javier Hinojosa Engineering - De Luna

NATURE OF REQUEST:

On August 22, 2022 the Mission City Council held a Public Hearing to consider the Preliminary Plat Approval for Las Esperanzas Subdivision. The subject site is located along the east side of Glasscock Road, approximately 1,550' feet north of E. U.S. Expressway 83. There was no public input during the City Council meeting. The Board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Staff recommends approval.

Departmental Approval: Fire Marshal, Public Works, City Engineer

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ITEM# 4.0**PRELIMINARY & FINAL
PLAT APPROVAL:**

Las Esperanzas Subdivision
 A tract of land containing 27.22 acres of land,
 being part or portion of Lot 183,
 John H. Shary Subdivision
 R-3
 Developer: Dragonfly 6265, LLC
 Engineer: Javier Hinojosa Engineering

REVIEW DATA**PLAT DATA**

This subdivision is located along the east side of Glasscock Road, approximately 1,550 feet north of E. U. S. Expressway 83. — **see vicinity map**. The developer is proposing a (66) sixty-six lot multi-family residential development. — see plat for actual dimensions, square footages, and land uses.

WATER

The developer is proposing to connect from a proposed 12” water line located along the east side of Glasscock Road and looped with a proposed 8” water line to service each lot. They are proposing 8 fire hydrants as via direction of the Fire Marshal’s office. — **see utility plan**

SEWER

Wastewater service will connect to a proposed lift station on the southwest corner of the subdivision. An internal 8” sewer line system will provide sewer service to all the lots. The Capital Sewer Recovery Fee is required at \$670.00/Lot which equates to \$44,220.00 (\$670.00 is pro-rated for multifamily x 66 lots).

STREETS & STORM DRAINAGE

The proposed internal street is a 37’ Back-to-Back within a 60’ Right of Way. Access will be from Glasscock Road. The proposed drainage system shall consist of 11 Inlets within the streets to collect surface runoff from the lots and streets. Storm pipe ranges from 24” to 36” RCP and shall discharge into an existing detention pond adjacent to the east side of this subdivision. The detention pond shall discharge via a 24” RCP storm drain back into an existing City of Mission 36” storm drain located along Glasscock Road. The required detention for this subdivision is 239,249 cubic feet (5,492 Ac.Ft.). The existing lake/detention pond, owned by the developer currently has a capacity of 2,438,735 cubic feet (55.986 Ac.Ft.). The City Engineer has reviewed and approved the drainage report.

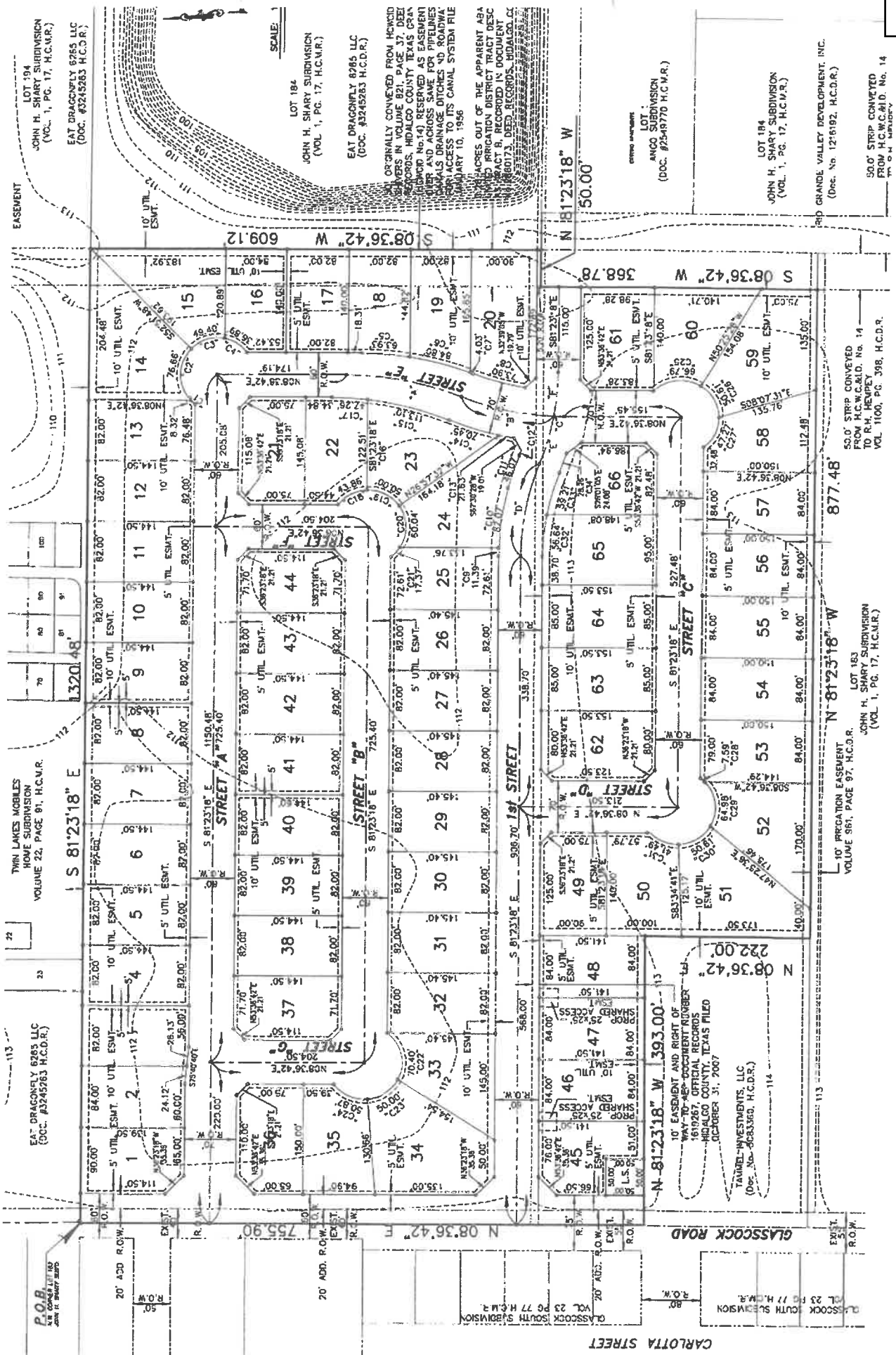
OTHER COMMENTS

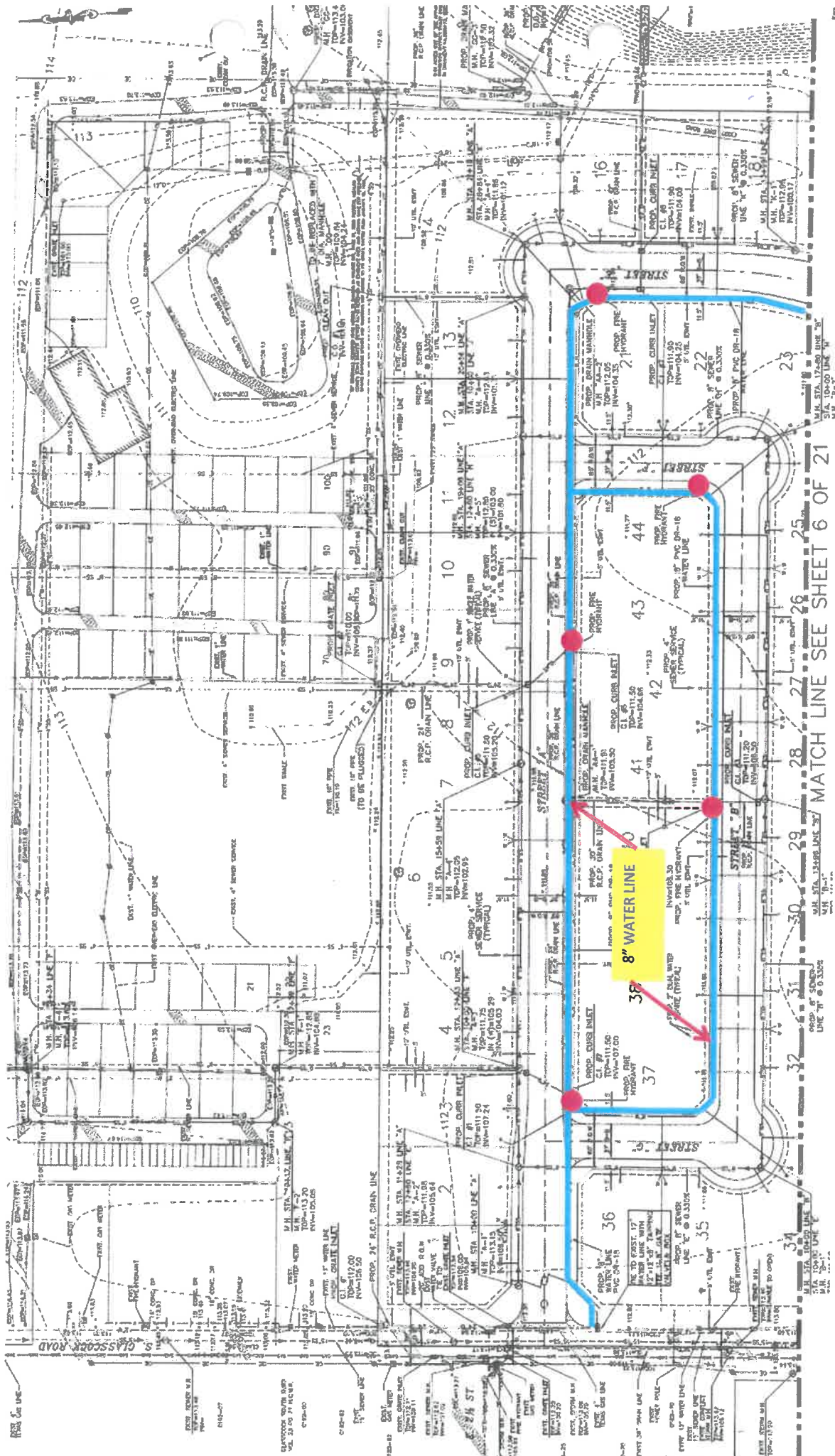
Water District Exclusion
 Escrow Park fees (278 units x \$500 = 139,000.00)
 Installation of Street Lighting as per City Standards
 Must Comply with all other format findings

