



## **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, March 11, 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, March 11, 2024 04:30 PM Central Time**

<https://us02web.zoom.us/j/9904662781?pwd=SGVIL3JZRFVRdENzWXI5VUxFT1ZUQT09>

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 - Girl Scout Week - Carrillo
- February 2024 Employee of the Month - Munguia
- [3.](#) Racial Profiling and Analysis Report for 2023 - Torres
- [4.](#) Report on My Mission 311 - J. Lerma
- Report from the Greater Mission Chamber of Commerce – Enriquez
- [6.](#) Departmental Reports – Perez
- Citizen's Participation – Garza

### **PUBLIC HEARING**

### **PLANNING & ZONING RECOMMENDATIONS**

- [8.](#) Rezoning: Lots 32, 33, & 34, Block "C", Butterfield Addition, (R-1) Single Family Residential to (C-3) General Business, Beatriz Salinas, and Adoption of Ordinance#\_\_\_\_\_ - De Luna

9. Rezoning: A tract of land containing 3.532 acres, being a part or portion out of Lot 20-11, West Addition to Sharyland, (C-3) General Business to (R-3) Multi Family Residential, Ellen Moskalik, and Adoption of Ordinance# \_\_\_\_\_ - De Luna
10. Conditional Use Permit: To Place 2 Temporary Mobile Offices for Office Use, 107 International Boulevard, Lot 2A, Mission Business Park, I-1, B2Z Builders, LLC, and Adoption of Ordinance# \_\_\_\_\_ - De Luna
11. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – Mission Event Center, 200 N. Shary Road, Lot 1, Mission Event Center Subdivision, C-3, City of Mission, and Adoption of Ordinance# \_\_\_\_\_ - De Luna
12. Conditional Use Permit: Mobile Food Truck – Seoul Food Truck, 2509 Colorado Street, Ste. 207, Lot 1, Block 2, Santa Lucia Development, C-3, Seoul Food Truck, LLC, and Adoption of Ordinance# \_\_\_\_\_ - De Luna
13. Discussion and Action to amend the Planning and Zoning Commission Bylaws - 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*

14. Approval of Minutes – Carrillo
  - Regular Meeting – February 26, 2024
  - Special Meeting – February 27, 2024
15. Acknowledge Receipt of Minutes – Perez
  - Parks & Recreation Board – February 13, 2024
  - Citizen’s Advisory Board – February 13, 2024
  - Boys & Girls Club Board of Directors – January 9, 2024
  - Youth Advocacy Advisory Board – January 9, 2024
  - Mission Tax Increment Reinvestment Zone – January 23, 2024
  - Mission Redevelopment Authority – January 23, 2024
  - Mission Economic Development Corporation – January 24, February 7, 2024
  - Traffic Safety Committee – July 5, 2023
16. Approval of Interlocal Agreement for On Site Sewage Facility Inspections with Hidalgo County - Kotsatos
17. Approval of Resolution # \_\_\_\_\_ of the City of Mission, Texas suspending the April 4, 2024 effective date of AEP Texas Inc.’s requested rate change to permit the city time to study the request and to establish reasonable rates; approving cooperation with the cities served by AEP Texas; authorizing hiring of legal counsel. - Flores

- [18.](#) Approval of Resolution # \_\_\_\_\_ authorizing the submittal of grant application for the FY25 Border Zone Fire Department Grant to the Texas Office of the Governor, and authorizing the Mayor as the Authorized Representative - Elizalde
- [19.](#) Approval of Resolution # \_\_\_\_\_ authorizing the submittal of grant application for the FY25 Operation Lone Star Grant Program (OLS) to the Texas Office of the Governor, and authorizing the Mayor as the Authorized Representative - Elizalde
- [20.](#) Approval of Resolution No. \_\_\_\_\_ authorizing the submittal of a grant application for the FY25 Local Border Security Program (LBSP) to the Office of the Governor and authorizing Mayor as the Authorized Representative. - Elizalde
- [21.](#) Approval of Resolution No. \_\_\_\_\_ authorizing the submittal of application and acceptance of award for the FY23 Operation Stonegarden Program from the Office of the Governor and authorizing Mayor as the Authorized Representative - Elizalde
- [22.](#) Approval of Supplemental No. 1 to Work Authorization No. 1 with TEDSI Infrastructure Group for engineering and surveying services for the HSIP – TxDOT Traffic Signal Design Project - Bocanegra
- [23.](#) Authorization to extend the Memorandum of Understanding between the City of Mission and the City of Palmview to provide temporary housing for prisoners – Torres
- [24.](#) Authorization to enter a Memorandum of Understanding with Public Safety Cadets – Torres
- [25.](#) Authorization to solicit Request for Proposals for Agent of Record for Voluntary Products, Group Life, EAP, Section 125 Administration & 457 Plan - Munguia
- [26.](#) Authorization to engage GIGNAC Architects for the design of the Sanitation and Fleet Building - Terrazas

## **APPROVALS AND AUTHORIZATIONS**

- [27.](#) Homestead Exemption Variance: Tract 1, being the East 71.41' of the West 126.79' of the South 410' of the North 640' of Lot 7, of the Resubdivision of Lot 14-8 and 15-8, West Addition to Sharyland, R-1, Atanacio Machuca - De Luna
- [28.](#) Authorization to accept the donation of 3 EMS Vending Machines from Chief Darrell Thorn from Grand Prairie Fire Department – A. Garcia
- [29.](#) Authorization to purchase NFPA 1582 Physicals and NFPA 1583 Wellness Fitness Evaluations from Sole Source Provider. - Garcia
- [30.](#) Authorization to approve Change Orders #3-6 for Taylor Rd Phase 1 for the City of Mission - Bocanegra
- [31.](#) Authorization to Award Contract for FMA Program Development, Grant Administration, Civil Engineering, and Project Management Services Astroland Climate Resilient Flood Risk Reduction Project FY23 FMA - Bocanegra
- [32.](#) Approval of Resolution # \_\_\_\_ urging Mexico to comply with the terms of the 1944 Treaty and release the water due to the United States - Terrazas
- [33.](#) Approval of Interlocal Agreement between the City of Mission and Sharyland ISD for installation of lighting along the Walking/Running Trail at Shimotsu Elementary - Terrazas

- [34.](#) Approval of Budget Amendment: General Fund, Capital Projects Fund, 2018 CO Fund & 2021 CO Fund - Vela

### UNFINISHED BUSINESS

- [35.](#) TABLED 02/26/2024 - Rezoning: Tract #1: A tract of land containing 0.612 of one acre, being a part of portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1916 Crystal Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance#\_\_\_\_\_ - De Luna
- [36.](#) TABLED 02/26/2024 - Rezoning: Tract #2: A tract of land containing 0.551 of one acre, being a part of portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1931 Meadow Way Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance#\_\_\_\_\_ - De Luna
- [37.](#) TABLED 02/26/2024 - Rezoning: Tract #3: A tract of land containing 0.613 of one acre, being a part of portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1914 Crystal Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance#\_\_\_\_\_ - De Luna
- [38.](#) TABLED 02/26/2024: Rezoning: A 27.969 acre tract of land out of Lot 29-10, West Addition to Sharyland, (AO-I) Agricultural Open Interim to (R-1A) Large Lot Residential, Jorge E. Miranda, and Adoption of Ordinance#\_\_\_\_\_ - De Luna

### ROUTINE MATTERS

- City Manager Comments
- City Council Comments
- Mayor's Comments

### EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation Attorney) and Tex. Gov't Code Section 551.074 (Personnel Matters), regarding personnel issues.

### ADJOURNMENT

#### CERTIFICATE

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 08th day of March, 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 **11th day of March, 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 purposes permitted by the Act, including, but not limited to the following sections and purposes.

Texas Government Code Section:

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

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

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

On this the **08th day of March, 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**, Juliette ‘Daisy’ Gordon Low founded the Girl Scouts of the USA on March, 12, 1912; and

**WHEREAS**, in Girl Scouts, girls develop their leadership potential through activities that enable them to discover their values, skills, and the world around them, connect with others in a multicultural environment; and

**WHEREAS**, Girl Scouting is continuing a legacy of creating gender balanced leadership in the United States and the world in its second century of service to girls, by providing girls with the tools to become leaders dedicated to making this country and the world a better place; and

**WHEREAS**, Girl Scouts outdoor experiences are an integral part of the Girl Scout Leadership Experience for girls of all ages. Outdoor activities are woven into the core leadership development program in such a way that girls feel comfortable trying new things and testing their limits, and gain confidence and acquire new skills in a safe and supportive all-girl environment.

**WHEREAS**, Girl Scouts of Greater South Texas Troop 3004 is committed to ensuring every girl has the opportunity to explore and build an interest in science, technology, engineering, and mathematics (STEM), helping them to develop critical thinking skills, problem solving skills, and collaborative skills which are vital throughout life; and

**WHEREAS**, girls in grades kinder through 12<sup>th</sup> grade who demonstrate extraordinary leadership through action projects that have sustainable impacts on their communities and beyond are presented the Girl Scouts Gold Award;

**NOW, THEREFORE**, We, the City Council of the City of Mission do hereby applaud the commitment Girl Scouting and Girl Scouts of Greater South Texas Troop 3004 has made to support the continued advancement of girls in their roles as leaders here in our City and declare the week of March 10-16, 2024 to be “Girl Scout Week” in Mission, Texas.

**PROCLAIMED** on this the 11<sup>th</sup> day of March, 2024.

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

\_\_\_\_\_  
Jessica Ortega, Councilwoman

\_\_\_\_\_  
Ruben Plata, Mayor Pro Tem

\_\_\_\_\_  
Marissa Ortega-Gerlach, Councilwoman

\_\_\_\_\_  
Alberto Vela, Councilman

# Racial Profiling Analysis Report

Item 3.

## MISSION POLICE DEPARTMENT

01. Total Traffic Stops:	8990	
02. Location of Stop:		
a. City Street	7896	87.83%
b. US Highway	500	5.56%
c. County Road	8	0.09%
d. State Highway	543	6.04%
e. Private Property or Other	43	0.48%
03. Was Race known prior to Stop:		
a. NO	8953	99.59%
b. YES	37	0.41%
04. Race or Ethnicity:		
a. Alaska/ Native American/ Indian	3	0.03%
b. Asian/ Pacific Islander	19	0.21%
c. Black	33	0.37%
d. White	2411	26.82%
e. Hispanic/ Latino	6524	72.57%
05. Gender:		
a. Female	3635	40.43%
i. Alaska/ Native American/ Indian	1	0.01%
ii. Asian/ Pacific Islander	11	0.12%
iii. Black	6	0.07%
iv. White	915	10.18%
v. Hispanic/ Latino	2702	30.06%
b. Male	5355	59.57%
i. Alaska/ Native American/ Indian	2	0.02%
ii. Asian/ Pacific Islander	8	0.09%
iii. Black	27	0.30%
iv. White	1496	16.64%
v. Hispanic/ Latino	3822	42.51%
06. Reason for Stop:		
a. Violation of Law	535	5.95%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	2	0.37%

# Racial Profiling Analysis Report

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iii. Black	0	0.00%
iv. White	107	20.00%
v. Hispanic/ Latino	426	79.63%
b. Pre-Existing Knowledge	91	1.01%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	10	10.99%
v. Hispanic/ Latino	81	89.01%
c. Moving Traffic Violation	7005	77.92%
i. Alaska/ Native American/ Indian	3	0.04%
ii. Asian/ Pacific Islander	15	0.21%
iii. Black	29	0.41%
iv. White	1896	27.07%
v. Hispanic/ Latino	5062	72.26%
d. Vehicle Traffic Violation	1359	15.12%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	2	0.15%
iii. Black	4	0.29%
iv. White	400	29.43%
v. Hispanic/ Latino	955	70.27%
07. Was a Search Conducted:		
a. NO	8954	99.60%
i. Alaska/ Native American/ Indian	3	0.03%
ii. Asian/ Pacific Islander	19	0.21%
iii. Black	33	0.37%
iv. White	2398	26.78%
v. Hispanic/ Latino	6501	72.60%
b. YES	36	0.40%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	13	36.11%
v. Hispanic/ Latino	23	63.89%
08. Reason for Search:		
a. Consent	23	0.26%



# Racial Profiling Analysis Report

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i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	10	43.48%
v. Hispanic/ Latino	13	56.52%
b. Contraband in Plain View	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
c. Probable Cause	5	0.06%
ii. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	2	40.00%
v. Hispanic/ Latino	3	60.00%
d. Inventory	2	0.02%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	2	100.00%
e. Incident to Arrest	6	0.07%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	1	16.67%
v. Hispanic/ Latino	5	83.33%

## 09. Was Contraband Discovered:

YES	10	0.11%
i. Alaska/ Native American/ Indian	0	0.00%
Finding resulted in arrest - YES	0	
Finding resulted in arrest - NO	0	
ii. Asian/ Pacific Islander	0	0.00%
Finding resulted in arrest - YES	0	
Finding resulted in arrest - NO	0	
iii. Black	0	0.00%

# Racial Profiling Analysis Report

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Finding resulted in arrest - YES	0	
Finding resulted in arrest - NO	0	
iv. White	3	30.00%
Finding resulted in arrest - YES	3	
Finding resulted in arrest - NO	0	
v. Hispanic/ Latino	7	70.00%
Finding resulted in arrest - YES	7	
Finding resulted in arrest - NO	0	
b. NO	26	0.29%
i. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	10	38.46%
v. Hispanic/ Latino	16	61.54%

## 10. Description of Contraband:

a. Drugs	6	0.07%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	3	50.00%
v. Hispanic/ Latino	3	50.00%
b. Currency	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
c. Weapons	1	0.01%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	1	100.00%
d. Alcohol	3	0.03%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%

# Racial Profiling Analysis Report

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v. Hispanic/ Latino	3	100.00%
e. Stolen Property	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
f. Other	0	0.00%
i. Alaska/ Native American/ Indian	0	
i. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
11. Result of Stop:		
a. Verbal Warning	4	0.04%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	1	25.00%
v. Hispanic/ Latino	3	75.00%
b. Written Warning	4613	51.31%
i. Alaska/ Native American/ Indian	2	0.04%
ii. Asian/ Pacific Islander	13	0.28%
iii. Black	22	0.48%
iv. White	1397	30.28%
v. Hispanic/ Latino	3179	68.91%
c. Citation	4345	48.33%
i. Alaska/ Native American/ Indian	1	0.02%
ii. Asian/ Pacific Islander	6	0.14%
iii. Black	10	0.23%
iv. White	1006	23.15%
v. Hispanic/ Latino	3322	76.46%
d. Written Warning and Arrest	13	0.14%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	4	30.77%
v. Hispanic/ Latino	9	69.23%

# Racial Profiling Analysis Report

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e. Citation and Arrest	15	0.17%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	1	6.67%
iv. White	3	20.00%
v. Hispanic/ Latino	11	73.33%
f. Arrest	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
12. Arrest Based On:		
a. Violation of Penal Code	6	0.07%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	2	33.33%
v. Hispanic/ Latino	4	66.67%
b. Violation of Traffic Law	6	0.07%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	6	100.00%
c. Violation of City Ordinance	1	0.01%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	1	100.00%
v. Hispanic/ Latino	0	0.00%
d. Outstanding Warrant	15	0.17%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	1	6.67%
iv. White	4	26.67%
v. Hispanic/ Latino	10	66.67%

# Racial Profiling Analysis Report

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## 13. Was Physical Force Used:

a. NO	8983	99.92%
i. Alaska/ Native American/ Indian	3	0.03%
ii. Asian/ Pacific Islander	19	0.21%
iii. Black	33	0.37%
iv. White	2408	26.81%
v. Hispanic/ Latino	6520	72.58%
b. YES	7	0.08%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	1	14.29%
v. Hispanic/ Latino	3	42.86%
b 1. YES: Physical Force Resulting in Bodily Injury to Suspect	0	0.00%
b 2. YES: Physical Force Resulting in Bodily Injury to Officer	0	0.00%
b 3. YES: Physical Force Resulting in Bodily Injury to Both	3	42.86%

## 14. Total Number of Racial Profiling Complaints Received:

0

REPORT DATE COMPILED 02/27/2024

# Racial Profiling Report | Full

Item 3.

Agency Name: MISSION POLICE DEPARTMENT  
Reporting Date: 02/27/2024  
TCOLE Agency Number: 215211

Chief Administrator: TEODORO RODRIGUEZ JR

Agency Contact Information:  
Phone: (956) 584-5000  
Email: chiefctorres@missionpolice.org

Mailing Address:  
1200 E 8TH ST  
MISSION, TX 78572-5811

This Agency filed a full report

MISSION POLICE DEPARTMENT has adopted a detailed written policy on racial profiling. Our policy:

- 1) clearly defines acts constituting racial profiling;
- 2) strictly prohibits peace officers employed by the MISSION POLICE DEPARTMENT from engaging in racial profiling;
- 3) implements a process by which an individual may file a complaint with the MISSION POLICE DEPARTMENT if the individual believes that a peace officer employed by the MISSION POLICE DEPARTMENT has engaged in racial profiling with respect to the individual;
- 4) provides public education relating to the agency's complaint process;
- 5) requires appropriate corrective action to be taken against a peace officer employed by the MISSION POLICE DEPARTMENT who, after an investigation, is shown to have engaged in racial profiling in violation of the MISSION POLICE DEPARTMENT policy;
- 6) requires collection of information relating to motor vehicle stops in which a warning or citation is issued and to arrests made as a result of those stops, including information relating to:
  - a. the race or ethnicity of the individual detained;
  - b. whether a search was conducted and, if so, whether the individual detained consented to the search;
  - c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
  - d. whether the peace officer used physical force that resulted in bodily injury during the stop;
  - e. the location of the stop;
  - f. the reason for the stop.
- 7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
  - a. the Commission on Law Enforcement; and
  - b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The MISSION POLICE DEPARTMENT has satisfied the statutory data audit requirements as prescribed in Article

2.133(c), Code of Criminal Procedure during the reporting period.

Item 3.

Executed by: DAVID MEZA  
Lieutenant

Date: 02/27/2024

# Total stops: 8990

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## Street address or approximate location of the stop

City street	7896
US highway	500
County road	8
State highway	543
Private property or other	43

## Was race or ethnicity known prior to stop?

Yes	37
No	8953

## Race / Ethnicity

Alaska Native / American Indian	3
Asian / Pacific Islander	19
Black	33
White	2411
Hispanic / Latino	6524

## Gender

<b>Female</b>	<b>3635</b>
Alaska Native / American Indian	1
Asian / Pacific Islander	11
Black	6
White	915
Hispanic / Latino	2702
<b>Male</b>	<b>5355</b>
Alaska Native / American Indian	2
Asian / Pacific Islander	8
Black	27
White	1496
Hispanic / Latino	3822

## Reason for stop?

<b>Violation of law</b>	<b>535</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	2
Black	0
White	107



Hispanic / Latino	426
<b>Preexisting knowledge</b>	<b>91</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	10
Hispanic / Latino	81
<b>Moving traffic violation</b>	<b>7005</b>
Alaska Native / American Indian	3
Asian / Pacific Islander	15
Black	29
White	1896
Hispanic / Latino	5062
<b>Vehicle traffic violation</b>	<b>1359</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	2
Black	4
White	400
Hispanic / Latino	955
<b>Was a search conducted?</b>	
<b>Yes</b>	<b>36</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	13
Hispanic / Latino	23
<b>No</b>	<b>8954</b>
Alaska Native / American Indian	3
Asian / Pacific Islander	19
Black	33
White	2398
Hispanic / Latino	6501
<b>Reason for Search?</b>	
<b>Consent</b>	<b>23</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	10

Hispanic / Latino	13		
<b>Contraband</b>	<b>0</b>		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	0		
White	0		
Hispanic / Latino	0		
<b>Probable</b>	<b>5</b>		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	0		
White	2		
Hispanic / Latino	3		
<b>Inventory</b>	<b>2</b>		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	0		
White	0		
Hispanic / Latino	2		
<b>Incident to arrest</b>	<b>6</b>		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	0		
White	1		
Hispanic / Latino	5		
<b>Was Contraband discovered?</b>			
<b>Yes</b>	<b>10</b>	<b>Did the finding result in arrest?</b>	
		(total should equal previous column)	
Alaska Native / American Indian	0	Yes 0	No 0
Asian / Pacific Islander	0	Yes 0	No 0
Black	0	Yes 0	No 0
White	3	Yes 3	No 0
Hispanic / Latino	7	Yes 7	No 0
<b>No</b>	<b>26</b>		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	0		
White	10		
Hispanic / Latino	16		

**Description of contraband**

<b>Drugs</b>	<b>6</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	3
Hispanic / Latino	3
<b>Weapons</b>	<b>1</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	1
<b>Currency</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Alcohol</b>	<b>3</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	3
<b>Stolen property</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Other</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0

**Result of the stop**

<b>Verbal warning</b>	<b>4</b>
-----------------------	----------

Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	3
<b>Written warning</b>	<b>4613</b>
Alaska Native / American Indian	2
Asian / Pacific Islander	13
Black	22
White	1397
Hispanic / Latino	3179
<b>Citation</b>	<b>4345</b>
Alaska Native / American Indian	1
Asian / Pacific Islander	6
Black	10
White	1006
Hispanic / Latino	3322
<b>Written warning and arrest</b>	<b>13</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	4
Hispanic / Latino	9
<b>Citation and arrest</b>	<b>15</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	3
Hispanic / Latino	11
<b>Arrest</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Arrest based on</b>	
Violation of Penal Code	<b>6</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0

Black	0
White	2
Hispanic / Latino	4
<b>Violation of Traffic Law</b>	<b>6</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	6
<b>Violation of City Ordinance</b>	<b>1</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	0
<b>Outstanding Warrant</b>	<b>15</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	4
Hispanic / Latino	10

**Was physical force resulting in bodily injury used during stop?**

<b>Yes</b>	<b>7</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	3
<b>Resulting in Bodily Injury To:</b>	
Suspect	0
Officer	0
Both	3
<b>No</b>	<b>8983</b>
Alaska Native / American Indian	3
Asian / Pacific Islander	19
Black	33
White	2408
Hispanic / Latino	6520

**Number of complaints of racial profiling**

Item 3.

Total 0  
Resulted in disciplinary action 0  
Did not result in disciplinary action 0

**Comparative Analysis**

Use TCOLE's auto generated analysis   
Use Department's submitted analysis

**Optional Narrative**

N/A

Submitted electronically to the



The Texas Commission on Law Enforcement

# CITIZENS REQUEST/311

- 1. REQUEST MANAGEMENT-ALLOWS FOR CENTRALIZATION AND ORGANIZATION OF CITIZENS REQUESTS**
- 2. BRANDED MOBILE APP-PROVIDE CITIZENS WITH A MOBILE FRONT TO ACCESS ALL NOTIFICATIONS AND IMPORTANT INFORMATION DIRECTLY FROM US**
- 3. REPORTING-MAKE DATA DRIVEN DECISIONS**
- 4. MANAGE AND ROUTE REQUESTS-REQUESTS ARE AUTOMATICALLY ROUTED TO THE CORRECT DEPARTMENT & STAFF FOR RESOLUTION. REPORTS ALLOW US TO VISUALIZE ALL ISSUES ON A MAP FOR PROBLEMATIC AREAS OR TREND SPOTTING**
- 5. ASSIGN & TRACK WORK-WORK CREWS CAN ACCESS THEIR ASSIGNMENTS IN THE FIELD, UPDATE PROGRESS, AS WELL AS TRACK LABOR & COSTS**
- 6. SERVICE PORTAL-ALLOWS FOR EASY SUBMISSION & 24/7 ACCESS TO SERVICES AND INFORMATION THRU THE FULLY SEARCHABLE BASE**
- 7. TRACK MESSAGES-CITIZENS CAN CHECK THE STATUS OF THEIR ISSUE AT THEIR CONVENIENCE. REAL TIME PUSH NOTIFICATIONS & ALERTS PROACTIVELY KEEP THEM UP TO DATE AS THEIR ISSUES ARE RESOLVED**



# My Mission 311 Mobile App



Item 4.



*Help us keep our city safe, clean, and beautiful!*

## See an Issue? Let us know!

Report issues such as:

- Potholes
- Street Lights
- Illegal Dumping
- Code Violations
- Weedy Lots
- Park Improvements



SCAN HERE TO  
DOWNLOAD APP



With just a few taps, you can notify the appropriate department about issues like potholes, broken streetlights, or code violations. It is an efficient and easy way to report these issues and get them resolved promptly.

**Download the FREE app today!**





# My Mission 311



## See an Issue? Let us know!

Download the My Mission 311 app now available for Android and Apple.



**Scan Here to download  
the app now!**

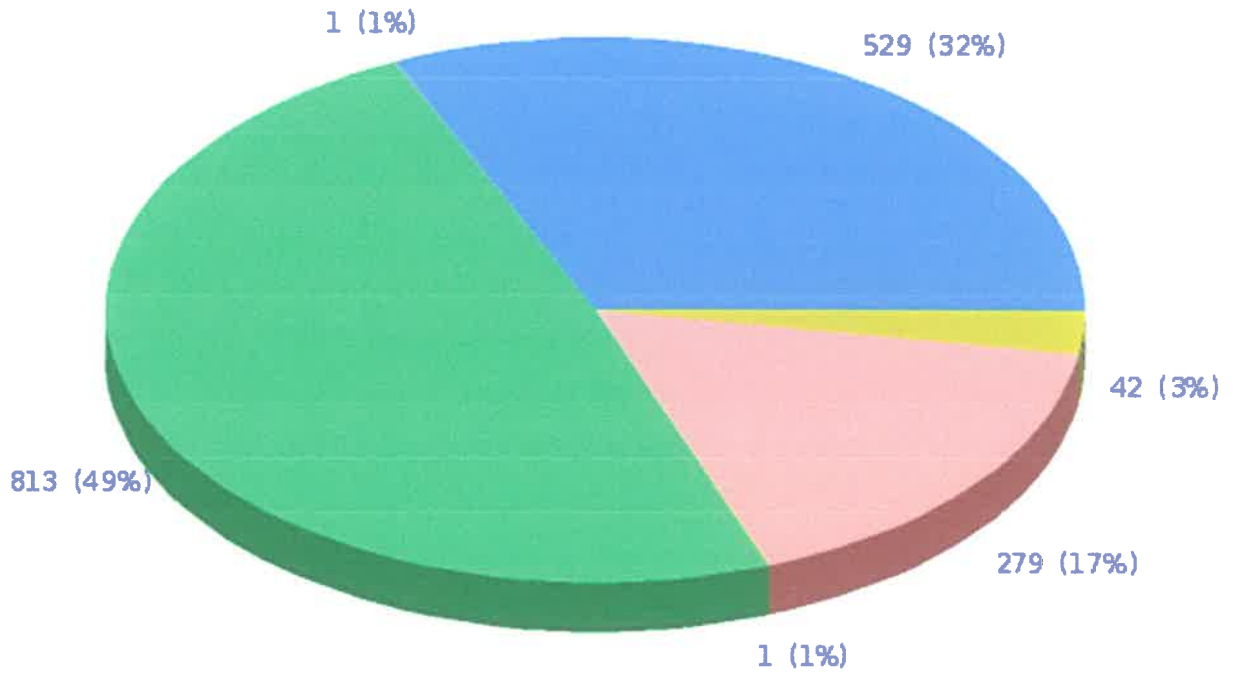
→ **Report Issues such as:**

- Potholes
- Streets Lights
- Illegal Dumping
- Code Violations
- Weedy Lots
- Park Improvements

*Help us keep our city safe, clean  
and beautiful!*

# How Requests Are Reported

For Date Period From 01/01/2023 Through 12/31/2023



**# OF CITIZENS THAT HAVE  
DOWNLOADED OUR APP**

**2,279**

# 2021 REPORT

One Year Analysis of Opened Internal & External Requests  
Ending December 2021

Item 4.

	Jan21	Feb21	Mar21	Apr21	May21	Jun21	Jul21	Aug21	Sep21	Oct21	Nov21	Dec21	Total
<b>Health</b>													
Animal Control	0	0	0	8	12	16	12	12	10	17	14	8	109
Mosquitoes	0	0	0	0	0	0	30	2	0	1	0	4	37
<b>Total - Health</b>	0	0	0	8	12	16	42	14	10	18	14	12	146
<b>Obstructions -Tree/Branches</b>													
<b>MOWING</b>	0	0	0	0	0	30	42	25	8	9	4	3	121
<b>Total - Obstructions - Tree/Branches</b>	0	0	0	0	0	30	42	25	8	9	4	3	121
<b>Parks &amp; Rec</b>													
Graffiti	0	0	0	0	0	0	0	1	0	0	0	1	2
Mowing	0	0	0	0	0	0	0	0	0	0	0	0	0
Parks	0	0	0	0	0	0	0	0	0	0	0	0	0
Restrooms	0	0	0	0	0	1	0	0	1	1	0	1	4
Right of way ( mowing )	0	0	0	0	0	0	0	0	0	0	0	0	0
Trails	0	0	0	0	0	2	0	2	1	0	0	1	6
<b>Total - Parks &amp; Rec</b>	0	0	0	0	0	3	0	3	2	1	0	3	12
<b>Planning</b>													
Construction Concerns	0	0	0	0	0	0	4	4	3	7	3	1	22
Dilapidated Home/Structure	0	0	0	0	0	2	1	2	0	2	1	3	11
Garage Sales	0	0	0	0	0	0	0	0	0	0	0	0	0
Health & Sanitation	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Dumping	0	0	0	0	0	4	8	9	3	3	1	5	33
Junked Vehicle on private prop	0	0	0	0	0	0	0	0	0	0	0	0	0
Sewer Concerns	0	0	0	0	0	6	18	3	2	3	3	1	36
Unsafe Building	0	0	0	0	0	0	0	0	0	0	0	0	0
Weedy Lot	0	0	0	3	4	9	20	13	10	4	4	3	70
<b>Total - Planning</b>	0	0	0	3	4	21	51	31	18	19	12	13	172
<b>Police Department</b>													
Illegal Parking	0	0	0	0	0	0	0	7	7	10	6	5	35
<b>Total - Police Department</b>	0	0	0	0	0	0	0	7	7	10	6	5	35
<b>Public Works</b>													
Flooded area/Roadway and stree	0	0	0	0	0	0	0	0	0	0	0	0	0
Foul smell	0	0	0	0	0	0	0	0	0	0	0	0	0
Junk Vehicle	0	0	0	0	0	10	9	3	3	4	1	3	33
Lift Station	0	0	0	0	0	4	2	2	2	2	2	0	14
Low Water Pressure	0	0	0	0	0	0	0	0	1	2	1	1	5
Obstruction-Trees/Branches	0	0	0	0	0	28	25	10	16	12	2	8	101
Pot Holes	0	0	0	0	0	0	9	36	18	26	9	17	115
Sandbag ( Elderly And Disabled	0	0	0	0	0	0	0	0	0	0	0	0	0
Side Walk	0	0	0	0	0	22	6	3	5	9	1	2	48
Street Light	0	0	0	0	0	12	20	15	6	10	4	10	77
Streets/Signs	0	0	0	2	17	25	47	13	8	9	10	9	140
Tires	0	0	0	0	0	0	0	0	0	0	0	0	0
Traffic Signals	0	0	0	0	0	4	2	0	0	1	0	4	11
Water Leaks	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total - Public Works</b>	0	0	0	2	17	105	120	82	59	75	30	54	544
<b>Sanitation</b>													
Brush	0	0	0	0	0	3	36	16	10	6	7	5	83
Bulky Items	0	0	0	0	0	4	7	12	8	4	0	1	36
Garbage	0	0	0	14	12	34	6	11	8	1	5	14	105
Trash	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total - Sanitation</b>	0	0	0	14	12	41	49	39	26	11	12	20	224
<b>All Topics</b>													
<b>Total All Topics</b>	0	0	0	27	45	216	304	201	130	143	78	110	1254

One Year Analysis for All Departments  
Ending December 2021

Item 4.

Department	Jan21	Feb21	Mar21	Apr21	May21	Jun21	Jul21	Aug21	Sep21	Oct21	Nov21	Dec21	Total
<b>Health</b>													
Start of month	0	0	0	0	0	2	2	7	4	3	8	19	
Opened	0	0	0	8	12	16	42	14	10	18	14	12	<b>146</b>
Closed	0	0	0	8	10	16	37	17	11	13	3	14	<b>129</b>
<b>Obstructions -Tree/Branches</b>													
Start of month	0	0	0	0	0	0	15	26	36	39	41	42	
Opened	0	0	0	0	0	28	38	23	6	6	4	3	<b>108</b>
Closed	0	0	0	0	0	13	27	13	3	4	3	9	<b>72</b>
<b>Parks &amp; Rec</b>													
Start of month	0	0	0	0	0	0	3	4	1	2	0	0	
Opened	0	0	0	0	0	5	4	5	4	4	0	3	<b>25</b>
Closed	0	0	0	0	0	2	3	8	3	6	0	3	<b>25</b>
<b>Planning</b>													
Start of month	0	0	0	0	1	2	12	22	20	12	12	16	
Opened	0	0	0	3	4	21	51	31	18	19	12	13	<b>172</b>
Closed	0	0	0	2	3	11	41	33	26	19	8	14	<b>157</b>
<b>Police Department</b>													
Start of month	0	0	0	0	0	0	0	0	7	11	19	0	
Opened	0	0	0	0	0	0	0	7	7	10	6	5	<b>35</b>
Closed	0	0	0	0	0	0	0	0	3	2	25	1	<b>31</b>
<b>Public Works</b>													
Start of month	0	0	0	0	1	5	67	66	88	125	165	180	
Opened	0	0	0	2	17	105	120	82	59	75	30	54	<b>544</b>
Closed	0	0	0	1	13	43	121	60	22	35	15	99	<b>409</b>
<b>Sanitation</b>													
Start of month	0	0	0	0	5	16	48	18	31	41	35	36	
Opened	0	0	0	14	12	41	49	39	26	11	12	20	<b>224</b>
Closed	0	0	0	9	1	9	79	26	16	17	11	56	<b>224</b>
<b>Total Opened</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27</b>	<b>45</b>	<b>216</b>	<b>304</b>	<b>201</b>	<b>130</b>	<b>143</b>	<b>78</b>	<b>110</b>	<b>1254</b>
<b>Total Closed</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>27</b>	<b>94</b>	<b>308</b>	<b>157</b>	<b>84</b>	<b>96</b>	<b>65</b>	<b>196</b>	<b>1047</b>

# 2022 REPORT

One Year Analysis of Opened Internal & External Requests  
Ending December 2022

Item 4.