RECOMMENDATION

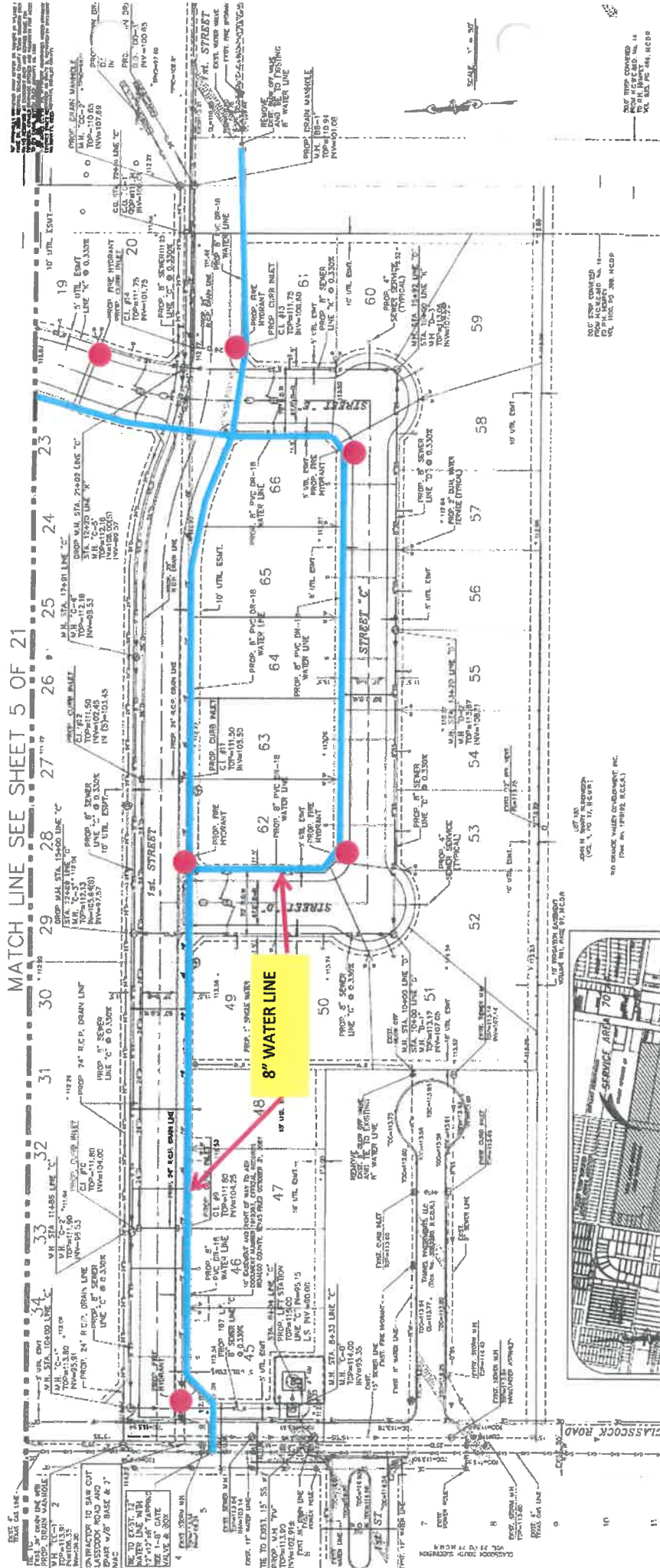
Staff recommends approval







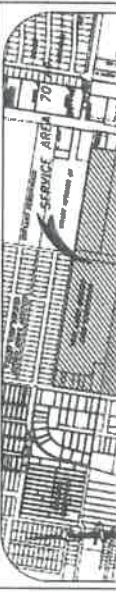
MATCH LINE SEE SHEET 6 OF 21

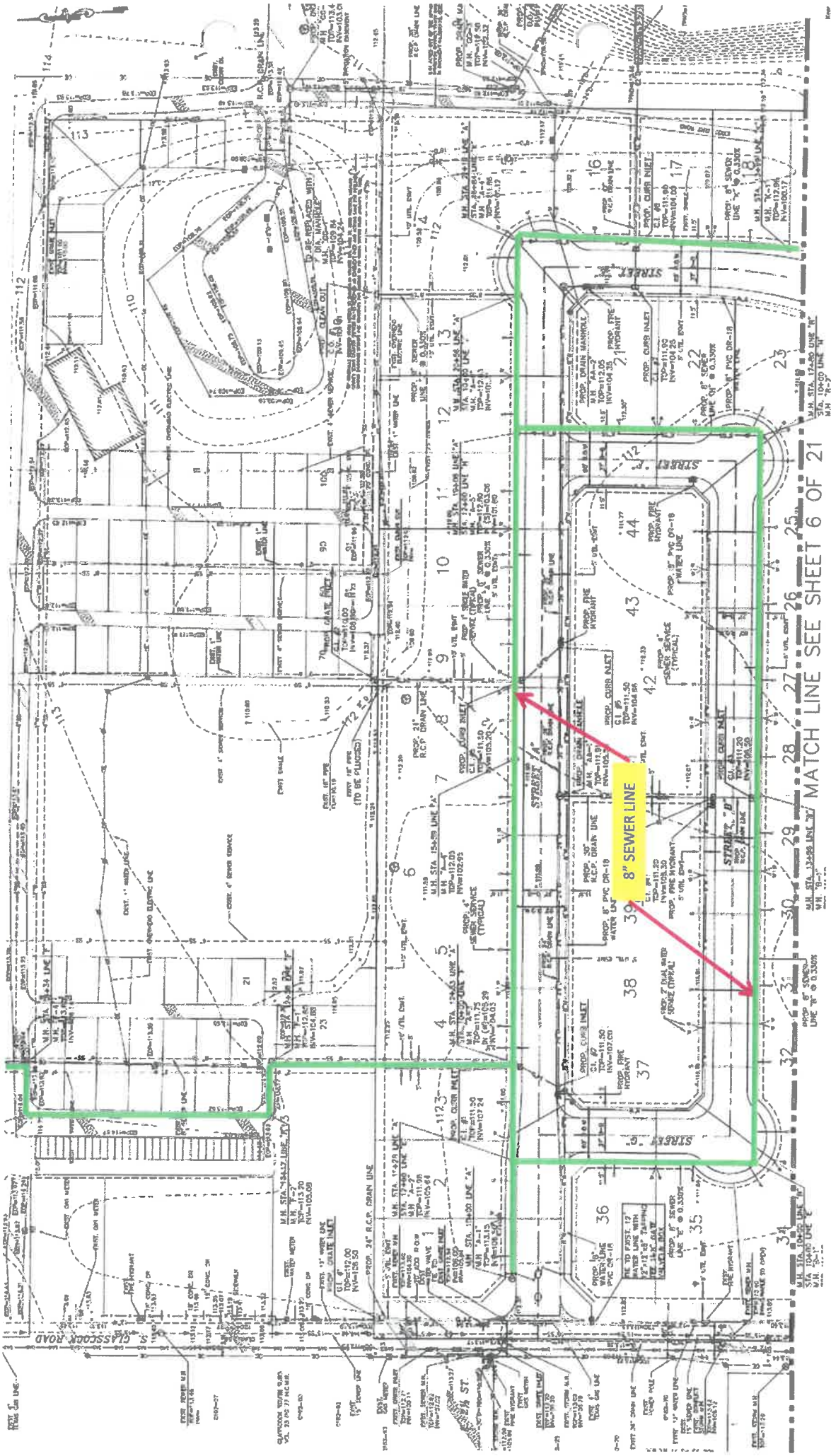


MATCH LINE SEE SHEET 5 OF 21

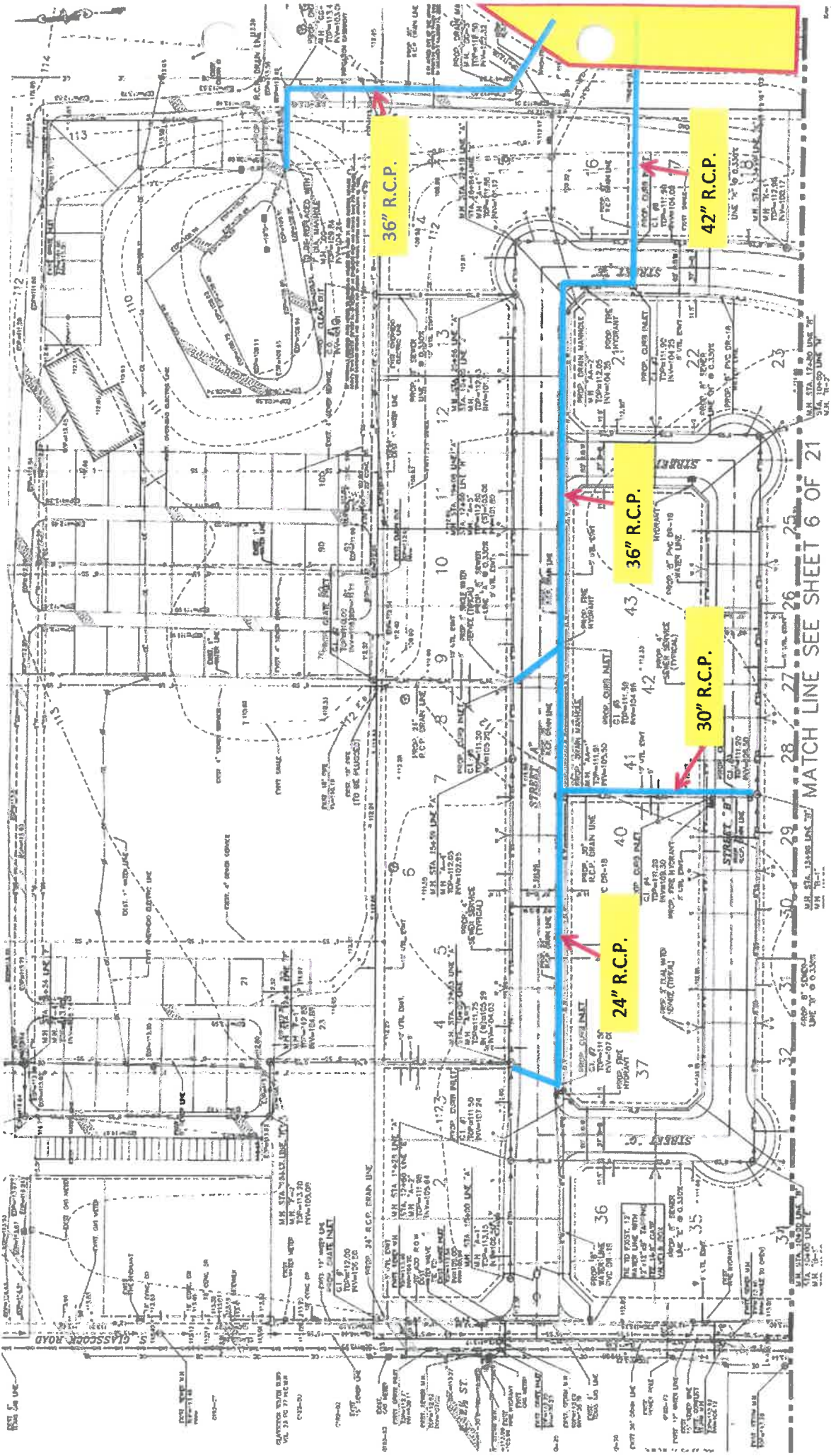
8" WATER LINE

TO GRADE WATER DEVELOPMENT, INC.
(SEE PLAN, 1/2" = 1' SCALE)





MATCH LINE SEE SHEET 6 OF 21



Drainage Statement
LAS ESPERANZAS SUBDIVISION
Mission, Texas

Introduction

Las Esperanzas Subdivision is a 27.22 acre tract of land being a part or portion of Lot 183, John H. Shary Subdivision as recorded in Volume 1, Page 17, Hidalgo County Map Records. This subdivision is located along the east side of Glasscock Road, approximately 1,550 feet north of U.S. Expressway 83 and is located within the city limits of Mission, Texas.

Flood Plain

The subject tract of land is located within Zone "X" (shaded) on a Flood Insurance Rate Map, Community Panel No. 480345 0005C, revised November 20, 1991. Zone "X" is defined as "areas of 500-year flood; areas of 100-year flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 100-year flood". The minimum finish floor elevation shall be 18" above the top of curb as measured at the center of the lot.

Soil Conditions

According to the soil survey report prepared for Hidalgo County by the USDA National Resources Conservation Service; the soils in this subdivision are found to be Brennan Fine Sandy Loam (3), Hidalgo Sandy Clay Loam (28), Pits (45) and Raymondville Clay Loam (54). Soils group 3, 28, and 45 are in hydrologic group "B", which is moderately pervious with a relative low plasticity index. Soils group 54 is in hydrologic group "D" which is not very pervious with a relatively high plasticity index. According to the soil survey report, soils group 3 and 54 make up less than 0.1% of the subdivision so therefore the property can be considered to be in hydrologic group "B".

Pre-developed Conditions

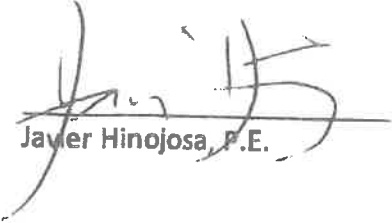
The current land use for this property is for agricultural purposes and has an existing runoff generally in an easterly direction. Based on an existing 10-year storm, a total storm runoff of 13.13 cubic feet per second is being generated by this site.

Proposed Conditions

Las Esperanzas Subdivision is a proposed 66-lot multi-family (4-plex) subdivision. Drainage shall be accomplished in this development with the placement of curb inlets to intercept drainage runoff generated by this subdivision. Pipe sizes shall range from a 24" to 42" and shall discharge into an existing detention pond adjacent to the east side of this subdivision. The detention pond shall discharge via a 24" storm drain back into an existing City of Mission 36" storm drain located along Glasscock Road. The proposed development will increase runoff to a



Las Esperanzas

maximum of 114.95 cubic feet per second for an increase Q of 101.82 cubic feet per second based on a 50-year storm. Required detention for this subdivision is 239,249 cubic feet (5.492 Ac.Ft.). The existing lake/detention pond, owned by the developer currently has a capacity of 2,438,735 cubic feet (55.986 Ac.Ft.).


Javier Hinojosa, P.E.



9/17/22

<input type="checkbox"/> REJECTED	
<input checked="" type="checkbox"/> APPROVED FOR SUBMITTAL	
<input type="checkbox"/> TO H.C. PLANNING DEPT.	
<input checked="" type="checkbox"/> TO CITY	
<input type="checkbox"/> DISCHARGE PERMIT REQUIRED	
<input type="checkbox"/> DISTRICT FACILITY	
<input type="checkbox"/> CITY FACILITY	
<input type="checkbox"/> OTHER _____	
H.C.D.D. NO. 1	 7-30-22 DATE

APPROVALS AND AUTHORIZATIONS**14. Homestead Exemption Variance: The East ½ of Lot 9, Block 1, Mission Acres Subdivision, R-2, Sophia Sue Pena**

On August 10, 2022 the Planning and Zoning Commission held a Public Hearing to consider the Homestead Exemption Variance. The property was located on the Northwest corner of Lee Street and Greenlawn Drive. The Board unanimously recommended approval.

Staff recommended approval subject to compliance with all homestead exemption variance requirements.

City Manager recommended approval.

Mayor Pro-Tem Plata moved to approve the Homestead Exemption Variance: The East ½ of Lot 9, Block 1, Mission Acres Subdivision, R-2, Sophia Sue Pena, subject to staff's recommendations. Motion was seconded by Councilman Alberto Vela and approved unanimously 5-0.

15. Preliminary Plat Approval: Las Esperanzas Subdivision, A tract of land containing 27.22 acres of land, being part or portion of Lot 183, John H. Shary Subdivision, R-2 & R-3, Developer: Dragonfly 6265, LLC, Engineer: Javier Hinojosa Engineering

On August 10, 2022 the Mission Planning & Zoning held a Public Hearing to consider the Preliminary Plat & Final Plat Approval for Las Esperanzas Subdivision. The subject site was located along the east side of Glasscock Road, approximately 1,550' feet north of E. U.S. Expressway 83. There was no public opposition during the Planning & Zoning meeting. The Board unanimously recommended approval.

Staff recommends approval subject to: 1) Payment of Capital Sewer Recovery Fee's and Park Fee's.

City Manager recommended approval.

Mayor Pro-Tem Plata moved to approve the Preliminary Plat Approval: Las Esperanzas Subdivision, A tract of land containing 27.22 acres of land, being part or portion of Lot 183, John H. Shary Subdivision, R-2 & R-3, Developer: Dragonfly 6265, LLC, Engineer: Javier Hinojosa Engineering, subject to staff's recommendations. Motion was seconded by Councilman Vela and approved unanimously 5-0.

16. Preliminary Plat Approval: G.E.O. Subdivision, A 7.50 acre tract of land being the South 7.50 acres of Lot 1, Nick Doffing Subdivision No. 5, Rural E.T.J., Developer: Antioco G. Cantu Garza Engineer: Quintanilla, Headley and Associates, Inc.

On August 10, 2022 the Mission Planning & Zoning held a Public Hearing to consider the Preliminary Plat & Final Plat Approval for G.E.O Subdivision. The subject site was located on the East side of Doffing Road (FM 492), approx. ½ mile North of 3 Mile Road. There was no public opposition during the Planning & Zoning meeting. The Board unanimously recommended denial.



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: August 12, 2024

PRESENTED BY: Juan Pablo "JP" Terrazas, P.E., Assistant City Manager

AGENDA ITEM: Approval of Resolution # _____ between the State of Texas (TxDOT) and the City of Mission for the approval of Municipal Maintenance Agreement, for the maintenance, control, supervision and regulation of certain State Highways and portions of state highways in the City of Mission and authorizing the Mayor to execute such agreement - Terrazas

NATURE OF REQUEST:

This agreement is for the purpose of defining the authority and responsibility of both parties for maintenance and operation of State highways through the City. This agreement shall supplement any special agreements between the State and the City for the maintenance, operation, and/or construction for the State highways. The State shall install, maintain, and operate, when required, all traffic signs and associated pavement markings necessary to regulate, warn, and guide traffic on State highways within the State right-of-way, including main lanes and frontage roads. The city shall install, maintain and operate all traffic signals, perform mowing and litter pickup and retain all functions and responsibilities for maintenance and operations.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION NO. _____

A RESOLUTION APPROVING THE AGREEMENT DATED AUGUST 12, 2024 BETWEEN THE STATE OF TEXAS AND THE CITY OF MISSION FOR THE MAINTENANCE, CONTROL, SUPERVISION AND REGULATION OF CERTAIN STATE HIGHWAYS AND/OR PORTIONS OF STATE HIGHWAYS IN THE CITY OF MISSION AND PROVIDING FOR THE EXECUTION OF SAID AGREEMENT; AND DECLARING AN EMERGENCY

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION

SECTION 1.

That the certain agreement dated August 12, 2024, between the State of Texas and the City of Mission for the maintenance, control, supervision and regulation of certain State Highways and/or portions of State Highways in the City of Mission and the same is, hereby approved; and that is hereby authorized to execute said agreement on behalf of the City of Mission and to transmit the same to the State of Texas for appropriate action.

SECTION 2.

The fact that the work contemplated under the above-mentioned agreement is needed, creates an emergency which for the immediate preservation of the public peace, health, safety and general welfare requires that this Resolution take effect immediately from and after its passage and it is accordingly so ordained.

PASSED AND APPROVED on this the 12th day of August, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



MUNICIPAL MAINTENANCE AGREEMENT

This Municipal Maintenance Agreement ("Agreement") is made this 12th day of August 2024, by and between the State of Texas through the Texas Department of Transportation ("State"), and the City of Mission (population 85,778, 2020, latest Federal Census) acting by and through its duly authorized officers ("City").

RECITALS

A. Chapter 311 of the Transportation Code gives the City exclusive dominion, control, and jurisdiction over and under the public streets within its corporate limits and authorizes the City to enter agreements with the State to fix responsibilities for maintenance, control, supervision, and regulation of State highways within and through its corporate limits; and

B. Section 221.002 of the Transportation Code authorizes the State, at its discretion, to enter agreements with cities to fix responsibilities for maintenance, control, supervision, and regulation of State highways within and through the corporate limits of such cities; and

C. The Executive Director, acting for and on behalf of the Texas Transportation Commission, has made it known to the City that the State will assist the City in the maintenance and operation of State highways within the City, conditioned that the City will enter into agreements with the State for the purpose of determining the respective responsibilities of the parties; and

D. The City has requested the State to assist in the maintenance and operation of State highways within the City as described herein. The Municipal Ordinance or Resolution authorizing the undersigned City Official to execute this Agreement on behalf of the City is attached as **Exhibit C**.

AGREEMENT

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, it is agreed as follows:

ARTICLE I. COVERAGE

1. State assumption of maintenance and operations described in this Agreement shall be effective on the date of execution of this agreement by the Texas Department of Transportation.
2. In this Agreement, the use of the words "State Highway" shall be construed to mean all numbered highways that are part of the State's Highway System.

3. This Agreement is intended to cover and provide for State participation in the maintenance and operation of the following classifications of State Highways within the City:
 - A. Non-Controlled Access highways or portions thereof which are described as "State Maintained and Operated" highways in the document attached and incorporated as **Exhibit A**.
 - B. All State highways or portions thereof which have been designated by the Texas Transportation Commission, or are maintained and operated, as Controlled Access Highways and which are described in the document attached and incorporated as **Exhibit B**.
4. In the event that the present system of State highways within the City is changed by cancellation, modified routing, new routes, or a change to City boundaries, the State shall terminate maintenance and operation and this Agreement shall become null and void on those portions of the highways which are no longer on the State Highway System; and this Agreement shall apply to the new highways on the State Highway System within the City; and they shall be classified as "State Maintained and Operated" under paragraph 3 above, unless the execution of a new agreement on the changed or new portions of the highways is requested by either the City or the State.
5. Exhibits that are a part of this Agreement may be changed with both parties' written concurrence. Additional exhibits may also be added with both parties' written concurrence. The Parties shall periodically update any exhibits to reflect changes to the State Highway System under paragraph 3. Paragraph 4 shall apply to changes to the State Highway System regardless of whether an exhibit has been updated under this Paragraph.
6. The terms of the Agreement apply to a State Highway described by paragraphs 2-4 of this Article, unless provided otherwise in a specific project agreement.

ARTICLE II. GENERAL CONDITIONS

1. The City authorizes the State to maintain and operate the State highways covered by this agreement in the manner set out herein.
2. This agreement is between the State and the City only. No person or entity may claim third party beneficiary status under this contract or any of its provisions, nor may any non-party sue for personal injuries or property damage under this contract.
3. This agreement is for the purpose of defining the authority and responsibility of both parties for maintenance and operation of State highways through the City. This agreement shall supplement any special agreements between the State and the City for the maintenance, operation, and/or construction of the State highways covered herein, and this agreement shall supersede any existing Municipal Maintenance Agreements.

4. Traffic regulations, including speed limits, shall be established only after traffic and engineering studies have been completed by the State or City, as applicable and in accordance with 43 Tex. Admin. Code Ch. 25, Subch. B, and approved by the State.
5. The State shall install, maintain, and operate, when required, all traffic signs and associated pavement markings necessary to regulate, warn, and guide traffic on State highways within the State right-of-way, including main lanes and frontage roads, except as otherwise provided in this paragraph and elsewhere in this Agreement.
 - A. At the intersections of off-system approaches to State highways, the City shall install and maintain (1) all stop signs, yield signs, and one-way signs to regulate, warn, and guide traffic on the off-system street, even if such signs are to be installed on State right-of-way, and (2) any necessary stop or yield bars and pedestrian crosswalks outside the main lanes or outside the frontage roads, if such exist. These signs and markings must meet or exceed the latest State breakaway standards, if applicable, and be in accordance with the latest edition/revision of the Texas Manual on Uniform Traffic Control Devices
 - B. The City shall install and maintain all street name signs except for those mounted on State-maintained traffic signal poles or arms or special advance street name signs on State right-of-way.
 - C. Any other signs or pavement markings desired by the City on State right-of-way shall require prior written authorization by the State, and shall be installed and maintained by the City.
 - D. All signs and markings installed by the City under this Paragraph must meet or exceed the latest State breakaway standards, if applicable, and be in accordance with the latest edition/revision of the Texas Manual on Uniform Traffic Control Devices. All existing signs or markings shall be upgraded on a maintenance replacement basis to meet these requirements.
6. Traffic control devices such as signs, traffic signals, and pavement markings, with respect to type of device, points of installation, and necessity, shall be determined by traffic and engineering studies as provided by regulation in the Texas Administrative Code.
 - A. The City shall not install, maintain, or permit the installation of any type of traffic control device which will affect or influence the use of State highways unless approved in writing by the State. Traffic control devices installed prior to the date of this agreement are hereby made subject to the terms of this agreement and the City agrees to the removal of such devices which affect or influence the use of State highways unless their continued use is approved in writing by the State.
 - B. It is understood that basic approval for future installations of traffic control signals by the State or as a joint project with the City, shall be indicated by the

proper City official's signature on the title sheet of the plans. Both parties should retain a copy of the signed title sheet or a letter signed by both parties acknowledging which signalized intersections are covered by this agreement. Any special requirements not covered within this agreement shall be covered under a separate agreement.

- C. This Agreement satisfies the agreement requirements of 43 Tex. Admin. Code § 25.5 concerning traffic signal installation, unless the parties determine a separate agreement is necessary to address project-specific issues that are not otherwise addressed by this Agreement.
7. Subject to approval by the State, any State highway lighting system may be installed by the City provided the City shall pay or otherwise provide for all cost of installation, maintenance, and operation, except in those installations specifically covered by separate agreements between the City and State.
- A. For all highway lighting system projects, including those covered by separate agreements unless provided otherwise therein, (1) costs shall include the electricity required to construct and operate the lighting system, (2) the State shall not begin the trial phase of a newly installed lighting system until the applicable utility account is established by the City.
- B. Attached as **Exhibit D** is a list of lighting installations subject to this Agreement, but which do not have a separate agreement. Exhibit D shall be updated as necessary pursuant to Article 1, Section 6.
8. The City shall enforce the State laws governing the movement of loads which exceed the legal limits for weight, length, height, or width as prescribed by Chapters 621, 622, and 623 of the Transportation Code for public highways outside corporate limits of cities. The City shall also, by ordinance/resolution and enforcement, prescribe and enforce lower weight limits when mutually agreed by the City and the State that such restrictions are needed to avoid damage to the highway and/or for traffic safety.
9. The City shall prevent future encroachments within the right-of-way of the State highways and assist in removal of any present encroachments when requested by the State except where specifically authorized by separate agreement; and prohibit the planting of trees or shrubbery or the creation or construction of any other obstruction within the right-of-way without prior approval in writing from the State. Permitted landscaping and public art installations shall be handled through separate agreements.
10. New construction of sidewalks, shared use pathways, curb ramps, or other accessibility-related items by either Party shall comply with current ADA standards. Except as otherwise provided in this paragraph, the City is responsible for the maintenance of these items, regardless of whether the City or the State constructed the item. Maintenance includes keeping sidewalks clear of debris and vegetation, but does not

include pavement work except as provided in the next sentence. If a Party's highway project is considered an "alteration" under the ADA that triggers the requirement to construct or upgrade accessibility-related items, that Party is responsible for the construction or upgrade, unless provided otherwise in a separate agreement.

11. If the City has a driveway permit process that has been submitted to and approved by the State, the City shall issue permits for access driveways on State highway routes and shall assure the grantee's conformance, for proper installation and maintenance of access driveway facilities, with either a Local Access Management Plan that the City has adopted by ordinance and submitted to the State or, if the City has not adopted by ordinance and submitted to the State a Local Access Management Plan, the State's Access Management Manual. If the City does not have an approved city-wide driveway permit process, the State shall issue access driveway permits on State highway routes in accordance with the City's Local Access Management Plan, adopted by city ordinance and submitted to the State or, if the City has not adopted by ordinance and submitted a Local Access Management Plan, the State's Access Management Manual.
12. The use of unused right-of-way and areas beneath structures for public functions, such as parking, recreation, and law enforcement use, shall be determined by a separate agreement.
13. The State shall be responsible for installation, repair, and maintenance of any mailbox supports installed on the State highway system, including any markings needed on the mailbox supports.
14. The State shall be responsible for installation, repair, and maintenance of any roadside barriers including guardrail, guardrail end treatments, cable barriers, and concrete barriers needed for traffic safety on the state highway system.
15. The State shall be responsible for any structural repairs needed at bridges, culverts, drainage pipes, embankments, and retaining walls on the state highway system.
16. For purposes of this Agreement, "grade separation structure" is defined as any bridge, overpass, or similar structure that raises the roadway above ground level, regardless of what is underneath the structure.

ARTICLE III. NON-CONTROLLED ACCESS HIGHWAYS

The following specific conditions and responsibilities shall apply to the non-controlled access State highways described in Exhibit A, in addition to the General Conditions in Article II above.

1. **State's Responsibilities (Non-Controlled Access)**
 - A. Maintain the traveled surface and foundation beneath such traveled surface necessary for the proper support of vehicular loads encountered, and maintain the shoulders.

- B. Assist in mowing and litter pickup within the right of way to supplement City resources, when requested by the City and if State resources are available.
- C. Assist in sweeping and otherwise cleaning the traveled surface and shoulders to supplement City resources, when requested by the City and if State resources are available.
- D. Assist in snow and ice control to supplement City resources, when requested by the City and if State resources are available.
- E. Structural maintenance and repairs of drainage facilities within the limits of the right-of-way and State drainage easements. This does not relieve the City of its responsibility for drainage of the State highway facility outside of the right of way or State easements but within its corporate limits.
- F. In cities with less than 50,000 population, the State shall install and maintain school safety devices, school crosswalks, and crosswalks installed in conjunction with pedestrian signal heads. This does not include other pedestrian crosswalks.
- G. Install, operate, and maintain traffic signals in cities with less than 50,000 population.
- H. In cities equal to or greater than 50,000 population, the State may provide for installation of traffic signals when the installation is financed in whole or in part with federal-aid funds, if the City agrees to enter into an agreement setting forth the responsibilities of each party.

2. City's Responsibilities (Non-Controlled Access)

- A. Prohibit angle parking, except upon written approval by the State after traffic and engineering studies have been conducted to determine if the State highway is of sufficient width to permit angle parking without interfering with the free and safe movement of traffic.
- B. Install and maintain all parking restriction signs, pedestrian crosswalks (except as provided in Art. II.5), parking stripes, and special guide signs when agreed to in writing by the State. Cities greater than or equal to 50,000 population shall also install, operate, and maintain all school safety devices and school crosswalks.
- C. Signing and marking of intersecting city streets with State highways shall be the full responsibility of the City (except as provided under Art. II.5).
- D. Require installations, repairs, removals or adjustments of publicly or privately owned utilities or services to be performed in accordance with Texas Department of Transportation specifications and subject to approval of the State in writing.

- E. Regular cleanups and litter control to ensure drainage facilities are clear. Further, State structural maintenance and repair of drainage facilities within the right-of-way does not relieve the City of its responsibility for drainage of the State highway facility outside of the right-of-way or State easements but within its corporate limits, except where participation by the State is specifically covered in a separate agreement between the City and the State.
- F. Install, maintain, and operate all traffic signals in cities equal to or greater than 50,000 population. Any variations shall be handled by a separate agreement.
- G. Perform mowing and litter pickup.
- H. Sweep and otherwise clean the pavement, including grade separation structures. This includes cleaning and removing litter, trash, discarded personal property, unauthorized temporary shelters, or any other unauthorized item from all areas within the right of way, including underneath a grade separation structure.
- I. Perform snow and ice control.
- J. Retain all functions and responsibilities for maintenance and operations which are not specifically described as the responsibility of the State.

ARTICLE IV. CONTROLLED ACCESS HIGHWAYS

The following specific conditions and responsibilities shall apply to the controlled access State highways described in Exhibit B, in addition to the General Conditions in Article II above.

1. State's Responsibilities (Controlled Access)

- A. Maintain the traveled surface and foundations of the main lanes, ramps, and frontage necessary for the proper support of vehicular loads encountered.
- B. Mow and clean up litter within the outermost curbs of the frontage roads or the entire right-of-way width where no frontage roads exist. Assist in performing these operations between the right-of-way line and the outermost curb or crown line of the frontage roads on the City's request and if State resources are available.
- C. Sweep and otherwise clean the traveled surface and shoulders of the main lanes, ramps, grade separation structures, and frontage roads.
- D. Remove snow and control ice on the main lanes and ramps. Assist in these operations on the frontage roads and grade separation structures on the City's request and if State resources are available.

- E. Install and maintain school safety devices, school crosswalks, and crosswalks installed in conjunction with pedestrian signal heads on frontage roads. This does not include other pedestrian crosswalks.
- F. Install, operate and maintain traffic signals at ramps and frontage road intersections, unless covered by a separate agreement.
- G. Structural maintenance and repair of drainage facilities within the limits of the right-of-way and State drainage easements. This does not relieve the City of its responsibility for drainage of the State highway facility outside of the right-of-way or State easement but within its corporate limits.