	Jan22	Feb22	Mar22	Apr22	May22	Jun22	Jul22	Aug22	Sep22	Oct22	Nov22	Dec22	Total
<b>Health</b>													
Animal Control	17	5	8	12	6	19	14	7	19	11	5	9	132
Mosquitoes	0	0	0	0	6	8	0	1	0	4	0	0	19
<b>Total - Health</b>	17	5	8	12	12	27	14	8	19	15	5	9	151
<b>Obstructions -Tree/Branches</b>													
MOWING	2	3	3	7	1	11	4	3	11	5	0	3	53
<b>Total - Obstructions - Tree/Branches</b>	2	3	3	7	1	11	4	3	11	5	0	3	53
<b>Parks &amp; Rec.</b>													
Graffiti	0	0	1	0	0	0	0	0	0	0	0	0	1
Mowing	0	0	0	0	0	0	0	0	0	0	0	0	0
Parks	1	1	0	2	0	0	1	2	2	2	0	1	12
Restrooms	0	0	0	0	0	0	0	0	0	0	0	0	0
Right of way ( mowing )	1	0	1	0	0	2	1	0	1	2	0	0	8
Trails	0	0	0	0	2	0	0	1	0	0	2	0	5
<b>Total - Parks &amp; Rec</b>	2	1	2	2	2	2	2	3	3	4	2	1	26
<b>Planning</b>													
Construction Concerns	1	2	1	0	0	0	1	1	1	2	0	0	9
Dilapidated Home/Structure	0	0	1	0	0	2	1	0	2	1	0	0	7
Garage Sales	0	0	0	1	0	0	1	0	1	0	0	1	4
Health & Sanitation	0	0	0	1	1	1	2	2	0	2	0	3	12
Illegal Dumping	0	0	0	1	1	9	2	3	0	2	0	3	21
Junked Vehicle on private prop	0	1	0	0	0	2	1	0	1	0	1	1	7
Sewer Concerns	3	3	2	5	4	1	2	0	1	1	0	0	22
Unsafe Building	0	0	0	0	0	1	0	0	0	2	0	0	3
Weedy Lot	4	0	2	2	4	18	3	5	11	12	4	3	68
<b>Total - Planning</b>	8	6	6	10	10	34	13	11	17	22	5	11	153
<b>Police Department</b>													
Illegal Parking	4	2	5	10	7	9	10	13	9	5	7	8	89
<b>Total - Police Department</b>	4	2	5	10	7	9	10	13	9	5	7	8	89
<b>Public Works</b>													
Flooded area/Roadway and stree	0	0	0	0	0	0	0	0	7	1	3	1	12
Foul smell	0	0	0	0	0	1	2	0	0	0	0	1	4
Junk Vehicle	1	0	3	1	2	1	2	1	1	1	3	1	17
Lift Station	0	0	0	0	1	2	1	3	0	0	0	0	7
Low Water Pressure	0	1	0	1	2	3	8	1	1	0	0	0	17
Obstruction-Trees/Branches	0	4	1	0	2	2	8	3	1	1	1	1	24
Pot Holes	8	17	18	11	31	17	20	24	9	19	18	18	210
Sandbag ( Elderly And Disabled	0	0	0	0	0	0	0	0	0	0	0	0	0
Side Walk	0	0	2	2	2	6	1	2	0	2	0	0	17
Street Light	16	4	7	7	10	10	9	5	6	10	4	4	92
Streets/Signs	8	1	3	4	2	2	4	4	1	5	2	1	37
Tires	1	2	2	3	0	1	0	4	1	3	1	0	18
Traffic Signals	1	2	0	5	2	1	1	0	2	1	0	1	16
Water Leaks	0	1	2	4	4	1	4	17	4	7	4	2	50
<b>Total - Public Works</b>	35	32	38	38	58	47	60	64	33	50	36	30	521
<b>Sanitation</b>													
Brush	4	2	3	15	6	7	13	7	13	7	8	0	85
Bulky Items	2	0	4	3	2	2	4	4	4	0	0	4	29
Garbage	11	0	6	6	2	4	4	11	4	7	7	5	67
Trash	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total - Sanitation</b>	17	2	13	24	10	13	21	22	21	14	15	9	181
<b>All Topics</b>													
<b>Total All Topics</b>	85	51	75	103	100	143	124	124	113	115	70	71	1174



One Year Analysis for All Departments  
Ending December 2022

Item 4.

Department	Jan22	Feb22	Mar22	Apr22	May22	Jun22	Jul22	Aug22	Sep22	Oct22	Nov22	Dec22	Total
<b>Health</b>													
Start of month	17	9	4	3	7	11	37	23	2	15	29	34	
Opened	17	5	8	12	12	27	14	8	19	15	5	9	151
Closed	25	10	9	8	8	1	28	29	6	1	0	21	146
<b>Obstructions -Tree/Branches</b>													
Start of month	36	6	4	5	9	10	6	4	3	8	9	9	
Opened	2	3	2	7	1	9	4	3	10	5	0	3	49
Closed	32	5	1	3	0	13	6	4	5	4	0	11	84
<b>Parks &amp; Rec</b>													
Start of month	0	0	0	1	0	0	0	0	1	2	2	4	
Opened	2	1	3	2	2	4	2	3	4	4	2	1	30
Closed	2	1	2	3	2	4	2	2	3	4	0	0	25
<b>Planning</b>													
Start of month	15	4	4	3	4	5	12	5	7	8	12	2	
Opened	8	6	6	10	10	34	13	11	17	22	5	11	153
Closed	19	6	7	9	9	27	20	9	16	18	15	6	161
<b>Police Department</b>													
Start of month	4	4	6	11	19	26	35	45	55	59	63	70	
Opened	4	2	5	10	7	9	10	13	9	5	7	8	89
Closed	4	0	0	2	0	0	0	3	5	1	0	2	17
<b>Public Works</b>													
Start of month	135	38	36	34	39	55	37	63	34	24	41	60	
Opened	35	32	38	38	58	47	60	64	33	50	36	30	521
Closed	132	34	40	33	42	65	34	93	43	33	17	64	630
<b>Sanitation</b>													
Start of month	0	2	1	7	8	7	9	7	4	11	1	1	
Opened	17	2	13	24	10	13	21	22	21	14	15	9	181
Closed	15	3	7	23	11	11	23	25	14	24	15	3	174
<b>Total Opened</b>	<b>85</b>	<b>51</b>	<b>75</b>	<b>103</b>	<b>100</b>	<b>143</b>	<b>124</b>	<b>124</b>	<b>113</b>	<b>115</b>	<b>70</b>	<b>71</b>	<b>1174</b>
<b>Total Closed</b>	<b>229</b>	<b>59</b>	<b>66</b>	<b>81</b>	<b>72</b>	<b>121</b>	<b>113</b>	<b>165</b>	<b>92</b>	<b>85</b>	<b>47</b>	<b>107</b>	<b>1237</b>

# 2023 REPORT

One Year Analysis of Opened Requests  
Ending December 2023

Item 4.

	Jan23	Feb23	Mar23	Apr23	May23	Jun23	Jul23	Aug23	Sep23	Oct23	Nov23	Dec23	Total
<i>Health</i>													
<b>Animal Control</b>	14	6	13	15	7	9	8	7	9	18	14	271	<b>391</b>
<b>Mosquitoes</b>	0	0	2	18	19	6	1	0	0	0	0	5	<b>51</b>
<b>Total - Health</b>	14	6	15	33	26	15	9	7	9	18	14	276	<b>442</b>
<i>Obstructions -Tree/Branches</i>													
<b>MOWING</b>	4	4	3	4	18	9	3	1	5	2	1	7	<b>61</b>
<b>Total - Obstructions - Tree/Branches</b>	4	4	3	4	18	9	3	1	5	2	1	7	<b>61</b>
<i>Parks &amp; Rec</i>													
<b>Graffiti</b>	0	0	2	0	0	0	1	0	1	0	4	0	<b>8</b>
<b>Mowing</b>	0	0	0	0	0	0	0	0	0	0	0	0	<b>0</b>
<b>Parks</b>	2	3	3	3	1	3	5	2	2	1	1	1	<b>27</b>
<b>Restrooms</b>	0	0	0	0	0	1	0	0	0	0	0	0	<b>1</b>
<b>Right of way ( mowing )</b>	0	0	0	0	2	0	1	0	1	1	0	3	<b>8</b>
<b>Trails</b>	0	0	0	0	1	0	2	0	0	0	1	0	<b>4</b>
<b>Total - Parks &amp; Rec</b>	2	3	5	3	4	4	9	2	4	2	6	4	<b>48</b>
<i>Planning</i>													
<b>Construction Concerns</b>	0	0	1	1	5	3	1	1	1	1	1	0	<b>15</b>
<b>Dilapidated Home/Structure</b>	0	0	1	0	2	0	1	1	1	0	0	0	<b>6</b>
<b>Garage Sales</b>	0	1	0	0	0	0	0	2	0	1	1	1	<b>6</b>
<b>Health &amp; Sanitation</b>	0	0	1	3	2	1	1	3	0	0	1	1	<b>13</b>
<b>Illegal Dumping</b>	1	0	5	1	6	0	6	3	2	3	3	4	<b>34</b>
<b>Junked Vehicle on private prop</b>	1	3	0	1	0	0	0	0	0	0	0	1	<b>6</b>
<b>Sewer Concerns</b>	1	3	2	6	3	2	3	4	3	3	0	3	<b>33</b>
<b>Unsafe Building</b>	1	0	4	0	0	0	0	3	0	0	1	0	<b>9</b>
<b>Weedy Lot</b>	1	3	2	11	23	14	3	7	3	7	2	5	<b>81</b>
<b>Total - Planning</b>	5	10	16	23	41	20	15	24	10	15	9	15	<b>203</b>
<i>Police Department</i>													
<b>Illegal Parking</b>	9	12	20	9	12	12	10	10	3	6	5	4	<b>112</b>
<b>Total - Police Department</b>	9	12	20	9	12	12	10	10	3	6	5	4	<b>112</b>
<i>Public Works</i>													
<b>Flooded area/Roadway and stree</b>	1	0	6	3	8	1	0	1	2	0	2	2	<b>26</b>
<b>Foul smell</b>	1	1	0	3	1	0	0	0	0	0	0	1	<b>7</b>
<b>Junk Vehicle</b>	0	3	4	2	0	0	1	2	0	0	0	0	<b>12</b>
<b>Lift Station</b>	0	0	0	0	0	2	0	1	0	1	0	0	<b>4</b>
<b>Low Water Pressure</b>	1	0	1	3	1	2	0	3	0	1	2	2	<b>16</b>
<b>Obstruction-Trees/Branches</b>	1	4	5	11	25	12	4	6	4	2	0	2	<b>76</b>
<b>Pot Holes</b>	15	31	13	31	19	10	13	18	12	12	9	17	<b>200</b>
<b>Sandbag ( Elderly And Disabled</b>	0	0	0	0	0	0	0	1	0	0	0	0	<b>1</b>
<b>Side Walk</b>	2	2	2	1	1	2	3	5	0	1	2	4	<b>25</b>
<b>Street Light</b>	6	5	3	12	16	6	6	10	13	12	11	15	<b>115</b>
<b>Streets/Signs</b>	6	4	2	8	6	3	8	5	6	3	4	2	<b>57</b>
<b>Tires</b>	0	1	1	0	0	1	0	3	1	1	1	0	<b>9</b>
<b>Traffic Signals</b>	0	1	0	3	4	0	1	1	1	1	2	1	<b>15</b>
<b>Water Leaks</b>	1	1	2	4	3	0	3	4	8	7	6	2	<b>41</b>
<b>Total - Public Works</b>	34	53	39	81	84	39	39	60	47	41	39	48	<b>604</b>
<i>Sanitation</i>													
<b>Brush</b>	6	5	3	13	34	22	11	5	4	2	7	2	<b>114</b>
<b>Bulky Items</b>	3	0	0	2	6	7	6	5	0	2	0	1	<b>32</b>
<b>Garbage</b>	2	5	3	2	3	0	4	3	1	2	1	3	<b>29</b>
<b>Trash</b>	0	0	1	2	4	3	3	2	1	0	2	2	<b>20</b>
<b>Total - Sanitation</b>	11	10	7	19	47	32	24	15	6	6	10	8	<b>195</b>
<i>All Topics</i>													
<b>Total All Topics</b>	79	98	105	172	232	131	109	119	84	90	84	362	<b>1665</b>

One Year Analysis for All Departments  
Ending December 2023

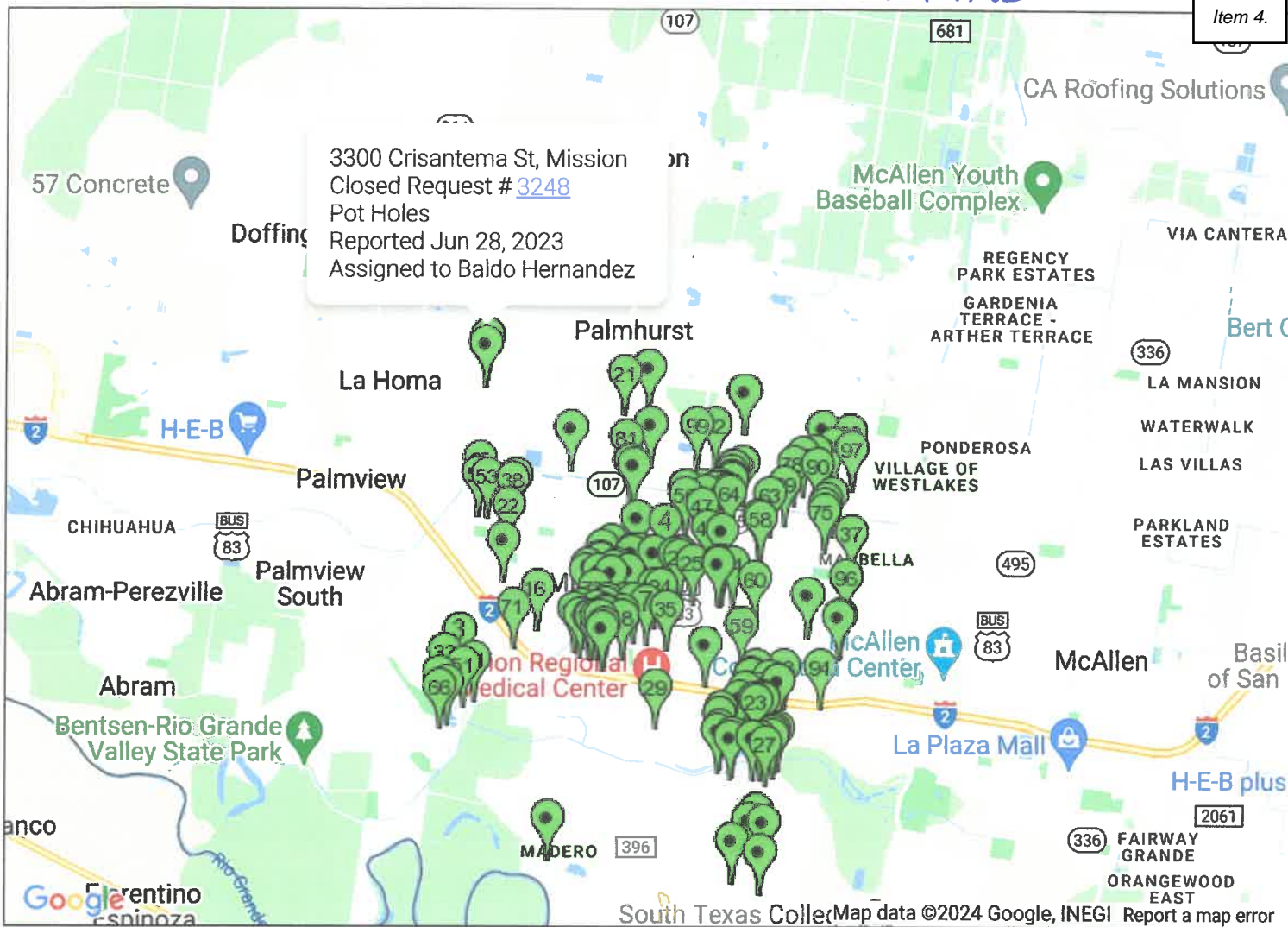
Item 4.

Department	Jan23	Feb23	Mar23	Apr23	May23	Jun23	Jul23	Aug23	Sep23	Oct23	Nov23	Dec23	Total
<b>Health</b>													
Start of month	22	4	5	7	30	4	11	15	22	5	9	6	
Opened	14	6	15	33	26	15	9	7	9	18	14	276	<b>442</b>
Closed	32	5	13	10	52	8	5	0	26	14	17	280	<b>462</b>
<b>Obstructions -Tree/Branches</b>													
Start of month	1	4	6	5	4	15	10	6	6	3	2	3	
Opened	3	3	3	4	17	7	3	1	3	1	1	5	<b>51</b>
Closed	0	1	4	5	6	12	7	1	6	2	0	3	<b>47</b>
<b>Parks &amp; Rec</b>													
Start of month	5	1	4	2	2	1	4	0	1	3	3	5	
Opened	3	4	5	3	5	6	9	2	6	3	6	6	<b>58</b>
Closed	7	1	7	3	6	3	13	1	4	3	4	5	<b>57</b>
<b>Planning</b>													
Start of month	7	2	3	5	8	9	4	5	6	5	3	0	
Opened	5	10	16	23	41	20	15	24	10	15	9	15	<b>203</b>
Closed	10	9	14	20	40	25	14	23	11	17	12	12	<b>207</b>
<b>Police Department</b>													
Start of month	76	82	87	102	107	113	116	117	122	123	125	129	
Opened	9	12	20	9	12	12	10	10	3	6	5	4	<b>112</b>
Closed	3	7	5	4	6	9	9	5	2	4	1	1	<b>56</b>
<b>Public Works</b>													
Start of month	26	37	53	50	62	80	55	29	42	26	26	38	
Opened	34	53	39	81	84	39	39	60	47	41	39	48	<b>604</b>
Closed	23	37	42	69	66	64	65	47	63	41	27	42	<b>586</b>
<b>Sanitation</b>													
Start of month	7	15	25	31	9	45	35	21	16	9	3	8	
Opened	11	10	7	19	47	32	24	15	6	6	10	8	<b>195</b>
Closed	3	0	1	41	11	42	38	20	13	12	5	7	<b>193</b>
<b>Total Opened</b>	<b>79</b>	<b>98</b>	<b>105</b>	<b>172</b>	<b>232</b>	<b>131</b>	<b>109</b>	<b>119</b>	<b>84</b>	<b>90</b>	<b>84</b>	<b>362</b>	<b>1665</b>
<b>Total Closed</b>	<b>78</b>	<b>60</b>	<b>86</b>	<b>152</b>	<b>187</b>	<b>163</b>	<b>151</b>	<b>97</b>	<b>125</b>	<b>93</b>	<b>66</b>	<b>350</b>	<b>1608</b>

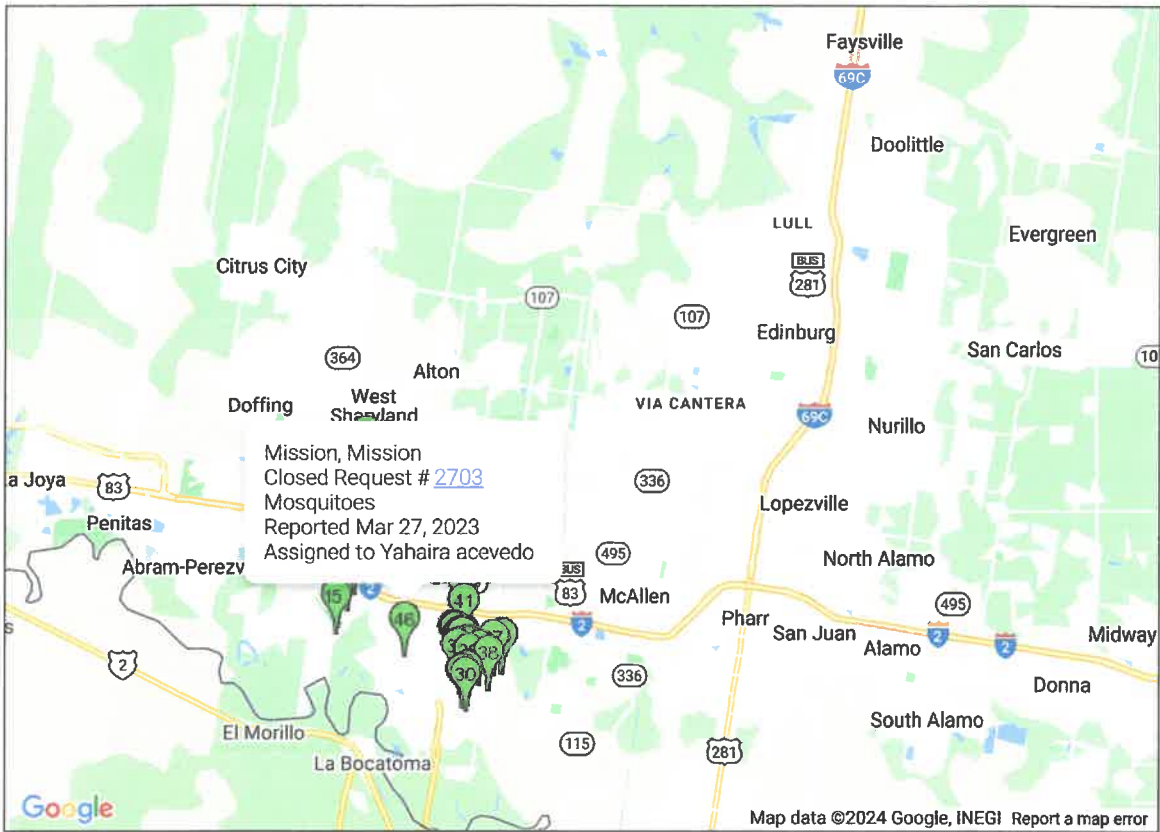
# MONTHLY REPORTS

# Pot Holes

Item 4.



- 1 1001 North Francisco Avenue, Mission
- 2 1002 North Stewart Road, Mission
- 3 1007 Lake View Dr, Mission
- 4 1008 Pamela Dr, Mission
- 5 101 Sabine Ct, Mission
- 6 101 San Jacinto Street
- 7 1015 East 1st Street, Mission
- 8 1026 Rio Grande Dr, Mission
- 9 105 East 5th Street, Mission
- 10 106 South Francisco Avenue, Mission



- 1 1201 E 8th St
- 2 1215 Hunter Street, Mission
- 3 1303 Reynosa St, Mission
- 4 1312 Ramirez St, Mission
- 5 1465-1487 S One Mile Rd, Mission
- 6 1504 Garden Dr, Mission
- 7 1603 Alexa Marie Street, Mission
- 8 1609 East 21st Street, Mission
- 9 1620 E Gastel Cir, Mission
- 10 1703 West 21st Street, Mission
- 11 1705 Merlin Drive, Mission
- 12 1811 Meadow View Drive, Mission
- 13 2102 Turtle Lane, Mission
- 14 2105 Lake Front Drive, Mission
- 15 2125 Lake View Dr, Mission
- 16 2313 Nicole Drive, Mission

# EXAMPLES OF CONVERSATIONS



# Add/Edit Request

Update & Exit    Update    Cancel  
Old    New Look

Print    **Item 4.**

Assigned to: Jesus Vela    Request: 5376    Entered on: 02/28/2024 08:47 AM    By: Griselda Cantu Garza

Long form

(1 followup items below)

### Customer Information

Create another request for customer

Last name:     First name:     Phone:     Alt phone:   
 Address:     City:     State:     Zip code:   
 Email:     *(1 other record for customer)*

\* Topic:

Request type:

Entered via:

Problem Locati:



Animal Shelter - Animal Type

Dog Type

Cat Type

Wild Life

Assigned to:  Leave blank for automatic routing

Status:

Priority:

IP Address: 64.88.195.125,

#### Attachments:

Delete?	Attachment Description (defaults to file name)	<input type="checkbox"/> Send to Customer when Closed?	Date	File
<input type="checkbox"/>	Screenshot 2024-02-28 084659.png	<input type="checkbox"/>	02/28/2024	
<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>		File name: <input type="text" value="Choose Files"/> No file chosen

\* Description: wed / am- excess dogs, multi kennels IN HM  
pd did house call yesterday, wellnss ck, thnx

Reason closed: Thank you for reporting this concern. The Animal Welfare Officer made contact with the owners of the animal (s) and provided city ordinance education for the "neglect" violation. If the issue persists, please submit another concern on the City of Mission 311 Mobile APP or by calling our city offices at 956-580-8741 to discuss other resources. Best Regards.

Due Date: 03/14/2024  
Date Closed: 02/28/2024 12:07 PM By: Jesus Vela

Update & Exit    Update    Cancel    Delete

#### Collaboration Area (internal notes, email correspondence)

1: Added internal information  
 Jesus Vela    Spoke to resd at home and she allowed me to check home. Only 3 kennels inside resd and only two small dogs inside house. She has an additional two dogs outside which are leashed up. Dogs looked healthy  
 02/28/2024 12:07 PM

To add notes or send emails about this Request, enter message below or insert message  , then press the appropriate button.

To add an internal note, or send a message to another employee about this request, enter your message here (at least four characters) and then press one of the buttons to the right. You will not be able to email the customer as there is no way to notify the customer.

Send to Customer  
 Add Internal Note  
 Send to Employee(s)...

# Add/Edit Request

Update & Exit    Update    Cancel  
Old    New Look

Item 4.

Print

Assigned to: Yvette Villarreal

Request: 5356    Entered on: 02/27/2024 12:57 PM

Long Save

(3 followup items below)

Customer Information    Create another request for customer

Last name:     First name:     Phone:     Alt phone:   
 Address:     City:     State:   
 Email:

(10 other records for customer)

\* Topic:   
 Request type:   
 Entered via:   
 Problem Location:   
 Assigned to:     Leave blank for automatic routing  
 Status:   
 Priority:   
 IP Address:



Attachments:

Delete?	Attachment Description (defaults to file name)	<input type="checkbox"/> Send to Customer when Closed?	Date	File
<input type="checkbox"/>	IMG_4278.jpg	<input type="checkbox"/> (Customer sent attachment)	02/27/2024	
<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>		File name: <input type="text" value="Choose Files"/> No file chosen

\* Description:

Reason closed:

Due Date: 02/29/2024  
 Date Closed: 02/29/2024 08:52 AM    By: Yvette Villarreal

Update & Exit    Update    Cancel    Delete

### Collaboration Area (internal notes, email correspondence)

- 3: Message sent to customer by Yvette Villarreal 02/29/2024 08:52 AM    LETTER HAS BEEN MAILED OUT TO PROPERTY OWNER. THANK YOU
- 2: Message sent to customer by Jesse Lerma 02/27/2024 3:40 PM    THANKS FOR YOUR SUBMITTAL..CODE ENFORCEMENT WILL MAKE ASSESSMENT
- 1: Message sent to customer by Yvette Villarreal 02/27/2024 3:15 PM    CODE OFFICER WILL ASSESS PROPERTY. THANK YOU

To add notes or send emails about this Request, enter message below or insert message (Select message from list) , then press the appropriate button.

To add an internal note, or send a message to the customer or another employee about this request, enter your message here (at least four characters) and the buttons to the right will enable. Then press one of the buttons.

- Send to Customer
- Add Internal Note
- Send to Employee(s)...

# Add/Edit Request

Update & Exit    Update   

**Item 4.**

Assigned to: Baldo Hernandez

Request: 5400    Entered on: 02/28/2024 9:29 PM

(4 followup items below)

### Customer Information

Last name:     First name:     Phon:     Alt phone:   
 Address:     City:  Mission, Tx    State:     Zip code:   
 Email:     *(18 other records for customer)*

\* Topic:  Pot Holes  
 Request type:  Problem  
 Entered via:  iPhone  
 Problem Location:   
*(to enter records at this location)*  
 Assigned to:  Baldo Hernandez    *Leave blank for automatic routing*  
 Status:  Open  
 Priority:  Normal  
 IP Address:



Attachments: [Add Attachments](#)

\* Description:  the ally way behind Pollos Nortenos has a lot of traffic, heavy delivery truck traffic. the delivery trucks and vehicular traffic have worn down the asphalt and made deep ruts on the dirt way. need some caliche fill dirt and asphalt. thank you.

Reason closed:  This must be filled in to close the request. Contents of field, and attachments that are marked as Send to Customer when Closed, are e-mailed for customer notification.

Due Date:  03/04/2024    *Leave blank for automatic calculation*     Insert Reason Closed:  (Select message from list)

Update & Exit    Update   

### Collaboration Area (internal notes, email correspondence)

4: Message sent to customer

by Jesse Lerma    THANKS FOR YOUR HELP...  
 03/01/2024 5:16 PM

3: Message sent to customer

by Baldo Hernandez    Your welcome  
 02/29/2024 2:30 PM

Hello, thank you so much! that was super fast service. looks very good I hope the delivery trucks don't mess it up too soon.  
 Spoke to the crew. they are nice folks.  
 thanks again. we appreciate it.

2: Message from customer  
 02/29/2024 2:01 PM

1: Message sent to customer

by Baldo Hernandez    We have your request, we will get to it as soon as possible.  
 02/29/2024 06:51 AM

To add notes or send emails about this Request, enter message below or insert message  (Select message from list) , then press the appropriate button.

To add an internal note, or send a message to the customer or another employee about this request, enter your message here (at least four characters) and the buttons to the right will enable. Then press one of the buttons.

# Add/Edit Request

Update & Exit Update Cancel

Item 4.

Old New Look

Print

Assigned to: Yahaira acevedo

Request: 5295 Entered on: 02/23/2024 2:11 PM

Log form

(4 followup items below)

### Customer Information

Create another request for customer

Last name:  First name:  Phone:  Alt phone:   
 Address:  City:  State:  Zip code:   
 Email:

(19 other records for customer)

\* Topic:   
 Request type:   
 Entered via:   
 Problem Location:   
 Assigned to:  Leave blank for automatic routing  
 Status:   
 Priority:   
 IP Address:



### Attachments: [Add Attachments](#)

\* Description:

Reason closed:

Due Date: 02/28/2024  
 Date Closed: 02/25/2024 8:16 PM By: Jesse Lerma

Update & Exit Update Cancel Delete

### Collaboration Area (internal notes, email correspondence)

- 4: Message sent to Jesse Lerma from Yahaira acevedo 02/26/2024 08:25 AM  
Thank you Mr. Lerma, I will contact resident directly and inform of the findings.
- 3: Message sent to Yahaira acevedo from Jesse Lerma 02/23/2024 8:53 PM  
YAHAIRA PD CHECKED AT 8:45 PM FRIDAY AND THEY ARE WORKING IF I HEAR SOMETHING ELSE ILL LET YOU KNOW THANKS
- 2: Message sent to customer by Jesse Lerma 02/23/2024 8:52 PM  
POLICE SUPERVISOR IS ADVISING ME THAT THEY ARE WORKING NOW 8:45PM....WE WILL SWING BY AFTER MIDNITE TO CHECK AGAIN
- 1: Message sent to customer by Jesse Lerma 02/23/2024 5:34 PM  
THANKS FOR YOUR SUBMITTAL..WE WILL CHECK THEM OUT TONITE AND REPORT THEM TO OUR PROVIDER

To add notes or send emails about this Request, enter message below or insert message , then press the appropriate button.

To add an internal note, or send a message to the customer or another employee about this request, enter your message here (at least four characters) and the buttons to the right will enable. Then press one of the buttons.

- Send to Customer
- Add Internal Note
- Send to Employee(s)...

# Add/Edit Request

Update & Exit

Update

Cancel

Old

New Look

Print

Item 4.

Assigned to: Yahaira acevedo

Request: 5365 Entered on: 02/27/2024 7:34 PM

Long form

(5 followup items below)

## Customer Information

Create another request for customer

Last name:  First name:  Phone:  Alt phone:   
Address:  City:  State:  Zip code:   
Email:

(19 other records for customer)

\* Topic:

Request type:

Entered via:

Problem Location:   Same as customer

Assigned to:  Leave blank for automatic routing

Status:

Priority:

IP Address:

Attachments: [Add Attachments](#)

\* Description:

Reason closed:

Due Date:  Leave blank for automatic calculation

Update & Exit

Update

Cancel

Delete

## Collaboration Area (internal notes, email correspondence)

- 5: Message sent to customer by Jesse Lerma 03/03/2024 8:45 PM MR RUIZ SORRY FOR THE MISCOMMUNICATION ON OUR END ...LIGHTS ARE OUT..WE WILL NOTIFY PROVIDER...THANKS AND IT WAS GOOD TALKING TO YOU TODAY..PLEASE SAVE MY NUMBER IF WE CAN HELP YOU IN THE FUTURE
- 4: Message sent to Yahaira acevedo from Jesse Lerma 03/03/2024 8:43 PM YAHAIRA JUST COMFIRMED LIGHTS ARE NOT WORKING PLEASE REPORT..THANKS
- 3: Message sent to Yahaira acevedo from Jesse Lerma 03/01/2024 9:35 PM YAHAIRA HAVING PD CHECK OUT LOCATION AGAIN TONITE AND ILL LET YOU KNOW
- 2: Message sent to customer by Jesse Lerma 03/01/2024 9:34 PM PD CHECKING ON LIGHTS NOW...WE WILL GET A REPORT AND SUBMIT ACCORDINGLY

1: Message sent to customer  
by Jesse Lerma  
03/01/2024 5:10 PM



THANKS AGAIN...WE WILL HAVE SUPERVISOR CHECK TONITE

Item 4.

To add notes or send emails about this Request, enter message below or insert message

(Select message from list)

, then press the appropriate button.

To add an internal note, or send a message to the customer or another employee about this request, enter your message here (at least four characters) and the buttons to the right will enable. Then press one of the buttons.

Send to  
Customer

Add Internal  
Note

Send to  
Employee(s)...



# Add/Edit Request

Update & Exit Update Cancel

Print Item 4.

Assigned to: Yaritza Pena

Request: 5615 Entered on: 03/04/2024 3:28 PM

Long form

(1 followup items below)

**Customer Information** Create another request for customer

Last name: <input type="text"/>	First name: <input type="text"/>	Phone: <input type="text"/>	Alt phone: <input type="text"/>
Address: <input type="text"/>	City: <input type="text"/>	State: <input type="text" value="TX"/>	Zip code: <input type="text" value="78572"/>
Email: <input type="text"/>			

(3 other records for customer)

\* Topic:

Request type:

Entered via:

Problem Location:

Assigned to:  *Leave blank for automatic routing*

Status:

Priority:

IP Address:



Attachments:

Delete?	Attachment Description (defaults to file name)	<input type="checkbox"/> Send to Customer when Closed?	Date	File
<input type="checkbox"/>	image_picker_98326D6F-70CA-4C7B-9784-C3F7E8CF4	(Customer sent attachment)	03/04/2024	
<input type="checkbox"/>	image_picker_3FF72278-3040-4883-BC32-2118ECCAB/	(Customer sent attachment)	03/04/2024	
<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	File name:	<input type="text" value="Choose Files"/> No file chosen

\* Description: los árboles tapan la visibilidad al transitar por el callejón

Reason closed: This must be filled in to close the request. Contents of field, and attachments that are marked as Send to Customer when Closed, are e-mailed for customer notification.

Due Date:  *Leave blank for automatic calculation* Insert Reason Closed:

Update & Exit Update Cancel Delete

### Collaboration Area (internal notes, email correspondence)

1: Message sent to customer by Jesse Lerma 03/06/2024 6:34 PM GRACIAS POR SUS ATENCIONES....SU PROBLEMA SERA DIRIJIDO AL PROPIO DEPARTAMENTO

To add notes or send emails about this Request, enter message below or insert message  , then press the appropriate button.

To add an internal note, or send a message to the customer or another employee about this request, enter your message here (at least four characters) and the buttons to the right will enable. Then press one of the buttons.

[Send to Customer](#)  
[Add Internal Note](#)  
[Send to Employee\(s\)...](#)



**CITY COUNCIL AGENDA ITEM &  
RECOMMENDATION SUMMARY**

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Randy Perez, City Manager  
**AGENDA ITEM:** Departmental Reports – Perez

**NATURE OF REQUEST:**  
Mission Fire Prevention – February 2024  
Community Development – January 2024  
Information Technology – February 2024  
Rio Valley State Veterans Cemetery – February 2024  
Mission Event Center – January 2024  
Civil Service – February 2024  
311 – February 2024  
City Secretary – February 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 *RP*

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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





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: February 2024

### FIRE INVESTIGATIONS

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

- On February 18, 2024, Lieutenant Omar Salinas investigated a structure fire at 1004 Reynosa Street. Undetermined.

Full Investigation: 1 Total

Call out to document of Incident: 0 Total

Year to Date: 6 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 February.

Our assistance was requested: 0 Total

Assistance Requested by us: 0 Total

Year to Date: 0 Total

**INSPECTIONS**

There were eighty-three (83) inspections conducted for the month of February: thirty - three (33) occupancy, thirty-two (32) annual and eighteen (18) other forms of inspections.

Year to Date: 417 Total 144 Occupancy 160 Annual 113 Other

Inspection rate to date: 8%

**COMPLAINTS**

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

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

Year to Date: 0 Total

**SUBDIVISION REVIEWS**

For the month of February there were twenty - six (26) subdivision plan reviews.

Year to Date: 101 Total

**SPRINKLER SYSTEM REVIEWS**

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

Year to Date: 19 Total

**FIRE ALARM SYSTEM REVIEWS**

For the month of February there was one (1) fire alarm system plan review.

Year to Date: 13 Total

**EXHAUST HOOD CANOPY PLAN REVIEWS**

For the month of February there was one (1) exhaust hood canopy plan reviews.

Year to Date: 6 Total

**HOOD SUPPRESSION PLAN REVIEWS**

For the month of February there were three (3) hood suppression plan reviews.

Year to Date: 8 Total

**LP TANK PERMITS**

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

Year to Date: 3 Total

**UNDERGROUND STORAGE TANK REMOVAL PERMITS**

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

Year to Date: 0 Total

**ABOVEGROUND STORAGE TANK REMOVAL PERMITS**

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

Year to Date: 4 Total

**BURNING PERMITS**

There were three (3) city burning permits issued for the month of February.

Year to Date: 14 Total

**PLAN REVIEWS**

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

- Briana's Beauty Salon – 111 S. Conway
- Office Spaces – 1922 E. Griffin Ste B
- Clasico Barber Shop LLC – 3501 N. Conway Ste #2
- 4 Plex – 801 Hidden Hills Lot #47
- JJ's Billard Equipment & Supplies – 516 N. Conway
- Quars - Demo – 1601 E Exp. 83
- Metal Roof – 600 E. 9th
- Wonderful Citrus – Cold Storage – 702 E. Exp. 83
- Gooding R.V. Sales – 1601 E. Exp. 83
- Namar SD – 2308 E. 1<sup>st</sup> Ste. 1
- Vasquez Cabinets – 312 w. 9th

Year to Date: 62 Total

**FIRE DRILLS**

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

Year to Date: 0 Total

**TRAINING**

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

- Captain Frank Chaires attended Local Mitigation training at the Ceed Building on February 22-23, 2024.
- Fire Marshall Frank Cavazos and Captains Frank Chaires and Joel Saenz attended a Sprinkler System class in Pharr, Texas on February 27-29, 2024.

Year to Date: 11 Total

**MEETINGS ATTENDED**

For the month of February there were nineteen (19) meetings attended by the Fire Prevention Office.

- February 1, 2024 - Fire Marshal Frank Cavazos attended SRC meeting
- February 5, 2024 – Fire Marshall Frank Cavazos City ID’s
- February 5, 2024 – Fire Marshal Frank Cavazos attended Command Staff meeting at the Mission Fire Department Administration Conference room
- February 6, 2024 – Fire Marshall Frank Cavazos attended Staff meeting at Council Chambers
- February 7, 2024 - Fire Marshal Frank Cavazos picture taking for C shift
- February 8, 2024 - Fire Marshal Frank Cavazos picture taking for A shift
- February 8, 2024 – Captain Frank Chaires attended SRC meeting
- February 9, 2024 - Fire Marshal Frank Cavazos picture taking for B shift
- February 12, 2024 – Fire Marshall Frank Cavazos City ID’s
- February 12, 2024 – Fire Marshall Frank Cavazos attended City Council at City Hall
- February 13, 2024 – Fire Marshal Frank Cavazos City ID’s
- February 13, 2024 – Fire Marshall Frank Cavazos attended Staff meeting at Council Chambers
- February 14, 2024 – Fire Marshall Frank Cavazos command staff photos
- February 15, 2024 - Fire Marshal Frank Cavazos attended SRC meeting
- February 15, 2024 - Fire Marshal Frank Cavazos attended State Exam at STC McAllen Campus
- February 20, 2024 – Fire Marshal Frank Cavazos attended Staff meeting at Council Chambers
- February 20, 2024 – Fire Marshall Frank Cavazos City ID’s
- February 22, 2024 – Fire Marshall Frank Cavazos attended SRC meeting
- February 26, 2024 - Fire Marshal Frank Cavazos attended Command Staff meeting at the Mission Fire Department Administration Conference room

Year to Date: 146 Total

**PUBLIC EDUCATION**

During the month of February there were four (4) presentations conducted.

Date	Location	Fire Extinguisher w/Simulator	Fire Safety Trailer	Tours of Stations	Fire Safety Presentation	City Events/ Parade
2/2/2024	Memorial Middle School				700	
2/09/2024	W & I Resort				130	
2/14/2024	First Methodist Church				25	
2/22/2024	IDEA North Mission				650	

Year to Date: 52 Presentations 14,309 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 4 Presentations 2180 Audience  
Year to Date – Other 8 Presentations 1560 Audience  
Year to Date Grand Total 7 Presentations 18,059 Audience

Frank Cavazos, Deputy Chief/Fire Marshal



*“Dedicated to the Community We Protect... and Serve”*

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

Item 6.

<b>PROGRESS REPORT CDBG</b>	<b>JANUARY, 2024 - UNOFFICIAL</b>				
<b>AGENCY / DEPARTMENT / DESCRIPTION / BUDGET</b>	<b>MONTHLY EXPENDITURE</b>	<b>ACCOMPLISHMENT</b>	<b>YEAR TO DATE</b>	<b>%</b>	<b>BALANCE</b>
<b>AMIGOS DEL VALLE - MEALS</b> \$17,000.00 Funds will be utilized to provide meals to homebound seniors.	\$2,001.87	Agency submitted Jan (\$2007.18) request in Feb and has been processed. YTD: 19 clients served 1548 meals.	\$6,212.70	37%	\$10,787.30
<b>AREA AGENCY ON AGING</b> \$3,000.00 Funds will be utilized to provide assist seniors with minor repairs/modifications and medical supplies.	\$0.00	Requests for Oct, Nov, and Dec processed. Agency submitted Jan request(\$595.25) and processed in Feb. YTD: 2 clients served	\$0.00	0%	\$3,000.00
<b>C.A.M.P. UNIVERSITY</b> \$3,000.00 Funds will be utilized to provide day habilitation providing life skills for adults with special needs.	\$237.44	Request for Dec (\$237.44) processed. Agency exhausted funds. YTD: 9 clients served	\$3,000.00	100%	\$0.00
<b>COMFORT HOUSE</b> \$3,000.00 Funds will be utilized to provide twenty-four hour palliative care to patients who have a prognosis of four months or less to live.	\$803.46	Requests for Oct, Nov, and Dec processed. Agency pending Jan request. YTD: 3 clients served	\$803.46	27%	\$2,196.54
<b>HOPE MEDICAL SERVICES</b> \$3,000.00 Funds will be utilized to provide medical services to uninsured and/or low income residents.	\$2,782.00	Requests for Oct, Nov, and Dec processed. Agency submitted Jan request (\$218.00) and processed in Feb. YTD: 26 clients served	\$2,782.00	93%	\$218.00
<b>CASA OF HIDALGO COUNTY, INC.</b> \$1,000.00 Funds will be utilized for expenses generated in advocating for abused and neglected children.	\$387.13	Requests for Oct, Nov, and Dec processed. Agency submitted Jan request (\$225.88) and processed in Feb. YTD: 3 clients served	\$387.13	39%	\$612.87
<b>CHILDREN'S ADVOCACY CENTER</b> \$11,000.00 Funds will be utilized to provide counseling services for abused/neglected children and their families.	\$4,908.33	Requests for Oct, Nov, and Dec processed. Agency pending Jan request. YTD: 40 clients served	\$4,908.33	45%	\$6,091.67
<b>EMERGENCY RENTAL ASSISTANCE PROGRAM</b> \$15,000.00 Funding will be utilized to provide short term (no more than 3 months) emergency payments on behalf of individuals or families to prevent homelessness.	\$0.00	Staff finalizing program guidelines and media will market the program in Feb.	\$0.00	0%	\$15,000.00
<b>SILVER RIBBON</b> \$3,000.00 Funds will be utilized to provide assistance with rent, rent deposits, utilities, utility deposits, medications, physician/medical visits, eyeglasses, durable medical equipment.	\$610.08	Requests for Oct, Nov, and Dec processed. Agency pending Jan request. YTD: 7 clients served	\$610.08	20%	\$2,389.92
<b>AFFORDABLE HOMES OF SOUTH TEXAS</b> \$100,000.00 Funding will be utilized to provide direct home ownership assistance with subsidizing mortgage principal.	\$200.76	Requests for Oct, Nov, and Dec processed. Agency submitted Jan request(\$387.03) and processed in Feb. YTD: 4 clients preapproved for program	\$200.76	0%	\$99,799.24
<b>HOUSING ASSISTANCE PROGRAM</b>					
<b>REHABILITATION</b> \$50,000.00	\$0.00	Staff is working on environmentals and requested title search reports.	\$0.00	0%	\$50,000.00
<b>RECONSTRUCTION</b> \$636,209.00	\$0.00	Staff is working on environmentals and requested title search reports.	\$144,373.35	23%	\$491,835.65
<b>HOUSING ADMINISTRATION</b> \$103,833.00	\$5,360.00	Oversight Expense of the Housing Assistance Program	\$30,235.40	29%	\$73,597.60
<b>PROGRAM ADMINISTRATION</b> \$184,934.00	\$9,244.96	Oversight Expense of the CDBG Program	\$50,179.21	27%	\$134,754.79
<b>\$1,133,976.00</b>	<b>\$26,536.03</b>		<b>\$243,692.42</b>	<b>21%</b>	<b>\$890,283.58</b>
	<b>Community Development Department CDBG / HOUSING</b>				
New Applicants (HAP)	Agencies/Contractor:	Departments:	# of referrals to other agencies/departments:	Walk-ins	
1	2	3	3	20	
New Applicants (EAP)	Re-certifications:	Previously Assisted:	Incoming Calls:	Appointments	
0	0	3	23	3	

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

<b>PROGRESS REPORT CV</b>	<b>JANUARY, 2024 - UNOFFICIAL</b>				
AGENCY / DEPARTMENT / DESCRIPTION / BUDGET	MONTHLY EXPENDITURE	ACCOMPLISHMENT	YEAR TO DATE	%	BALANCE
<b>AMIGOS DEL VALLE - MEALS</b>					
<b>\$0.19</b>					
Funds will be utilized to assist seniors affected by COVID-19 and expand services for weekend deliveries and/or drive-thru meal pickup due to social distancing.	\$0.00	Agency completed program	\$0.00	0.00%	\$0.19
<b>EMERGENCY ASSISTANCE PROGRAM</b>					
<b>\$16,036.35</b>	\$228.69	Request for (\$228.69) received and processed in Jan. Request for (\$5277.40) processed in Feb. YTD: 1 new applicant; 2 recurring	\$6,168.13	38.46%	\$9,868.22
Funds will be utilized to assist residents affected by COVID-19 with rent/mortgage and utility assistance.					
<b>PROGRAM ADMINISTRATION</b>					
<b>\$310.00</b>	\$0.00	Staff completed contract hours; program continues	\$0.00	0.00%	\$310.00
<b>AFFORDABLE HOMES OF SOUTH TEXAS CV3</b>					
<b>\$62,715.88</b>	\$10,213.56	Requests for Oct(\$1034.90), Nov(\$3560.00), Dec(\$5618.66) processed. Agency submitted Jan request (\$3412.67) processed in Feb.	\$10,213.56	16.29%	\$52,502.32
Funds will be utilized to provide rent and mortgage assistance to residents that have been affected by the pandemic COVID-19.					
<b>FOOD BANK OF RGV CV3</b>					
<b>\$2.46</b>	\$0.00	Agency completed program	\$0.00	0.00%	\$2.46
Funds will be utilized to purchase food items for distribution of food baskets/boxes to individuals/families affected by COVID-19.					
<b>MISSION FIRE DEPARTMENT CV3</b>					
<b>\$43,938.89</b>	\$0.00	EM staff reviewed specifications for concrete pad and carport. EM staff preparing authorization to solicit bids.	\$0.00	0.00%	\$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					
<b>\$123,003.77</b>	<b>\$10,442.25</b>		<b>\$16,381.69</b>	<b>13.77%</b>	<b>\$106,622.08</b>





# Information Technology

## *Departmental Report February 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. 92% Complete

#### **Multifactor Authentication**

Purchase and configure Multi Factor Authentication to strengthen security posture. 85% Complete.

#### **Public Safety Application**

Migrate New World Enterprise PD application and data to new server environment and Upgrade to latest version. 75% Complete.

#### **Proximity Cards**

Issue new proximity cards to all staff to include PD and Fire. ID, Door Access, and Time Clock will be combined into one. 50% Complete.

#### **Public Safety #6**

Install and configure Telephones, AP's, Switches, Door access Control, Security Cameras, WAN Connectivity, and data drops. 98% Complete.

#### **Work Orders**

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

**Windows 10 End of life**

Windows 10 is reaching its end of life. All city computers need to be upgraded to windows 11. 15% 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. 30% Complete



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

### **MONTHLY REPORT**

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# RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

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



## Interments February

February - 2024	Double Depth	Standard	Columbarium	In-Ground	Scatter Garden	Memorial Garden	Total
Veterans	2	9	5	7	0	0	23
Spouses	2	4	1	2	0	0	9
Family Members	0	0	0	0	0	0	0
<b>Total</b>	<b>4</b>	<b>13</b>	<b>6</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>32</b>
Percentage of Total	12.50%	40.63%	18.75%	28.13%	0.00%	0.00%	100.00%

## Rio Grande Valley State Veterans Cemetery - Plot Availability and Utilization Report

	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available
Estimate of Total Plots Planned for RGV SVC	25,090	3,906	21,184	15.57%	84.43%
RGV SVC - Total Plots in Developed Areas	9,255	3,906	5,349	42.20%	57.80%

Mission	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available
RGV SVC Availability of Casketed Burial Option in Developed Areas	4,430	2,275	2,155	51.35%	48.65%
RGV SVC Availability of Cremation Burial Option in Developed Areas	3,825	1,594	2,231	41.67%	58.33%
RGV SVC Availability of Memorial Burial Option in Developed Areas	1,000	37	963	3.70%	96.30%



## 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 March

Upcoming Events:  
Armed Forces Day, May 18, 2024  
Memorial Day, May 27, 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 February 2024 completed
- Removal of 80% non-usable equipment 11/24/2023
- 2020 File Migration Completed- pending VLB direction
- 2021 File Migration Completed- pending VLB direction

### Ongoing Projects Pending- VLB OAR- Funded:

- 72" Mower repairs (VLB OAR approved pending pa/rt)
- Compressor replacement (VLB OAR pending approval)
- Lowering Device maintenance –pending quote (VBL)
- Sweeper for Tool Cat VLB (OAR pending approval)
- Power washing areas with mold with the cemetery
- Complete 2023 Maintenance and Facilities Plan
- CSR in training for 90 days-Training Plan
- Maintenance Tech in training for 90 days-Training Plan
- Headstone Alignment device being maintenance

### Ongoing Projects Pending:

- Monthly Irrigation Audit-replace broken lines/equipment
- 100% Pre-registration eligibility review-on going project
- 2022 File Migration pending
- Mowing/Up keep North area tract-TBD
- Repaint/restripping of roads/parking/signage
- Staff cross-training -2024
- Preparing for Armed Forces Day 2024/Memorial Day 2024
- Clearing/Mowing of 43.17 acres on the NW side
- Digital reporting option (for staff)- currently testing samples

### VLB Funded (In-Progress)

Re-alignment on 1,000 Flat Marker/ Headstone

### VLB Funded (Pending)

Addition of New Space Force Military Branch of Service Seal and Flag in Assembly Area  
 Casket Transport Vehicle Hearse (Flat)  
 Automatic Gate

### VLB Funded (Approved)

Bobcat Tool Cat UW56 -2

### VA Grant Applications Pending:

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

**Mission Event Center Event Revenue Ledger**  
01-01-2024 - 01-31-2024

Event - Name	Event	Room Rental Charges	Alcoholic Beverage Charges	Other charges (equipment, PD, catering)	Refundable Damage Deposit	Event GRAND Total	Adjustments and Discounts	Payments Received	Balance Due
Texas Citrus Fiesta Product Costume Style Show	01/06/2024	\$0.00	\$0.00	\$0.00		\$0.00	(\$2,850.00)	\$0.00	\$0.00
STS Training Seminar	01/06/2024	\$1,350.00		\$250.00	\$500.00	\$2,100.00	\$0.00	\$2,100.00	\$0.00
City of Mission Fire Department Retirement Ceremony - Joel Dominguez	01/11/2024	\$0.00	\$0.00	\$0.00		\$0.00	(\$1,600.00)	\$0.00	\$0.00
The Rio Grande Valley Bridal Wedding Expo	01/13/2024	\$9,000.00	\$0.00	\$250.00	\$500.00	\$9,750.00	\$0.00	\$9,750.00	\$0.00
City of Mission Zumba - It's Time Texas Challenge	01/17/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
City of Mission Entry Level Fire Exam	01/18/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,350.00)	\$0.00	\$0.00
Texas Citrus Fiesta Gala	01/19/2024	\$0.00	\$1,097.00	\$0.00	\$0.00	\$1,097.00	(\$6,725.00)	\$0.00	\$1,097.00
Texas Citrus Fiesta Coronation	01/22/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$22,552.30)	\$0.00	\$0.00
City of Mission Sister City Welcome Reception	01/26/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Mission Education Foundation Concert	01/27/2024	\$2,500.00	\$8,712.00	\$1,400.00	\$500.00	\$13,112.00	\$0.00	\$8,712.00	\$4,400.00
Texas International Produce Hall of Fame	01/29/2024	\$1,500.00	\$5,344.00	\$975.00	\$500.00	\$8,319.00	\$0.00	\$8,319.00	\$0.00
City of Mission Employee Physical Clinic	01/31/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$700.00)	\$0.00	\$0.00
<b>TOTAL</b>		<b>\$14,350.00</b>	<b>\$15,153.00</b>	<b>\$2,875.00</b>	<b>\$2,000.00</b>	<b>\$34,378.00</b>	<b>(\$35,777.30)</b>	<b>\$28,881.00</b>	<b>\$5,497.00</b>

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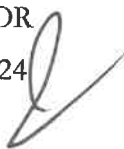
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## MEMORANDUM

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**TO:** MAYOR AND CITY COUNCIL  
**THROUGH:** RANDY PEREZ, CITY MANAGER  
**FROM:** JESSE LERMA, CIVIL SERVICE DIRECTOR  
**SUBJECT:** CIVIL SERVICE REPORT, FEBRUARY 2024  
**DATE:** MARCH 5, 2024



1. Mission Fire Department conducted physical agility examinations on Saturday, February 17, 2024. They have 5 openings to fill.
2. Mission Fire Department will be conducting two promotional examinations next month-DC and LT
3. Mission Police Department has thirteen (13) openings and are being filled as soon as possible.

Thank you!



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## MEMORANDUM

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**TO:** MAYOR AND CITY COUNCIL  
**THROUGH:** RANDY PEREZ, CITY MANAGER  
**FROM:** JESSE LERMA, 311 COORDINATOR/CIVIL SERVICE DIRECTOR  
**SUBJECT:** 311 REPORT, FEBRUARY 2024  
**DATE:** MARCH 5, 2024

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We have a total of 675 submission for February of 2024 with a total of 5292 since we began. The system is fully functional and very user friendly. We are able to customize the system to meet the needs of our daily operations. Our staff has bought into the system and working on improvements every day. We are able to find problematic areas using the system and it allows for us to attend to the needs of those areas in a timely manner. We try to contact as many residents as possible and are getting feedback from them to improve the system.

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

Thank you!

Topic Counts of Opened Requests  
For Date Period From 02/01/2024 Through 02/29/2024

Item 6.

Topic	Count
Health	
Animal Control	579
Mosquitoes	1
<b>Total - Health</b>	<b>580</b>
Obstructions -Tree/Branches	
MOWING	0
<b>Total - Obstructions -Tree/Branches</b>	<b>0</b>
Parks & Rec	
Graffiti	1
Mowing	0
Parks	4
Restrooms	0
Right of way ( mowing )	0
Trails	0
<b>Total - Parks &amp; Rec</b>	<b>5</b>
Planning	
Construction Concerns	2
Dilapidated Home/Structure	0
Garage Sales	1
Health & Sanitation	1
Illegal Dumping	4
Junked Vehicle on private property	3
Sewer Concerns	2
Unsafe Building	1
Unweedy Lot	3
<b>Total - Planning</b>	<b>17</b>
Police Department	
Illegal Parking	7
<b>Total - Police Department</b>	<b>7</b>
Public Works	
Flooded area/Roadway and streets	5
Foul smell	1
Junk Vehicle	0
Lift Station	1
Low Water Pressure	1
Obstruction-Trees/Branches	2
Pot Holes	24
Sandbag ( Elderly And Disabled )	1
Side Walk	3
Street Light	20
Streets/Signs	3
Tires	2
Traffic Signals	0
Water Leaks	1
<b>Total - Public Works</b>	<b>64</b>
Sanitation	
Brush	2
Bulky Items	0
Garbage	0
Trash	0
<b>Total - Sanitation</b>	<b>2</b>
All Topics	
<b>Total All Topics</b>	<b>67</b>

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
4753	Animal Control	Closed	02/01/2024		Vela,Jesus	thr / answr srvc- loose dog, in field, by...
4754	Animal Control	Closed	02/01/2024		Vela,Jesus	thr / am- trap psm, frnt thank you.
4755	Animal Control	Closed	02/01/2024		Vela,Jesus	thr / am- loose husky (blk/wht), tennis...
4756	Animal Control	Closed	02/01/2024		Vela,Jesus	thr / am- trap cat, frnt / drvwy thank you.
4757	Animal Control	Closed	02/01/2024		Vela,Jesus	thr / am- trap psm, back thank you.
4758	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	thr / am- srvc trap cat, to our ofc thank...
4759	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	thr / am- trap psm, frnt, LOT 361 thank...
4760	Animal Control	Closed	02/01/2024		Vela,Jesus	thr / am- 3 loose dogs (mix breed), roam- 1...
4761	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	thr / am- loose dog (grey/lrg), at back / dog...
4762	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	thr / am- lrg dog 1045, on grass / street ...
4763	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	thr / am- wants trap / still waiting, loose...
4764	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	eml frm Mr. K, excess cats thank you.
4765	Animal Control	Closed	02/01/2024		Rodriguez,Daniel	thr / answr srvc- loose parrot (what do we...
4766	Animal Control	Closed	02/01/2024		Vela,Jesus	thr / am- trap psm, by pecan tree thank...
4767	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	thr / am- trap psm, bk thank you. updt---...
4769	Animal Control	Closed	02/01/2024		Vela,Jesus	thr / am- Idea school, 3 loose dogs / in...
4770	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	thr / am- 2 g shep attk'd caller & her 2...
4771	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	thr / am- loose ptbl- grey, lake side no...
4772	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	thr / am- 1045 dog,lrg g shep, side / street ...
4773	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	thr / am- fire station, loose ptbl, lady on...
4774	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	thr / am- loose dog at park, kid's area,...
4775	Animal Control	Closed	02/01/2024		Rodriguez,Daniel	test / go gov delay
4776	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	thr / am- ? duplicate, 1045 dog, street clr...
4777	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	thr / am- LOT 1, trap cat, frnt near blue...
4778	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	thr / am- 1045 psm, on Dove & 19th lying on...
4779	Animal Control	Closed	02/01/2024		Vela,Jesus	thr / noon- trap psm msg by jen, thanks
4780	Animal Control	Closed	02/01/2024		Rodriguez,Daniel	thr / noon- SUITE D, plaza parking loose /...
4781	Animal Control	Closed	02/01/2024		Vela,Jesus	thr / pm- dog bite on clr's - daughter ear,...
4782	Animal Control	Closed	02/01/2024		Espinoza,Mitchell I.	thr / pm-- clr wants STATUS call bk asking...
4785	Animal Control	Closed	02/02/2024		Vela,Jesus	fri / am- trap psm, frnt thank you
4786	Animal Control	Closed	02/02/2024		Vela,Jesus	fri / am- trp psm, east sd thank you
4787	Animal Control	Closed	02/02/2024		Espinoza,Mitchell I.	fri / am- trap cats, city employee will drop...
4788	Animal Control	Closed	02/02/2024		Espinoza,Mitchell I.	fri / am- LOT 0-9, trap psm thank you
4789	Animal Control	Closed	02/02/2024		Espinoza,Mitchell I.	fri / am- trap psm thank you
4790	Animal Control	Closed	02/02/2024		Vela,Jesus	fri / am- bike trails, loose ptbl (lt tan) ...
4791	Animal Control	Closed	02/02/2024		Vela,Jesus	fri / am- trap psm, by pecan tree thank you
4792	Animal Control	Closed	02/02/2024		Espinoza,Mitchell I.	fri / am- wal mart- gas, contained dog ...
4793	Animal Control	Closed	02/02/2024		Rodriguez,Daniel	fri / am- trap cat / aggressive cat...
4794	Animal Control	Closed	02/02/2024		Vela,Jesus	fri / am- Idea school, 2 loose dog school...
4795	Animal Control	Closed	02/02/2024		Vela,Jesus	fri / am- dog bit owner yesterday, no blood ...
4796	Animal Control	Closed	02/02/2024		Rodriguez,Daniel	fri / am- repeat calls, loose dog at front...
4797	Animal Control	Closed	02/02/2024		Espinoza,Mitchell I.	fri / am- trap psm thank you
4798	Animal Control	Closed	02/02/2024		Rodriguez,Daniel	fri / am- Idea school- Schuerbach, loose dog ...
4799	Animal Control	Closed	02/02/2024		Vela,Jesus	fri / noon- repeat issue, excess cats ...
4800	Animal Control	Closed	02/02/2024		Espinoza,Mitchell I.	fri / pm- trap psm, LOT 16 thank you
4803	Animal Control	Closed	02/02/2024		Rodriguez,Daniel	fri/ pm- trap psm, carport caller is...
4804	Animal Control	Closed	02/02/2024		Rodriguez,Daniel	fri / pm- 1045 cat /stray, on grass thank...
4805	Animal Control	Closed	02/02/2024		Rodriguez,Daniel	fri / pm- 3 loose dogs at night, address is...
4808	Animal Control	Closed	02/04/2024		Vela,Jesus	DOA ON STREET BY CANAL
4809	Animal Control	Closed	02/05/2024		Rodriguez,Daniel	mon / am- 1045 cat, driveway, behind car ...
4810	Animal Control	Closed	02/05/2024		Rodriguez,Daniel	mon / am- trap psm, frnt / crprt thank you
4811	Animal Control	Closed	02/05/2024		Vela,Jesus	mon / am- trap cat, frnt / north / grass ...
4812	Animal Control	Closed	02/05/2024		Vela,Jesus	mon / am- trap psm, frnt thank you
4813	Animal Control	Closed	02/05/2024		Vela,Jesus	mon / am- 1045 ?, msg by Mr. K thank you
4814	Animal Control	Closed	02/05/2024		Vela,Jesus	mon / am- 1045 ?, msg by Mr. K s. Mayberry &...
4815	Animal Control	Closed	02/05/2024		Rodriguez,Daniel	mon / am- 1045 cat, white sheet thank you
4816	Animal Control	Closed	02/05/2024		Espinoza,Mitchell I.	mon / am- trap psm, LOT 158 thank you
4817	Animal Control	Closed	02/05/2024		Espinoza,Mitchell I.	answr srvc - mon / am- 1045 psm thank you

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4818	Animal Control	Closed	02/05/2024		Espinoza,Mitchell I.	answr srvc- mon / am- APT A, loose dogs ...
4819	Animal Control	Closed	02/05/2024		Vela,Jesus	answr srvc- mon / am- loose g shep thank...
4820	Animal Control	Closed	02/05/2024		Espinoza,Mitchell I.	mon / am- trap cat, frnt thank you
4821	Animal Control	Closed	02/05/2024		Espinoza,Mitchell I.	mon/ am- Bannworth, 1045 cat, street thank...
4822	Animal Control	Closed	02/05/2024		Espinoza,Mitchell I.	answr srvc- mon / am- wellness ck dogs tied...
4823	Animal Control	Closed	02/05/2024		Rodriguez,Daniel	answr srvc- mon / am- 1045 dog stray, thank...
4824	Animal Control	Closed	02/05/2024		Vela,Jesus	answr srvc- mon / am- 1045 cat front / blk...
4825	Animal Control	Closed	02/05/2024		Espinoza,Mitchell I.	mon / am- apprvd by ivan on friday pm p/u...
4826	Animal Control	Closed	02/05/2024		Rodriguez,Daniel	mon / am- loose blk / lrg dog since...
4827	Animal Control	Closed	02/05/2024		Vela,Jesus	mon / am- 5 loose dogs, roam- neighborhood ...
4828	Animal Control	Closed	02/05/2024		Vela,Jesus	mon / am- 1045 psm, street, across Citrus /...
4829	Animal Control	Closed	02/05/2024		Vela,Jesus	mon / am- trap psm, frnt thank you
4830	Animal Control	Closed	02/05/2024		Rodriguez,Daniel	mon / am- trap psm, frnt thank you
4831	Animal Control	Closed	02/05/2024		Rodriguez,Daniel	mon / am- neighbor dog, 1045 dog, sml / grass...
4833	Animal Control	Closed	02/05/2024		Vela,Jesus	mon / am- 1045 psm, bk yrd thank you
4834	Animal Control	Closed	02/05/2024		Vela,Jesus	mon / am- tied now / loose saturday, 2 dogs ...
4835	Animal Control	Closed	02/05/2024		Espinoza,Mitchell I.	mon / pm- injured dog, hit by car in patio,...
4836	Animal Control	Closed	02/05/2024		Espinoza,Mitchell I.	mon / pm- 1045 cat, stray, APT 23 GATE...
4837	Animal Control	Closed	02/05/2024		Rodriguez,Daniel	mon / pm- loose dog, same from before thank...
4839	Animal Control	Closed	02/05/2024		Vela,Jesus	mon / pm- contained ptbl- brwn/grey, w/collar...
4842	Animal Control	Closed	02/06/2024		Rodriguez,Daniel	Dead opossum in middle of street in front of...
4843	Animal Control	Closed	02/06/2024		Rodriguez,Daniel	tue / am- loose dog, repeat issue, school...
4844	Animal Control	Closed	02/06/2024		Vela,Jesus	tue / am- loose dogs, hi school, stadium msg...
4845	Animal Control	Closed	02/06/2024		Rodriguez,Daniel	tue / am- repeat issue, 6 loose dogs caller...
4846	Animal Control	Closed	02/06/2024		Rodriguez,Daniel	tue / am- 6 loose dogs, repeat issue ownr...
4847	Animal Control	Closed	02/06/2024		Rodriguez,Daniel	tue / am- 6 loose dogs, roam- 1 month ...
4848	Animal Control	Closed	02/06/2024		Espinoza,Mitchell I.	tue / am- trap cat thank you
4849	Animal Control	Closed	02/06/2024		Espinoza,Mitchell I.	tue / am- neigh wal mart prkg, loose dog /...
4850	Animal Control	Closed	02/06/2024		Vela,Jesus	tue / am- trap psm, drvwy thank you
4851	Animal Control	Closed	02/06/2024		Rodriguez,Daniel	tue / am- APT 4 / mgr ofc, contained dog ...
4852	Animal Control	Closed	02/06/2024		Vela,Jesus	tue / am- loose dog, attk older female ownr...
4853	Animal Control	Closed	02/06/2024		Vela,Jesus	tue / am- ownr has dog loose dog attk'd...
4854	Animal Control	Closed	02/06/2024		Vela,Jesus	tue / am- oblate park, loose ptbl no clr, ?...
4855	Animal Control	Closed	02/06/2024		Espinoza,Mitchell I.	tue / am- loose coyote, partner w/wildlife ...
4856	Animal Control	Closed	02/06/2024		Rodriguez,Daniel	tue / am- 1045 psm, drvwy thank you
4857	Animal Control	Closed	02/06/2024		Vela,Jesus	tue / noon- 1045 psm, mlbx msg by jen, thank...
4858	Animal Control	Closed	02/06/2024		Rodriguez,Daniel	tue / noon- stray dog- gold/ brwn msg by...
4859	Animal Control	Closed	02/06/2024		Vela,Jesus	tue / pm- 1045 cat thank you
4860	Animal Control	Closed	02/06/2024		Vela,Jesus	tue / pm- 1045 cat, driveway on Mayberry ...
4861	Animal Control	Closed	02/06/2024		Rodriguez,Daniel	tue / pm- trap cat, frnt / in gate thank...
4863	Animal Control	Closed	02/07/2024		Vela,Jesus	wed / am- trap educate- psm, to set up TRLR-...
4864	Animal Control	Closed	02/07/2024		Vela,Jesus	wed / am- ran over dog- now injured on mid...