2. City's Responsibilities (Controlled Access)

- A. Prohibit, by ordinance or resolution and through enforcement, all parking on frontage roads except when parallel parking on one side is approved by the State in writing. Prohibit all parking on main lanes and ramps and at such other places where such restriction is necessary for satisfactory operation of traffic, by passing and enforcing ordinances or resolution and taking other appropriate action in addition to full compliance with current laws on parking.
- B. When considered necessary and desirable by both the City and the State, the City shall pass and enforce an ordinance or resolution providing for one-way traffic on the frontage roads except as may be otherwise agreed to by separate agreements with the State.
- C. Secure the approval of the State before any utility installation, repair, removal or adjustment is undertaken, crossing over or under the highway facility or entering the right-of-way. In the event of an emergency, it being evident that immediate action is necessary for protection of the public and to minimize property damage and loss of investment, the City, without the necessity of approval by the State, may at its own responsibility and risk make necessary emergency utility repairs, notifying the State of this action as soon as practical.
- D. Pass necessary ordinances or resolutions and retain responsibility for enforcing the control of access to an expressway/freeway facility.
- E. Sweep and otherwise clean the pavement other than the traveled surface and shoulders, including underneath grade separation structures. This includes cleaning and removing litter, trash, discarded personal property, unauthorized temporary shelters, or any other unauthorized item.
- F. Mow and clean up litter between the right-of-way line and the outermost curb or crown line of the frontage roads, including drainage facilities in this area.

- G. Install and maintain all parking restriction signs, pedestrian crosswalks (except as provided by Art. II.5), and parking stripes when agreed to by the State in writing.
- H. Signing and marking of intersecting city streets to State highways shall be the full responsibility of the City (except as provided by Art. II.5).
- I. Retain all functions and responsibilities for maintenance and operations which are not specifically described as the responsibility of the State. State maintenance of drainage facilities within the right-of-way does not relieve the City of its responsibility for drainage of the State highway facility outside of the right-of-way but within its corporate limits except where participation by the State is specifically covered in a separate agreement between the City and the State.

ARTICLE V. TERMINATION

1. All obligations of the State to maintain and operate a State highway covered by this agreement shall terminate if and when such highway ceases to be designated as part of the State highway system.
2. Should either party fail to properly fulfill its obligations under this Agreement, the other party may terminate this agreement upon 30 days written notice.
3. Upon termination, all maintenance and operation duties on non-controlled access State highways shall revert to City responsibilities, except that the State shall retain all maintenance and operation responsibilities on controlled access State highways.

City of Mission

State of Texas

Signature

TxDOT District Engineer

 Norie Gonzalez Garza

Name

Name

 Mayor

Title

Date

Date



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024
PRESENTED BY: Juan Pablo "JP" Terrazas, P.E., Assistant City Manager
AGENDA ITEM: Discussion and possible action authorizing Tax Increment Reinvestment Zone #1 to seek proposals from qualified consultants or firms for the creation of Tax Increment Reinvestment Zone #2 - Terrazas

NATURE OF REQUEST:

Authorize TIRZ #1 to seek proposals from qualified consultants or firms to assist in the creation and implementation of Tax Increment Reinvestment Zone #2.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024

PRESENTED BY: Adrian L. Garcia, Fire Chief

AGENDA ITEM: Approval of Resolution No. ____ of the City Council of the City of Mission Granting Power of Attorney to Christopher Navarrete, EMS Administrator of Record for the Purchase of Narcotics for Fire-Based EMS Services – A. L. Garcia

NATURE OF REQUEST:

The fire-based EMS services require a consistent and regulated supply of narcotics to ensure the provision of adequate medical care in emergency situations. The purchase and management of these narcotics must comply with federal and state regulations, requiring authorized personnel to oversee the procurement process.

To streamline the procurement process and ensure compliance with all regulatory requirements, it is proposed to grant power of attorney to Christopher Navarrete, EMS Administrator of Record. This will authorize him to manage the purchase and necessary documentation of narcotics for the fire-based EMS services.

BUGETED: _____ **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 *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION NO. _____**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION GRANTING POWER OF ATTORNEY TO CHRISTOPHER NAVARRETE FOR THE PURCHASE OF NARCOTICS FOR FIRE-BASED EMS SERVICES**

WHEREAS, the City of Mission provides emergency medical services (EMS) through its Fire Department to ensure the health and safety of its residents; and

WHEREAS, the provision of emergency medical services necessitates the use of controlled substances, including narcotics, for pain management and other medical purposes; and

WHEREAS, the acquisition, storage, and administration of such narcotics must comply with all applicable federal and state laws and regulations, including the Controlled Substances Act and regulations promulgated by the Drug Enforcement Administration (DEA); and

WHEREAS, the City Council recognizes the need to designate a qualified and responsible individual to act on behalf of the City in matters related to the purchase of narcotics for EMS purposes;

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

Section 1. Designation of Attorney-in-Fact. The City Council hereby grants power of attorney to Christopher Navarrete, Deputy Chief, to act as the City's Attorney-in-Fact for the specific purpose of purchasing narcotics for the City's Fire-Based EMS Services.

Section 2. Authority Granted. The Attorney-in-Fact is authorized to:

- Apply for, receive, and manage any necessary registrations or permits from the DEA and any other regulatory bodies.
- Order, purchase, and procure narcotics and other controlled substances required for the City's EMS operations.
- Ensure compliance with all legal and regulatory requirements related to the handling and administration of narcotics.
- Maintain accurate records of all transactions involving controlled substances and provide reports as required by law or as requested by the City Council.

Section 3. Term and Termination. This power of attorney shall remain in effect until August 12, 2026, unless earlier revoked by the City Council. The City Council reserves the right to revoke this authority at any time for any reason.

Section 4. Compliance and Reporting. The Attorney-in-Fact shall adhere to all applicable federal, state, and local laws and regulations and shall report regularly to the City Council on the status and activities related to the procurement and use of narcotics.

Section 5. Severability. If any provision of this Resolution is found to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.

PASSED AND ADOPTED by the City Council of the City of Mission on this 12th day of August, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

SERVICE ORDER



Description of Logis modules
and licensing options for

MISSION FIRE DEPARTMENT



VLITECH
EMS Technology Solutions

This document is the property of VLI Tech, Inc. The document, including copies and duplicates thereof, shall not be disclosed to any unauthorized person, dealership, or business without the express written permission issued by VLI Tech, Inc. Software products described in this manual are likewise copyrighted. Other brand and product names are trademarks or registered trademarks of their respective holders.

INTRODUCTION

VLI Tech looks forward to working with Mission Fire Department to implement Logis Intelligent Decision Support (IDS).

The following defines the Hosted IT Infrastructure, software modules, components, and permitted use for the Logis IDS Solution. VLI Tech provides all customers a Production and Test environment before going live.

This proposal is valid until 10/08/2024

IT INFRASTRUCTURE

As your SaaS provider of Logis IDS, VLI Tech provides all needed IT Servers, Software, Tier 1 Support, Configuration, and Training for your implementation.

The Cloud:

We are collocated in the Data Foundry Texas 1 Facility in Austin, TX, and our mirror site is the Data Foundry Houston 2 facility. The facilities are SOC2/SSAE16 and HIPAA Compliant.

All customer VMs and physical equipment are designed to be fully redundant throughout. There is no single point of failure from the public internet connections down to the cabling paths. All VMware hosts are run in an N+2 high availability configuration to ensure customer workloads remain operational even during a system failure.

Security:

Customer networks are built in our system using the entire VMware virtualization stack. Each customer is assigned a subnet with no east/west communication allowed unless required explicitly by two customers. In such a case, the traffic would go out of customer A's firewall and enter through customer B's firewall and vice versa. All internal and external network access is done via an explicit allow method. This method ensures that only designated traffic is allowed to traverse the networks. Within the customer subnet, we further restrict traffic even between the virtual machines in the customers' own network. We deploy VMware NSX to allow us to control the endpoints with their own firewall rules imposed at the hypervisor layer and transparent to the VM. This allows us to control what traffic is allowed to and from each endpoint using micro-segmentation. The micro-segmentation configuration is also done in a strict deny all, explicitly allow method.

The Backups:

RPO and RTO for the databases:

- RPO is 15 minutes for all dispatch and billing-related databases
- RTO is dependent on the size of your database. A general guideline is 1 hour per 50 GB of database size. This assumes a total server failure and the entire database server must be restored.

For the file share:

- RPO is 3 hours
- RTO is again dependent on size (primarily affected by the size of the attachment directory). Assuming a catastrophic failure recovery time is about 1 hour per 200 GB of data

For all Service Machines:

- RPO is 1 week – this is due to no data being stored on services machines and configuration rarely changes after initial setup
- RTO is 1 hour per VM depending on the modules used this is typically 1 – 2 VM's

All backups on our platform that contain data are tested quarterly. Backups that contain installed software are tested annually. Tests on backups are conducted to ensure consistency and viability of recovery.

Backups are replicated to three other storage repositories other than the Rubrik appliance. One of these is in an internal storage array in another data center operated by VLI and the other two are in separate AWS regions.

Internal copy is performed in real time as backups are made

AWS copies are performed in real-time to one region and daily to the second region. The secondary data center has a warm failover copy of each database. Another copy is shipped out to Amazon AWS storage off-site.

LOGIS ENCOUNTER MODEL PRICING

Our Logis IDS multi-tenant system is based on a per Encounter Pricing Model.

An “Encounter” occurs when Logis IDS is used to direct a “Resource” to the scene of an incident, transfer, assist location, landing zone, or event location.

A “Resource” is any traditional vehicle, land, sea, or air-based, or any crew in/on alternative methods such as golf carts, bikes, horses, etc.

If a Resource does not make it to the scene, then an Encounter does not occur. Service requests referred to an external provider are not counted as an Encounter.

GENERAL SOFTWARE DESCRIPTION

VLI modules included in the full STANDARD SYSTEM:

VLI Logis Data Importer (LDI)

- The Data Importer will pull in your current CAD data into Logis IDS and allow you to configure and set up your business rules with real-time CAD Call Data from your existing system. The LDI will also enable your staff to train with your actual data before go-live.

VLI Logis Billing Exporter (compatible billing software required)

- The Billing Exporter will create a billable Logis trip in your billing software and update it with the essential data from Logis IDS.

VLI Vanguard Analytics – Premier

- Vanguard Platinum provides robust analytics and dashboards for your specific needs internally and to share with your partners. These are web-based and available in native iOS and Android apps for mobile devices.

Logis modules included in the full STANDARD SYSTEM:

Logis IDS

- The Intelligent Decision Support includes all functionality needed to track incidents, transports, phone calls and other events and manage and dispatch resources to these events.

IDS R3i (integration services component)

- IDS R3I is a dedicated Enterprise Service Bus, which exposes open API's to IDS and other products from Logis. In addition, it can manage all 3rd. Party integrations allowing complete segregation of systems in case of interruptions on any of those systems.

IDS Data Warehouse

- IDS Data Warehouse provides access to data in Logis IDS to be used for reporting.

IDS Admin

- IDS Admin is an administrative client/server setup that monitors all server services provided by Logis as well as general metrics such as disk space, DB space and general system health. It also allows remote access to event logs and custom logs.

IDS Mobile

- The IDS Mobile module consists of an Android application installed on remote devices to exchange data and call information between resources and IDS. The configuration of IDS will determine the functionality and data available in the Mobile applications.

IDS Playback

- The IDS Playback module is deployed on a separate machine allowing investigations of historical events through a special client with the ability to load any past data and step through what happened in IDS during that time. All screens from the normal IDS client are accessible during the playback.

IDS Dynamic Deployer (Can be configured and turned on six months after go-live)

- The IDS Dynamic Deployer module consists of a server service that continuously monitors the probability of incidents happening throughout the service area and recommends where to position available resource to obtain the shortest response time to future incidents. Deploy requires at least six months of production data before implementing

IDS Resilience

- The IDS Resilience module allows server-side replication between multiple separate environments while keeping the IT infrastructure cost at a minimum. In addition, the Failover module will ensure the most rapid and seamless failover between such environments for maintenance, upgrades or disasters.

IDS Portal Booking

- The IDS Portal Booking product allows online booking of non-emergency transfers ensuring the request is for the right level of service. Booking includes the ability to set up custom eligibility questions to also set various requirements the patient will have during transport. In addition, rules in the Booking product can determine what documentation should be uploaded with the booking, and where the booking should be sent for transport. Booking also includes an arrival/departure screen with ETA's for patients.

IDS Patients

- The IDS Patients module extends IDS with the ability to manage patients including financial coverage, journals, membership management and care plans for individual patients. The module provides a central searchable data storage for all patient related information.

Standard subscription license fees:

The initial license fee for the core system is \$3.79 per encounter per month, or a minimum of \$4,795.00 per month, whichever is higher. The costs are based on the Tiers below.

Encounters per Year	Encounter Fee
Tier 1 - <50,000	\$3.79
Tier 2 – 50,001 to 125,000	\$3.25
Tier 3 – 125,001 to 200,000	\$2.75
Tier 4 – >200,000	\$2.25

Next generation mapping and fees:

With HERE™ as the provider, Logis IDS offers next-generation mapping, including multiple map layers, searching of both online and offline addresses, and real-time map updates. Logis IDS can also utilize your existing address data for a combined search.

Licenses per Month	
HERE Navigation License (per Mobile Device with LMA)	\$2.00
HERE IDS License (per resource in IDS)	\$5.00

Optional modules available at an additional cost:

VLI ModivCare Data Exchanger

- ModivCare Data Exchanger provides an electronic integration with ModivCare for importing trips into Logis IDS and the electronic reporting back to ModivCare.

IDS Triage

- The IDS Triage module is a fully integrated software framework that allows custom content to drive the call triage for all tasks handled by IDS. Individual questionnaires can be configured, and the resulting criteria are used to drive the response generated in IDS.

IDS Stream

- IDS Stream uses IP-based cameras, and the IDS Stream module can allow command staff or staff on, for instance, receiving hospitals, to control and monitor patients and surroundings with live video streaming. In addition, stream has a separate media server component and a web-based frontend allowing easy sharing of information across the organization or external partners/customers.

IDS Portal Operations

- The web-based IDS Portal Operations module supplies an electronic window into your operations, including:
 - Overview of all ongoing activities
 - Managing the phone book on crew devices
 - Dispatch of incidents to individual resources
 - Station-based dispatch for remote stations/districts
- What information is displayed is controlled by the configuration, which allows for individual setup for each customer/community serviced.

IDS Portal Outpatient Manager

- The IDS Portal Outpatient Manager module can work as a standalone or fully integrated into IDS and consists of a queue service and a web frontend. Administrators at the outpatient clinic or the emergency department can maintain staffing levels to determine the capacity for patients, allowing patients to be given appointments for emergency care, thereby greatly reducing the wait times and overload of patients.

IDS Portal Incident Manager

- The IDS Provider Mobile is a mobile application to be used with external providers, first responders, and for general alerting of crew on resources that do not necessarily have a distributed version of the Logis mobile application. It allows for crew to use any device and be part of a notification group to get alerts. In addition, Provider Mobile includes functionality to status tasks in IDS.