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4865	Animal Control	Closed	02/07/2024		Vela,Jesus	wed / am- loose large / lab / brwn, preg & in...
4866	Animal Control	Closed	02/07/2024		Vela,Jesus	wed / am- trap psm thank you
367	Animal Control	Closed	02/07/2024		Vela,Jesus	wed / am- trap psm, sml, frnt thank you
4868	Animal Control	Closed	02/07/2024		Vela,Jesus	wed / am- loose dog / lrg / brwn, yes ownr-...
4869	Animal Control	Closed	02/07/2024		Espinoza,Mitchell I.	wed / am- LOT 158, trap psm thank you
4870	Animal Control	Closed	02/07/2024		Vela,Jesus	wed / am- injured duck, hit pwr line, behind...
4871	Animal Control	Closed	02/07/2024		Espinoza,Mitchell I.	wed / am- 1045 dog/ shitzu, mid street thank...
4872	Animal Control	Closed	02/07/2024		Espinoza,Mitchell I.	wed / am- repeat loose dog (5 am) cllr wants...
4873	Animal Control	Closed	02/07/2024		Vela,Jesus	wed / am- trap cat, frnt thank you
4875	Animal Control	Closed	02/07/2024		Espinoza,Mitchell I.	wed / am - 2 loose dogs /sml, chase cllr...
4876	Animal Control	Closed	02/07/2024		Espinoza,Mitchell I.	wed / am- 1045 cat, w/mosquitos, cat on grass...
4877	Animal Control	Closed	02/07/2024		Espinoza,Mitchell I.	wed / am- 1045 cat, median, near Riverside...
4878	Animal Control	Closed	02/07/2024		Espinoza,Mitchell I.	wed / am- trap cat thank you
4879	Animal Control	Closed	02/07/2024		Espinoza,Mitchell I.	wed / noon- injured dog msg by jen, thank...
4882	Animal Control	Closed	02/07/2024		Vela,Jesus	wed / pm- 1045 cat, grass / near light pole ...
4883	Animal Control	Closed	02/07/2024		Espinoza,Mitchell I.	wed / pm- 1045 psm, alley msg by ivan, thank...
4888	Animal Control	Closed	02/08/2024		Vela,Jesus	thr / am- 2 traps / psm thank you
4889	Animal Control	Closed	02/08/2024		Vela,Jesus	thr / am- pick up bag, for dog gifts (chip...
4890	Animal Control	Closed	02/08/2024		Vela,Jesus	answr srvc - thr / am- 3 loose huskies throw...
4891	Animal Control	Closed	02/08/2024		Vela,Jesus	thr / am- contained dog / in garage blonde...
4892	Animal Control	Closed	02/08/2024		Vela,Jesus	answr srvc- thr / am- loose / blk grt dane on...
4893	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	answr srvc- thr / am- LOT B-4, trap cat ...
4894	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / am- trap psm, will drop at ofc thank...
4895	Animal Control	Closed	02/08/2024		Vela,Jesus	thr / am- stray dog, eats cllr pet food is...
4896	Animal Control	Closed	02/08/2024		Vela,Jesus	thr / am- trap cat thank you
4897	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / am- trap psm, LOT 158 thank you
4899	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / am- trap psm, frnt thank you
90	Animal Control	Closed	02/08/2024		Vela,Jesus	thr / am- idea school, trap dog thank you ...
4901	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	pm pick up- thr / am- trap psm thank you
4902	Animal Control	Closed	02/08/2024		Vela,Jesus	thr / am- dog on prop, sml / blk thank you
4903	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / am- 2 traps / 2 psms, frnt, LOT 16 ...
4904	Animal Control	Closed	02/08/2024		Vela,Jesus	thr / am- 1045 cat, street / side / walkwy ...
4905	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / am- atk by g shep / ptbl, run for...
4906	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / am- loose dog / nuisance cllr (mom in...
4907	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / am- repeat issue, ownr has loose dog...
4908	Animal Control	Closed	02/08/2024		Vela,Jesus	thr / am- loose dog, roam- 1.5 wk, gold...
4909	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / am- trap psm, LOT 361 thank you
4910	Animal Control	Closed	02/08/2024		Vela,Jesus	thr / am- loose dog- grey w/sweater, ? ownr ...
4911	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / am- trap cat, LOT 211 thank you
4912	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / am- LOT 211, cllr is DONATING the trap ...
4913	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / am- trap cat / at front left fenced...
4914	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / noon- 2 trap psm, under tree msg by...
4915	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / noon- 1045 cat, median across plaza...
4916	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / noon- loose dog, w/possible rabies ...
4917	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / noon- loose grt dane / blk roam- San...
4919	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- 20 loose dogs, arrived lately,...
4921	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- 2 loose dogs- no collars, ? ownrs,...
4922	Animal Control	Closed	02/08/2024		Vela,Jesus	thr / pm- 2 loose doberman / lrg, across...
4923	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4924	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4925	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4926	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
7	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
28	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4929	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4930	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4931	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4932	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...

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4933	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4934	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4935	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4936	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4937	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4938	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4939	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4940	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4941	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4942	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4943	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4944	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4945	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4946	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4947	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4948	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4949	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4950	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4951	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4952	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4953	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4954	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4955	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4956	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4957	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4958	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4959	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4960	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- educational visit re loose dogs,...
4961	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- ownr called to advise she has no...
4962	Animal Control	Closed	02/08/2024		Rodriguez,Daniel	thr / pm- loose chkn, one was picked up ...
4964	Animal Control	Closed	02/09/2024		Rodriguez,Daniel	fri / am- trap cat x2 thank you
4965	Animal Control	Closed	02/09/2024		Vela,Jesus	fri / am- trap psm, LOT 158 thank you
4966	Animal Control	Closed	02/09/2024		Vela,Jesus	fri / am- trap psm, alley thank you
4967	Animal Control	Closed	02/09/2024		Vela,Jesus	fri / am- trap psm, LOT A 26 thank you
4968	Animal Control	Closed	02/09/2024		Vela,Jesus	fri / am- trap psm, 500 Bryan thank you ...
4969	Animal Control	Closed	02/09/2024		Rodriguez,Daniel	fri / am- 6 loose dogs, roam / cause trash ...
4970	Animal Control	Closed	02/09/2024		Rodriguez,Daniel	fri / am- trap cat, side / drwvy feeding...
4971	Animal Control	Closed	02/09/2024		Vela,Jesus	fri / am- road behind Hm Depot, 1045 cat ...
4972	Animal Control	Closed	02/09/2024		Vela,Jesus	fri / am- trap psm, drwvy next to white...
4973	Animal Control	Closed	02/09/2024		Vela,Jesus	fri / am- 2 loose dogs on prop / fenced got...
4974	Animal Control	Closed	02/09/2024		Vela,Jesus	fri / am- trap psm, by ofc / tree thank you
4975	Animal Control	Closed	02/09/2024		Vela,Jesus	fri / am- trap cat at frnt thank you

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4976	Animal Control	Closed	02/09/2024		Rodriguez,Daniel	fri / am- next to CWV bldg, loose / thin dog-...
4977	Animal Control	Closed	02/09/2024		Rodriguez,Daniel	fri / am- 2 loose dogs, ptbl- 1 grey / 1 lt...
4978	Animal Control	Closed	02/09/2024		Vela,Jesus	fri / am- contained dog, in trap caught at...
4979	Animal Control	Closed	02/09/2024		Rodriguez,Daniel	fri / am- fire dept / central station, 2...
4980	Animal Control	Closed	02/09/2024		Vela,Jesus	fri / pm- wellness ck, donkey- food / water ...
4989	Animal Control	Closed	02/12/2024		Vela,Jesus	mon / am- trap psm, carport thank you
4990	Animal Control	Closed	02/12/2024		Rodriguez,Daniel	mon / am- daisy at p.d. called, canine issue ...
4991	Animal Control	Closed	02/12/2024		Espinoza,Mitchell I.	mon / am-answr srvc, 1045 car, street thank...
4992	Animal Control	Closed	02/12/2024		Vela,Jesus	mon / am- msg by answr srvc 1045 cat, thank...
4993	Animal Control	Closed	02/12/2024		Rodriguez,Daniel	mon / am- trap cat (x2 kennels) at front,...
4994	Animal Control	Closed	02/12/2024		Vela,Jesus	mon / am- trap cat / front thank you ...
4995	Animal Control	Closed	02/12/2024		Espinoza,Mitchell I.	mon / am- found dog this wknd contained dog...
4996	Animal Control	Closed	02/12/2024		Rodriguez,Daniel	mon / am- ptbl on prop / attk thank you ...
4997	Animal Control	Closed	02/12/2024		Rodriguez,Daniel	mon / am- 2 javalinas msg by answr srvc,...
4998	Animal Control	Closed	02/12/2024		Espinoza,Mitchell I.	mon / am, trap cat, to drop off thank you
4999	Animal Control	Closed	02/12/2024		Vela,Jesus	mon / am - dog on prop thank you
5000	Animal Control	Closed	02/12/2024		Vela,Jesus	mon / am- vicious attk fell thru school ofc ...
5001	Animal Control	Closed	02/12/2024		Rodriguez,Daniel	mon / am- trap cat, side / gate open thank...
5002	Animal Control	Closed	02/12/2024		Rodriguez,Daniel	mon / am- dog ownr lets do loose repeat...
5003	Animal Control	Closed	02/12/2024		Vela,Jesus	mon / am- 1045 psm, street front of Security...
5004	Animal Control	Closed	02/12/2024		Rodriguez,Daniel	mon / am- trap psm thank you
5005	Animal Control	Closed	02/12/2024		Vela,Jesus	mon / am- 1045 psm, street front of...
5006	Animal Control	Closed	02/12/2024		Espinoza,Mitchell I.	mon / am- loose dog in parking whataburger /...
5007	Animal Control	Closed	02/12/2024		Rodriguez,Daniel	mon / am- wellness ck, dog in small crate ...
5008	Animal Control	Closed	02/12/2024		Rodriguez,Daniel	mon / am- trap cat, frnt / north sd thank...
5009	Animal Control	Closed	02/12/2024		Espinoza,Mitchell I.	mon / am- 1045 cat, street behind this...
5010	Animal Control	Closed	02/12/2024		Rodriguez,Daniel	mon / am- loose rottweiler, just arrived ...
5012	Animal Control	Closed	02/12/2024		Espinoza,Mitchell I.	mon / noon- 1045 duck, at hm / frnt of fire...
5013	Animal Control	Closed	02/12/2024		Vela,Jesus	mon / noon- excess dogs at mom hom msg by...
5014	Animal Control	Closed	02/12/2024		Rodriguez,Daniel	mon / pm- 1045 cat, street stray, thank you
5015	Animal Control	Closed	02/12/2024		Vela,Jesus	mon / noon- trap psm, by tree msg by desi,...
5016	Animal Control	Closed	02/12/2024		Vela,Jesus	mon / pm- injured ktn, by vehicle tire / frnt...
5017	Animal Control	Closed	02/12/2024		Rodriguez,Daniel	mon / pm- 2 loose dogs in prop, got in thru...
5018	Animal Control	Closed	02/12/2024		Rodriguez,Daniel	mon / pm- dog bt on saturday, stitches rcvd ...
5019	Animal Control	Closed	02/12/2024		Vela,Jesus	mon / pm- 3 loose dogs, coming frm Francisco...
5020	Animal Control	Closed	02/12/2024		Vela,Jesus	mon / pm- trap cat thank you
5021	Animal Control	Closed	02/12/2024		Rodriguez,Daniel	mon / pm- 1045 cat / in bag by post thank...
5022	Animal Control	Closed	02/12/2024		Espinoza,Mitchell I.	mon / pm- cllr states his 2 dogs got loose,...
5023	Animal Control	Closed	02/12/2024		Espinoza,Mitchell I.	mon / pm- 2 contained pups, apts thank you
5024	Animal Control	Closed	02/12/2024		Espinoza,Mitchell I.	mon / pm, trap cats will meet w/ivan,...
5025	Animal Control	Closed	02/12/2024		Rodriguez,Daniel	mon / pm- 1045 cat, mid street stray, thank...
5032	Animal Control	Closed	02/13/2024		Vela,Jesus	tue / am- trap cat will drop off, thnx
5033	Animal Control	Closed	02/13/2024		Vela,Jesus	tue / am- Msn HS, loose canine, brw / blk /...
5034	Animal Control	Closed	02/13/2024		Vela,Jesus	tue / am- 1045 cat, in bag, by ml/bx- post ...
5035	Animal Control	Closed	02/13/2024		Rodriguez,Daniel	tue / am- 1045 cat, street Fincher- Los...
5036	Animal Control	Closed	02/13/2024		Rodriguez,Daniel	tue / am- trap cat x2 thank you
5037	Animal Control	Closed	02/13/2024		Rodriguez,Daniel	tue / am- trap cat, LOT 318 per prk mgr,...
5038	Animal Control	Closed	02/13/2024		Espinoza,Mitchell I.	tue / am- 500 Bryan, trap psm thank you
5039	Animal Control	Closed	02/13/2024		Espinoza,Mitchell I.	tue / am- rabbit moved frm cllr hm to neigh...
5040	Animal Control	Closed	02/13/2024		Rodriguez,Daniel	tue / am- 1045 dog / chih, street per pd...
5041	Animal Control	Closed	02/13/2024		Vela,Jesus	tue / am- trap cat thank you
5042	Animal Control	Closed	02/13/2024		Espinoza,Mitchell I.	tue / am- trap psm thank you
5043	Animal Control	Closed	02/13/2024		Espinoza,Mitchell I.	tue / am- employee, WANTS CALL BK re....
5044	Animal Control	Closed	02/13/2024		Vela,Jesus	tue / am- 1045 cat, behind ylw hm thank you
5045	Animal Control	Closed	02/13/2024		Rodriguez,Daniel	tue / am- pd unit at site, dog bite-neigh dog...
5046	Animal Control	Closed	02/13/2024		Vela,Jesus	tue / noon- 1045 dog, personal in bag or...
5047	Animal Control	Closed	02/13/2024		Espinoza,Mitchell I.	tue / pm- 1045 cat, bag / frnt / mlbox ...
5048	Animal Control	Closed	02/13/2024		Vela,Jesus	tue / pm- trap psm, frnt madero subd, thank...

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
5049	Animal Control	Closed	02/13/2024		Espinoza,Mitchell I.	tue / pm- 2 lrg stray dogs, ptbl / g shep no...
5050	Animal Control	Closed	02/13/2024		Rodriguez,Daniel	tue / pm- 2 loose agg dogs, grey wht g shep &...
5051	Animal Control	Closed	02/13/2024		Espinoza,Mitchell I.	tue / pm- loose chkn, causing poop, cllr...
5052	Animal Control	Closed	02/13/2024		Espinoza,Mitchell I.	tue / pm- wellness ck, 3 tied dogs at prop ...
5053	Animal Control	Closed	02/13/2024		Espinoza,Mitchell I.	tue / pm- 1045 dog, stray, street .05 mile...
5054	Animal Control	Closed	02/13/2024		Espinoza,Mitchell I.	tue / pm- ownr got door tag, wants CALL BK ...
5056	Animal Control	Closed	02/14/2024		Vela,Jesus	wed / am- same loose dog by cummings /...
5057	Animal Control	Closed	02/14/2024		Espinoza,Mitchell I.	wed / am- trap psm, repeat thank you
5058	Animal Control	Closed	02/14/2024		Espinoza,Mitchell I.	wed / am- loose dog, child day care parking /...
5059	Animal Control	Closed	02/14/2024		Rodriguez,Daniel	wed / am- injured dog with blood on face pd...
5060	Animal Control	Closed	02/14/2024		Espinoza,Mitchell I.	wed / am- trap psm, by drvwy / wht truck ...
5061	Animal Control	Closed	02/14/2024		Vela,Jesus	wed / am- loose agg dog, french bldg - pug...
5062	Animal Control	Closed	02/14/2024		Rodriguez,Daniel	wed / am- 4 to 6 loose chihuahuas, alley ...
5063	Animal Control	Closed	02/14/2024		Vela,Jesus	wed / am- MSH JR HI, 2 loose canine, chase...
5064	Animal Control	Closed	02/14/2024		Rodriguez,Daniel	wed / am- dog removed from bk prop, husky /...
5065	Animal Control	Closed	02/14/2024		Rodriguez,Daniel	wed / am- trap psm, LOT 208 thank you
5066	Animal Control	Closed	02/14/2024		Rodriguez,Daniel	wed / am- 5 to 6 loose dogs, lrg/ hskies & g...
5067	Animal Control	Closed	02/14/2024		Rodriguez,Daniel	wed / am- 1045 dog, grass/ stop sign small...
5068	Animal Control	Closed	02/14/2024		Rodriguez,Daniel	wed / am- 1045 cat, mid size, street stray,...
5069	Animal Control	Closed	02/14/2024		Rodriguez,Daniel	Photo attached, 1045
5070	Animal Control	Closed	02/14/2024		Rodriguez,Daniel	wed / pm- 3 loose dogs, poop, ownrs let em...
5071	Animal Control	Closed	02/14/2024		Vela,Jesus	wed / pm- cllr- 804 cuchilla cir repeat...
5072	Animal Control	Closed	02/14/2024		Espinoza,Mitchell I.	wed / pm- pr city mgr / stat p.u due to event...
5073	Animal Control	Closed	02/14/2024		Rodriguez,Daniel	wed / pm- trap psm, bk / gate open thank...
5074	Animal Control	Closed	02/14/2024		Vela,Jesus	wed / pm- above adress -- is neigh / dog ownr...
5075	Animal Control	Closed	02/14/2024		Vela,Jesus	wed / pm- wellness ck- dog poop / smell ...
5076	Animal Control	Closed	02/14/2024		Vela,Jesus	wed / pm- ck for excess dogs / kennels ...
5078	Animal Control	Closed	02/14/2024		Rodriguez,Daniel	wed / pm- REPEAT pitbl at prop / contained...
5084	Animal Control	Closed	02/15/2024		Rodriguez,Daniel	wed / late pm- aaron / msg, rooster / noise ...
5085	Animal Control	Closed	02/15/2024		Vela,Jesus	wed / late pm- aaron / msg, trap cat thank...
5086	Animal Control	Closed	02/15/2024		Vela,Jesus	wed / late pm- aaron / msg, 1045 cat thank...
5087	Animal Control	Closed	02/15/2024		Espinoza,Mitchell I.	thr / am- trap psm, LOT 217, frnt thank you
5088	Animal Control	Closed	02/15/2024		Vela,Jesus	thr / am- repeat dog / loose at campus /...
5089	Animal Control	Closed	02/15/2024		Espinoza,Mitchell I.	thr / am- trap psm, msg by aco ivan thank...
5090	Animal Control	Closed	02/15/2024		Espinoza,Mitchell I.	thr / am- trp psm, LOT 158 thank you
5091	Animal Control	Closed	02/15/2024		Espinoza,Mitchell I.	thr / am- trap cat msg by aaron, thnx
5092	Animal Control	Closed	02/15/2024		Vela,Jesus	thr / am- trap psm msg by aaron, thnx
5093	Animal Control	Closed	02/15/2024		Espinoza,Mitchell I.	thr / am- trap cat, frnt thank you
5094	Animal Control	Closed	02/15/2024		Rodriguez,Daniel	thr / am- 3 loose dogs / g shep trailer...
5095	Animal Control	Closed	02/15/2024		Vela,Jesus	thr / am- trap psm, frnt thank you
5096	Animal Control	Closed	02/15/2024		Vela,Jesus	thr / am- #1 owner- loose dog goes to neigh...
5097	Animal Control	Closed	02/15/2024		Vela,Jesus	thr / am- #2 owner, loose dog- short / blk ...



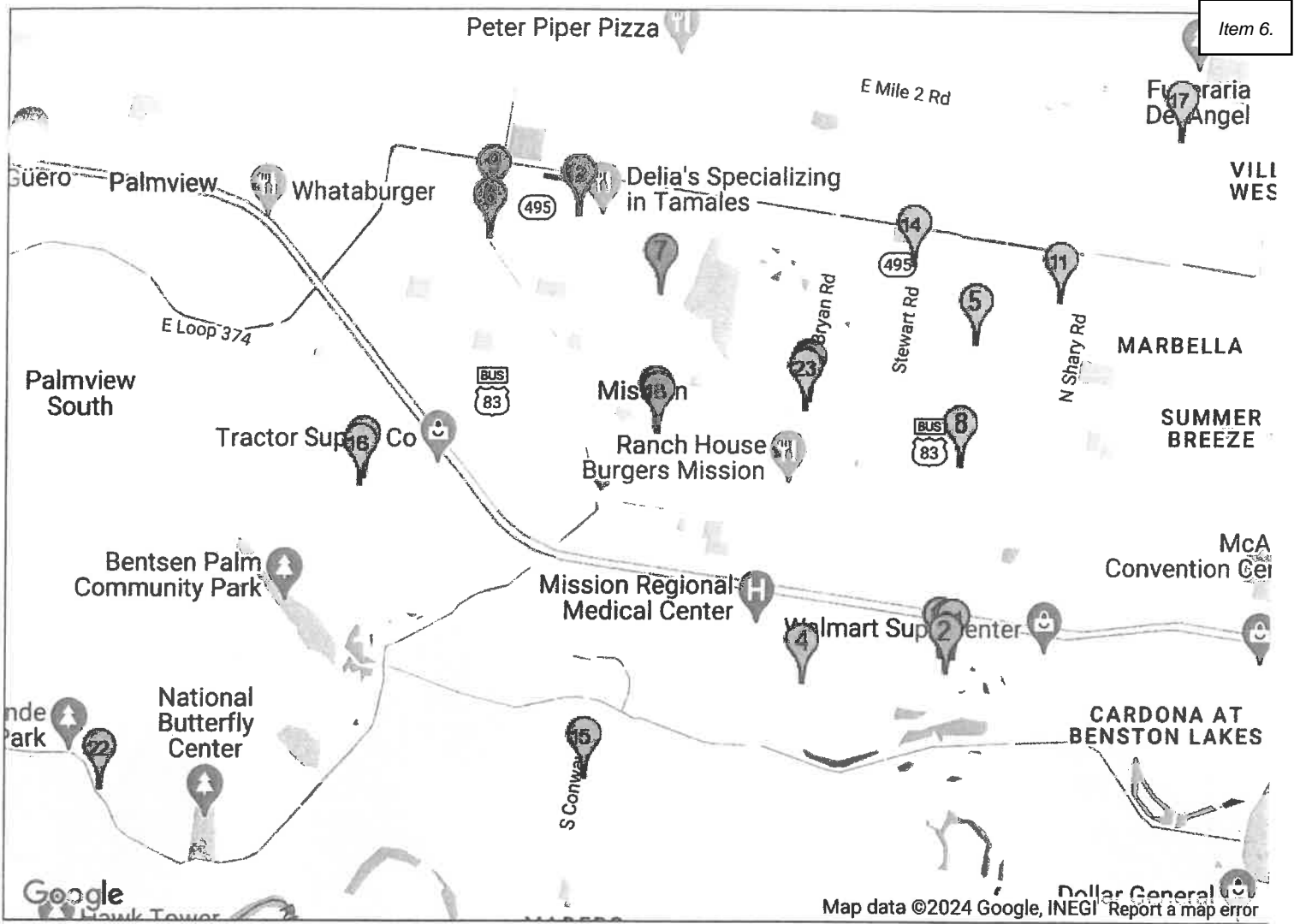
Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
5098	Animal Control	Closed	02/15/2024		Rodriguez,Daniel	thr / am- psms in attic, TRAP RQST cllr...
5099	Animal Control	Closed	02/15/2024		Espinoza,Mitchell I.	thr / am- 1-45 cat, cimarron / entrance, mid...
5100	Animal Control	Closed	02/15/2024		Vela,Jesus	thr / am- TRAP RQST, advised of wait list ...
5101	Animal Control	Closed	02/15/2024		Espinoza,Mitchell I.	thr / am- trap psm, bck by a/c thank you
5102	Animal Control	Closed	02/15/2024		Vela,Jesus	thr / am- trap psm, bk / gate opn thank you
5103	Animal Control	Closed	02/15/2024		Espinoza,Mitchell I.	from 1709 Merlin, loose wht dog thank you
5104	Animal Control	Closed	02/15/2024		Rodriguez,Daniel	thr / am- trap cat, trailer / side thank...
5105	Animal Control	Closed	02/15/2024		Rodriguez,Daniel	thr / am- trap cat, frnt thank you
5106	Animal Control	Closed	02/15/2024		Rodriguez,Daniel	thr / am- # trap cat today thank you updt...
5107	Animal Control	Closed	02/15/2024		Espinoza,Mitchell I.	thr / am- 1045 dog, street s of exp 83, los...
5108	Animal Control	Closed	02/15/2024		Espinoza,Mitchell I.	thr / am- 1045 cat, street before los...
5109	Animal Control	Closed	02/15/2024		Espinoza,Mitchell I.	Dead Cat
5110	Animal Control	Closed	02/15/2024		Espinoza,Mitchell I.	thr / pm- loose dog msg / yesi, thanks
5111	Animal Control	Closed	02/15/2024		Rodriguez,Daniel	thr / noon, skunk msg / yesi, thanks
5112	Animal Control	Closed	02/15/2024		Rodriguez,Daniel	thr / pm- caller / park mgr states above...
5113	Animal Control	Closed	02/15/2024		Rodriguez,Daniel	thr / pm- 4 large / agg / loose dogs- g shep...
5114	Animal Control	Closed	02/15/2024		Rodriguez,Daniel	thr / pm- WELLNESS ck- dog w/no food, water...
5115	Animal Control	Closed	02/15/2024		Espinoza,Mitchell I.	thr / pm- 1045 cat, street thank you
5116	Animal Control	Closed	02/15/2024		Rodriguez,Daniel	thr / pm- abandoned dog, fed by construction...
5117	Animal Control	Closed	02/15/2024		Espinoza,Mitchell I.	thr / pm- trap cat (2) thank you
5123	Animal Control	Closed	02/16/2024		Rodriguez,Daniel	fri / am- 1045 dog, sdwlk stray, frnt, thank...
5124	Animal Control	Closed	02/16/2024		Espinoza,Mitchell I.	fri / am- loose pitbl, school campus phn...
5125	Animal Control	Closed	02/16/2024		Vela,Jesus	fri / am- excess dogs at prop, 20 dogs dogs...
5126	Animal Control	Closed	02/16/2024		Espinoza,Mitchell I.	fri / am- trap psm thank you
5127	Animal Control	Closed	02/16/2024		Espinoza,Mitchell I.	fri / am- trap psm x2, gate code- 2758 el...
5128	Animal Control	Closed	02/16/2024		Espinoza,Mitchell I.	fri / am- 2 lgr / loose wht dogs, broke into...
5129	Animal Control	Closed	02/16/2024		Rodriguez,Daniel	fri / am- 2 of his own dogs still loose,...
5130	Animal Control	Closed	02/16/2024		Espinoza,Mitchell I.	fri / am- 2 lrg g sheps, by pool cllr- Lot...
5131	Animal Control	Closed	02/16/2024		Espinoza,Mitchell I.	fri / am- 2 lrg dogs- brw / blk, terrorizing...
5132	Animal Control	Closed	02/16/2024		Espinoza,Mitchell I.	fri / am- trap cat, by patio thank you
5133	Animal Control	Closed	02/16/2024		Espinoza,Mitchell I.	fri / am- 2 lrg loose dogs, on prop, roam-...
5134	Animal Control	Closed	02/16/2024		Rodriguez,Daniel	fri / am- trap cat x2, front thank you
5135	Animal Control	Closed	02/16/2024		Espinoza,Mitchell I.	fri / am- excess dogs, poop, extreme barking ...
5136	Animal Control	Closed	02/16/2024		Rodriguez,Daniel	fri / am- 3 to 4 loose dogs, ownrs don't tie...
5137	Animal Control	Closed	02/16/2024		Rodriguez,Daniel	fri / noon- 2 loose dogs msg / aaron, thank...
5138	Animal Control	Closed	02/16/2024		Rodriguez,Daniel	fri / noon- 2 loose dogs msg / aaron, thank...
5139	Animal Control	Closed	02/16/2024		Rodriguez,Daniel	fri / noon- 4 loose dogs msg / aaron, thank...
5140	Animal Control	Closed	02/16/2024		Rodriguez,Daniel	fri / noon- 2 loose dogs msg / aaron, thank...
5141	Animal Control	Closed	02/16/2024		Rodriguez,Daniel	fri / noon- 1 loose dog msg / aaron, thank...
5142	Animal Control	Closed	02/16/2024		Vela,Jesus	fri / pm- 1045 cat, stray, by o'grady elem ...
5143	Animal Control	Closed	02/16/2024		Vela,Jesus	fri / pm- 1045 cat, frontage front of Stihl...
5144	Animal Control	Closed	02/16/2024		Rodriguez,Daniel	fri / pm- trap psm, gate open / bk thank...
5145	Animal Control	Closed	02/16/2024		Rodriguez,Daniel	fri / pm- 4 loose chihuahuas, repeat issue ...
5147	Animal Control	Closed	02/16/2024		Rodriguez,Daniel	fri / pm- loose ptbl in bk yrd, cllr is...
5148	Animal Control	Closed	02/16/2024		Vela,Jesus	fri / pm- trap psm thank you
5149	Animal Control	Closed	02/16/2024		Rodriguez,Daniel	fri / pm- wellness ck, dog tied to treet ...
5150	Animal Control	Closed	02/16/2024		Rodriguez,Daniel	fri / pm- 2 1045 (1-lrg / 1-sml) dogs,...
5153	Animal Control	Closed	02/18/2024		Espinoza,Mitchell I.	Dogs constantly barking. Disturbing mine and...
5154	Animal Control	Closed	02/18/2024		Espinoza,Mitchell I.	dogs are uncontrol, barking at all times...
5161	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / am- loose hsky on prop, 1045 cat on...
5162	Animal Control	Closed	02/20/2024		Rodriguez,Daniel	tue / am- dumped dog msg- answr srvc,...
5163	Animal Control	Closed	02/20/2024		Espinoza,Mitchell I.	tue / am- loose dog, LOT 85 msg by answr...
5164	Animal Control	Closed	02/20/2024		Espinoza,Mitchell I.	on call- ? issue eml by ivan, thank you
5165	Animal Control	Closed	02/20/2024		Espinoza,Mitchell I.	tue / am- on call, ? issue eml by ivan,...
5166	Animal Control	Closed	02/20/2024		Espinoza,Mitchell I.	tue / am- 2 dogs roam / grown msg- answr...
5167	Animal Control	Closed	02/20/2024		Espinoza,Mitchell I.	tue / am- on call, dog bt msg by eml, thank...
5168	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / am- trap psm, frnt thank you
5169	Animal Control	Closed	02/20/2024		Espinoza,Mitchell I.	tue / am- on call, dog bt eml/ ivan, thank...

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
5170	Animal Control	Closed	02/20/2024		Espinoza,Mitchell I.	tue / am- 2 g shp / loose / non agg / roam ...
5171	Animal Control	Closed	02/20/2024		Espinoza,Mitchell I.	tue / am- trap psm, mlbx thank you
5172	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / am- trap psm, frnt thank you
5173	Animal Control	Closed	02/20/2024		Rodriguez,Daniel	tue / am- 1045 dog, in box, front caller is...
5174	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / am- msg by eml, has trapped animal? ...
5175	Animal Control	Closed	02/20/2024		Espinoza,Mitchell I.	tue / am- trap psm, LOT A 26 msg by ivan,...
5176	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / am- injured dog, dying, cut on neck ...
5177	Animal Control	Closed	02/20/2024		Espinoza,Mitchell I.	tue / am- 1045 cat, blk bag by mlbx thank...
5178	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / am- trap psm, alley thank you
5179	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / am- trap cat thank you
5180	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / am- trap cat thank you
5181	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / am- trap cat thank you
5182	Animal Control	Closed	02/20/2024		Espinoza,Mitchell I.	tue / am- LOT 361, trp psm thank you
5183	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / am- trap psm, ml bx thank you
5184	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / am- 2 loose dogs frm apts across st /...
5185	Animal Control	Closed	02/20/2024		Rodriguez,Daniel	tue / am- 1045 psm, on street thank you
5186	Animal Control	Closed	02/20/2024		Rodriguez,Daniel	tue / am- 1045 dog, stray in box, frnt thank...
5187	Animal Control	Closed	02/20/2024		Rodriguez,Daniel	tue / am- LOT 31, dog under hm maintenance...
5188	Animal Control	Closed	02/20/2024		Vela,Jesus	These dogs were left at my property on 985...
5189	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / am- trap psm thank you
5190	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / am- trap psm, sd / hm thank you
5191	Animal Control	Closed	02/20/2024		Rodriguez,Daniel	tue / am- trap psm thank you
5192	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / am- loose hsky, owner at front / 1 hm...
5193	Animal Control	Closed	02/20/2024		Espinoza,Mitchell I.	tue / am- contained dog, repeat loose from...
5194	Animal Control	Closed	02/20/2024		Rodriguez,Daniel	tue / am- 2 loose dogs, owners across street ...
5195	Animal Control	Closed	02/20/2024		Rodriguez,Daniel	tue / am- 2 loose chih, strays thank you
5196	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / am- trap cat thank you
5198	Animal Control	Closed	02/20/2024		Rodriguez,Daniel	tue / noon- trap psm msg/ jen, thank you
5199	Animal Control	Closed	02/20/2024		Espinoza,Mitchell I.	tue / noon- repeat issue, CHICKENS on prop ...
5200	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / pm- call frm Mr. K, per city hall 1045...
5201	Animal Control	Closed	02/20/2024		Rodriguez,Daniel	tue / pm- 2 loose dogs, sm/ brwn, roam...
5202	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / pm- 1045 cat, street, north bnd lane ...
5203	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / pm- received RED NOTE, called bk wants...
5204	Animal Control	Closed	02/20/2024		Espinoza,Mitchell I.	tue / pm- bark all night, LOT 43, dog owner...
5205	Animal Control	Closed	02/20/2024		Vela,Jesus	tue / pm- contained dog, former surrender...
5206	Animal Control	Closed	02/20/2024		Rodriguez,Daniel	tue / pm- wants trap, aware of wait list ...
5207	Animal Control	Closed	02/20/2024		Rodriguez,Daniel	tue / pm- 2 loose ptbls, kld ownr dog last...
5208	Animal Control	Closed	02/20/2024		Rodriguez,Daniel	tue / pm- 1045 cat thank you
5209	Animal Control	Closed	02/20/2024		Espinoza,Mitchell I.	tue / pm- fire stn call, 1045 dog, by station...
5215	Animal Control	Closed	02/21/2024		Espinoza,Mitchell I.	they from 1709 Merlin
5216	Animal Control	Closed	02/21/2024		Rodriguez,Daniel	wed / am- 1045 dog, frnt msg/ answr svc,...
5217	Animal Control	Closed	02/21/2024		Vela,Jesus	wed / am- trap psm, alley thank you

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
5218	Animal Control	Closed	02/21/2024		Rodriguez,Daniel	wed / am- trp psm, bk / side **call him- re:...
5219	Animal Control	Closed	02/21/2024		Vela,Jesus	wed / am- trap cat thank you call 3.15 pm...
5220	Animal Control	Closed	02/21/2024		Vela,Jesus	wed / am- trap psm, frnt thank you
5221	Animal Control	Closed	02/21/2024		Vela,Jesus	wed / am- trap cat thank you
5222	Animal Control	Closed	02/21/2024		Espinoza,Mitchell I.	wed / am- LOT 361, trp psm, frnt thank you
5223	Animal Control	Closed	02/21/2024		Espinoza,Mitchell I.	wed / am- trap psm, back thank you
5224	Animal Control	Closed	02/21/2024		Vela,Jesus	wed / am- trap psm, frnt / garage thank you
5225	Animal Control	Closed	02/21/2024		Espinoza,Mitchell I.	wed / am- trap cat x2 thank you
5226	Animal Control	Closed	02/21/2024		Espinoza,Mitchell I.	wed / am- trap cat, LOT 158 thank you
5228	Animal Control	Closed	02/21/2024		Vela,Jesus	wed / am- stray dog, frnt of apt porch lrg / ...
5229	Animal Control	Closed	02/21/2024		Rodriguez,Daniel	wed / am- 1045 cat, stray / yard thank you
5230	Animal Control	Closed	02/21/2024		Rodriguez,Daniel	wed / am- 3 loose hskys cllr- 809, ownr-...
5231	Animal Control	Closed	02/21/2024		Espinoza,Mitchell I.	wed / am- cllr state rabid cat attkd his lrg...
5232	Animal Control	Closed	02/21/2024		Rodriguez,Daniel	wed / am- mail carrier attkd by dogs neigh...
5234	Animal Control	Closed	02/21/2024		Espinoza,Mitchell I.	wed- trap cat x4, in box, frnt msg frm jen...
5235	Animal Control	Closed	02/21/2024		Espinoza,Mitchell I.	wed / noon- loose ptbl- wht / brw / blk msg...
5236	Animal Control	Closed	02/21/2024		Espinoza,Mitchell I.	wed / noon- loose dog- blk / wht / brwn msg...
5237	Animal Control	Closed	02/21/2024		Espinoza,Mitchell I.	wed / pm- trap request / excess cats advised...
5238	Animal Control	Closed	02/21/2024		Rodriguez,Daniel	wed / pm- wellness ck, 3 dogs / fenced / ...
5239	Animal Control	Closed	02/21/2024		Espinoza,Mitchell I.	wed / pm- loose ptbl, non agg, just arrived ...
5240	Animal Control	Closed	02/21/2024		Vela,Jesus	wed / pm- asst pd chief, called dispatch,...
5243	Animal Control	Closed	02/22/2024		Vela,Jesus	thr / am- trap psm, frnt thank you
5244	Animal Control	Closed	02/22/2024		Vela,Jesus	thr / am- 1045 cat, west / gate msg / aco...
5245	Animal Control	Closed	02/22/2024		Rodriguez,Daniel	thr / am- trap cat, side / gate thank you ...
5246	Animal Control	Closed	02/22/2024		Espinoza,Mitchell I.	thr / am- unit D3, trap psm msg / ivan,...
5247	Animal Control	Closed	02/22/2024		Vela,Jesus	thr / am- trap psm, frnt thank you
5250	Animal Control	Closed	02/22/2024		Vela,Jesus	thr / am- stat / stuck psm under fence thank...
5251	Animal Control	Closed	02/22/2024		Espinoza,Mitchell I.	thr / am- trap psm, LOT 361 thank you ...
5252	Animal Control	Closed	02/22/2024		Vela,Jesus	thr / am- rcvd red note, calling back awaits...
5253	Animal Control	Closed	02/22/2024		Vela,Jesus	thr / am- dog caught psm, they have it in...
5254	Animal Control	Closed	02/22/2024		Espinoza,Mitchell I.	thr / am- 1045 psm, bk yrd, by infit pool bk...
5255	Animal Control	Closed	02/22/2024		Vela,Jesus	thr / am- loose dog, barks, at sis hm thank...
5256	Animal Control	Closed	02/22/2024		Vela,Jesus	thr / am- APT 2, loose dog, med / wht + brw ...
5257	Animal Control	Closed	02/22/2024		Vela,Jesus	thr / am- trap psm, bk thank you
5258	Animal Control	Closed	02/22/2024		Vela,Jesus	thr / am- loose dog- blk / lrg, ownr--- next...
5259	Animal Control	Closed	02/22/2024		Vela,Jesus	thr / am- trap psm, alley thank you caller...
5260	Animal Control	Closed	02/22/2024		Rodriguez,Daniel	thr / am- 1045 psm, alley in bag thank you
5261	Animal Control	Closed	02/22/2024		Espinoza,Mitchell I.	thr / am- rcvd YOUR red note w/your name ...
5262	Animal Control	Closed	02/22/2024		Rodriguez,Daniel	thr / am- 1045 cat & 1045 dog, small on S....
5263	Animal Control	Closed	02/22/2024		Rodriguez,Daniel	thr / noon- wellness ck, no water, g shep-...
5264	Animal Control	Closed	02/22/2024		Vela,Jesus	thr / noon- loose g shep (near p.d.) msg / ...
5265	Animal Control	Closed	02/22/2024		Rodriguez,Daniel	thr / noon- 1045 psm ?, street thank you
5266	Animal Control	Closed	02/22/2024		Vela,Jesus	thr / pm- injured cat, neigh sdwlk / above...
5267	Animal Control	Closed	02/22/2024		Rodriguez,Daniel	thr / pm- trap cat x2, box / frnt thank you
5268	Animal Control	Closed	02/22/2024		Rodriguez,Daniel	thr / pm- loose ktn on exp 83, cllr is male ...
5269	Animal Control	Open	02/22/2024	03/08/2024	Espinoza,Mitchell I.	reminder... drop off trap thank you
5271	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / am- trap psm, frnt / by gates thank...
5272	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / am- 1045 cat, fenceline / alley thank...
5273	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / am- trap psm, frnt, by wht truck / tire...
5274	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / am- trap cat, UNIT B-4 thank you ...
5275	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / am- trap cat, city employee d/o at our...
5276	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / am- trp psm, alley near taco ole,...
5277	Animal Control	Closed	02/23/2024		Rodriguez,Daniel	fri / am- trap cat, patio / frnt thank you ...
5278	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / am- trap psm, trlr park thank you
5279	Animal Control	Closed	02/23/2024		Rodriguez,Daniel	fri / am- trap psm, frnt of church-OLG thank...
5280	Animal Control	Closed	02/23/2024		Rodriguez,Daniel	fri / am- drop off ordinance ltr thank you
5281	Animal Control	Closed	02/23/2024		Rodriguez,Daniel	fri / am- trap psm, frnt thank you
5282	Animal Control	Closed	02/23/2024		Rodriguez,Daniel	fri / am- trp psm, frnt thank you
5283	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / am- 2 loose hskies, lrg, on prop, no...

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description	Item 6.
5284	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / am- 1045 dog, stray, frnt / blk bag ...	
5285	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / am- trap cat, frnt thank you	
5286	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / am- LOT 158, trap psm thank you	
5287	Animal Control	Closed	02/23/2024		Rodriguez,Daniel	fri / am- trap cat msg / ivan, thanks	
5288	Animal Control	Closed	02/23/2024		Rodriguez,Daniel	fri / am- 1045 cat, yard, stray thank you	
5289	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / am- loose dog, with tag, on prop ...	
5290	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / am- 6+ loose dogs, roams / mny months ...	
5291	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / noon- APT 2, loose / contained dog msg...	
5292	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / noon- trap psm msg / yesi, thanks	
5296	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / pm- trap psm, UNIT- D 3 thank you	
5297	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / pm- repeat issue, stray dogs ownr is...	
5298	Animal Control	Closed	02/23/2024		Vela,Jesus	fri / pm - cat TRAP request, advised of wait...	
5299	Animal Control	Closed	02/23/2024		Rodriguez,Daniel	fri / pm- 1045 dog, stray, strt / by stop...	
5304	Animal Control	Closed	02/26/2024		Vela,Jesus	answr srvc- trap psm thank you re assgn pr...	
5305	Animal Control	Closed	02/26/2024		Vela,Jesus	mon / am- trap cat thank you called 01.29...	
5306	Animal Control	Closed	02/26/2024		Rodriguez,Daniel	mon / am- 1045 goat thank you	
5307	Animal Control	Closed	02/26/2024		Vela,Jesus	mon / am- trap psm thank you	
5308	Animal Control	Closed	02/26/2024		Vela,Jesus	mon / am- hotel lobby, trap cat thank you	
5309	Animal Control	Closed	02/26/2024		Vela,Jesus	answr srvc / sat- today mon / am- trp psm LOT...	
5310	Animal Control	Closed	02/26/2024		Vela,Jesus	sun- answr srvc, today is mon / am psm in...	
5311	Animal Control	Closed	02/26/2024		Espinoza,Mitchell I.	sun / answr srvc, today- mon / am loose...	
5312	Animal Control	Closed	02/26/2024		Rodriguez,Daniel	sun- msg srvc / today is mon - am- loose dogs...	
5313	Animal Control	Closed	02/26/2024		Vela,Jesus	mon / am- trap cat drop off, thank you	
5314	Animal Control	Closed	02/26/2024		Vela,Jesus	mon / am- trap psm, bk / gate open thank...	
5315	Animal Control	Closed	02/26/2024		Rodriguez,Daniel	mon / am- trap psm thank you	
5316	Animal Control	Closed	02/26/2024		Rodriguez,Daniel	mon- msg srvc / today mon / am- loose dogs ...	
5317	Animal Control	Closed	02/26/2024		Rodriguez,Daniel	mon / am- call by city employee trap cat,...	
5318	Animal Control	Closed	02/26/2024		Vela,Jesus	mon / am- 1045 cat, south side stray, thank...	
5319	Animal Control	Closed	02/26/2024		Rodriguez,Daniel	mon / am- loose dogs, owner- frnt neigh ...	
5320	Animal Control	Closed	02/26/2024		Rodriguez,Daniel	mon / am- agg loose ptbl (choc brwn) cllr-...	
5321	Animal Control	Closed	02/26/2024		Vela,Jesus	mon / am- trap psm, LOT 361 thank you re...	
5322	Animal Control	Closed	02/26/2024		Rodriguez,Daniel	mon / am- LOT 110, trap cats trlr prk, thank...	
5323	Animal Control	Closed	02/26/2024		Rodriguez,Daniel	mon / am- loose blk g shep / lrg. at Green...	
5324	Animal Control	Closed	02/26/2024		Rodriguez,Daniel	mon / am- trap cat thank you	
5325	Animal Control	Closed	02/26/2024		Espinoza,Mitchell I.	mon / am- trap cat, behind golf cart / teal ...	
5326	Animal Control	Closed	02/26/2024		Vela,Jesus	mon / noon- dogs get in bkyrd msg / yesi,...	
5327	Animal Control	Closed	02/26/2024		Vela,Jesus	mon / noon- 3 loose dogs msg / yesi, thank...	
5328	Animal Control	Closed	02/26/2024		Espinoza,Mitchell I.	mon / am- agg cat msg / yesi, thanks	
5329	Animal Control	Closed	02/26/2024		Espinoza,Mitchell I.	mon / noon- loose dogs msg / yesi, thank...	
5330	Animal Control	Closed	02/26/2024		Vela,Jesus	mon / am- APT -- B, 1045 dog msg / yesi,...	
5331	Animal Control	Closed	02/26/2024		Espinoza,Mitchell I.	mon / pm- trap psm, LOT 234 gate code-----	

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
5332	Animal Control	Closed	02/26/2024		Vela,Jesus	mon / pm- 4 loose dogs on prop no clirs, no...
5333	Animal Control	Closed	02/26/2024		Vela,Jesus	mon / pm- trap psm, drvwy thank you
5334	Animal Control	Closed	02/26/2024		Vela,Jesus	mon / pm- REPEAT dog is loose again ownr...
5335	Animal Control	Closed	02/26/2024		Rodriguez,Daniel	mon / pm- 1045 dog, grass / stop sgn thnk...
5336	Animal Control	Closed	02/26/2024		Rodriguez,Daniel	mon / pm- late call.... injured cat was...
5338	Animal Control	Closed	02/27/2024		Vela,Jesus	the lady in front of us 803 w 25th st. has...
5339	Animal Control	Closed	02/27/2024		Vela,Jesus	msg srvc / tues am- loose dogs / at night ...
5342	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / am- trap psm thank you
5343	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / am- injured dog, broken bk leg came...
5344	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / am- STAT, loose canine at food pantry ...
5345	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / am- 4 loose dogs, lrg / brw, blk roam...
5348	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / am- loose pack of dogs (1 to 5), around...
5349	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / am- trap psm thank you
5350	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / am- 1045 cat, sdwlk thank you
5351	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / am- 1045 dog, street thank you
5355	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / am- trp psm, LOT 318 thank you
5357	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / pm- dog undr hm, ownr will call out ...
5358	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / pm, 1045 psm, drvwy see pic, thank you...
5359	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / pm - loose pup, goes on prop garage...
5360	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / pm- trp psm, frnt thank you
5361	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / pm- ofcr found ktn, bk of p.d. /...
5362	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / pm- 1045 cat, strt thank you
5364	Animal Control	Closed	02/27/2024		Vela,Jesus	tue / pm- 2 loose dogs / on prop spanish /...
5369	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am- trap cat, LOT 1 thank you
5370	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am (msg srvc)- injured dog / bleeding ...
5371	Animal Control	Closed	02/28/2024		Vela,Jesus	(msg srvc) wed / am- dog stuck- hole in alley...
5372	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am- trap psm, LOT B-4 thank you
5373	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am- trap psm, alley gates open, thank...
5374	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am- personal 1045 dog, in bag / frnt ...
5375	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am- BAT in customer walkway mgr says...
5376	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am- excess dogs, multi kennels IN HM ...
5377	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am- 1045 dog, small / front personal...
5378	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am- trap cat, frnt thank you
5379	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am- trap psm, bk / alley thank you
5380	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am - 1045 dog, will be hm AFTER 11 am ...
5381	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am- INJURED dog, broke legs thank you
5382	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am- 3 -4 loose dogs, roam lunge / bark...
5383	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am- loose agg dog, lunge at her ownr...
5384	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am- trap psm, frnt thank you
5385	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / noon- 1045 psm msg / yesi, thank you
5386	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / pm- 1045 psm, street frnt of school,...
5387	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / noon- 1045 cat, alley msg / yesi,...
5388	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / pm- stray g shep, hungry circle k /...
5389	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / pm- loose dog / wht, coming frm across...
5390	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / pm- 1045 cat, street betwn Yum Yum...
5391	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / pm- contained ptbl, kild her dog ...
5392	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / am- possible duplicate 1045 cat, strt,...
5393	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / pm- loose dog, g shep / mix / blk ...
5394	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / pm- injured dog, at back porch wanted...
5395	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / pm- part 1 of 3, loose dogs one has...
5396	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / pm- part 2 of 3, stry dog kild her dog ...
5397	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / pm- part 3 of 3, stry dog bit her dog...
5398	Animal Control	Closed	02/28/2024		Vela,Jesus	wed / pm- 5 loose dogs, above address /...
5401	Animal Control	Closed	02/29/2024		Vela,Jesus	thr / am- 5 loose dogs, roam / trash ...
5402	Animal Control	Closed	02/29/2024		Vela,Jesus	thr / am- trp cat, frnt thank you
5403	Animal Control	Closed	02/29/2024		Vela,Jesus	thr / am- trp cat, back thank you
5404	Animal Control	Closed	02/29/2024		Vela,Jesus	thr / am- trap cat, alley thank you
5405	Animal Control	Closed	02/29/2024		Vela,Jesus	thr / am- 1045 cat, street stray, thank you



- 1 1001 Rio Balsas Street, Mission
- 2 1105 Rio Balsas Street, Mission
- 3 1228 Oak Street, Mission
- 4 1301 Colosio Lane, Mission
- 5 1706 Kerria Ave, Mission
- 6 1710 N Los Ebanos Rd, Mission
- 7 1713 Doherty Ave, Mission
- 8 1904 South Street, Mission
- 9 2180–2298 N Los Ebanos Rd, Mission
- 10 2201 Paseo Encantado, Mission

11 2201–2249 Glennwood St, Mission

12 2238–2298 N Holland Ave, Mission

13 2300–2324 N Holland Ave, Mission

14 2301 N Stewart Rd, Mission

15 2421 South Conway Avenue, Mission

16 300 S Inspiration Rd, Mission

17 3106 Driftwood Lane, Mission

18 700 Miller Ave, Mission

19 715 Miller Ave, Mission

20 810 Brazos Street, Mission

21 812 Brazos Street, Mission

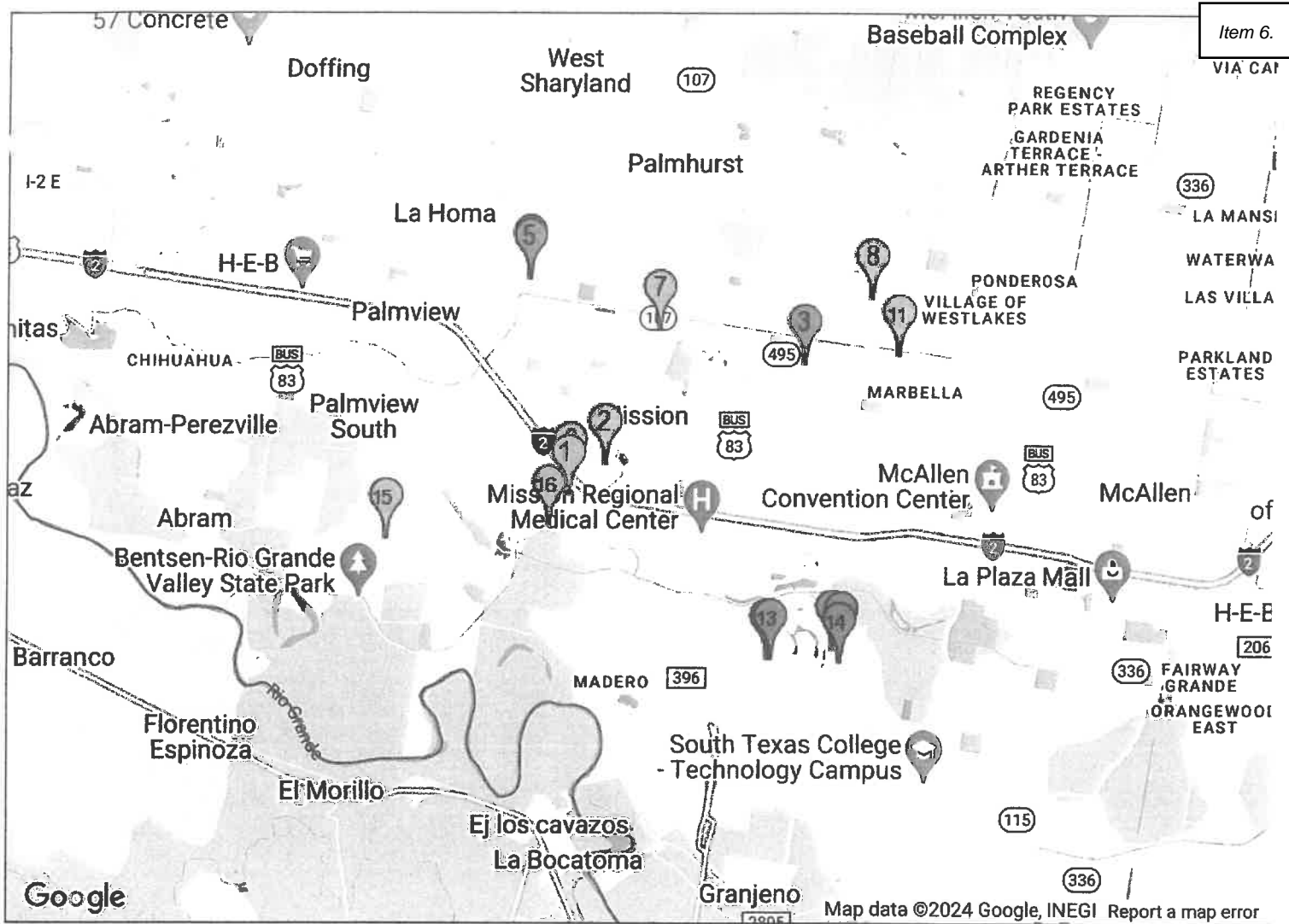
22 Military Rd, Mission

23 Mission, Mission

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<u>4885</u>	Street Light	Closed	02/07/2024		acevedo,Yahaira	Multiple street lights are out on S 1 mile...
<u>4887</u>	Street Light	Closed	02/08/2024		acevedo,Yahaira	street light too dim
<u>20</u>	Street Light	Closed	02/08/2024		acevedo,Yahaira	not lighting up
<u>4985</u>	Street Light	Closed	02/11/2024		acevedo,Yahaira	street light has been out for awhile.
<u>4988</u>	Street Light	Closed	02/11/2024		acevedo,Yahaira	the street light is totally burnt out
<u>5028</u>	Street Light	Closed	02/12/2024		acevedo,Yahaira	all street lights are off. it is a very dark...
<u>5029</u>	Street Light	Closed	02/12/2024		acevedo,Yahaira	all street light off. Abelino Farias Rd.
<u>5030</u>	Street Light	Open	02/12/2024	02/17/2024	acevedo,Yahaira	public light right in front of 1909 montecruz...
<u>5031</u>	Street Light	Open	02/12/2024	02/17/2024	acevedo,Yahaira	Public light in front of 1908 27th St Mission...
<u>5055</u>	Street Light	Closed	02/13/2024		acevedo,Yahaira	Light post does not light up
<u>5156</u>	Street Light	Open	02/19/2024	02/24/2024	acevedo,Yahaira	W115 and W116
<u>5157</u>	Street Light	Open	02/19/2024	02/24/2024	acevedo,Yahaira	Street light out
<u>5158</u>	Street Light	Open	02/19/2024	02/24/2024	acevedo,Yahaira	street light out
<u>5241</u>	Street Light	Open	02/22/2024	02/27/2024	acevedo,Yahaira	street light is off
<u>5242</u>	Street Light	Open	02/22/2024	02/27/2024	acevedo,Yahaira	steet light out . thank you.
<u>5248</u>	Street Light	Open	02/22/2024	02/27/2024	acevedo,Yahaira	Los Milagros Subd entrance light is out....
<u>5249</u>	Street Light	Open	02/22/2024	02/27/2024	acevedo,Yahaira	the light is out in front of our house at...
<u>5295</u>	Street Light	Closed	02/23/2024		acevedo,Yahaira	All 4 corners of the street on Conway and...
<u>5365</u>	Street Light	Open	02/27/2024	03/03/2024	acevedo,Yahaira	All street lights are out. all 4 of them. ...
<u>5366</u>	Street Light	Open	02/27/2024	03/03/2024	acevedo,Yahaira	the light bulb has been off for the past two...

Item 6.





- 1 1004 W B St, Mission
- 2 102 N Canal Ave, Mission
- 3 1904 Summer Breeze Rd, Mission
- 4 1908 Montecruz St, Mission
- 5 1909 W 27th St, Mission
- 6 207 S Pedro Rd, Mission
- 7 2300 N Conway Ave, Mission
- 8 2310 Pebble Dr, Mission
- 9 2600 Santa Esperanza Street, Mission
- 10 2601 Santa Ana Street, Mission

11 2606 Cottonwood St, Mission

12 2700 San Efrain, Mission

13 2703 San Efrain, Mission

14 2801 Santa Ana Street, Mission

15 3903 Falcon Dr, Mission

16 823 Bertha Ave, Mission



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024

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

**AGENDA ITEM:** Rezoning: Lots 32, 33, & 34, Block "C", Butterfield Addition, (R-1) Single Family Residential to (C-3) General Business, Beatriz Salinas, and Adoption of Ordinance#\_\_\_\_\_ - De Luna

### NATURE OF REQUEST:

On February 28, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located approximately 132' south of E. 1<sup>st</sup> Street along the west side of Mayberry Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended denial of a (C-3) General Business but recommended approval for a (C-2) Neighborhood Commercial.

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

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

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

**STAFF RECOMMENDATION:** Denial.

**Departmental Approval:** N/A

**Advisory Board Recommendation:** Denial of a C-3 but recommended a C-2

**City Manager's Recommendation:** Denial *RP*

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A REZONING OF LOTS 32, 33, & 34, BLOCK “C” BUTTERFIELD  
ADDITION, (R-1) SINGLE FAMILY RESIDENTIAL TO (C-2) NEIGHBORHOOD  
COMMERCIAL**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of February 28, 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 be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, March 11, 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:

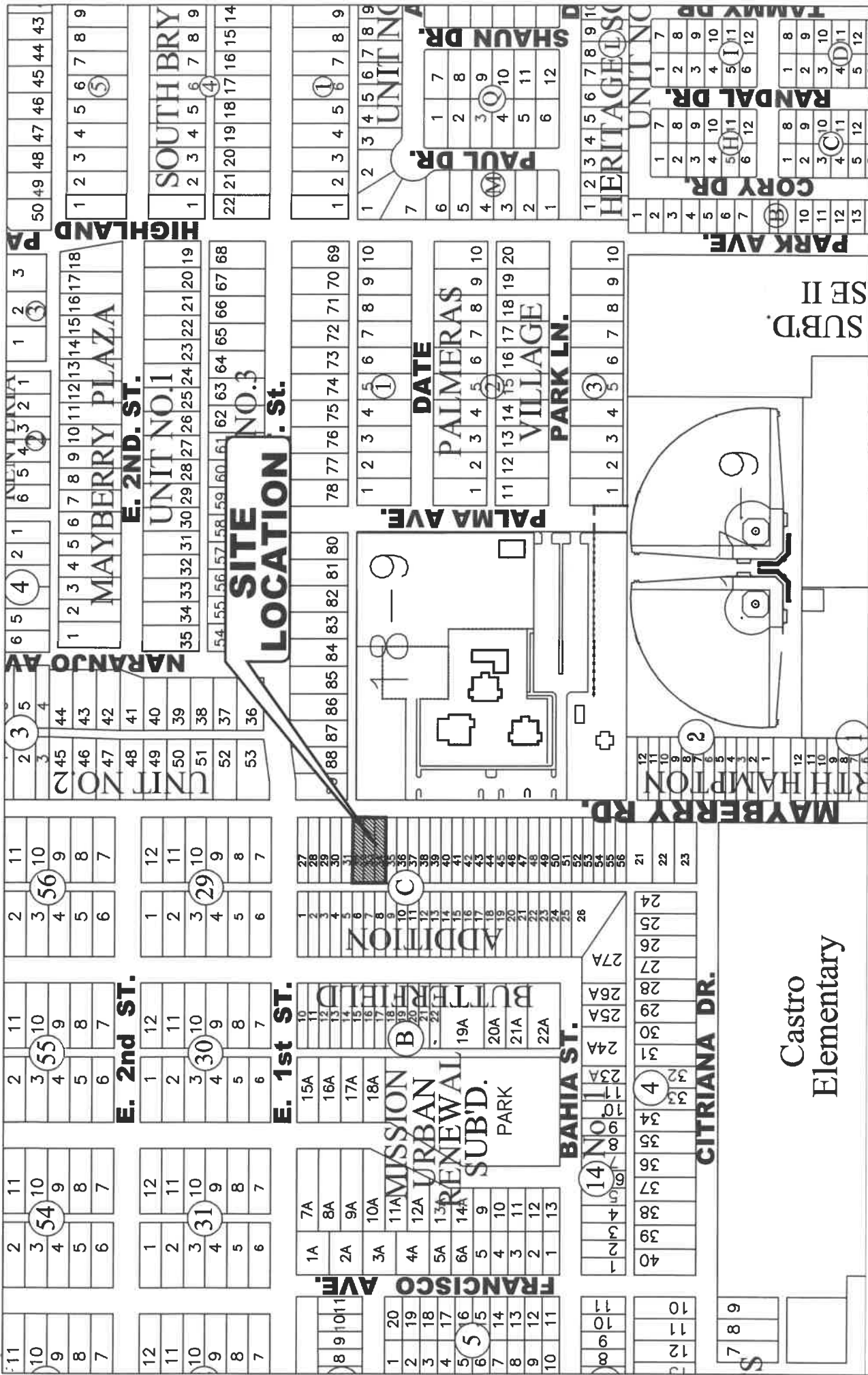
<b>Legal Description</b>	<b>From</b>	<b>To</b>
Lots 32, 33, & 34, Block “C”, Butterfield Addition	R-1	C-2

READ, CONSIDERED AND PASSED, this the 11<sup>th</sup> day of March, 2024.

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

ATTEST:

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



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

Item 8.

No.

**ITEM# 1.2**

**REZONING:** Lots 32, 33, & 34, Block “C”,  
Butterfield Addition  
R-1 to C-3  
Beatriz Salinas

**REVIEW DATA**

The site is located approximately 132’ south of E. 1<sup>st</sup> Street along the west side of Mayberry Road.  
– see vicinity map.

**SURROUNDING ZONES:**

N:	C-2	– Neighborhood Commercial
E:	C-2 & P	– Neighborhood Commercial & Public
W:	R-1	– Single Family Residential
S:	R-1	– Single Family Residential

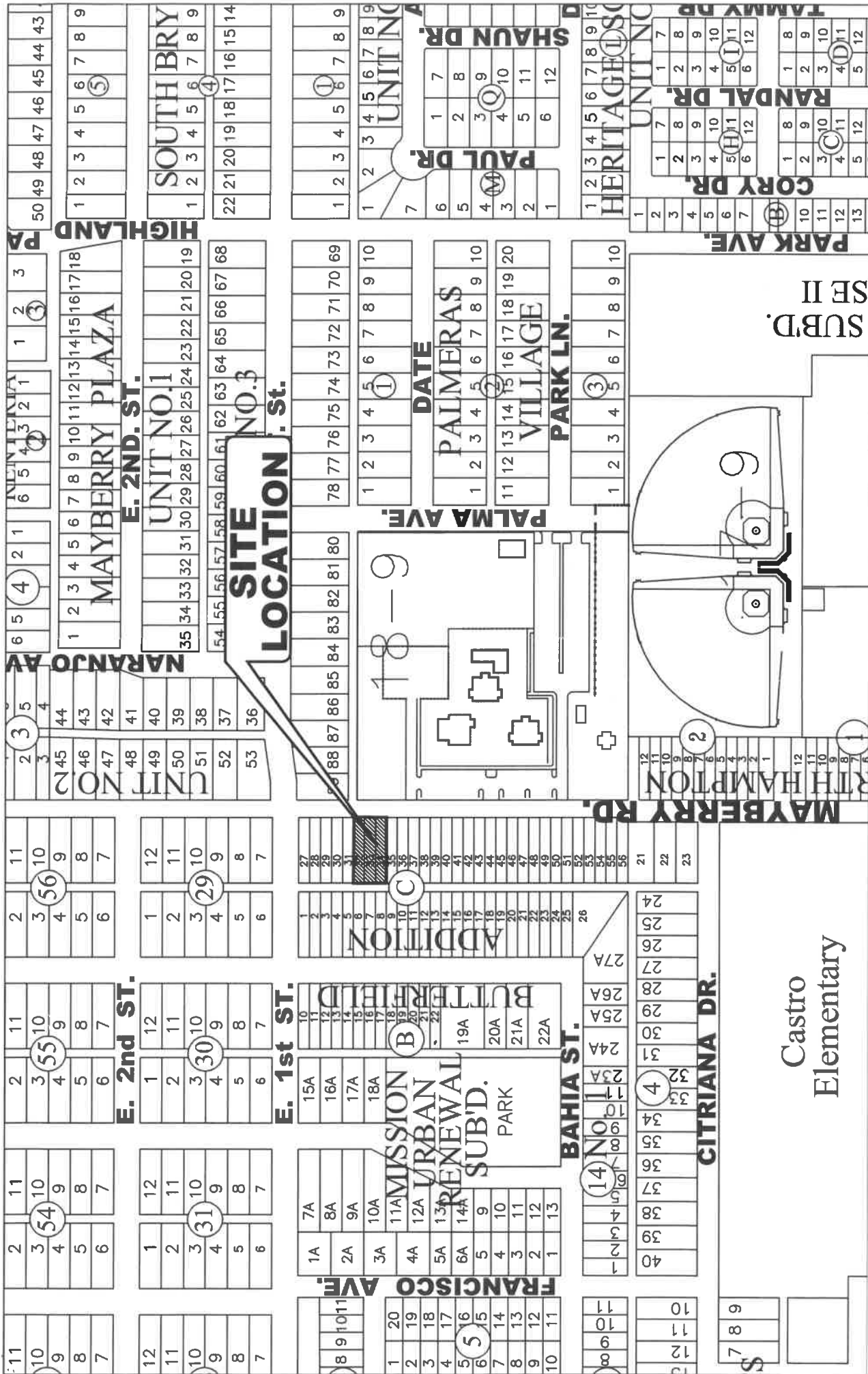
**EXISTING LAND USES:**

N:	Commercial
E:	Vacant
W:	Residential
S:	Residential
Site:	Residential

**FLUM:** Low Density Residential (LD)

**REVIEW COMMENTS:** Staff notes that the proposed zone does not comply with the City’s Future Land Use Map nor surrounding land uses. Staff mailed out 22 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. Staff notes that the applicant is requesting a higher density than what is currently existing in this area and for that reason staff cannot support the request.

**RECOMMENDATION:** Staff recommends denial.



Item 8.

No.

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

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







B5450-00-00C-0001-00 ( 128341)  
 TORRES JESUSITA G  
 702 E 1ST ST  
 MISSION TX 78572

B5450-00-00C-0004-00 ( 128343)  
 SANCHEZ AMELIA M  
 2205 N BRYAN RD  
 MISSION TX 78572

B5450-00-00C-0006-00 ( 128344)  
 GARCIA ALFONSO  
 109 S KERALUM AVE  
 MISSION TX 78572

B5450-00-00C-0008-00 ( 128345)  
 AGUIRRE JOEL & MARY LOU  
 4205 LORIEMARK DR  
 MISSION TX 78573

B5450-00-00C-0011-00 ( 128346)  
 GUZMAN ISMAEL & ALMA M CASTILLO  
 506 N DUNLAP AVE  
 MISSION TX 78572

B5450-00-00C-0013-00 ( 128347)  
 MERCED ROSARIO HOUSING PARTNER  
 2607 2ND AVENUE SUITE 300  
 SEATTLE WA 98121

B5450-00-00C-0015-00 ( 128348)  
 MERCED ROSARIO HOUSING PARTNERS LP  
 2607 2ND AVENUE SUITE 300  
 SEATTLE WA 98121

B5450-00-00C-0017-00 ( 128349)  
 MONTEMAYOR ARTURO & MARIA DE JESUS  
 135 S KARALUM AVE  
 MISSION TX 78572

B5450-00-00C-0027-00 ( 128355)  
 HERNANDEZ CELESTINA  
 1210 MIRACLE LN  
 MISSION TX 78572

B5450-00-00C-0032-00 ( 128358)  
 SALINAS BEATRIZ ALICIA  
 1000 S 16TH AVE  
 EDINBURG TX 78539

B5450-00-00C-0035-00 ( 128359)  
 SALDANA SIXTO  
 C/O ABELARDO SALDANA  
 114 S MAYBERRY ST  
 MISSION TX 78572

B5450-00-00C-0037-00 ( 128360)  
 HERNANDEZ CELESTINA  
 1210 MIRACLE LN  
 MISSION TX 78572

B5450-00-00C-0040-00 ( 128361)  
 GARCIA SARA  
 C/O JORGE GARCIA  
 122 S MAYBERRY ST  
 MISSION TX 78572

B5450-00-00C-0042-00 ( 128362)  
 MERCED ROSARIO HOUSING PARTNERS LP  
 2607 2ND AVENUE SUITE 300  
 SEATTLE WA 98121

M1900-02-000-0053-00 ( 228152)  
 AGADIR PROPERTIES LLC  
 900 TRAVIS ST APT 51  
 MISSION TX 78572

M1900-03-000-0085-00 ( 228184)  
 PRADO JOSE JR  
 808 E 1ST ST  
 MISSION TX 78572

M1900-03-000-0086-00 ( 228185)  
 FLORES FIDENCIO JR FAMILY LP  
 1312 NIGHTINGALE AVE  
 MCALLEN TX 78504

M1900-03-000-0087-00 ( 228186)  
 VAQUERA VICTOR & MAYRA C  
 804 E 1ST ST  
 MISSION TX 78572

M1900-03-000-0088-00 ( 228187)  
 AGADIR PROPERTIES LLC  
 900 TRAVIS ST APT 51  
 MISSION TX 78572

M5200-00-029-0006-00 ( 238759)  
 RAMIREZ SAMUEL GERARDO LUNA  
 ESMERALDA HERNANDEZ ALFARO  
 100 N KERALUM  
 MISSION TX 78572

M5200-00-029-0007-00 ( 238762)  
 BUENTELLO ALBERTO  
 LOU ANN LUIS A & LEONEL A LOPEZ  
 1602 TONI LN  
 MISSION TX 78572

W0100-00-018-0009-00 ( 591540)  
 CITY OF MISSION  
 1201 E 8TH ST  
 MISSION TX 78572



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024

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

**AGENDA ITEM:** Rezoning: A tract of land containing 3.532 acres, being a part or portion out of Lot 20-11, West Addition to Sharyland, (C-3) General Business to (R-3) Multi Family Residential, Ellen Moskalik, and Adoption of Ordinance#\_\_\_\_\_ - De Luna

### NATURE OF REQUEST:

On February 28, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located on the southeast corner of Business Hwy 83 and Bryan 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:** Approval.