IDS Flow

- The IDS Flow module is a fully integrated software framework that allows custom content to drive the call triage for all tasks handled by IDS. Individual questionnaires can be configured, and the resulting criteria is used to drive the response generated in IDS.

IDS Provider Mobile

- The IDS Provider Mobile is a mobile application for external providers, first responders, and general alerting of the crew on resources that do not necessarily have a distributed version of the Logis mobile application. It allows the crew to use any device and be part of a notification group to get alerts. In addition, Provider Mobile includes functionality to status tasks in IDS.

Logis Voice (may be purchased post-go-live)

- Communication Centers historically have multiple methods of receiving phone and radio traffic from customers, resources, and providers. The Logis Voice product enables using one common frontend for all voice communication, while in the backend, the disparate systems are integrated for complete transparency to the user.

Logis product add-ons:

The following add-on products and modules are available with the Logis IDS, Inventory, Billing, and ePCR Products mentioned above.

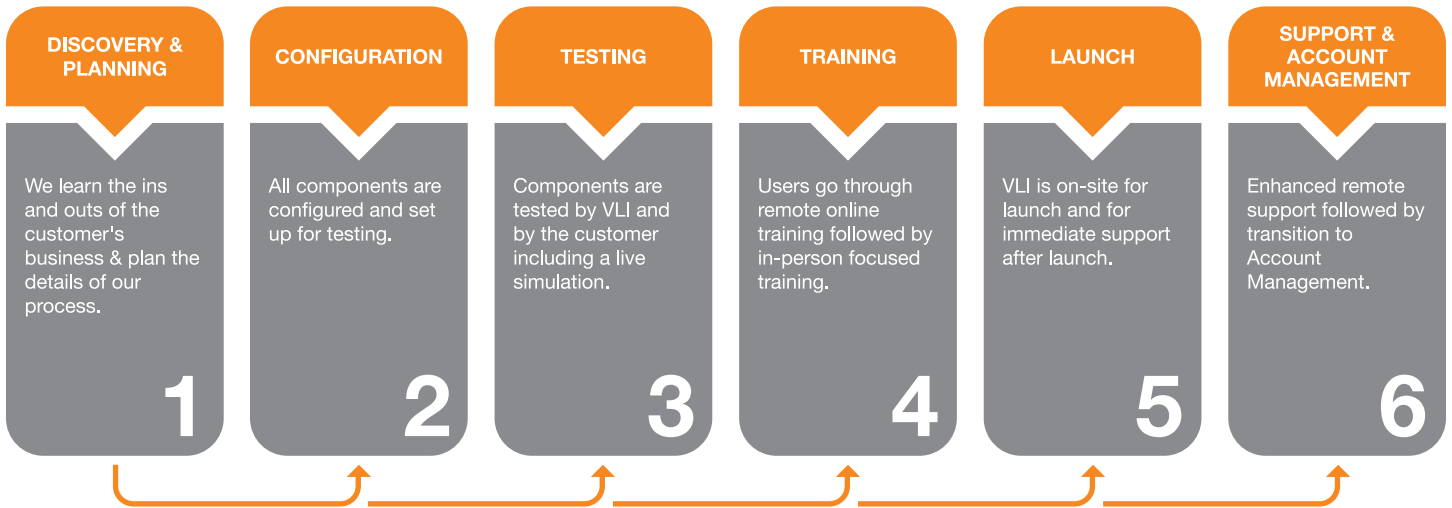
- The Logis Clarity add-on comes as standard with the Insights module. Clarity allows you to create reports and dashboards on the Logis IDS and Logis Inventory data. Additional modules can be added to assist in executing daily operations with trend detection and AI as well as a module designed to help in shift bids, station placement, etc.
 - Clarity Insights (Logis IDS)
 - Insights is the basic module in Clarity that allows customer built reporting and dashboarding on the extensive data set supplied by Logis IDS and Inventory. Reports can be assigned to individual users and user groups using the same permission structure as Logis IDS.

Optional module license fees:

Optional Modules	
VLI ModivCare Data Exchanger	+ 15% of the software license fee for the Core System
IDS Patients	+ 15% of the software license fee for the Core System
IDS Triage	+ 15% of the software license fee for the Core System
IDS Stream	+ 20% of the software license fee for the Core System
IDS Portal Operations	+ 10% of the software license fee for the Core System
IDS Portal Outpatient Manager	+ 15% of the software license fee for the Core System
IDS Provider Mobile	+ 10% of the software license fee for the Core System
IDS Portal Incident Manager	Custom Quote
IDS Flow	+ 10% of the software license fee for the Core System
IDS Clarity Insights	+ 15% of the software license fee for the Core System
Logis Voice (may be purchased post-go-live)	+ 30% of the software license fee for the Core System
Logis Learning (per user, initial 30 days)	\$200.00

IMPLEMENTATION & INTEGRATIONS

Implementation and Integrations Fees are separate from the licensing option selected. The implementation consists of six steps. Therefore, we have included the Logis IDS Implementation Process as a supplemental document with this Service Order.



Total Implementation = \$63,027.00

The integrations included are as follows.

ESO PCR CAD Export

Fire RMS CAD Export

Total Integrations = \$3,600.00

PRODUCTS AND SERVICES INCLUDED IN THIS SERVICE ORDER

Logis IDS Encounters for the system are defined as a resource (Fire Truck, Ambulance, Supervisor/Chief Vehicle) being assigned to an incident and then directed to the scene and finally recorded as on-scene in the system. Based on 6,000 EMS calls and 2,500 Fire Calls, we counted each with two resources responding. This can be less or more, depending on needs for each call. Monthly estimate for encounters is based on that estimation.

Service	
VLI Vanguard Analytics and Live View – Premier	Included
Logis IDS Standard System Modules	\$3.79 per encounter, minimum \$4,750.00 per month
HERE Navigation License (per Mobile Device with LMA)	\$2.00 per device per month
HERE IDS License (per resource in IDS)	\$5.00 per resource per month
Logis On-line Learning 30 day license	\$200.00 per dispatcher
Optional	
Rushed Timeline Setup and Integration Fee	Increased by 50% of listed fee

SUMMARY AND ACCEPTANCE

We look forward to working with you. Below is a summary of the Service Order. Please indicate your acceptance of the Service Order by signing below. Upon receipt of an accepted quote, we will generate a SaaS agreement for you to review and execute.

Set up and Integration Fee = \$69,402.00 _____

Recurring Monthly IDS Encounter Fees = \$5,370.00 Estimated based on encounters _____

Accepted By: _____

Name: _____

Title: _____

Initials: _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024
PRESENTED BY: Abel Bocanegra, P.E., City Engineer
AGENDA ITEM: Authorization to Award bid for Roadside Mowing and Litter Removal Services for the Public Works Department - Bocanegra

NATURE OF REQUEST:

The City of Mission has accepted and opened 13 Bid responses for Roadside Mowing and Litter Removal Services. Staff recommends awarding bid to Alvarado’s Maintenance Services, who is the lowest responsible bidder meeting all specifications. The term of this contract will be for one (1) year with two (2) one-year renewal options. Recommendation was based solely on estimated quantities and orders will be placed on as needed basis BID #24-581-07-17

BUGETED: Yes **FUND:** General Fund - Streets **ACCT. #:** 01-440-94810

BUDGET: \$105,000 **EST. COST:** \$100,000 **CURRENT BUDGET BALANCE:** \$54,858

BID AMOUNT: \$60,655.38

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

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

_____ AYES
 _____ NAYS
 _____ DISSENTING _____



24-581-07-17 / Roadside Mowing and Litter Removal

BID NAME/NUMBER: Services

OPEN DATE: July 17, 2024 2:00 PM CST

BIDDER:		Roadside Mowing (Full Width)				Litter Removal				Litter Removal (Spot)				Total Base Amount		
		Est. Qty	UOM	Unit Price	Extended Price	Est. Qty	UOM	Unit Price	Extended Price	Est. Qty	UOM	Unit Price	Extended Price			
Vendor Name:	TDL Properties, LLC.	Bid Price	772.68	Acre	\$85.00	\$65,677.80	772.68	Acre	\$41.75	\$32,259.39	772.68	Acre	\$1.75	\$1,352.19	\$99,289.38	
Street address:	120 W. Jonquil Ave.		Addendums?													Yes
City, State:	McAllen, TX 78501			1st Yr renewal Price 89.25		\$68,961.69	1st Yr renewal Price 43.84		\$33,872.36	1st Yr renewal Price 1.84		\$1,419.80	\$104,253.85			
Phone:	(956) 451-2646		2nd Yr renewal Price 93.71		\$72,409.77	2nd Yr renewal Price 46.03		\$35,565.98	2nd Yr renewal Price 1.93		\$1,490.79	\$109,466.54				
Fax:															1st Renewal Option?	5.00%
Contact:	Hector Ruben Lopez														2nd Renewal Option?	5.00%
Email:	treysorddevelopment@yahoo.com															
Vendor Name:	ProCusts Lawn & Landscapes	Bid Price	772.68	Acre	\$85.00	\$65,677.80	772.68	Acre	\$35.00	\$27,043.80	772.68	Acre	\$10.00	\$7,726.80	\$100,448.40	
Street address:	1807 W. 25 St.		Addendums?													Yes
City, State:	Mission, TX 78574			1st Yr renewal Price 85.00		\$65,677.80	1st Yr renewal Price 35.00		\$27,043.80	1st Yr renewal Price 10.00		\$7,726.80	\$100,448.40			
Phone:	(956) 655-9770		2nd Yr renewal Price 85.00		\$65,677.80	2nd Yr renewal Price 35.00		\$27,043.80	2nd Yr renewal Price 10.00		\$7,726.80	\$100,448.40				
Fax:															1st Renewal Option?	0.00%
Contact:	Jesus Raya														2nd Renewal Option?	0.00%
Email:	Jessieraya@hotmail.com															
Vendor Name:	Zac Tex Lawn Care	Bid Price	772.68	Acre	\$194.14	\$150,008.10	772.68	Acre	\$16.18	\$12,501.96	772.68	Acre	\$16.18	\$12,501.96	\$175,012.02	
Street address:	1911 Cir. Lane		Addendums?													Yes
City, State:	Mission, TX 78572			1st Yr renewal Price 194.14		\$150,008.10	1st Yr renewal Price 16.18		\$12,501.96	1st Yr renewal Price 16.18		\$12,501.96	\$175,012.02			
Phone:	(956) 252-9952		2nd Yr renewal Price 203.85		\$157,508.50	2nd Yr renewal Price 16.99		\$13,127.06	2nd Yr renewal Price 16.99		\$13,127.06	\$183,762.62				
Fax:															1st Renewal Option?	0.00%
Contact:	Susana Rios, Admin														2nd Renewal Option?	5.00%
Email:	zactextlawncare@gmail.com															



24-581-07-17 / Roadside Mowing and Litter Removal

BID NAME/NUMBER: Services

OPEN DATE: July 17, 2024 2:00 PM CST

BIDDER:		Roadside Mowing (Full Width)				Litter Removal				Litter Removal (Spot)				Total Base Amount	
Vendor Name:	G and V Precision Lawncare, LLC.	Bid Price	772.68	Acre	\$4,510.00	\$3,484,786.80	772.68	Acre	\$845.63	\$653,401.39	772.68	Acre	\$281.88	\$217,803.04	\$4,355,991.23
Street address:	1513 Lookout Dr.	Addendums?													Yes
City, State:	Edinburg, TX 78541	1st Yr renewal Price	4,735.50		\$3,659,026.14	1st Yr renewal Price	887.91		\$686,071.46	1st Yr renewal Price	295.97		\$228,693.19	\$4,573,790.79	
Phone:	(956) 739-8075	2nd Yr renewal Price	4,972.28		\$3,841,977.45	2nd Yr renewal Price	932.31		\$720,375.03	2nd Yr renewal Price	310.77		\$240,127.85	\$4,802,480.33	
Fax:		1st Renewal Option?													5.00%
Contact:	Gabriel Carrales	2nd Renewal Option?													5.00%
Email:	deleongabriel11@yahoo.com														
Vendor Name:	Juno All in One, LLC.	Bid Price	772.68	Acre	\$75.00	\$57,951.00	772.68	Acre	\$35.00	\$27,043.80	772.68	Acre	\$3.50	\$2,704.38	\$87,699.18
Street address:	604 Hackberry Ave.	Addendums?													Yes
City, State:	Mission, TX 78574	1st Yr renewal Price	78.75		\$60,848.55	1st Yr renewal Price	36.75		\$28,395.99	1st Yr renewal Price	3.68		\$2,839.60	\$92,084.14	
Phone:	(956) 822-1299	2nd Yr renewal Price	82.69		\$63,890.98	2nd Yr renewal Price	38.59		\$29,815.79	2nd Yr renewal Price	3.86		\$2,981.58	\$96,688.35	
Fax:		1st Renewal Option?													5.00%
Contact:	Judith Ponce	2nd Renewal Option?													5.00%
Email:	info@junoallinone.com														
Vendor Name:	A&R Multi-Services	Bid Price	772.68	Acre	\$88.00	\$67,995.84	772.68	Acre	\$35.00	\$27,043.80	772.68	Acre	\$50.00	\$38,634.00	\$133,673.64
Street address:	11504 N. Bryan Rd.	Addendums?													Yes
City, State:	Mission, TX 78573	1st Yr renewal Price	92.40		\$71,395.63	1st Yr renewal Price	36.75		\$28,395.99	1st Yr renewal Price	52.50		\$40,565.70	\$140,357.32	
Phone:	(956) 400-5471	2nd Yr renewal Price	95.17		\$73,537.50	2nd Yr renewal Price	37.85		\$29,247.87	2nd Yr renewal Price	54.08		\$41,782.67	\$144,568.04	
Fax:		1st Renewal Option?													5.00%
Contact:	Rosalinda Quintero	2nd Renewal Option?													3.00%
Email:	multi.servicesar23@gmail.com														