**Departmental Approval:** N/A

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

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

**RECORD OF VOTE:**

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING A TRACT OF LAND CONTAINING 3.532 ACRES, BEING A PART OR PORTION OUT OF LOT 20-11, WEST ADDITION TO SHARYLAND, (C-3) GENERAL BUSINESS TO (R-3) MULTI-FAMILY RESIDENTIAL**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of February 28, 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 be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, March 11, 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:

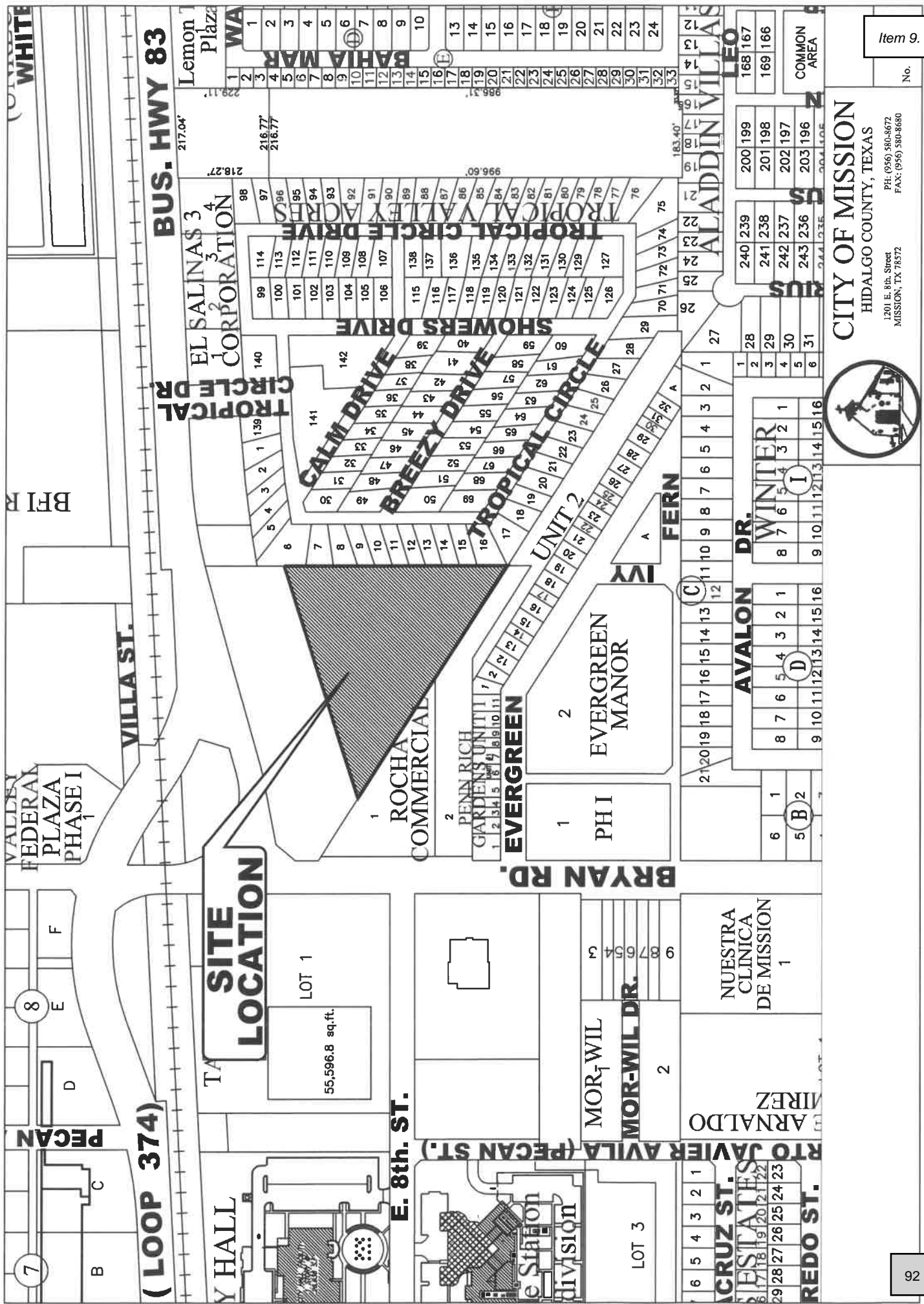
<b>Legal Description</b>	<b>From</b>	<b>To</b>
A tract of land containing 3.532 acres, being a part or portion out of Lot 20-11, West Addition to Sharyland	C-3	R-3

READ, CONSIDERED AND PASSED, this the 11<sup>th</sup> day of March, 2024.

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

ATTEST:

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



**SITE LOCATION**

LOT 1  
55,596.8 sq.ft.

Item 9.

No.



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

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**ITEM# 1.4**

**REZONING:** A tract of land containing 3.532 acres,  
being a part or portion out of Lot 20-11,  
West Addition to Sharyland  
C-3 to R-3  
Ellen Moskalik

**REVIEW DATA**

The site is located on the southeast corner of Business Hwy. 83 and Bryan Road – see vicinity map.

**SURROUNDING ZONES:**

N:	C-3	– General Business
E:	R-5	– High Density Manufacturing Housing (non-existent)
W:	C-3	– General Business
S:	C-3	– General Commercial

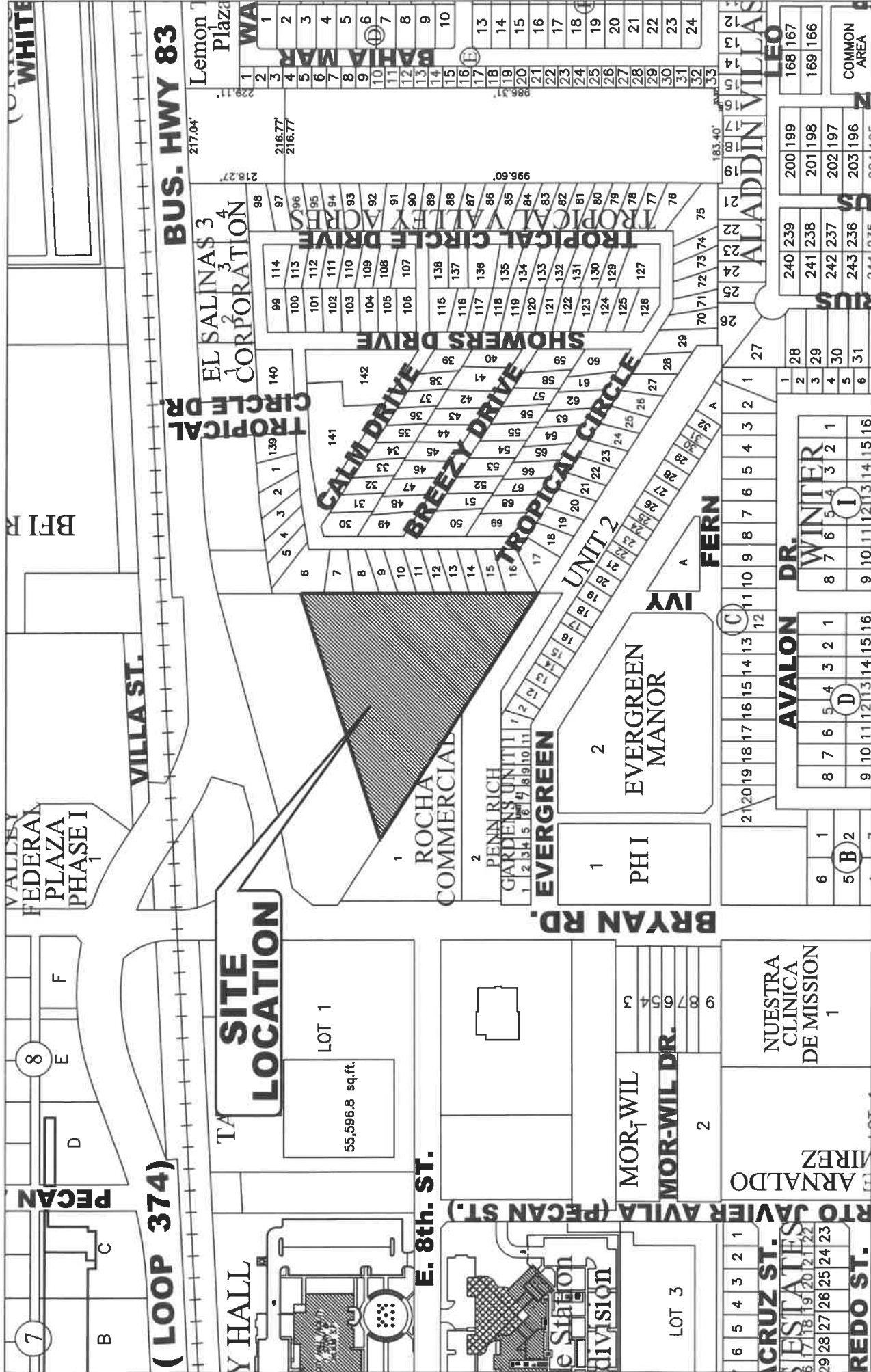
**EXISTING LAND USES:**

N:	Vacant
E:	Tropical Valley Acres RV Park
W:	Mission EDC
S:	Commercial
Site:	Vacant

**FLUM:** General Commercial (GC)

**REVIEW COMMENTS:** Although the Future Land Use Map at this time is GC, staff notes that it serves as a guide for development. An R-3 zone is considered to be a lesser dense than what is currently zoned. On 2/12/24, the City Council voted to approve Resolution #1889 in favor of an R-3 multi-family development for this area. The proposed R-3 development will be private and gated for senior’s only. Staff notes that the Future Land Use Map can be amended to reflect the R-3 use. Although staff recommendation is for approval, P&Z can make its own recommendation to the City Council considering comments in favor or against the request.

**RECOMMENDATION:** Staff recommends approval.



**SITE LOCATION**

LOT 1  
55,596.8 sq.ft.

**E. 8th. ST.**

**BRYAN RD.**

**( LOOP 374 )**

FEDERAL PLAZA PHASE I

EL SALINAS CORPORATION

**BUS. HWY 83**

Lemon Plaza

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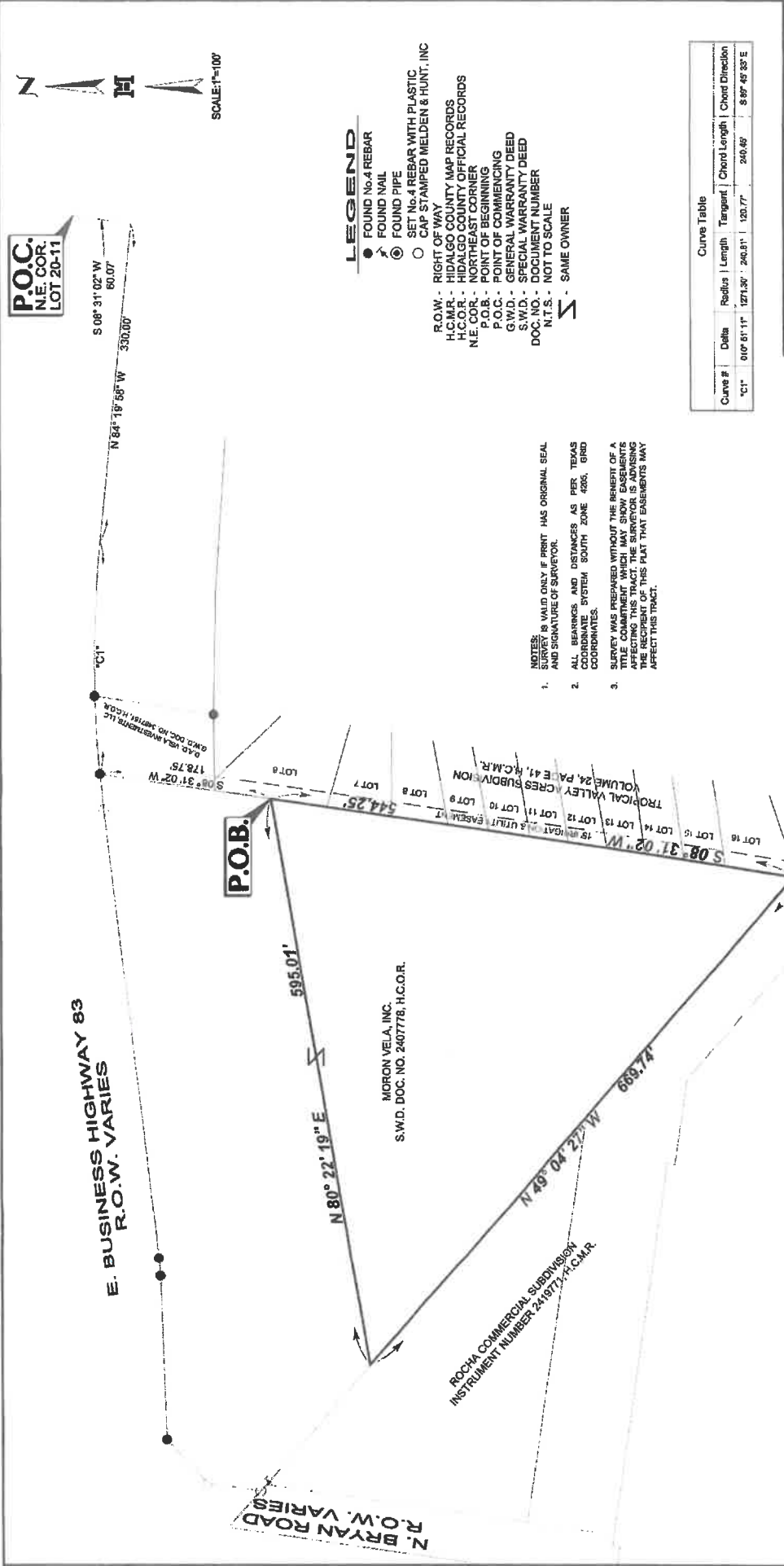
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Item 9.

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







- LEGEND**
- FOUND No.4 REBAR
  - ⚡ FOUND NAIL
  - FOUND PIPE
  - ⊙ SET No.4 REBAR WITH PLASTIC
  - CAP STAMPED MELDEN & HUNT, INC
- R.O.W. - RIGHT OF WAY  
H.C.M.R. - HIDALGO COUNTY MAP RECORDS  
H.C.O.R. - HIDALGO COUNTY OFFICIAL RECORDS  
N.E. COR. - NORTH EAST CORNER  
P.O.C. - POINT OF COMMENCING  
G.W.D. - GENERAL WARRANTY DEED  
S.W.D. - SPECIAL WARRANTY DEED  
DOC. NO. - DOCUMENT NUMBER  
N.T.S. - NOT TO SCALE  
N - SAME OWNER

- NOTES:**
- SURVEY IS VALID ONLY IF PRINT HAS ORIGINAL SEAL AND SIGNATURE OF SURVEYOR.
  - ALL BEARINGS AND DISTANCES AS PER TEXAS COORDINATE SYSTEM SOUTH ZONE 4205, GRID COORDINATES.
  - SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE COMMITMENT WHICH MAY SHOW EASEMENTS AFFECTING THIS TRACT. THE SURVEYOR IS ADVISING THE RECIPIENT OF THIS PLAT THAT EASEMENTS MAY AFFECT THIS TRACT.

Curve Table

Curve #	Delta	Radius	Length	Tangent	Chord Length	Chord Direction
"C1"	01° 51' 11"	1271.30'	240.81'	120.77'	240.69'	S 89° 45' 28" E

**MELDEN & HUNT INC.**  
CONSULTANTS • ENGINEERS • SURVEYORS

115 W. MCINTYRE  
EDINBURG, TX 78541  
PH: (855) 381-0891  
FAX: (855) 381-0892  
ESTABLISHED 1927  
www.meldenandhunt.com

PAGE: 2 OF 2  
BOOK: T-1210, PG. 26  
JOB NO. 23201.02  
JOB DATE: 02/08/2024  
FILE NAME: 23201-1  
DRAWN BY: J.R.C.J.L.G.  
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**PLAT SHOWING  
3.532 ACRES  
OUT OF LOT 20-11,  
WEST ADDITION TO SHARYLAND  
VOLUME 1, PAGE 56, H.C.M.R.  
HIDALGO COUNTY, TEXAS**



I, ROBERTO N. TAMEZ, A REGISTERED PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THE FOREGOING PLAT TO BE TRUE AND CORRECT REPRESENTATION OF A SURVEY MADE ON THE GROUND ON 02/08/2024 UNDER MY DIRECTION AND SUPERVISION.

ROBERTO N. TAMEZ, RPLS No. 6238 DATE: *02/08/2024*





E. U.S. BUSINESS 83

FONTANNA AVE.

CONTROLLED ACCESS GATE

POSSIBLE SITE RENTON IF REQUIRED

BRYAN RD.

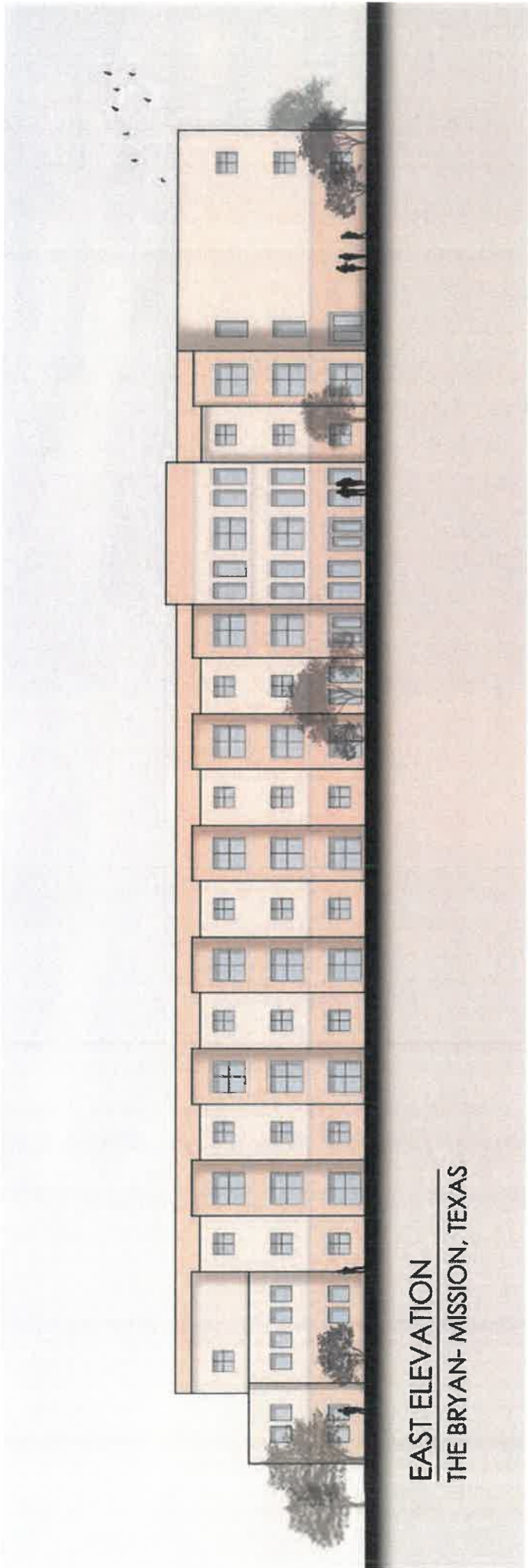
**The Bryan**  
1100 E BUS. HWY 83  
Mission, Tx 78572

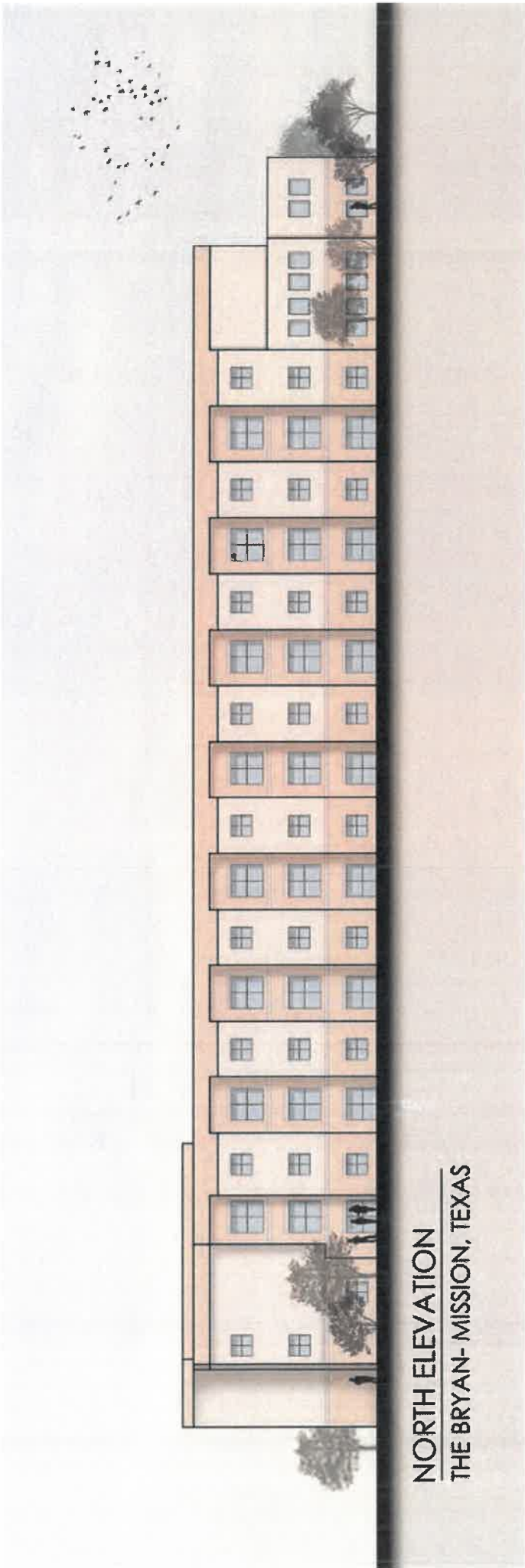
113 Units  
116 Parking  
3 Stories

--- PROPERTY LINE



SITE PLAN

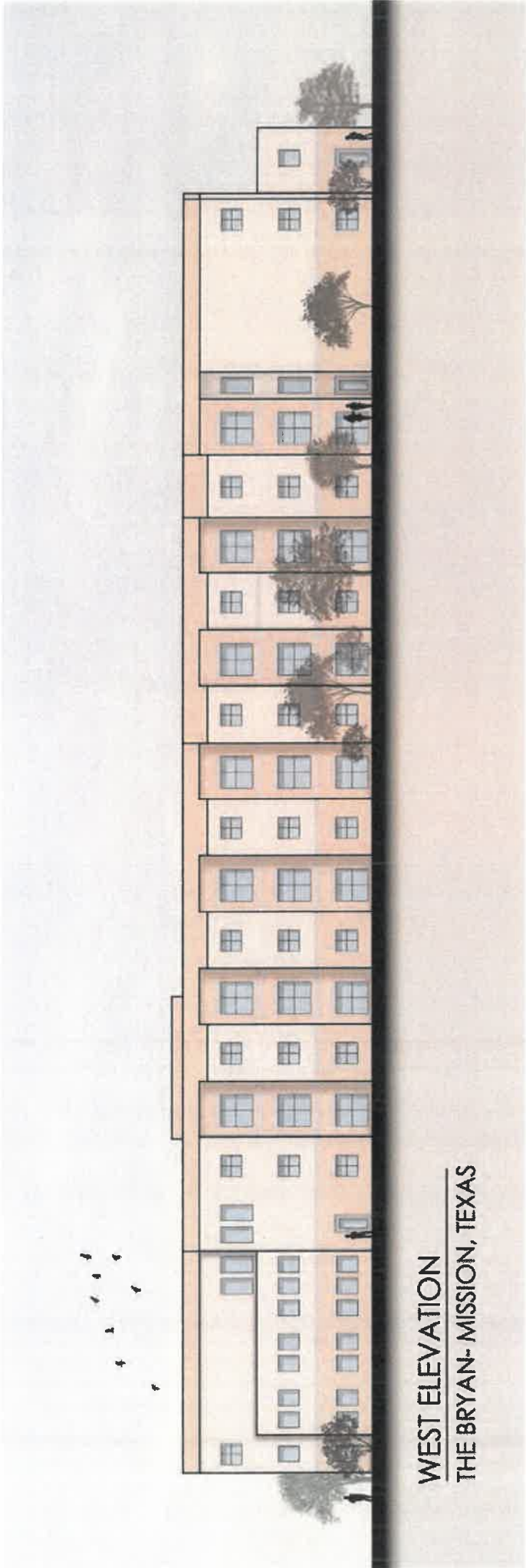




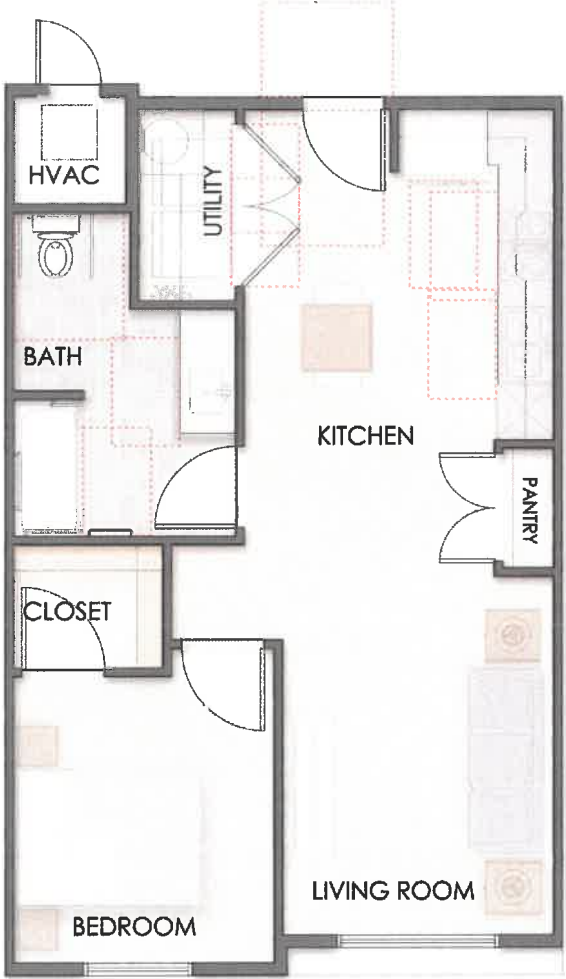
**NORTH ELEVATION**  
**THE BRYAN- MISSION, TEXAS**



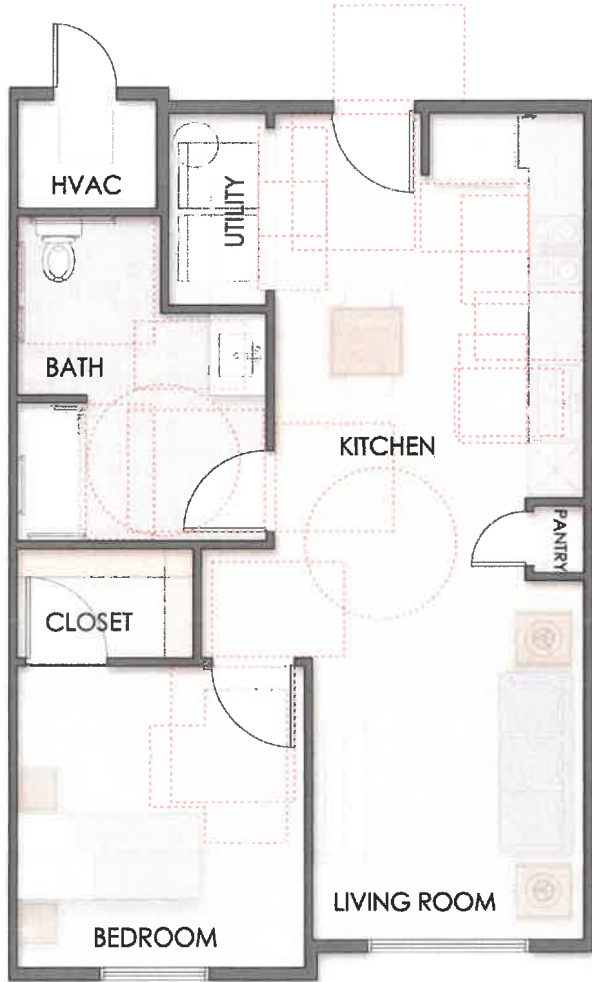
**SOUTH ELEVATION**  
**THE BRYAN- MISSION, TEXAS**



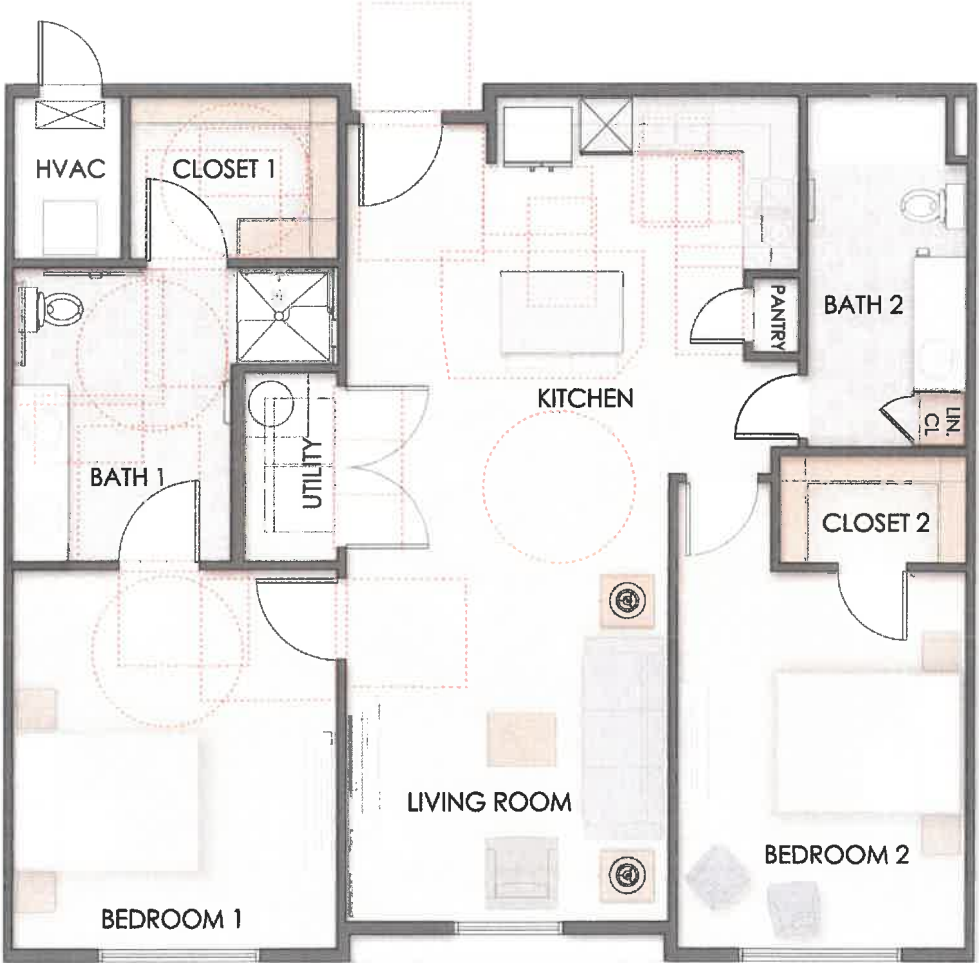
**WEST ELEVATION**  
**THE BRYAN- MISSION, TEXAS**



UNIT TYPE A1 (ANSI 'B')  
658 SQ. FT.



UNIT TYPE A2(ANSI 'A')  
691 SQ. FT.



UNIT TYPE B1 (ANSI 'A')  
1148 SQ. FT.



M0616-00-000-0001-00 ( 526726)  
 GALINDO LUCIANO G & LILIA G  
 1423 EVERGREEN AVE  
 MISSION TX 78572

P5600-00-000-0006-00 ( 258544)  
 SCHACH CARL EUGENE JR  
 5111 N 10TH ST BOX 203  
 MCALLEN TX 78505

P5600-00-000-0007-00 ( 258545)  
 SALINAS NOE AMADOR  
 520 E 1TH ST  
 MISSION TX 78572

P5600-00-000-0008-00 ( 258546)  
 COWART WILLIAM I  
 PO BOX 1693  
 PHARR TX 78577

P5600-00-000-0009-00 ( 258547)  
 GARCIA CESAR J  
 316 BOBWHITE DR  
 KERRVILLE TX 78028

P5600-00-000-0010-00 ( 258548)  
 RIVERA JAIME & EVANGELINA  
 1419 EVERGREEN AVE  
 MISSION TX 78572

P5600-00-000-0011-00 ( 258549)  
 MARTINEZ TEODORA  
 5702 N 3RD LANE  
 MCALLEN TX 78504

P5600-02-000-0012-00 ( 258550)  
 ROMERO ALEJO JR  
 817 N 20TH  
 MCALLEN TX 78501

P5600-02-000-0013-00 ( 258551)  
 ALDANA MARIA  
 1427 EVERGREEN AVE  
 MISSION TX 78572

P5600-02-000-0014-00 ( 258552)  
 PETIT KRISTOPHER RAYMOND & AMANDA  
 1429 EVERGREEN AVE  
 MISSION TX 78572

P5600-02-000-0015-00 ( 258553)  
 CONTRERAS MARCO ANTONIO  
 212 THORNWOOD ST  
 MISSION TX 78574-2342

P5600-02-000-0016-00 ( 258554)  
 PEREZ MARGARET  
 127 S BRYAN RD  
 MISSION TX 78572

P5600-02-000-0017-00 ( 258555)  
 GARZA REGINA ORDUNA  
 1435 EVERGREEN AVE  
 MISSION TX 78572

P5600-02-000-0018-00 ( 258556)  
 BOWEN JOHN CURTIS  
 PO BOX 39  
 HILLSDALE OK 73743

P5600-02-000-0019-00 ( 258557)  
 GUZMAN ALFONSO E  
 1501 EVERGREEN AVE  
 MISSION TX 78572

P5600-02-000-0020-00 ( 258558)  
 DAVIS MELANIE  
 1503 EVERGREEN AVE  
 MISSION TX 78572

P5600-02-000-0021-00 ( 258559)  
 MOLINA ROLANDO & LILIA  
 2504 NORMA DR  
 MISSION TX 78574

P5600-02-000-0022-00 ( 258560)  
 VOJE JONATHAN J & CRYSTAL A ROSE  
 2010 KELLY ST  
 MISSION TX 785725

P5600-02-000-00A1-00 ( 258571)  
 MARTINEZ TEODORA  
 5702 N 3RD LANE  
 MCALLEN TX 78504

T7940-00-000-0002-00 ( 309062)  
 BARNES LARRY & JANNA  
 1240 E BUS 83 LOT 2  
 MISSION TX 78572

T7940-00-000-0004-00 ( 309064)  
 ELLIOTT HAROLD JAMES  
 1240 E BUSINESS HIGHWAY 83 UNIT 5  
 MISSION TX 78572

T7940-00-000-0005-00 ( 309065)  
 ELLIOT HAROLD & BARBARA  
 1240 E BUSINESS HIGHWAY 83 LOT5  
 MISSION TX 78572

T7940-00-000-0006-00 ( 309066)  
 CONRAD JAMES L & LINDA L  
 CONRAD FAMILY TRUST  
 337 E BEECH ST  
 CEDAR SPRINGS MI 49319

T7940-00-000-0007-00 ( 309067)  
 GARCIA DANIEL & MARIA INES  
 1240 E BUS HWY 83 LT 8  
 MISSION TX 78572

T7940-00-000-0008-00 ( 309068)  
 GARCIA DANIEL & MARIA INES  
 1240 E BUS HWY 83 LT 8  
 MISSION TX 78572

T7940-00-000-0009-00 ( 309069)  
 ABEL FRED W & LINDA M  
 1240 E BUSINESS HWY 83 UNIT 9  
 MISSION TX 78572

T7940-00-000-0010-00 ( 309070)  
 NINO GENOBEVA MORENO  
 1240 BUS HWY 83 LOT 10  
 MISSION TX 78572

T7940-00-000-0011-00 ( 309071)  
 ROBYN HARRY & WILHELMINA  
 901 GRAND AVE  
 WORTHINGTON MN 56187

T7940-00-000-0012-00 ( 309072)  
 PRIEBE RODNEY M & CAROL D  
 2101 N MEADOW LAKES DR  
 WASILLA AK 99623

T7940-00-000-0013-00 ( 309073)  
 CRUMLY WARD A & LEAH M  
 BOX 152  
 GRANDVIEW IA 52752

T7940-00-000-0014-00 ( 309074)  
SAVAGE EDWARD LEE & DENISE E  
1240 E BUSINESS HWY 83 UNIT 14  
MISSION TX 78572

T7940-00-000-0015-00 ( 309075)  
TRAUB DONALD E & NEDA M  
1240 E BUSINESS HIGHWAY 83 UNIT 16  
MISSION TX 78572

T7940-00-000-0016-00 ( 309076)  
TRAUB DONALD E & NEDA M  
1240 E BUSINESS HIGHWAY 83 UNIT 16  
MISSION TX 78572

T7940-00-000-0017-00 ( 309077)  
PRIEBE RODNEY M & CAROL D  
2101 N MEADOWLAKES DR  
WASILLA AK 99623

T7940-00-000-0018-00 ( 309078)  
PETER JERRY L & JOANN N TRUSTEES  
TRUST  
210 BUCHANAN ST  
MARYVILLE MO 64468

T7940-00-000-0019-00 ( 309079)  
EWING KENT & MARTHA J  
1240 E BUSINESS HWY 83- LOT #19  
MISSION TX 78572

T7940-00-000-0020-00 ( 309080)  
MORTLAND DALE  
1240 E BUSINESS 83 LOT 20  
MISSION TX 78572

T7940-00-000-0030-00 ( 309090)  
CASTANON CRISTINA MARIA  
1240 E BUSINESS HIGHWAY 83 UNIT 30  
MISSION TX 78572-9350

T7940-00-000-0031-00 ( 309091)  
SELK LYNN L & BRENDA F  
6589 14TH AVE  
KEYSTONE IA 52249

T7940-00-000-0048-00 ( 309108)  
ROCHA FERNANDO & ROCIO D ELMAR  
331 RICHLEY APT 83  
PASADENA TX 77506

T7940-00-000-0049-00 ( 309109)  
GLADEN RICHARD D & SUSAN M  
1332 VALLEY VIEW DR  
CLOQUET MN 55720

T7940-00-000-0050-00 ( 309110)  
SCHIPPER DOUGLAS G SR & MARY  
320 N MAIN ST  
DUNDEE MN 56131

T7940-00-000-0051-00 ( 309111)  
SHAW MARIA ELENA  
1607 CITRUS CIRCLE  
SAN JUAN TX 78589

T7940-00-000-0068-00 ( 309128)  
DAMMANN JAMES & LANETTE  
8545 BABCOCK AVE  
PLATO MN 55370

T7940-00-000-0069-00 ( 309129)  
ZYGMAN ISRAEL MICHAEL  
1240 EAST BUSINESS HWY 83  
MISSION TX 78572

W0100-00-020-0011-01 ( 316779)  
MORON VELA INC  
1242 E BUSINESS HIGHWAY 83 STE 7  
MISSION TX 78572

W0100-00-020-0011-03 ( 316780)  
D.A.D VELA INVESTMENTS LLC  
1242 E BUSINESS HIGHWAY 83 STE 7  
MISSION TX 78572

W0100-00-020-0011-13 ( 316787)  
D.A.D VELA INSTMENTS LLC  
1242 E BUS HWY NO 7  
MISSION TX 78572

W0100-00-020-0011-21 ( 541747)  
GUERRA JAIME & BEATRIZ  
419 LANDAU AVE  
JOLIET IL 60432

W0100-00-020-0011-22 ( 541748)  
GITS T.F  
PO BOX 128  
MIDLOTHIAN VA 23113

W0100-00-020-0011-23 ( 541749)  
AMAYA MARISOL  
1407 EVERGREEN AVE  
MISSION TX 78572

W0100-00-020-0011-24 ( 541750)  
MILTON JOHN & MARIANITA  
316 BOBWHITE DR  
KERRVILLE TX 78028

W0100-00-020-0011-25 ( 541751)  
RIVERA JAIME & EVANGELINA  
1419 EVERGREEN AVE  
MISSION TX 78572

W0100-00-020-0011-26 ( 541753)  
RIVERA JAIME & EVANGELINA  
1419 EVERGREEN AVE  
MISSION TX 78572

W0100-00-020-0011-27 ( 541754)  
MARTINEZ TEODORA  
5702 N 3RD LANE  
MCALLEN TX 78504

W0100-00-020-0011-28 ( 567434)  
CHANDLER ADELLA M  
7555 KNIFFEN RD  
PAINESVILLE OH 44077

R3451-00-000-0001-00 ( 895747)  
RAGE-ROCHA INVESTMENTS GROUP LI  
3712 SANTA INEZ ST  
MISSION TX 78572

R3451-00-000-0002-00 ( 895750)  
RAGE GROUP LLC  
802 N BRYAN RD  
MISSION TX 78572

T7940-00-000-0020-05 ( 731268)  
UNITED IRRIGATION DISTRICT  
PO BOX 687  
MISSION TX 78573

P5600-02-000-0000-00 ( 1217714)  
HIDALGO COUNTY IRRIGATION  
PO BOX 687  
MISSION TX 78573

P5600-02-000-0000-01 ( 1217715)  
PENA LUIS E & MARIA C  
PO BOX 128  
MIDLOTHIAN VA 23113



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Susana De Luna, Planning Director  
**AGENDA ITEM:** Conditional Use Permit: To Place 2 Temporary Mobile Offices for Office Use, 107 International Boulevard, Lot 2A, Mission Business Park, I-1, B2Z Builders, LLC, and Adoption of Ordinance#\_\_\_\_\_ - De Luna

### NATURE OF REQUEST:

On February 28, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located on the northeast corner of Industrial Way and International Boulevard. 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 years approval to assess this operation; 2) Compliance with all City Codes, (Building, Fire, Parking, etc.); and 3) CUP not transferable to others.

**Departmental Approval:** N/A

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

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO PLACE 2 TEMPORARY MOBILE OFFICES FOR OFFICE USE, 107 INTERNATIONAL BOULEVARD, LOT 2A, MISSION BUSINESS PARK**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of February 28, 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, March 11, 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:

<b>Legal Description</b>	<b>Type</b>	<b>Conditions of Approval</b>
107 International Boulevard Lot 2A, Mission Business Park	To Place 2 Temporary Mobile Offices for Office Use	1) 2-year approval to assess this operation 2) Compliance with all City Codes (Building, Fire, Parking, etc.); and 3) CUP not transferable to others.

READ, CONSIDERED AND PASSED, this the 11<sup>th</sup> day of March, 2024.

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

ATTEST:

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

**ITEM# 1.5**

**CONDITIONAL USE PERMIT:** To Place 2 Temporary Mobile Offices  
for Office Use  
107 International Boulevard  
Lot 2A, Mission Business Park  
I-1  
B2Z Builders, LLC

**REVIEW DATA**

The subject site is located on the northeast corner of Industrial Way and International Boulevard. The applicant desires to place two (2) 8' x 20' modular offices for the sole use of day-to-day business operations of said construction company. Access to the site is off of International Boulevard.

- **Days/Hours of Operation:** Monday – Saturday from 7:00 a.m. to 6:00 p.m.
- **Staff:** 4 employees
- **Parking:** Based on the square footage of the buildings a total of 4 parking spaces are required. The applicant is proposing 7 parking spaces, thus compliant with the parking requirements.
- **Landscaping:** The city requires 10% of landscaping, the applicant is proposing 15% of landscaping including caliper trees.

**REVIEW COMMENTS:** It is not uncommon to have portable buildings in office settings. Staff mailed out 8 notices to property owners within 200' radius and staff has not received any comments in favor or against this request. If approved, the portable buildings will be used for a maximum of 2 years at which time a permanent structure will be considered.

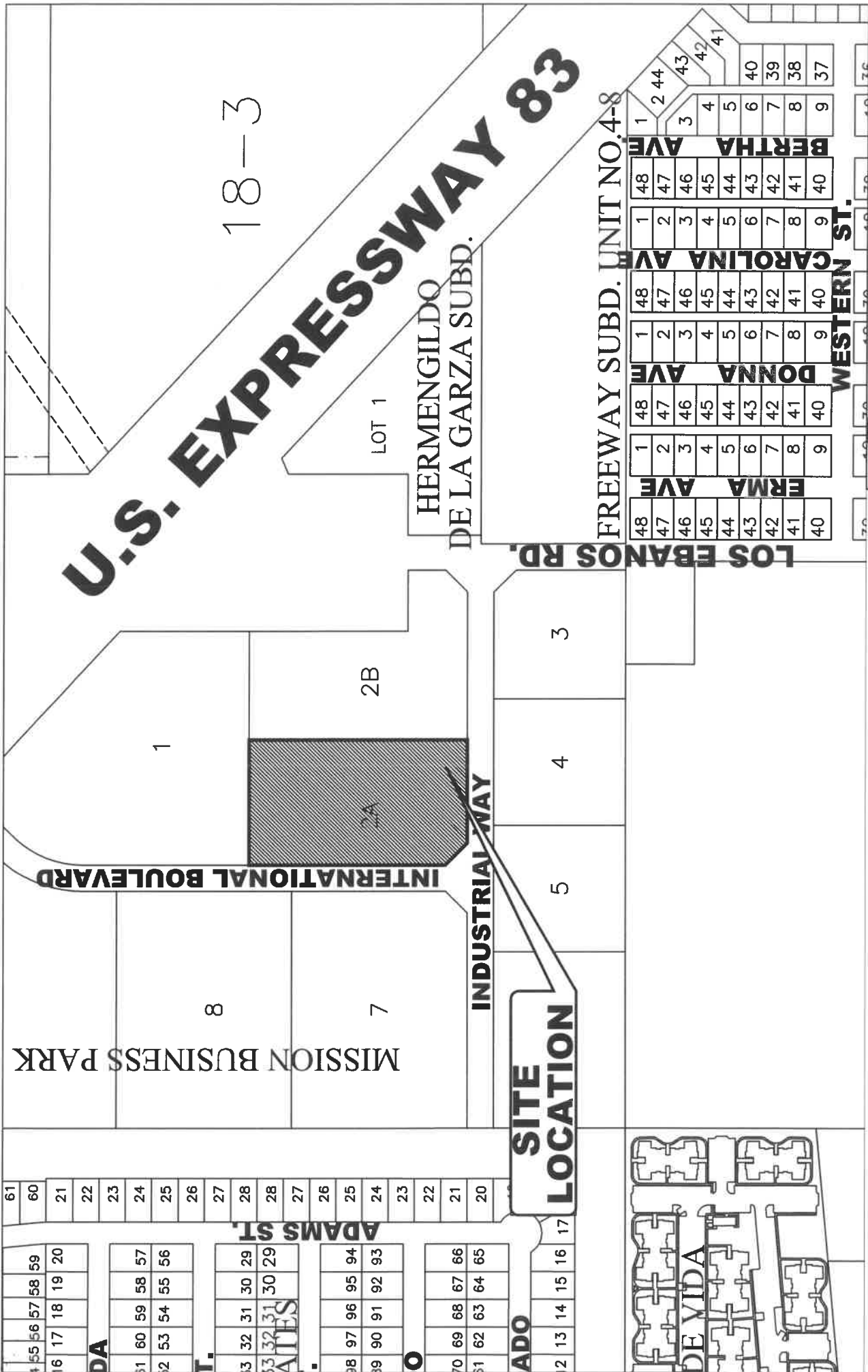
**RECOMMENDATION:** Staff recommends approval subject to:

- 1) 2 year approval to assess this operation,
- 2) Compliance with all City Codes, (Building, Fire, Parking, etc.), and
- 3) CUP not transferable to others.



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

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



**SITE  
LOCATION**

18-3  
**U.S. EXPRESSWAY 83**

HERMENGILDO  
DE LA GARZA SUBD.

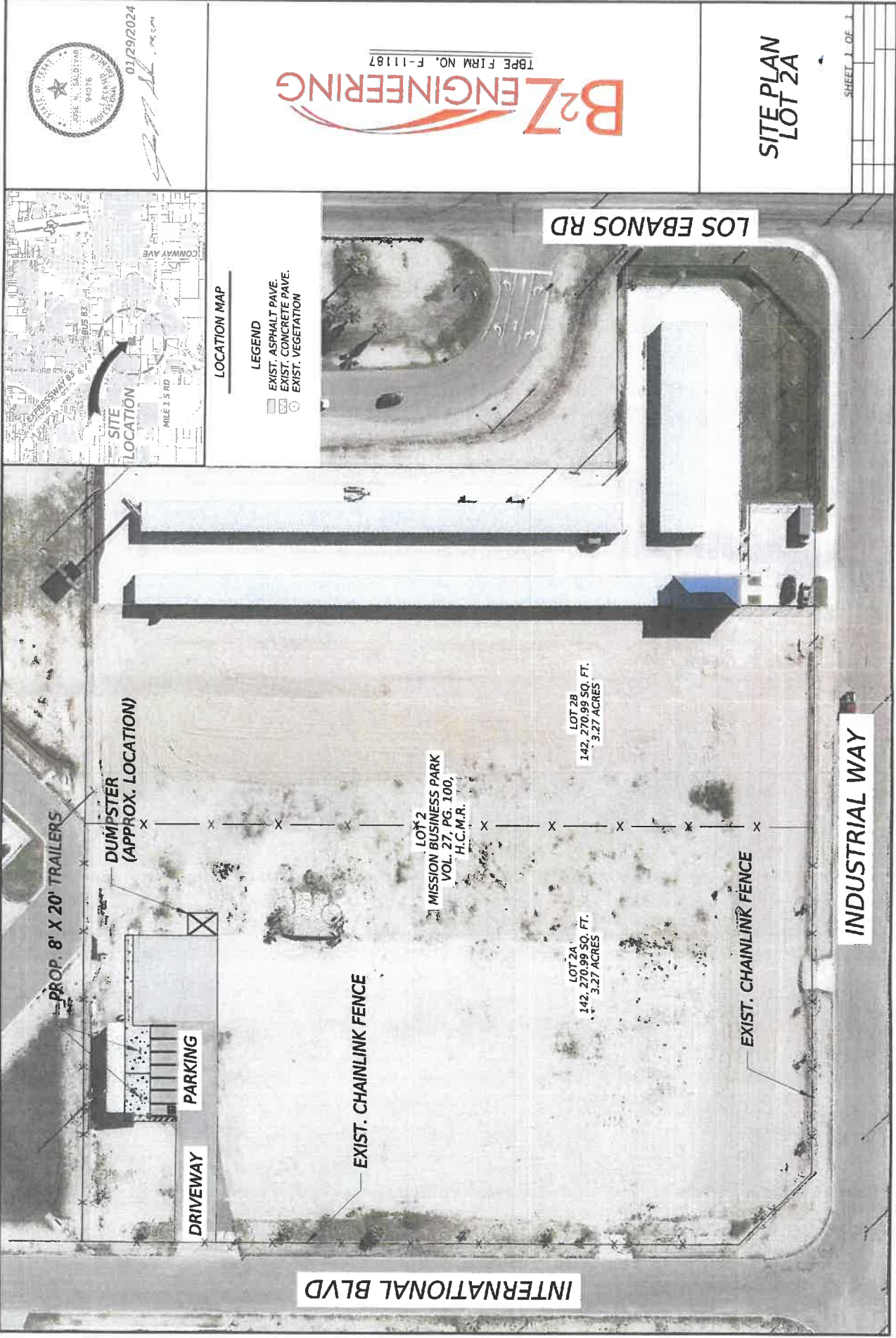
FREEWAY SUBD. UNIT NO. 4-8

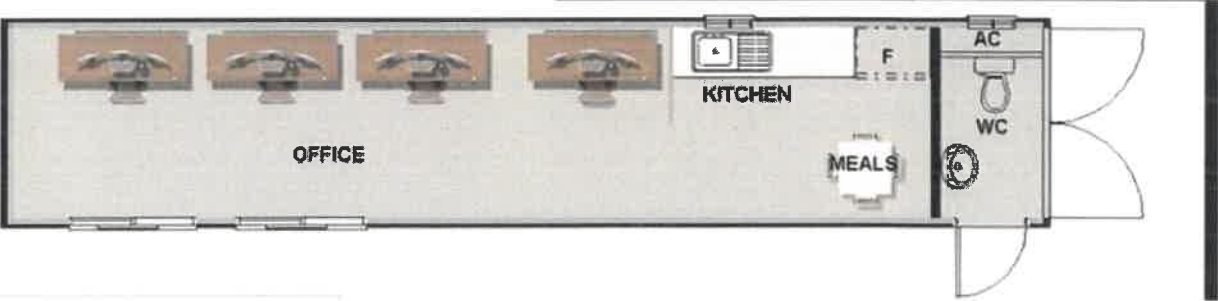
WESTERN ST.

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M4932-00-000-0001-00 ( 516543)  
SJCM PROPERTIES LLC  
2120 THOMAS DR  
JACKSON CA 95642

M4932-00-000-0003-00 ( 516545)  
RUIZ ROEL  
2000 N 47TH ST  
MCALLEN TX 78501

M4932-00-000-0004-00 ( 516547)  
R & R COOLING & HEATING LLC  
1505 INDUSTRIAL WAY UNIT A  
MISSION TX 78572

M4932-00-000-0005-00 ( 516548)  
BALLI AARON H  
923 HOLLYFIELD  
MISSION TX 78572

M4932-00-000-0007-00 ( 516551)  
PAEZ PROPERTY HOLDING LLC  
2220 S 48TH ST  
MCALLEN TX 78503

M4932-00-000-0008-00 ( 516553)  
3RS ASSET HOLDING CORPORATION  
100 INTERNATIONAL BLVD  
MISSION TX 78572

M4932-00-000-002A-00 ( 1463056)  
B2Z ENGINEERING LLC  
900 S STEWART RD STE 4  
MISSION TX 78572

M4932-00-000-002B-00 ( 1463057)  
MTMETALS RECYCLING LLC  
1500 IND WAY  
MISSION TX 78574



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024

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

**AGENDA ITEM:** Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – Mission Event Center, 200 N. Shary Road, Lot 1, Mission Event Center Subdivision, C-3, City of Mission, and Adoption of Ordinance#\_\_\_\_\_ - De Luna

### NATURE OF REQUEST:

On February 28, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located 1,200 east of Shary Road along the north side of Ruby Red Blvd. 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 for life of use subject to: 1) Continue to comply will all City Codes (Building, Health, Fire, etc.); and 2) CUP not to be transferable to others.

**Departmental Approval:** N/A

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

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

**RECORD OF VOTE:**

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR THE SALE & ON-SITE  
CONSUMPTION OF ALCOHOLIC BEVERAGES – MISSION EVENT CENTER,  
200 N. SHARY ROAD, LOT 1, MISSION EVENT CENTER SUBDIVISION**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of February 28, 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, March 11, 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:

<b>Legal Description</b>	<b>Type</b>	<b>Conditions of Approval</b>
200 N. Shary Road Lot 1, Mission Event Center	Sale & On-Site Consumption of Alcoholic Beverages – Mission Event Center	1) Life of Use 2) Continue to comply will all City Codes (Building, Health, Fire, etc.); and 3) CUP not to be transferable to others

READ, CONSIDERED AND PASSED, this the 11<sup>th</sup> day of March, 2024.

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

ATTEST:

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

**ITEM# 1.8**

**CONDITIONAL USE PERMIT RENEWAL:** Sale & On-Site Consumption of Alcoholic Beverages – Mission Event Center  
200 N. Shary Road  
Lot 1, Mission Event Center Subdivision  
C-3  
City of Mission

**REVIEW DATA**

The subject site is located 1,200' east of Shary Road along the north side of Ruby Red Blvd. The Mission Event Center has been in business since 2017 and is being used as a Conference Center to host both corporate and social events. Some of these events include: business meetings, conferences, trade shows, special performances, weddings, reunions, birthday parties, etc. The applicant will like to renew the conditional use permit for the sale of alcoholic beverages. The last CUP approved for this location was on February 10, 2020 for a period of 4 years. Staff notes that this would be the second renewal.

- **Days/Hours of operation:** Monday – Sunday from 6am until 2am or as needed
- **Staff:** 6 employees will man this operation
- **Parking & Landscaping:** There is a total of 383 parking spaces available for this building and landscaping is meeting code.

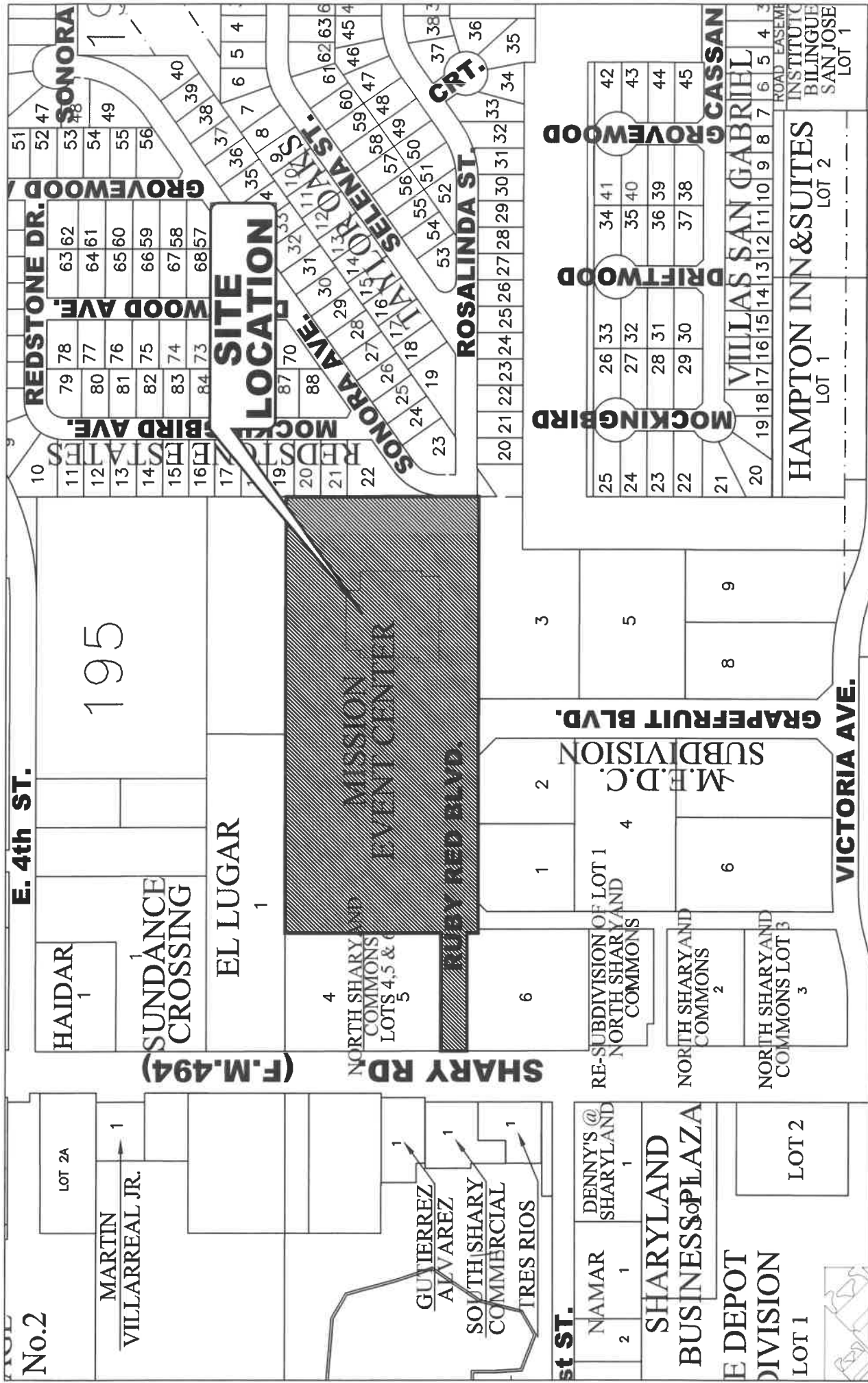
In viewing the location map, there are single family residences located within three-hundred feet (300') to the south of the business. The City's Alcohol Beverage and Zoning Code states the following:

*The property line of the lot of any of the above-mentioned businesses, especially those businesses which have late hours must be at least 300 feet from the nearest residence, church, school or publicly owned property, or must provide sufficient buffering and sound insulation of the building such that the business is visible and cannot be heard from such structure or areas, and must be designed to prevent disruption of the character of adjacent residential areas.*

*The planning and zoning commission may, under extenuating or special circumstances unique to the site or event, recommend waiver of the 300 foot requirement on a temporary or permanent basis to the city council who shall have the ultimate decision on the matter.*

**REVIEW COMMENTS:** Staff mailed out 41 notices to property owners within 200' radius and staff has not received any comments in favor or against this request.

**RECOMMENDATION:** Staff recommends approval for life of use subject to:  
1. Continued compliance with all City Codes (Building, Health, Fire, etc.), and  
2. CUP not to be transferable to others.



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

Item 11.









S2950-00-000-0184-02 ( 280957)  
 AURIEL INVESTMENTS LLC  
 100 E NOLANA AVE STE 130  
 MCALLEN TX 78504

S2950-00-000-0186-06 ( 280980)  
 CITY OF MISSION  
 1201 E 8TH ST  
 MISSION TX 78572

S2950-00-000-0195-00 ( 281059)  
 LAND GRABBER LLC  
 550 W 3 MILE LINE  
 PALMHURST TX 78573

S2950-00-000-0195-20 ( 281063)  
 AEP TEXAS CENTRAL COMPANY  
 PO BOX 16428  
 TAX DEPARTMENT 27TH FLOOR  
 COLUMBUS OH 43216

S2950-00-000-0195-30 ( 281065)  
 SARAM DEVELOPMENT LLC  
 300 N SHARY RD  
 MISSION TX 78572

S2950-00-000-0195-35 ( 281066)  
 BENCHMARK REAL ESTATE INVESTMEN  
 10930 N SHARY RD  
 MISSION, TX 78573-0971

T1040-00-000-0019-00 ( 639497)  
 ESPARZA JESUS & CLARISSA  
 2507 ROSALINDA ST  
 MISSION TX 78572

T1040-00-000-0020-00 ( 639498)  
 LOZANO- MARTINEZ JESSIKA F  
 2502 ROSALINDA ST  
 MISSION TX 78572

T1040-00-000-0021-00 ( 639499)  
 DE LEON MARIA I & RAMIRO JR  
 2504 ROSALINDA ST  
 MISSION TX 78572

T1040-00-000-0022-00 ( 639500)  
 MENDIOLA ROCIO  
 2506 ROSALINDA ST  
 MISSION TX 78572

R1520-00-000-0016-00 ( 701570)  
 ALEXANDRE OSCAR III  
 213 N MOCKINGBIRD AVE  
 MISSION TX 78572

R1520-00-000-0017-00 ( 701571)  
 DEL BOSQUE EVA DEL CARMEN  
 211 MOCKINGBIRD AVE  
 MISSION TX 78572

R1520-00-000-0018-00 ( 701572)  
 MONTES MANUEL CARRILLO & NORMA A  
 209 MOCKINGBIRD AVE  
 MISSION TX 78572

R1520-00-000-0019-00 ( 701573)  
 CASTILLO CLAUDIA  
 207 MOCKINGBIRD AVE  
 MISSION TX 78572

R1520-00-000-0020-00 ( 701574)  
 LIZCANO NOE A GUAJARDO  
 205 MOCKINGBIRD AVE  
 MISSION TX 78572

R1520-00-000-0021-00 ( 701575)  
 ARMENDARIZ MARIA D RAMIREZ &  
 PINEYRO  
 319 N 48TH LN APT 4  
 MCALLEN TX 78501

R1520-00-000-0022-00 ( 701576)  
 GAMBOA NOEL & YURI FLORES  
 201 N MOCKINGBIRD AVE  
 MISSION TX 78572

R1520-00-000-0023-00 ( 701577)  
 VILLARREAL MA GUADALUPE C & ARM/

R1520-00-000-0024-00 ( 701578)  
 GARCIA JAVIER LOPEZ & ANIA H  
 2504 SONORA ST  
 MISSION TX 78572

R1520-00-000-0025-00 ( 701579)  
 GOMEZ CARLA LETICIA  
 2506 SONORA AVE  
 MISSION TX 78572

R1520-00-000-0084-00 ( 701638)  
 CILL-KEN DEVELOPMENTS LLC  
 PO BOX 4259  
 MISSION TX 78573

R1520-00-000-0085-00 ( 701639)  
 DE LA TORRE AARON & NELLY  
 DE LA TORRE JOINT REVOCABLE TRUST  
 210 N MOCKINGBIRD AVE  
 MISSION TX 78572

R1520-00-000-0086-00 ( 701640)  
 ALBA HOMES LLC  
 200 S 10TH ST STE 1601A  
 MCALLEN TX 78501

R1520-00-000-0087-00 ( 701641)  
 GOMEZ LUIS E MENDOZA  
 206 MOCKINGBIRD AVE  
 MISSION TX 78572

R1520-00-000-0088-00 ( 701642)  
 GARCIA NABILIA  
 4217 COLBATH AVE APT 425A  
 MCALLEN TX 78503

G9955-00-000-0001-00 ( 716978)  
 MPJ GROUP LLC  
 400 W NOLANA AVE STE N2  
 MCALLEN TX 78504

R1520-00-000-000A-00 ( 701643)  
 CITY OF MISSION  
 1201 E 8TH ST  
 MISSION TX 78572

S4660-00-000-0001-00 ( 730399)  
 MPJ GROUP LLC  
 400 W NOLANA AVE STE N2  
 MCALLEN TX 78504

E4397-01-000-0001-00 (20829990)  
 SARAM DEVELOPMENT LLC  
 300 N SHARY RD  
 MISSION TX 78572

T6916-00-000-0002-00 ( 841645)  
 TRESFUENTES LLC  
 2704 SAN DIEGO  
 MISSION TX 78572

T1040-00-000-0000-00 ( 795408)  
CITY OF MISSION  
1201 E 8TH ST  
MISSION TX 78572

S2950-00-000-0184-43 ( 1179904)  
MPJ GROUP LLC  
400 W NOLANA AVE STE H2  
MCALLEN TX 78504

N6761-00-001-0004-00 ( 1236067)  
WEINGARTEN SHARY NORTH JV  
PO BOX 924133  
HOUSTON TX 77292

N6761-00-001-0006-00 ( 1236071)  
WEINGARTEN SHARY NORTH JV  
PO BOX 924133  
HOUSTON TX 77292

N6761-00-001-0005-00 ( 1236070)  
MDC COASTAL 5 LLC  
7400 E ORCHARD ROAD 2605  
GREENWOOD VILLAGE CO 80111

M4947-00-000-0001-00 ( 1238512)  
CITY OF MISSION  
1201 E 8TH ST  
MISSION TX 78572

S7035-00-000-0001-00 ( 1236061)  
GUERRERO JUAN DAVID & DARIELA G  
JESUS ARMANDO GUERRERO  
960 FALL CRK  
GRAPEVINE TX 76051

M0054-00-000-0000-00 ( 1241924)  
CITY OF MISSION  
1201 E 8TH ST  
MISSION TX 78572

M0054-00-000-0001-00 ( 1241928)  
MISSION ECONOMIC DEVELOPMENT  
801 N BRYAN RD  
MISSION TX 78572

M0054-00-000-0002-00 ( 1241929)  
MISSION ECONOMIC DEVELOPMENT  
801 N BRYAN RD  
MISSION TX 78572

M0054-00-000-0003-00 ( 1241930)  
BROWNSVILLE INVESTMENTS LLC  
312 W NOLANA LOOP  
PHARR TX 78577



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Susana De Luna, Planning Director  
**AGENDA ITEM:** Conditional Use Permit: Mobile Food Truck – Seoul Food Truck, 2509 Colorado Street, Ste. 207, Lot 1, Block 2, Santa Lucia Development, C-3, Seoul Food Truck, LLC, and Adoption of Ordinance#\_\_\_\_\_ - De Luna

### NATURE OF REQUEST:

On February 28, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located near the NW corner of Colorado and Taylor Road along the north side of Colorado Street. 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) 1 year re-evaluation in order to assess this new business; 2) Must comply with all City Codes (Building, Fire, Health, etc.); and 3) Must acquire a business license prior to occupancy.