24-581-07-17 / Roadside Mowing and Litter Removal

BID NAME/NUMBER: Services

OPEN DATE: July 17, 2024 2:00 PM CST

BIDDER:		Roadside Mowing (Full Width)				Litter Removal				Litter Removal (Spot)				Total Base Amount	
Vendor Name:	Gulf Coast Contractors, Inc.	772.68	Acre	\$85.00	\$65,677.80	772.68	Acre	\$49.25	\$38,054.49	772.68	Acre	\$1.00	\$772.68	\$104,504.97	
Street address:	25691 Altas Palmas Rd.	Bid Price													
City, State:	Harlingen, TX 78552	Addendums?													
Phone:	(956) 412-6384													Yes	
		1st Yr renewal Price	89.25	\$68,961.69		1st Yr renewal Price	51.71	\$39,957.21		1st Yr renewal Price	1.05	\$811.31	\$109,730.22		
		2nd Yr renewal Price	93.71	\$72,409.77		2nd Yr renewal Price	54.30	\$41,955.08		2nd Yr renewal Price	1.10	\$851.88	\$115,216.73		
Fax:	(956) 412-6381														
Contact:	Charles Crockett														
Email:	info@gulfcoastrqv.com														
														1st Renewal Option?	5.00%
														2nd Renewal Option?	5.00%
Vendor Name:	Civil Service Consulting, LLC.	772.68	Acre	\$83,474.00	\$64,498,690.32	772.68	Acre	\$28,860.00	\$22,299,544.80	772.68	Acre	\$0.00	\$0.00	\$86,798,235.12	
Street address:	719 Wandering Way Dr.	Bid Price													
City, State:	Allen, TX 75002	Addendums?													
Phone:	(972) 843-1333													Yes	
		1st Yr renewal Price	85,143.48	\$65,788,664.13		1st Yr renewal Price	29,437.20	\$22,745,535.70		1st Yr renewal Price	0.00	\$0.00	\$88,534,199.82		
		2nd Yr renewal Price	87,272.07	\$67,433,380.73		2nd Yr renewal Price	30,173.13	\$23,314,174.09		2nd Yr renewal Price	0.00	\$0.00	\$90,747,554.82		
Fax:															
Contact:	Jimmy Non														
Email:	civilserviceconsulting@gmail.com														
														1st Renewal Option?	2.00%
														2nd Renewal Option?	2.50%
Vendor Name:	Blue Dot Site & Utilities, LLC.	772.68	Acre	\$660.00	\$509,968.80	772.68	Acre	\$75.00	\$57,951.00	772.68	Acre	\$75.00	\$57,951.00	\$625,870.80	
Street address:	306 Zee Dr.	Bid Price													
City, State:	San Juan, TX 78589	Addendums?													
Phone:	(956) 616-8183													Yes	
		1st Yr renewal Price	679.80	\$525,267.86		1st Yr renewal Price	77.25	\$59,689.53		1st Yr renewal Price	77.25	\$59,689.53	\$644,646.92		
		2nd Yr renewal Price	700.19	\$541,025.90		2nd Yr renewal Price	79.57	\$61,480.22		2nd Yr renewal Price	79.57	\$61,480.22	\$663,986.33		
Fax:															
Contact:	Robert A. De Hoyos														
Email:	bluedotsite1@gmail.com														
														1st Renewal Option?	3.00%
														2nd Renewal Option?	3.00%



24-581-07-17 / Roadside Mowing and Litter Removal

BID NAME/NUMBER: Services

OPEN DATE: July 17, 2024 2:00 PM CST

BIDDER:		Roadside Mowing (Full Width)				Litter Removal				Litter Removal (Spot)				Total Base Amount	
Vendor Name:	Texas Machine Shop Pump Services	772.68	Acre	\$25.23	\$19,494.72	772.68	Acre	\$121.13	\$93,594.73	772.68	Acre	\$60.57	\$46,801.23	\$159,890.67	
Street address:	6709 N. Seminary	Bid Price													
City, State:	Edinburg, TX 78541	Addendums?													
Phone:	(956) 563-5440													Yes	
		1st Yr renewal Price	26.49	\$20,469.45		1st Yr renewal Price	127.19	\$98,274.46		1st Yr renewal Price	63.60	\$49,141.29	\$167,885.21		
		2nd Yr renewal Price	27.82	\$21,492.92		2nd Yr renewal Price	133.55	\$103,188.19		2nd Yr renewal Price	66.78	\$51,598.35	\$176,279.47		
Fax:															
Contact:	Jaime Quintanilla														
Email:	texasmachineshop@yahoo.com														
Vendor Name:	STX Hauling & Multi-Srvices	772.68	Acre	\$74.94	\$57,904.64	772.68	Acre	\$39.95	\$30,868.57	772.68	Acre	\$1.50	\$1,159.02	\$89,932.23	
Street address:	3310 Crimson Ave.	Bid Price													
City, State:	Mission, TX 78572	Addendums?													
Phone:	(956) 780-3842													Yes	
		1st Yr renewal Price	78.69	\$60,799.87		1st Yr renewal Price	41.95	\$32,411.99		1st Yr renewal Price	1.58	\$1,216.97	\$94,428.84		
		2nd Yr renewal Price	82.62	\$63,839.86		2nd Yr renewal Price	44.04	\$34,032.59		2nd Yr renewal Price	1.65	\$1,277.82	\$99,150.28		
Fax:															
Contact:	Juan De La Garza														
Email:	djghauling@icloud.com														
														1st Renewal Option?	5.00%
														2nd Renewal Option?	5.00%



24-581-07-17 / Roadside Mowing and Litter Removal

BID NAME/NUMBER: Services

OPEN DATE: July 17, 2024 2:00 PM CST

BIDDER:		Roadside Mowing (Full Width)				Litter Removal				Litter Removal (Spot)				Total Base Amount	
Vendor Name:	365 Builders LLC.	Bid Price	772.68	Acre	\$98.00	\$75,722.64	772.68	Acre	\$49.00	\$37,861.32	772.68	Acre	\$70.00	\$54,087.60	\$167,671.56
Street address:	2108 W. Griffin Parkway	Addendums?													Yes
City, State:	Mission, TX 78572		1st Yr renewal Price	102.90	\$79,508.77	1st Yr renewal Price	51.45	\$39,754.39	1st Yr renewal Price	73.50	\$56,791.98	\$176,055.14			
Phone:	(956) 607-0470		2nd Yr renewal Price	108.05	\$83,484.21	2nd Yr renewal Price	54.02	\$41,742.11	2nd Yr renewal Price	77.18	\$59,631.58	\$184,857.89			
Fax:											1st Renewal Option?	5.00%			
Contact:	Jose Gilberto Maldonado										2nd Renewal Option?	5.00%			
Email:	365buildersllc@gmail.com														
Vendor Name:	Alvarado's Maintenance Services	Bid Price	772.68	Acre	\$50.00	\$38,634.00	772.68	Acre	\$25.00	\$19,317.00	772.68	Acre	\$3.50	\$2,704.38	\$60,655.38
Street address:	1618 W. Bella Vista Ave.	Addendums?													Yes
City, State:	Alton, TX 78573		1st Yr renewal Price	52.50	\$40,565.70	1st Yr renewal Price	26.25	\$20,282.85	1st Yr renewal Price	3.68	\$2,839.60	\$63,688.15			
Phone:	(956) 522-5152		2nd Yr renewal Price	55.13	\$42,593.99	2nd Yr renewal Price	27.56	\$21,296.99	2nd Yr renewal Price	3.86	\$2,981.58	\$66,872.56			
Fax:											1st Renewal Option?	5.00%			
Contact:	Rolando Alvarado Jr.										2nd Renewal Option?	5.00%			
Email:	alvaradoservices@outlook.com														

Apparent Low Bidder: Alvarados' Maintenance Services

Note: **Shaded Areas** have been corrected mathematically. G&V Precision Lawn Care found unresponsive for failure to acknowledge Solicitation Handling Form and submit all required documents

BID NAME/NUMBER: 24-581-07-17 / Roadside Mowing and Litter Removal Services



OPEN DATE: July 17, 2024 2:00 PM CST

Vendor Name:	TDL Properties, LLC.	Procuts Lawn & Landscapes	Zac Tex Lawn Care	G & V Precision Lawn Care, LLC.	Juno All in One, LLC.
Street address:	120 W. Jonquil Ave.	1807 W. 25 St,	1911 Circ. Lane	1513 Lookout Dr.	604 Hackberry Ave.
City, State:	McAllen, TX 78501	Mission, TX 78572	Mission, TX 78572	Edinburg, TX 78541	Mission, TX 78574
Phone:	(956) 451-2646	(956) 655-9770	(956) 252-9952	(956) 739-8075	(956) 822-1299
Fax:					
Contact:	Hector Ruben Lopez	Jesus Raya	Susana Rios, Admin	Gabriel Carrales	Judith Ponce, CEO
Email:	trevsondevelopment@yahoo.com	Jessieraya@hotmail.com	zactexlawncare@gmail.com	deleongabrel11@yahoo.com	info@junoallinone.com

DESCRIPTION of FORMS:						
	Solicitation Signed	Yes	Yes	Yes	Not Signed	Yes
	Terms & Conditions Included	Yes	Yes	Yes	Yes	Yes
	Sub-Contractor List	Yes	Yes	Yes	Yes	Yes
	Non-Collusive	Yes	Yes	Yes	Yes	Yes
	Pricing Schedule	Yes	Yes	Yes	Yes	Yes
	Addenda(s)	Yes	Yes	Yes	Yes	Yes
	Gen. Business Questionare	Yes	Yes	Yes	No	Yes
	References	Yes	Yes	No	No	Yes
	CIQ					
	Debarment					

A&R Multi-Services	Gulf Coast Contractors, Inc.	Civil Service Consulting, LLC.	Blue Dot Site & Utilities, LLC.	Texas Machine Shop Pump Services LLC.
11504 N. Bryan Rd.	25691 Altas Palmas Rd.	719 Wandering Way Dr.	306 Zee Dr.	6709 N. Seminary
Mission, TX 78573	Harlingen, TX 78552	Allen, TX 75002	San Juan, TX 78589	Mission, TX 78541
(956) 411-5471	(956) 412-6384	(972) 843-1333	(956) 616-8183	(956) 563-5440
	(956) 412-6381			
Rosalinda Quintero	Charls Crockett	Jimmy Non	Robert A. De Hoyos	Jaime Quintanilla
multi.servicesar23@gmail.com	info@gulfcoastrgv.com	civilserviceconsulting@gmail.com	bluedotsite1@gmail.com	texasmachineshop@yahoo.com
Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes

STX Hauling & Multi-Services	365 Bulders LLC.	Alvarado's Maintenance Services
3310 Crimson Ave.	2108 W. Griffin Parkway	1618 W. Bella Vista Ave.
Mission, TX 78572	Mission, TX 78572	Alton, TX 78573
(956) 780-3842	(956) 607-0470	(956) 522-5152
Juan De La Garza	Jose Gilberto Maldonado	Rolando Alvarado Jr.
dlghauling@icloud.com	365buildersllc@gmail.com	alvaradoservices@outlook.com
Yes	Yes	Yes
Yes	Yes	Yes
Yes	Yes	Yes
Yes	Yes	Yes
Yes	Yes	Yes
Yes	Yes	Yes
Yes	Yes	Yes
Yes	No	Yes



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024

PRESENTED BY: Abel Bocanegra, P.E., City Engineer

AGENDA ITEM: Authorization to approve Change Order #3 for Glasscock Drainage Improvements Project for the City of Mission in the amount of \$298,497 - Bocanegra

NATURE OF REQUEST:

The City of Mission is seeking approval for Change Order #3 of the Glasscock Drainage Improvements Project. Curb and gutter for the homes that have pondings in their driveways need to be repaired. The contractor is requesting an extension of 90 days. An additional \$298,497.20 will be added to the contract price. Consequently, City Staff recommends Change Order #3 for the total amount of \$4,328,706.83 and 510 calendar days with the Change Order approved. Funds will be reallocated from Bryan Drainage projects to this Glasscock Projects from the 2021 CO Bond.

BUGETED: Yes **FUND:** Drainage Ditches & Structures **ACCT. #:** 76-440-74930

BUDGET: \$ _____ **EST. COST:** \$4,328,706.83 **CURRENT BUDGET BALANCE:** \$ 0

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF
MISSION

Project: Glasscock (ML06n) Drainage ImprovementsProject

DATE OF ISSUANCE: 7/26/2024 EFFECTIVE DATE: _____

OWNER: City of Mission, TX

OWNER'S CONTRACT NO: ML06n

CONTRACTOR: MOR-WIL,LLC ENGINEER: IZAGUIRRE ENGINEERING GROUP LLC

808 S SHARY RD STE 5 PMB 274 MISSION TX 78572

You are directed to make the following changes in the Contract Documents.

Description:

1. Please see attached
- 2.
- 3.
- 4.
- 5.

Reason for Change Order:

1. REQUESTED BY CITY OF MISSION
- 2.
- 3.
- 4.
- 5.

Attachments: Proposal, Added Days Calendar

CHANGE IN CONTRACT PRICE:		CHANGE IN CONTRACT TIME:	
Original Contract Price		Original Contract Time for	<u>5/1/2023</u>
\$	\$ 3,712,513.56	Substantial Completion:	<u>240</u>
			calendar days or dates
Net Changes from previous Change Order		Net Change from previous Change Orders	<u>180</u>
\$	\$ 317,696.07		calendar days
Contract Price prior to this Change Order		Contract Time prior to this Change Order	<u>6/24/2024</u>
\$	\$ 4,030,209.63	Substantial Completion:	<u>420</u>
			calendar days or dates
Net Increase(decrease) of this Change Order		Net Increase(decrease) of this Change Order	<u>90</u>
\$	\$ 298,497.20		calendar days
Contract Price with all approved Change Orders	Net % increase(decrease)from original contract price.	Contract Time with all approved Change Orders	<u>9/22/2024</u>
\$	\$ 4,328,706.83	Substantial Completion:	<u>510</u>
	17%		Calendar Days or Dates

RECOMMENDED:
By: [Signature]
Engineer (Authorized Signature)

APPROVED:
By: _____
Owner (Authorized Signature)

ACCEPTED:
By: [Signature]
Contractor (Authorized Signature)

Date: 7-29-24

Date: _____

Date: 7/26/2024

PROPOSAL / CHANGE ORDER #3

Project: Glasscock (ML06n) Drainage Improvements
Project

DATE OF ISSUANCE: 7/26/2024 EFFECTIVE DATE: _____

OWNER: CITY OF MISSION
1201 E 8TH ST
MISSION TXD

CONTRACTOR: Mor-Wil, L.L.C
808 Shary Rd. Ste. 5 PMB 274
Mission, Texas 78572

ENGINEER: Izaguirre Engineering Group, L.L.C.

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
-579	LF	24" RCP	\$ 69.86	\$ (40,448.94)
-579	LF	TRENCH PROTECTION	\$ 4.51	\$ (2,611.29)
-551	EA	CONCRETE CURB & GUTTER	\$ 26.10	\$ (14,381.10)
-551	LF	REMOVE AND REPLACE 6" SIDEWALK	\$ 40.60	\$ (22,370.60)
-14	EA	REMOVE AND REPLACE MAILBOX	\$ 1,377.50	\$ (19,285.00)
-3	EA	WATER SERVICE ADJUSTMENT	\$ 986.00	\$ (2,958.00)
-1	EA	TIE IN TO EXISTING STRUCTURE/PIPE	\$ 1,653.00	\$ (1,653.00)
1	LS	Cardinal St and 20th St (Additional MH with 12" Casing and 8" Sewer Line	\$ 9,875.00	\$ 9,875.00
6	EA	REPAIR CURB & GUTTER FOR HOMES THAT HAVE PONDINGS IN THEIR DRIVEWAY	\$ 7,500.00	\$ 45,000.00
1	EA	Type A Inlet	\$ 4,533.33	\$ 4,533.33
-1,202	SY	Cut and Restore Pavement (Cardinal St, E. 19th St, and Village Dr.)	\$ 16.00	\$ (19,232.00)
5,501	SY	Overlay (Cardinal St., E. 19th St., and Village Dr.)	\$ 29.00	\$ 159,529.00
2,333	SY	Cut and Restore Pavement (8' of cut east part of Glasscock)	\$ 57.60	\$ 134,380.80
2,011	SY	Overlay Alt 1	\$ 29.00	\$ 58,319.00
1	EA	Driveway and Mailbox repair at 1605 Primrose Ave.	\$ 6,000.00	\$ 6,000.00
1	EA	Pavestone Repair at 1901 Cardinal St.	\$ 3,800.00	\$ 3,800.00
				\$ -
Notes			Sub-Total	\$ 298,497.20
TIME - ADDITION				
	90 DAYS	Due to delays and additional work		

ALL INQUIRIES TO:
 Albert Garza
 (956) 456-0628
 email: albert.garza03@yahoo.com



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024

PRESENTED BY: Abel Bocanegra, P.E., City Engineer

AGENDA ITEM: Authorization to approve Change Order #9 for Taylor Rd Phase 1 for the City of Mission in the amount of \$3,010.93 - Bocanegra

NATURE OF REQUEST:

The City of Mission is seeking authorization to approve Change Order #9 of the Taylor Rd Phase 1. Plans called for the installation of two (2) ramps and sidewalk on the corner clip of Bus 83 & Taylor Rd intersection. A leak on an existing asbestos line was encountered while contractor was working on the installation of the ramps. In order to connect existing asbestos line to the new PVC line, metal couplers had to be installed on each end. This Change Order will introduce this new line item to properly compensate contractor for the installation of the metal couplers and any cost inquired for the installation of it. Contract price will increase by \$3,010.93 and no additional days. City Staff is recommending Change Order for the total contract amount of \$6,081,843.58 and 301 working days with all approved Change Orders. A budget amendment may be needed to comply with contractual obligations.

BUGETED: Yes **FUND:** Taylor Road Project **ACCT. #:** 09-413-74910

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

CONSTRUCTION CONTRACT CHANGE ORDER NUMBER: 09

Item 34.

1. CONTRACTOR: Texas Cordia Construction, LLC

2. Change Order Work Limits: Sta. 149+50 to Sta. 149+50

3. Type of Change (on federal-aid non-exempt projects): Minor (Major/Minor)

4. Describe the change and the reason for the change order. When necessary, include exceptions to this agreement.

Plans called for the installation of two ramps and sidewalk on the corner clip of BUS 83 and Taylor Rd intersection. A leak on an existing asbestos line was encountered while contractor was working on the installation of the ramps. City of McAllen inspected the existing line and directed the contractor to remove 79 LF of asbestos line and replace it with PVC. In order to connect existing asbestos line to the new PVC line, metal couplers had to be installed on each end.

CCSJ:	<u>0921-02-327</u>
Project:	<u>Taylor Rd Phase 1</u>
Highway:	<u>Taylor Rd</u>
County:	<u>Hidalgo</u>
District:	<u>21 - Pharr</u>
Contract Number:	<u>22-472-09-12</u>

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

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

<p>By signing this change order, the contractor agrees to waive any and all claims for additional compensation due to any and all other expenses; additional changes for time, overhead and profit; or loss of compensation as a result of this change. Further, the contractor agrees that this agreement is made in accordance with Item 4 and the Contract. Exceptions should be noted in the response for #5 above.</p>	<p>The following information must be provided</p> <p>Time Ext. #: _____ Days added on this C.O.: _____</p> <p>Amt. added by this change order: <u>\$3,010.93</u></p>
	<p>For TxDOT use only:</p> <p>Days participating: _____</p> <p>Amount participating: _____</p> <p>Signature _____ Date _____</p> <p>Name/Title _____</p>
<p>THE CONTRACTOR Date <u>7/24/24</u></p> <p>By <u>[Signature]</u></p> <p>Typed/Printed Name <u>YARA M. CORBITT, P.E.</u></p> <p>Typed/Printed Title <u>CEO</u></p>	

RECOMMENDED FOR EXECUTION:

<p>_____ Name/Title</p> <p>_____ Date</p>	<p><u>Juan Pablo Terrazas/ACM</u> Name/Title</p> <p><u>7/26/24</u> Date</p> <p><input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> REQUEST APPROVAL</p>
<p>_____ Name/Title</p> <p>_____ Date</p>	<p>_____ Name/Title</p> <p>_____ Date</p> <p><input type="checkbox"/> APPROVED <input type="checkbox"/> REQUEST APPROVAL</p>
<p>_____ Name/Title</p> <p>_____ Date</p>	<p>_____ Name/Title</p> <p>_____ Date</p> <p><input type="checkbox"/> APPROVED <input type="checkbox"/> REQUEST APPROVAL</p>
<p>_____ Name/Title</p> <p>_____ Date</p> <p>Engineer's Seal:</p>	<p>_____ Name/Title</p> <p>_____ Date</p> <p><input type="checkbox"/> APPROVED</p>

Change Order #9

Taylor Road Project – City of McAllen

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

From Owner: City of Mission

And: SAM-CS

Project: Taylor Road

Contract: 22-472-09-12

CSJ: 0921-02-327

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

Change Order #9 – in the amount of **\$3,010.93** has been reviewed and approved by City of Mission to make the following contract changes.

Purpose:

Change Order #9 will introduce a new line item on the contract for the installation of metal couplers to repair a leak on an existing waterline from City of McAllen at STA 149+50.

City of Mission has reviewed Change Order #9 and approves the changes provided herein.

Description:

Plans called for the installation of two ramps and sidewalk on the corner clip of BUS 83 and Taylor Rd intersection. A leak on an existing asbestos line was encountered while contractor was working on the installation of the ramps. City of McAllen inspected the existing line and directed the contractor to remove 79 LF of asbestos line and replace it with PVC. In order to connect existing asbestos line to the new PVC line, metal couplers had to be installed on each end. Removal and installation of PVC was paid using existing contract items including the necessary fittings. This Change Order will introduce this new line item to properly compensate contractor for the installation of the metal couplers and any cost inquired for the installation of it.

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

ADDITIONAL TIME: N/A

Modified Sheet No. Included: N/A

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIME:
Original Contract Price <u>\$6,212,300.31</u>	Original Contract Time <u>215 Working Days</u>
Previous Change Orders <u>-\$133,467.66</u>	Previous Change Orders <u>86 Working Days</u>

Contract Price prior to this Change Order <u>\$6,078,832.65</u>	Contract Time prior to this Change Order <u>301 Working Days</u>
Net increase/decrease of the Change Order <u>\$3,010.93</u>	Net increase/decrease of the Change Order <u>0 Working Days</u>
Contract Price with all approved Change Orders <u>\$6,081,843.58</u>	Contract Time with all approved Change Orders <u>301 Working Days</u>



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024

PRESENTED BY: Abel Bocanegra, P.E., City Engineer

AGENDA ITEM: Authorization to approve Change Order #10 for Taylor Rd Phase 1 for the City of Mission in the amount of \$2,941.59 - Bocanegra

NATURE OF REQUEST:

The City of Mission is seeking authorization to approve Change Order #10 of the Taylor Rd Phase 1. Change Order is being created to adjust quantities on the contract reflecting as-built totals. The items were previously deducted in Change Orders #3,4,5, & 6, but actual conditions on the field demonstrated the need for adjustment of final quantities. Contract price will increase by \$2,941.59 and no additional days. City Staff is recommending Change Order for the total contract amount of \$6,084,785.17 and 301 working days with all approved Change Orders. A budget amendment may be needed to comply with contractual obligations.

BUGETED: Yes **FUND:** Taylor Road Project **ACCT. #:** 09-413-74910

BUDGET: \$ _____ **EST. COST:** \$6,084,785.17 **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

CONSTRUCTION CONTRACT CHANGE ORDER NUMBER: 10

Item 35.

1. CONTRACTOR: Texas Cordia Construction, LLC

2. Change Order Work Limits: Sta. 100+25.60 to Sta. 150+07.66

3. Type of Change (on federal-aid non-exempt projects): Minor (Major/Minor)

4. Describe the change and the reason for the change order. When necessary, include exceptions to this agreement.

This Change Order is being created to adjust quantities on the contract reflecting as-built totals. The below described items were previously deducted in Change Orders # 3, 4, 5 and 6, but actual conditions on the field demonstrated the need for adjustment of final quantities. These items were installed as per plans and specifications.

CCSJ:	<u>0921-02-327</u>
Project:	<u>Taylor Rd Phase 1</u>
Highway:	<u>Taylor Rd</u>
County:	<u>Hidalgo</u>
District:	<u>21 - Pharr</u>
Contract Number:	<u>22-472-09-12</u>

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

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

<p>By signing this change order, the contractor agrees to waive any and all claims for additional compensation due to any and all other expenses; additional changes for time, overhead and profit; or loss of compensation as a result of this change. Further, the contractor agrees that this agreement is made in accordance with Item 4 and the Contract. Exceptions should be noted in the response for #5 above.</p>	<p>The following information must be provided</p> <p>Time Ext. #: _____ Days added on this C.O.: _____</p> <p>Amt. added by this change order: <u>\$2,941.59</u></p>
<p>THE CONTRACTOR _____ Date <u>8/2/24</u></p> <p>By <u>[Signature]</u></p> <p>Typed/Printed Name <u>YARA M. CORBITT, P.E.</u></p> <p>Typed/Printed Title <u>CEO</u></p>	<p>For TxDOT use only:</p> <p>Days participating: _____</p> <p>Amount participating: _____</p> <p>Signature _____ Date _____</p> <p>Name/Title _____</p>

RECOMMENDED FOR EXECUTION:

Name/Title Date

Name/Title Date
 APPROVED REQUEST APPROVAL

Name/Title Date

Name/Title Date
 APPROVED REQUEST APPROVAL

Name/Title Date

Name/Title Date
 APPROVED REQUEST APPROVAL

Name/Title Date

Name/Title Date
 APPROVED

Engineer's Seal:

Change Order #10

Taylor Road Project – City of McAllen

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

From Owner: City of Mission

And: SAM-CS

Project: Taylor Road

Contract: 22-472-09-12

CSJ: 0921-02-327

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

Change Order #10 – in the amount of **\$2,941.59** has been reviewed and approved by City of Mission to make the following contract changes.

Purpose:

Change Order #10 will adjust line items previously deducted on Change Order #3, 4, 5 and 6 due to changes in the plans.

City of Mission has reviewed Change Order #10 and approves the changes provided herein.

Description:

This Change Order is being created to adjust quantities on the contract reflecting as-built totals. The below described items were previously deducted in Change Orders # 3, 4, 5 and 6, but actual conditions on the field demonstrated the need for adjustment of final quantities. These items were installed as per plans and specifications.

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

ADDITIONAL TIME: N/A

Modified Sheet No. included: N/A

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIME:
Original Contract Price <u>\$6,212,300.31</u>	Original Contract Time <u>215 Working Days</u>
Previous Change Orders <u>-\$130,456.73</u>	Previous Change Orders <u>86 Working Days</u>

Contract Price prior to this Change Order <u>\$6,081,843.58</u>	Contract Time prior to this Change Order <u>301 Working Days</u>
Net increase/decrease of the Change Order <u>\$2,941.59</u>	Net increase/decrease of the Change Order <u>0 Working Days</u>
Contract Price with all approved Change Orders <u>\$6,084,785.17</u>	Contract Time with all approved Change Orders <u>301 Working Days</u>



CITY OF MISSION

Norie Gonzalez Garza, Mayor
Ruben Plata, Mayor Pro-Tem
Jessica Ortega, Councilwoman
Marissa Ortega Gerlach, Councilwoman
Alberto Vela, Councilman
Mike R. Perez, City Manager

Item 36.

August 13, 2024

RE: **Contract Amendment No. 1 / RFP 24-339-04-03 Agent of Record**

Dear Mr. Garza:

The City of Mission is requesting the “Agent of Record” Agreement, dated May 29, 2024, be corrected/added/changed/clarified as follows:

- Stop Loss Insurance has been added to the list of plans. (under purpose of scope of service) (Changes are marked with a vertical line on the right-hand side).

Please see the attached amended agreement with the above changes incorporated. This Contract Amendment shall become part of the executed contract. An authorized signature is required below. If you have any questions, please email Edgar Chapa, Contracts Administrator, at echapa@missiontexas.us.

Sincerely,

Andy Garcia
Assistant City Manager

Authorized Signature

Printed Name

Company Name

**City of Mission
Scope of Service
Proposal Name/No.: Agent of Record / 24-339-04-03**

INTRODUCTION

It is the goal of the City of Mission to provide competitive and affordable (according to market standards) benefit plan(s) to all eligible employees, retirees and elected officials.

PURPOSE

The purpose of this RFP is to provide minimum requirements, solicit proposals and gain adequate information from which the City may evaluate the Proposer's services to serve as Agent of Record for Employee Benefit Plans. It is the intent of the City to select a single firm to accomplish all services outlined in this RFP. We are seeking RFP's for benefit administration of the following plans: dental, vision, COBRA Administration (as applicable), long-term disability, short-term disability, group life insurance, Flexible Spending Account (FSA), supplemental insurances (cancer, accident, hospital indemnity and critical illness), medical transport, legal services, group life insurance employee assistance program, Stop Loss Insurance, and Section 125 Administration, 457 plan.

The expectation is that the Agent of Record awarded, conduct solicitations for all services listed for the upcoming plan year (October 2024 – September 2025). All benefits must be in place by June 2024, in order to coordinate open enrollment. Our open enrollment is being held the week of 08/05/2024 – 08/09/2024. This Agent of Record RFP includes a "Scope of Service." The City of Mission reserves the right to terminate the agreement at any time should it be determined the Scope of Services are not met.

BACKGROUND INFORMATION

The City of Mission employs on average 715 full-time employees and 36 part-time employees who are eligible for benefits. Eligibility is full-time employees, 30-hour part-time employees, and those identified through Affordable Care Act monitoring, Elected Officials and COBRA eligible individuals.

Newly hired employees and their dependents must complete a 30-day waiting period before becoming eligible for benefits. Coverage becomes effective the 1st of the month following a 30-day waiting period. The Plan year coincides with the City's fiscal year of October 1 – September 30.

TIMELINE

1. These specifications are to be released for action on Wednesday, March 13, 2024.
2. One (1) original and five (5) copies of the proposals are to be hand delivered or mailed to City of Mission, C/O Edgar Chapa, Contracts Administrator, 1201 E 8th Street, Mission Texas, 78572 to arrive by **2 PM Wednesday, April 3, 2024.**
3. Consideration and action on the Proposals will be presented to the City Council on or about April 08, 2024.
4. The successful proposer will be notified after the selection has been approved by City Council.
5. Coverage is to be effective October 1, 2024 and extend through September 30, 2027.
6. Policies or contracts are to be provided to CITY OF MISSION no later than 30 days before such effective date.
7. The term of this contract shall be for three (3) years from contract award date. The City of Mission shall reserve the option to renew this contract for an additional two (2) one-year consecutive years subject to City Council approval.

SCOPE OF SERVICE

Summary

The intent of this Request for Proposals and resulting contract is to obtain proposals from a qualified Agent who meets the service requirements and engagement responsibilities which include, but may not be limited to:

- Serve as a liaison between the City, vendor, and employee.
- Serve the City with benefits administration regarding the City's insurance product plan design, business rules, and content.

- Serve the City as an advisor regarding voluntary insurance products and their components to provide the optimum benefit package.
- Review, on an ongoing basis, the existing employee benefit plans for compliance, competitiveness, appropriateness and overall satisfaction by plan participants.
- Serve and assist in soliciting and negotiating benefit provider contract(s) resulting from review and recommendations. Provide evaluation services to support contract modifications.
- Prepare periodic reports on the progress, applicability and overall benefit of the specific plans.
- Assist in claims review and management.
- Review utilization rates on a quarterly basis and evaluate accordingly.
- Assist with plan design changes, plan implementation strategies, plan design and/or benefits communications relating to coverage; integrating appropriate assignments of duties to vendor, while maintaining proper oversight/responsibilities. Act as the City's representative; collecting information and making periodic presentations to staff, as requested, of benefit plans.
- Provide comparisons and make recommendations of benefit plans and contributions.
- Provide periodic reports using vendor data on claims and fixed expenses, and relate those to total premium and expectations for renewal.
- Create and provide an annual Employee Benefits Guide, to include printed copies for employees.
- Review and make recommendations to the City on carrier cost containment mechanisms, as relates to return on investment and participant impact.
- Meet periodically with the City's staff relating to levels of customer service received from vendors, and where required intercede with parties to assist in problem resolution.
- Provide staff and support for new hire orientations, annual open enrollment sessions with enrollers, and quarterly informational sessions/service dates.
- Provide staff and support to reconcile and process monthly invoices/billing.
- Provide the City with an enrollment platform (Employee Navigator, Selerix etc.)
- Provide the City with overall plan management and quality assurance services including, but not limited to the following:
 - Customer Service
 - COBRA (as applicable)
 - HIPAA
 - Benefit Review Design
 - Renewal Process/Negotiations
 - Transition & Implementation of Plans
 - Benefits Summary
 - Claims Audit and Review
 - Billing Administration (Reconcile and Process)
 - Competitive Bidding
 - Regulatory Compliance & Reporting
 - Budgeting and Forecasting
 - Cost containment
 - Contract Analysis
 - Vendor Compliance
 - Annual HIPAA Training / HIPAA Binder
 - Annual ACA Training / Quarterly Updates
 - Employee Wellness Program
 - Open Enrollment/New Hire Orientations/ Informational Sessions

EVALUATION CRITERIA**Section A – Scope of Service (40 points)**

- Billing reconciliation and process
- Enrollment Platform/New Hire Orientation/Open Enrollment
- Solicitation/Negotiation for plans listed
- Overall services provided

Section B – Qualifications and Experience (25 points)

- Years of Service
- Staff headcount/experience/organization chart
- Clients
- Overall firm operations

Section C – Service and Methodology (10 points)

- Work/implementation plan
- Time frame
- Continuity of service
- Anticipated/Projected Costs based on Proposer's recent Health Contracts/Agreements

Section D – Commission (25 points)

- Cap commission

REFERENCES

Please complete attached list of References.

EXHIBIT A - Respondent Questionnaire

Exhibit A, MUST be completed and submitted on a USB drive in Excel format.

NOTE: Must be available to present at City Council Meeting on or about April 8, 2024.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 12, 2024
PRESENTED BY: Vidal Roman, Finance Director
AGENDA ITEM: Request to Set Public Hearing for FY 2024-2025 Annual Budget on Monday, August 26, 2024 - Roman

NATURE OF REQUEST:

Set the Public Hearing on FY 2024-2025 Annual Budget on Monday, August 26, 2024 as required by City Charter.

A notice of the hearing setting forth the time and place will be published at least ten (10) days before the date of such hearing. The public hearing is to give interested parties the opportunity to be heard.

The public hearing date, time and location will be published in the local newspaper.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Notice of Public Hearing
FY 2024-2025 Budget

Notice is hereby given that the City Council of the City of Mission will conduct a public hearing on Monday, August 26, 2024 at 4:30 p.m. at the Council Chambers of City Hall, 1201 E. 8th Street, Mission, Texas and via Zoom to consider the City's FY 2021-2022 Annual Budget. The proposed budget is available for inspection by the public on regular business days from 8:00 a.m. to 5:00 p.m. at the office of the City Secretary, 1201 E. 8th Street or on the city's website at www.missiontexas.us. Everyone interested is invited to attend and present comments.

<https://us02web.zoom.us/j/9904662781?pwd=SGVIL3JZRFV RdENzWXI5VUxFT1ZUQT09>
Dial by telephone - +1 346 248 7799 US - Meeting ID: 990 466 2781 - Password: 833227

Publication Date: August 16, 2024

Anna Carrillo, City Secretary

Aviso de Audiencia Pública
FY 2024-2025 Presupuesto

Se da aviso del presupuesto que el Concejo Municipal de la Ciudad de Mission conducirá una audiencia pública el lunes 26 de agosto de 2024 a las 4:30 p.m. en las Cámaras del Concejo Municipal, 1201 E. 8th Street, Mission, Texas y por Zoom para considerar el presupuesto anual de la ciudad para el año fiscal 2024-2025. El presupuesto propuesto está disponible para inspección por el público en días hábiles regulares de 8:00 a.m. a 5:00 p.m. en la oficina de la Secretaria de la Ciudad, 1201 E. 8th Street o en el web de la ciudad www.missiontexas.us. Todos los interesados están invitados a asistir y presentar comentarios.

<https://us02web.zoom.us/j/9904662781?pwd=SGVIL3JZRFV RdENzWXI5VUxFT1ZUQT09>

Telefono: - +1 346 248 7799 US - ID de la reunión: 990 466 2781 - Contraseña: 833227

Fecha de publicación: 16 de agosto de 2024

Anna Carrillo, Secretaria de la Ciudad

2024 ANNUAL ACTION PLAN

ESTIMATED CDBG ALLOCATION
 REPROGRAMMED FUNDS ESTIMATED
 TOTAL AVAILABLE

\$980,555
 \$0
 \$980,555 **\$980,555**

ACTIVITY	AMOUNT FUNDED 23-24	YTD EXP	AMOUNT REQUESTED	Option A	Option B	CC APPROVAL
				CM/STAFF RECOMMEND	CAC RECOMMEND	
PUBLIC SERVICES/SCORE	\$962,334			5/24/24 & 7/16/24	5/28/2024	
C.A.M.P University	\$3,000.00	\$3,000.00	\$10,000.00	\$3,000.00	\$5,000.00	\$0.00
Amigos del Valle	\$17,000.00	\$17,000.00	\$65,000.00	\$20,444.00	\$43,864.00	\$0.00
C.A.S.A of Hidalgo County	\$1,000.00	\$1,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$0.00
Comfort House	\$3,000.00	\$3,000.00	\$5,000.00	\$3,000.00	\$1,000.00	\$0.00
Childrens Advocacy Center of Hidalgo	\$11,000.00	\$10,885.75	\$20,000.00	\$11,000.00	\$18,000.00	\$0.00
LRGVDC-Area Agency on Aging	\$3,000.00	\$3,000.00	\$20,000.00	\$5,000.00	\$10,000.00	\$0.00
LRGVDC-Area Agency on Aging	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$0.00
Hope Family Health Center	\$3,000.00	\$3,000.00	\$8,000.00	\$5,000.00	\$8,000.00	\$0.00
Silver Ribbon Community Partners	\$3,000.00	\$1,810.08	\$8,000.00	\$3,000.00	\$3,000.00	\$0.00
Togive International	\$0.00	\$0.00	\$14,000.00	\$3,000.00	\$3,000.00	\$0.00
CD - Rental Assistance Program	\$15,000.00	\$9,798.38	\$50,000.00	\$0.00	\$0.00	\$0.00
Boys & Girls Club	\$0.00	\$0.00	\$300,000.00	\$0.00	\$0.00	\$0.00
Speer Memorial Library	\$0.00	\$0.00	\$12,455.00	\$0.00	\$12,455.00	\$0.00
Subtotal	\$59,000.00	\$52,494.21	\$522,000.00	\$54,444.00	\$105,319.00	\$0.00
					\$0.00	\$0.00
CITY DEPARTMENTS					\$0.00	\$0.00
Health Department	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$0.00
P & R Dept - Rec Connectivity Trail Project	\$0.00	\$0.00	\$250,000.00	\$200,000.00	\$250,000.00	\$0.00
P & R Dept - Astroland Park Plygrnd Equip Ph II	\$0.00	\$0.00	\$229,125.00	\$0.00	\$229,125.00	\$0.00
PW/Eng Dept Storm Sewer - Astroland Ph I	\$0.00	\$0.00	\$104,000.00	\$104,000.00	\$150,000.00	\$0.00
PW/Eng Dept Storm Sewer - Spikes Ph I	\$0.00	\$0.00	\$32,000.00	\$32,000.00	\$0.00	\$0.00
Public Works Dept Bryan Rd La Cuchilla	\$0.00	\$0.00	\$2,993,634.05	\$0.00	\$0.00	\$0.00
Public Works Dept Bryan Rd	\$0.00	\$0.00	\$5,271,434.13	\$0.00	\$0.00	\$0.00
Public Works Dept Holland	\$0.00	\$0.00	\$4,793,268.65	\$0.00	\$0.00	\$0.00
Public Works Dept La Cuchilla	\$0.00	\$0.00	\$1,870,702.50	\$0.00	\$0.00	\$0.00
PW/Eng Dept Snty Sewer Imp- Oldtnsite Ph I	\$0.00	\$0.00	\$250,000.00	\$214,000.00	\$0.00	\$0.00
Mission Police Department	\$0.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$0.00
			\$15,854,164.33	\$550,000.00	\$629,125.00	\$0
Housing Division:						
Affordable Homes of South Texas	\$100,000.00	\$76,879.71	\$233,300.00	\$100,000.00	\$50,000.00	\$0.00
Housing Assist Prog \$170,628/\$515,581	\$686,209.00	\$264,158.35	\$750,000.00	\$80,000.00	\$0.00	\$0.00
Housing Administration	\$103,833.00	\$79,398.53	\$115,000.00	\$0.00	\$0.00	\$0.00
Program Administration \$183,920 \$1,014	\$184,934.00	\$136,452.70	\$196,111.00	\$196,111.00	\$196,111.00	\$0.00
Subtotal	\$1,074,976.00	\$556,889.29	\$1,294,411.00	\$376,111.00	\$246,111.00	\$0.00
Reprogrammed funds (0)	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
General Fund \$0	\$-					
Total	\$1,133,976.00	\$609,383.50	\$17,670,575.33	\$980,555.00	\$980,555.00	\$0.00
CV	\$123,002	\$71,099.37				
	\$1,256,978					
Public Services (HUD allows 15% CAP for public services \$147,083.10 FY24)						
a) Total amount allocated for public services \$59,000, 6% 2023						
Housing Administration (\$103,833 10.7% HUD does not have a CAP)						
b) Salary and benefits (social security, retirement, health insurance, disability insurance, unemployment, worker's compensation for Clerk (FT) and Housing Coordinator 100%; \$96,393)						
Project delivery costs (legal fees, program software, copier rental, advertising, recording fees, telephone, postage, fuel, office supplies, safety supplies, travel & training; promotional items \$7,440)						
CD Dept Program Administration (\$184,934 19.2% 2024 HUD allows 20% CAP for administration \$196,111 FY24)						
c) Salary and benefits (social security, retirement, health insurance, disability insurance, unemployment, worker's compensation for Director and Admin Asst 100%; \$161,225)						
Project delivery costs (program software, copier rental, advertising, telephone, postage, fuel, office supplies, membership dues, travel & training; promotional items \$23,709)						
d) It is estimated that approximately \$ 45,000.00 will be reprogrammed at the end of the 2023-24 fiscal year from the Administration, Public Services and housing accounts for Infrastructure.						

OSCAR LONGORIA

**OFFICE
(956) 600-7868**

**ATTORNEY AT LAW
2028 E. GRIFFIN PARKWAY
MISSION, TEXAS
78572**

**FACSIMILE
(956) 600-7870**

July 15, 2024

City of Mission
1201 E. 8th St.
Mission, Texas 78572

Dear City Council Members,

I am writing this letter on behalf of Fortis Land Co. regarding the subdivision of 3315 N. Bryan track, The Oaks on Bryan.

On Wednesday, July 3, 2024, Mission City Council approved Bryan Landing Subdivision with a few conditions, including payment of water rights.

As stated in a previous letter, it is our position that the Council tabled the project's rezoning without cause or explanation. In the interest of fairness and equal protection under the law, the project should be kept in the same timeline as previously presented.

Fortis recognizes the City's right to charge these fees and changes its position on handling them. However, in the absence of any formal explanation for rezoning delays or request for information from the city during that time, requests for Fortis to pay these fees are now unjust.

Fortis Land began the rezoning process in January and should pay the exact fees and have the same requirements as the other projects that were started during that time.

During the delay in our approval, Fortis representatives met with the concerned neighbors at the council's request. They answered questions about Traffic Impact, Size of Lots, number of homes being built, etc. The Council's desire to inform constituents and keep them abreast of projects should not negatively affect Fortis, as other projects were not required to perform these actions.

Ultimately, the concerns to justify the delay were rooted in any ordinance or requirement Fortis had not met. We respectfully request a variance of these new fees, as they were approved in March, and our project should have been approved in February.

Council, please note that Fortis has already incurred at least \$50,000 in expenses due to this delay, not to mention the opportunity cost of four months.

Sincerely,

/s/Oscar Longoria

Oscar Longoria
Attorney at Law