**Departmental Approval:** N/A

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

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR A MOBILE FOOD TRUCK –  
SEOUL FOOD TRUCK, 2509 COLORADO STREET, STE. 207, LOT 1, BLOCK 2,  
SANTA LUCIA DEVELOPMENT**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of February 28, 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, March 11, 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:

<b>Legal Description</b>	<b>Type</b>	<b>Conditions of Approval</b>
2509 Colorado Street, Ste. 207 Lot 1, Block 2, Santa Lucia Development	Mobile Food Truck – Seoul Food Truck	<ol style="list-style-type: none"> <li>1) 1 year re-evaluation in order to assess this new operation</li> <li>2) Must comply with all City Codes (Building, Fire, Health, etc.); and</li> <li>3) Must acquire a business license prior to occupancy.</li> </ol>

READ, CONSIDERED AND PASSED, this the 11<sup>th</sup> day of March, 2024.

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

ATTEST:

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

**ITEM# 1.6**

**CONDITIONAL USE PERMIT:** Mobile Food Truck- Seoul Food Truck  
 2509 Colorado Street, Ste. 207  
 Lot 1, Block 2, Santa Lucia Development  
 C-3  
 Seoul Food Truck, LLC

**REVIEW DATA**

The subject site is located near the NW corner of Colorado and Taylor Road along the north side of Colorado Street – **see vicinity map**. The applicant is leasing a space on the Mobile Food Park and would like to place his mobile food truck to offer Korean Food. Access to the site will be provided off of Colorado or Taylor Road through existing 24' driveways.

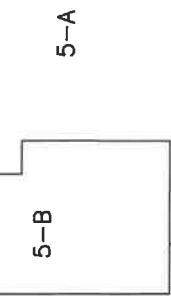
- **Days & Hours of Operation:** Tuesday – Sunday from 6:00 pm to 10:00 pm, Closed on Mondays
- **Employees:** 7 employees in different shifts
- **Parking & Landscaping:** The Mobile Food Park measures 134' x 72' for a total of 9,648 sq. ft. Based on the square footage they are required 23 parking spaces. The landlord has a total of 67 parking spaces available for this area and has submitted a written agreement to use the parking spaces from the commercial plaza if needed.
- **Other Requirements:** Must comply with all Building, Fire and Health Codes.

**REVIEW COMMENTS:** Staff mailed out 16 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) 1 yr. re-evaluation in order to assess this new operation,
- 2) Must comply with all City Codes (Building, Fire, Health, etc.) and
- 3) Must acquire a business license prior to occupancy.

1-A, 1-B, 5-A, 5-B & 5-C  
SHARYLAND PLACE SUBD.



5-A

5-B



222 20 19

SANTA LUCIA

1

LUCIA DR.  
(22' WIDE)

18

7

6

5

4

3

13

12

11

10

9

8

7

6

5

4

3

2

1

SHARYLAND  
TERRACE

LOT A

65  
1

COLORADO STREET

**SITE  
LOCATION**

5

156

157

167



LOT 2

SANTA LUCIA  
DEVELOPMENT



**CITY OF MISSION**  
HIDALGO COUNTY, TEXAS

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

Item 12.

No.







# MEHR

## APPETIZERS

AGUACHILE GYOZAS (6)	\$12
STICKY PORK BAO BUNS (3)	\$14
STEAMED PORK BUNS(2)	\$8
CHI-LOTE (2)	\$5

## ENTREES

(ALL ENTREES COME WITH 2 SIDES)

<b>BIBIMBAP BOWL</b> SERVED WITH STIR-FRY VEGGIES AND FRIED EGG OVER RICE (BULGOLGI/PORK BELLY/GHALBI)	\$18
<b>SPICY PORK BOWL</b> (SERVED W/ STEAMED RICE)	\$16
<b>PORK BELLY TACOS</b> (3 TACOS W/HOMEMADE TARO TORTILLA)	\$17
<b>JAPCHAE</b> (NOODLE STIR-FRY WITH BULGOLGI AND VEGGIES)	\$15
<b>K-BBQ GHALBI</b> (MARINATED SHORT RIBS SERVED W/STEAMED RICE)	\$16
<b>KIMCHI FRIED RICE</b>	\$12

(VEGAN/VEGETARIAN OPTIONS AVAILABLE UPON REQUEST)

## SIDES

SPICY CUCUMBERS	
CHI-LOTE (1)	EXTRA \$2
KIMCHI	

## SWEETS

UBE PAO
\$4

## DRINKS

TARO HORCHATA
\$6
SODAS
\$2
WATER
\$2
ADD TAPIOCA
.85

## KIDS MENU

PLAIN FRIED RICE	\$6
FAJITA TACOS	\$12
STIR-FRY NOODLES	\$12

S2950-00-000-0156-00 ( 280830)  
 SHIN FOUNDATION I LTD  
 1401 W ESPERANZA AVE  
 MCALLEN TX 78501

S1818-00-000-0001-00 ( 961125)  
 SANTA LUCIA AT BENTSEN LAKES LLC  
 2603 E 3 MILE RD  
 PALMHURST TX 78573

S1819-00-001-0001-00 ( 1071560)  
 VILLAS ST LUCIA OWNERS ASSOCIATIC  
 620 S 12TH ST  
 MCALLEN TX 78501

S1819-00-001-0002-00 ( 1071561)  
 RAMIREZ BLANCA ALICIA  
 921 LUCIA DR  
 MISSION TX 78572

S1819-00-001-0003-00 ( 1071562)  
 GASECA LLC  
 1110 S CLOSNER BLVD  
 EDINBURG TX 78539

S1819-00-001-0004-00 ( 1071563)  
 TGR CAPITAL LLC  
 329 S MCCOLL RD  
 MCALLEN TX 78504

S1819-00-001-0005-00 ( 1071564)  
 RAMIREZ TANIA YANET  
 915 LUCIA DR  
 MISSION TX 78572

S1819-00-001-0006-00 ( 1071565)  
 CONFIDENTIAL  
 913 SANTA LUCIA DR  
 MISSION TX 78572

S1819-00-001-0007-00 ( 1071566)  
 QUINTANILLA ARNOLDO JR & MAYRA A  
 911 SANTA LUCIA DR  
 MISSION TX 78572

S1819-00-001-0008-00 ( 1071567)  
 SAYCOCIE AKHASONE & MARICARMEN  
 909 LUCIA DR  
 MISSION TX 78572

S1819-00-001-0009-00 ( 1071568)  
 FALCON IVAN  
 907 LUCIA DR  
 MISSION TX 78572

S1819-00-001-0010-00 ( 1071569)  
 FERNANDEZ KARLA O DURAN  
 905 SANTA LUCIA DR  
 MISSION TX 78572

S1819-00-001-0011-00 ( 1071570)  
 GARCIA SERGIO I  
 903 SANTA LUCIA DR  
 MISSION TX 78572

S1819-00-001-0012-00 ( 1071571)  
 SANCHEZ TERESA IRMA  
 901 SANTA LUCIA DR  
 MISSION TX 78572

S1819-00-002-0001-00 ( 1071582)  
 MDM REAL ESTATE DEV LLC  
 329 MCCOLL RD  
 MCALLEN TX 78501

S1819-00-002-0002-00 ( 1071583)  
 MDM REAL ESTATE DEV LLC  
 329 MCCOLL RD  
 MCALLEN TX 78501



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Susana De Luna, Planning Director  
**AGENDA ITEM:** Discussion and Action to amend the Planning and Zoning Commission Bylaws - De Luna

### NATURE OF REQUEST:

On February 28, 2024 the Planning and Zoning Commission held a Public Hearing to consider the amendment of the Planning and Zoning Bylaws.

A directive was given to staff to review the bylaws for all the Boards in an effort to make any necessary changes.

The purpose of this amendment – the Planning Department is the only department that handles and keeps all records pertaining to business undertaken by the P&Z Board.

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.

**Departmental Approval:** N/A

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

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

## ITEM# 1.9

### Discussion and Action to amend the Planning and Zoning Commission Bylaws

A directive was given to staff to review the bylaws for all the Boards in an effort to make any necessary changes. In the Planning and Zoning Commission bylaws staff proposes the changes below:

#### Article 1

##### Organization

- C. The tenure for each member of the Planning and Zoning Board shall be for ~~three (3)~~ two (2) years. Vacancies occurring shall be filled for the unexpired term in the same manner as provided for original appointments.

Purpose of this amendment is to be consistent with the other boards.

#### Article IV

##### Voting

- F. A Planning and Zoning Board member shall only abstain from voting if he/she has a vested interest in a particular proposal before the Planning and Zoning Board and shall sign an affidavit to the conflict (see attached Exhibit A). Should there not be sufficient cause for abstention, the Planning and Zoning Board member shall vote.

Purpose of this amendment is to update city forms for all boards.

#### Article VI

##### Meetings

- A. ~~Regular meetings shall be on the second and fourth Wednesdays of each month at 5:30 p.m. at the City Hall's Council Chambers.~~

The Planning and Zoning shall hold at least one regular meeting in each month at a time to be fixed by it for such regular meetings, and may hold as many additional regular meetings during the month as may be necessary for the transaction of the business of the City and its citizens. All regular meetings of the Planning and Zoning Commission shall be public and shall be held at a place designated in advance.

Purpose of this amendment is to cut the waiting time an item gets presented to the City Council.

#### Article VII

Administrative and clerical support for the Planning and Zoning Board shall be provided by the ~~City's Community Development and~~ Planning Department which shall keep any and all records pertaining to business undertaken by the Planning and Zoning Board.

Purpose of this amendment – the Planning Department is the only department that handles and keeps all records pertaining to business undertaken by the P&Z Board.

BYLAWS  
FOR THE  
PLANNING AND ZONING BOARD

ARTICLE I

Organization

- A. Pursuant to Ordinance 649 (3/22/71), the Planning and Zoning Board is hereby created and established.
- B. The Planning and Zoning Board shall be composed of seven (7) members, and one (1) alternate, who shall be resident citizens, taxpayers and qualified voters of the City and shall be appointed by the Mayor with confirmation by the City Council. Such appointments will be staggered upon the membership.
- C. The tenure for each member of the Planning and Zoning Board shall be for ~~three (3)~~ two (2) years. Vacancies occurring shall be filled for the unexpired term in the same manner as provided for original appointments.
- D. Members of the Planning and Zoning Board may be removed by the Mayor with the City Council's consent after a public hearing and for cause assigned in writing.

ARTICLE II

Duties

The Planning and Zoning Board shall perform such duties as may be prescribed upon them by the City Council, by Ordinance, and/or by State law.

ARTICLE III

Officers

- A. The Planning and Zoning Board shall elect a Chairman & Vice-Chairman from its membership.
- B. The Chairman shall make a good faith effort to attend all meetings involving the Planning and Zoning Board wherein he shall be the presiding officer; shall oversee that all meetings are professionally conducted; and shall maintain order during meetings.

- C. The tenure for the Chairman & Vice-Chairman shall be for three (3) year whereby the Planning and Zoning Board shall consider his/her effectiveness in being the chief presiding officer of said Board. The Chairman for the Planning and Zoning Board shall be elected each January, thereby providing the Mayor and City Council to fully appoint the Board during its December Board appointments.
- D. In the absence of the Chairman, the Vice-Chairman shall have the full authority and responsibilities of the Planning and Zoning Board Chairman.
- E. In the event the Chairman & Vice-Chairman are not present, the attending members shall appoint among themselves an Acting Chairman. The Acting Chairman shall have the full authority and responsibility of the Planning and Zoning Board Chairman.

#### ARTICLE IV

##### Voting

- A. Each member shall have one (1) vote.
- B. The Chairman shall always have the right to vote on any issue but it shall be at his discretion and option to exercise this right.
- C. The Chairman, however, shall vote when there is a tie vote. The Chairman shall also vote when there are four (4) members present, inclusive of the Chairman, so that the result shall be a total of four (4) votes. During this latter mandatory vote by the Chairman, should there be a 2-2 tie vote, the motion shall be considered as defeated.
- D. Furthermore, should a Planning and Zoning Board member abstain from voting so that the total number of notes is three (3), the Chairman shall then note to render a total of four (4) active votes.
- E. The Chairman shall not make a motion or second any motion on any issue without relinquishing the Chair to another Planning and Zoning Board member who had not made the respective motion or the second to the motion.
- F. A Planning and Zoning Board member shall only abstain from voting if he/she has a vested interest in a particular proposal before the Planning and Zoning Board and shall sign an affidavit to the conflict (see attached Exhibit A). Should there not be sufficient cause for abstention, the Planning and Zoning Board member shall vote.
- G. A Planning and Zoning Board member presenting a proposal before the Planning and Zoning Board shall remove himself/herself from the Planning and Zoning Board's platform thereby becoming a member of the respective audience and, of course, be automatically considered as an abstaining Planning and Zoning Board member. Once the time is acted on, the member shall take his/her seat on the Planning and Zoning Board.



- H. An alternate member shall have the right to attend and participate in any Planning and Zoning Meeting and shall have all rights and privileges as a regular Planning and Zoning member. An alternative member shall vote as provided herein except where there are five (5) active Planning and Zoning members present.
- (a) An alternate member shall substitute at any such meeting a regular member who is absent and have full voting privileges during such meeting. The need to establish quorum need not be present for an alternate member to substitute for a regular member who is absent.

## ARTICLE V

### Quorum

The quorum for the transaction of business shall be four (4) members from the eight (8) member Board.

### Attendance

Pursuant to Sec. 2-16, any member of the board who is absent more than three (3) consecutive times from any regular or special meeting of said board, or who is absent from said meetings more than fifty (50) percent of the time during any one calendar year, without a legitimate excuse to be determined by the majority of any such board, shall be automatically dropped from membership.

## ARTICLE VI

### Meetings

- A. ~~Regular meetings shall be on the second and fourth Wednesdays of each month at 5:30 p.m. at the City Hall's Council Chambers.~~

The Planning and Zoning shall hold at least one regular meeting in each month at a time to be fixed by it for such regular meetings, and may hold as many additional regular meetings during the month as may be necessary for the transaction of the business of the City and its citizens. All regular meetings of the Planning and Zoning Commission shall be public and shall be held at a place designated in advance.

- B. Special meetings shall be held at times and places to be determined by the Chairman with the advice and consent of the Planning and Zoning Board's membership.
- C. There shall be no regular meeting scheduled should there be less than three (3) agenda items deemed for action.

ARTICLE VII

Administrative and clerical support for the Planning and Zoning Board shall be provided by the ~~City's Community Development and~~ Planning Department which shall keep any and all records pertaining to business undertaken by the Planning and Zoning Board.

ARTICLE VIII

The Chairman shall appoint any combination of members as a temporary subcommittee of the Planning and Zoning Board in order to review, research and discuss a particular issue. The subcommittee shall then report back to the full Planning and Zoning Board the findings and results of their meeting(s).

ARTICLE IX

These Bylaws may be amended or added to by a majority vote (4) of the Planning and Zoning Board provided that:

1. Notice of proposed amendment(s) shall contain a full statement of the proposed amendment(s) on an agenda to be presented to the Board at a regular meeting; and,
2. Pursuant to Sec. 26-25 of Mission's Codes, shall be approved by the Mission City Council.

ARTICLE X

These Bylaws are hereby duly adopted at a regular meeting of the Planning and Zoning Board and the Mission City Council on the dates given below:

Adoption by the Planning and Zoning Board:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

Adoption by the Mission City Council:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

AFFIDAVIT

STATE OF TEXAS )

COUNTY OF HIDALGO )

I, \_\_\_\_\_ as a member of the Mission Planning and Zoning Commission, make this affidavit and hereby on oath, state the following:

I and/or a person or persons related to me, have substantial interest in the below named business entity, or real property that would be peculiarly affected by a vote or decision of the Mission Planning and Zoning Commission as those terms are defined in Tex. Local Gov't Code, Section 171.001.

The business entity is \_\_\_\_\_

The real property is: \_\_\_\_\_

Date of Planning and Zoning Meeting: \_\_\_\_\_

Agenda Item Number: \_\_\_\_\_

I, and/or such relative or relatives have substantial interest for the following reason(s): (check all which are applicable)

\_\_\_ Ownership of 10% or more of the voting stock or shares of the business entity.

\_\_\_ Ownership of \$15,000 or more of the fair market value of the business entity.

\_\_\_ Funds received from the business entity exceed 10% of my gross income from the previous year.

\_\_\_ An equitable or legal ownership with a fair market value of \$2,500 or more in the real property.

\_\_\_ A person related to me in the first degree by either affinity (marriage) or consanguinity (blood) has a substantial interest in the business entity or real property that would be affected by a Decision of the public body of which I am a member.

Upon the filing of this affidavit with the City Secretary of the City of Mission, I affirm that I will abstain from voting on any decision involving this business entity or real property, and from any further participation on this matter whatsoever.

Signed this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Mission Planning and Zoning Commission Member

BEFORE ME, the undersigned authority, this day personally appeared \_\_\_\_\_ and on oath stated that the facts hereinabove stated are true to the best of his/her knowledge or belief.

SWORN TO AND SUBSCRIBED BEFORE ME, on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

(seal)

\_\_\_\_\_  
Notary Public in and for the State of Texas

My Commission Expires: \_\_\_\_\_

BYLAWS  
FOR THE  
PLANNING AND ZONING BOARD

ARTICLE I

Organization

- A. Pursuant to Ordinance 649 (3/22/71), the Planning and Zoning Board is hereby created and established.
- B. The Planning and Zoning Board shall be composed of seven (7) members, and one (1) alternate, who shall be resident citizens, taxpayers and qualified voters of the City and shall be appointed by the Mayor with confirmation by the City Council. Such appointments will be staggered upon the membership.
- C. The tenure for each member of the Planning and Zoning Board shall be for two (2) years. Vacancies occurring shall be filled for the unexpired term in the same manner as provided for original appointments.
- D. Members of the Planning and Zoning Board may be removed by the Mayor with the City Council's consent after a public hearing and for cause assigned in writing.

ARTICLE II

Duties

The Planning and Zoning Board shall perform such duties as may be prescribed upon them by the City Council, by Ordinance, and/or by State law.

ARTICLE III

Officers

- A. The Planning and Zoning Board shall elect a Chairman & Vice-Chairman from its membership.
- B. The Chairman shall make a good faith effort to attend all meetings involving the Planning and Zoning Board wherein he shall be the presiding officer; shall oversee that all meetings are professionally conducted; and shall maintain order during meetings.

- C. The tenure for the Chairman & Vice-Chairman shall be for three (3) year whereby the Planning and Zoning Board shall consider his/her effectiveness in being the chief presiding officer of said Board. The Chairman for the Planning and Zoning Board shall be elected each January, thereby providing the Mayor and City Council to fully appoint the Board during its December Board appointments.
- D. In the absence of the Chairman, the Vice-Chairman shall have the full authority and responsibilities of the Planning and Zoning Board Chairman.
- E. In the event the Chairman & Vice-Chairman are not present, the attending members shall appoint among themselves an Acting Chairman. The Acting Chairman shall have the full authority and responsibility of the Planning and Zoning Board Chairman.

#### ARTICLE IV

##### Voting

- A. Each member shall have one (1) vote.
- B. The Chairman shall always have the right to vote on any issue but it shall be at his discretion and option to exercise this right.
- C. The Chairman, however, shall vote when there is a tie vote. The Chairman shall also vote when there are four (4) members present, inclusive of the Chairman, so that the result shall be a total of four (4) votes. During this latter mandatory vote by the Chairman, should there be a 2-2 tie vote, the motion shall be considered as defeated.
- D. Furthermore, should a Planning and Zoning Board member abstain from voting so that the total number of notes is three (3), the Chairman shall then note to render a total of four (4) active votes.
- E. The Chairman shall not make a motion or second any motion on any issue without relinquishing the Chair to another Planning and Zoning Board member who had not made the respective motion or the second to the motion.
- F. A Planning and Zoning Board member shall only abstain from voting if he/she has a vested interest in a particular proposal before the Planning and Zoning Board and shall sign an affidavit to the conflict (see attached Exhibit A). Should there not be sufficient cause for abstention, the Planning and Zoning Board member shall vote.
- G. A Planning and Zoning Board member presenting a proposal before the Planning and Zoning Board shall remove himself/herself from the Planning and Zoning Board's platform thereby becoming a member of the respective audience and, of course, be automatically considered as an abstaining Planning and Zoning Board member. Once the time is acted on, the member shall take his/her seat on the Planning and Zoning Board.

- H. An alternate member shall have the right to attend and participate in any Planning and Zoning Meeting and shall have all rights and privileges as a regular Planning and Zoning member. An alternative member shall vote as provided herein except where there are five (5) active Planning and Zoning members present.
- (a) An alternate member shall substitute at any such meeting a regular member who is absent and have full voting privileges during such meeting. The need to establish quorum need not be present for an alternate member to substitute for a regular member who is absent.

## ARTICLE V

### Quorum

The quorum for the transaction of business shall be four (4) members from the eight (8) member Board.

### Attendance

Pursuant to Sec. 2-16, any member of the board who is absent more than three (3) consecutive times from any regular or special meeting of said board, or who is absent from said meetings more than fifty (50) percent of the time during any one calendar year, without a legitimate excuse to be determined by the majority of any such board, shall be automatically dropped from membership.

## ARTICLE VI

### Meetings

- A. The Planning and Zoning shall hold at least one regular meeting in each month at a time to be fixed by it for such regular meetings, and may hold as many additional regular meetings during the month as may be necessary for the transaction of the business of the City and its citizens. All regular meetings of the Planning and Zoning Commission shall be public and shall be held at a place designated in advance.
- B. Special meetings shall be held at times and places to be determined by the Chairman with the advice and consent of the Planning and Zoning Board's membership.
- C. There shall be no regular meeting scheduled should there be less than three (3) agenda items deemed for action.

## ARTICLE VII

Administrative and clerical support for the Planning and Zoning Board shall be provided by the Planning Department which shall keep any and all records pertaining to business undertaken by the Planning and Zoning Board.

ARTICLE VIII

The Chairman shall appoint any combination of members as a temporary subcommittee of the Planning and Zoning Board in order to review, research and discuss a particular issue. The subcommittee shall then report back to the full Planning and Zoning Board the findings and results of their meeting(s).

ARTICLE IX

These Bylaws may be amended or added to by a majority vote (4) of the Planning and Zoning Board provided that:

1. Notice of proposed amendment(s) shall contain a full statement of the proposed amendment(s) on an agenda to be presented to the Board at a regular meeting; and,
2. Pursuant to Sec. 26-25 of Mission’s Codes, shall be approved by the Mission City Council.

ARTICLE X

These Bylaws are hereby duly adopted at a regular meeting of the Planning and Zoning Board and the Mission City Council on the dates given below:

Adoption by the Planning and Zoning Board:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

Adoption by the Mission City Council:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

**LOCAL GOVERNMENT OFFICER CONFLICTS  
DISCLOSURE STATEMENT**

**FORM CIS**

(Instructions for completing and filing this form are provided on the next page.)

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This is the notice to the appropriate local governmental entity that the following local government officer has become aware of facts that require the officer to file this statement in accordance with Chapter 176, Local Government Code.

**OFFICE USE ONLY**

Date Received

1 Name of Local Government Officer

2 Office Held

3 Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code

4 Description of the nature and extent of each employment or other business relationship and each family relationship with vendor named in item 3.

5 List gifts accepted by the local government officer and any family member, if aggregate value of the gifts accepted from vendor named in item 3 exceeds \$100 during the 12-month period described by Section 176.003(a)(2)(B).

Date Gift Accepted \_\_\_\_\_ Description of Gift \_\_\_\_\_

Date Gift Accepted \_\_\_\_\_ Description of Gift \_\_\_\_\_

Date Gift Accepted \_\_\_\_\_ Description of Gift \_\_\_\_\_

(attach additional forms as necessary)

**6 SIGNATURE**

I swear under penalty of perjury that the above statement is true and correct. I acknowledge that the disclosure applies to each family member (as defined by Section 176.001(2), Local Government Code) of this local government officer. I also acknowledge that this statement covers the 12-month period described by Section 176.003(a)(2)(B), Local Government Code.

\_\_\_\_\_  
Signature of Local Government Officer

**Please complete either option below:**

**(1) Affidavit**

NOTARY STAMP / SEAL

Sworn to and subscribed before me by \_\_\_\_\_ this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, to certify which, witness my hand and seal of office.

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

OR

**(2) Unsworn Declaration**

My name is \_\_\_\_\_, and my date of birth is \_\_\_\_\_

My address is \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(street) (city) (state) (zip code) (country)

Executed in \_\_\_\_\_ County, State of \_\_\_\_\_, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.  
(month) (year)

\_\_\_\_\_  
Signature of Local Government Officer (Declarant)



## LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT

Section 176.003 of the Local Government Code requires certain local government officers to file this form. A "local government officer" is defined as a member of the governing body of a local governmental entity; a director, superintendent, administrator, president, or other person designated as the executive officer of a local governmental entity; or an agent of a local governmental entity who exercises discretion in the planning, recommending, selecting, or contracting of a vendor. This form is required to be filed with the records administrator of the local governmental entity not later than 5 p.m. on the seventh business day after the date on which the officer becomes aware of the facts that require the filing of this statement.

A local government officer commits an offense if the officer knowingly violates Section 176.003, Local Government Code. An offense under this section is a misdemeanor.

Refer to chapter 176 of the Local Government Code for detailed information regarding the requirement to file this form.

### INSTRUCTIONS FOR COMPLETING THIS FORM

*The following numbers correspond to the numbered boxes on the other side.*

- 1. Name of Local Government Officer.** Enter the name of the local government officer filing this statement.
- 2. Office Held.** Enter the name of the office held by the local government officer filing this statement.
- 3. Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code.** Enter the name of the vendor described by Section 176.001(7), Local Government Code, if the vendor: a) has an employment or other business relationship with the local government officer or a family member of the officer as described by Section 176.003(a)(2)(A), Local Government Code; b) has given to the local government officer or a family member of the officer one or more gifts as described by Section 176.003(a)(2)(B), Local Government Code; or c) has a family relationship with the local government officer as defined by Section 176.001(2-a), Local Government Code.
- 4. Description of the nature and extent of each employment or other business relationship and each family relationship with vendor named in item 3.** Describe the nature and extent of the employment or other business relationship the vendor has with the local government officer or a family member of the officer as described by Section 176.003(a)(2)(A), Local Government Code, and each family relationship the vendor has with the local government officer as defined by Section 176.001(2-a), Local Government Code.
- 5. List gifts accepted, if the aggregate value of the gifts accepted from vendor named in item 3 exceeds \$100.** List gifts accepted during the 12-month period (described by Section 176.003(a)(2)(B), Local Government Code) by the local government officer or family member of the officer from the vendor named in item 3 that in the aggregate exceed \$100 in value.
- 6. Signature.** Signature of local government officer. Complete this section after you finish the rest of this report. You have the option to either: (1) take the completed form to a notary public where you will sign above the first line that says "Signature of Local Government Officer" (an electronic signature is not acceptable) and your signature will be notarized, or (2) sign above both lines that say "Signature of Local Government Officer (Declarant)" (an electronic signature is not acceptable), and fill out the unsworn declaration section.

---

**Local Government Code § 176.001(2-a):** "Family relationship" means a relationship between a person and another person within the third degree by consanguinity or the second degree by affinity, as those terms are defined by Subchapter B, Chapter 573, Government Code.

**Local Government Code § 176.003(a)(2)(A):**

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

\*\*\*

- (2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Anna Carrillo, City Secretary  
**AGENDA ITEM:** Approval of Minutes – Carrillo  
 Regular Meeting – February 26, 2024  
 Special Meeting – February 27, 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 *RP*

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



**CITY COUNCIL REGULAR MEETING**  
**MISSION CITY HALL**  
**FEBRUARY 26, 2024 at 4:30 PM**

**MINUTES**

**PRESENT:**

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

**ALSO PRESENT:**

Sebastian Salinas  
 Eluid Salinas  
 Aimee Elizondo  
 Jose Elizondo  
 Elsa Elizondo  
 Pedro Mendoza  
 Rosario Mendoza  
 Dee Rendon  
 Ricardo Gomez  
 Karen Prewitt  
 Gabriel Guerrero  
 Romeo Sanchez  
 Julian Gonzalez  
 Joel Geshay  
 Javier S. Martinez  
 JD Villarreal  
 David Mejia  
 Dina Arevalo  
 Lea Juarez  
 Omar Garcia  
 Noel Salinas  
 Mike Silva  
 Anna Hodges  
 Laura Lisa Paz  
 Teri Puento

**STAFF PRESENT:**

Marisol Chavero, Police Officer  
 Joel Chapa, Police Officer

**ABSENT:**

**STAFF PRESENT:**

Anais Chapa, Assistant City Secretary  
 David Flores, Asst. City Manager  
 Juan Pablo Terrazas, Asst. City Manager  
 Andy Garcia, Asst. City Manager  
 Angie Vela, Finance Director  
 Adrian Garcia, Fire Chief  
 Michael Elizalde, Director of Grants & Strategic Dev.  
 Susie De Luna, Planning Director  
 Alex Hernandez, Assistant Planning Director  
 Noemi Munguia, HR Director  
 Robert Hinojosa, Director of Organizational Dev.  
 Abram Ramirez, IT Director  
 Mary Hernandez, Veterans Cemetery Director  
 Abel Bocanegra, P.E., City Engineer  
 Cesar Torres, Chief of Police  
 Joanne Longoria, CDBG Director  
 JC Avila, Fleet Director  
 Yenni Espinoza, Library Director  
 Jesse Mares, Facilities Supervisor  
 Roel Mendiola, Sanitation Dept. Director  
 Rick Venecia, Boys & Girls Club Director  
 Frank Cavazos, Fire Marshal  
 Stephen Kotsatos, Health Director  
 Michael H. Fernuik, Golf Course Director  
 Jose Silva, Internal Auditor  
 Brad Bentsen, Parks & Recreation Director  
 Miguel Pescador, Purchasing Director  
 Amy Tijerina, Community Events Director

## REGULAR MEETING

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

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

### **INVOCATION AND PLEDGE ALLEGIANCE**

Councilwoman Jessica Ortega led the invocation and Pledge of Allegiance.

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

None

### **PRESENTATIONS**

#### **1. Proclamation - National Multiple Sclerosis Awareness and Education Month – Carrillo**

Mayor Pro Tem Ruben Plata moved to approve the Proclamation – National Multiple Sclerosis Awareness and Education Month. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

#### **2. January 2024 Employee of the Month – Munguia**

Noemi Munguia, Human Resources Director, presented Jaqueline Charles, Administrative Specialist as the employee of the month for January. Ms. Charles was nomination by Adrian L. Garcia, Fire Chief, for initiative and ability to step up in recent weeks since the retirement of their administrative assistant. Ms. Charles took it upon herself to take on both roles for the department and has done an amazing job thus far. Even with the increased work load, she has been able to maintain efficiency and remain on time with all assignments. Chief Garcia also commended her for receiving her advanced certificate for emergency services.

#### **3. Presentation of Achievement of Library Excellence Award – Espinoza**

Yenni Espinoza, Speer Memorial Library Director, stated that the library had received the Achievement of Library Excellence Award from Texas Municipal Library Directors Association. In order to be considered for this award, the library must provide support and excellence in various categories such as: collaborations with the public, workforce development, trainings for employees, community relations, etc. According to TMLDA, there are a total of 545 libraries in existence in the state of Texas. Out of the 545 libraries, only 84 were recognized with this award. The Speer Memorial Library was now among the top 15% libraries within the state.

#### **4. Report from the Rio Grande Valley Humane Society – Perez**

Melissa Saldana, Rio Grande Valley Humane Society Director of Operations, reported that it had officially been a year since the city had partnered with the RGV Humane Society. Within that year, there had been a lot of positive changes. In 2023, the shelter brought in 2,500 animals, 872 were adopted as opposed to 106 the previous year, 342 were reunited with their families as opposed to 77 the previous year. They had also been able to implement various programs such as the RTF program which sterilized cats and then reunited them with their caretakers. In 2023, the shelter was in 83.66% and for 2023 they ended at 94.17%. They also begun to have monthly clinics for residents in which 1000 pets had been vaccinated. A total of 570 surgeries had been completed throughout the year. A foster care program had also been initiated in which they were able to find foster homes for 1,258 animals as opposed to 68 in the

previous year. Overall, great things had been achieved through this partnership and Ms. Saldana thanked the council and the city for their continuous support.

### **5. Report from the Greater Mission Chamber of Commerce – Enriquez**

Brenda Enriquez, Mission Chamber of Commerce President, spoke about upcoming events such as: Thursday, February 29 at 9:30 a.m. Ribbon Cutting Ceremony for the city's Recycling Drop-Off Center, Ribbon Cutting for Killam Development at The Grove at noon, March 1<sup>st</sup> the Winter Texan Fiesta, March 13<sup>th</sup> Lunch & Learn with UTRGV Professional and Workforce Development. March 22<sup>nd</sup> Grand Opening for Kumon of Sharyland, May 3<sup>rd</sup> Annual Golf Tournament

### **6. Departmental Reports – Perez**

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

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

Karen Prewitt, 2102 Mauve, stated that she was an avid user of the 311 app. Recently there was a sewer project that was completed in her area. She had an issue with the contractors not leaving the area the way that it was when the project was completed. She felt that the city should hold the contractors accountable for repairing a fence that they took down as well as for fixing a makeshift driveway that they created.

## **PUBLIC HEARING**

### **PLANNING & ZONING RECOMMENDATIONS**

#### **8. Rezoning: Tract #1: A tract of land containing 0.612 of one acre, being a part of portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1916 Crystal Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance# \_\_\_\_\_ - De Luna**

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located near the Diane Drive/Crystal Drive Intersection along the east side of Crystal Drive. On January 24<sup>th</sup>, 2024 staff received a petition from the property owners within 200' radius reflecting 39% opposition to this request. There was public opposition during the P&Z Meeting. The concerns voiced were in regards to storm sewer infrastructure, lift station replacement, potholes, increased traffic, noise, and safety. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Karen Prewitt, 2102 Mauve, stated that she was in opposition of all three items (items 8, 9, and ten). She said that she has been watching/attending council meetings from 2016-2019 and two items have stood out to her similar the ones being presented today. She was surprised in spite of citizens' concerns the rezonings were not denied. She urged the council to hear their concerns. Neighbors and herself would like for the area to remain a golf course and do not want for it to be rezoned.

Gabriel Guerrero, developer for the area, spoke in favor of items 8, 9 and ten. They would like to rezone the area to residential as it aligned with the surrounding areas. He had met with

residents in the area and listened to their concerns which were mostly related to leaving open spaces within the community. Mr. Guerrero stated that they would plan for open spaces throughout and they looked forward to working with the residents and the city to meet everyone's needs.

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

Mayor Pro Tem Plata asked Mr. Guerrero if he had met with the homeowners and asked what their main concerns were.

Mr. Guerrero once again stated that the homeowners were concerned with having open spaces, lighting and infrastructure. He also stated that he was willing to incorporate open spaces into the development as well as plan for additional lighting.

Mayor Pro Tem Plata stated that he would like to have a town hall meeting with all the homeowners in that area to really listen to their concerns. He felt the area was very run down and did need a lot of work.

Councilman Vela also stated that he suggested tabling all three items (8, 9, ten) until they are able to have the town hall meeting.

Mayor Pro Tem Plata moved to table this item and revisit after having a town hall meeting with homeowners. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**9. Rezoning: Tract #2: A tract of land containing 0.551 of one acre, being a part of portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1931 Meadow Way Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance# \_\_\_\_ - De Luna**

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located near the Tahoe Drive/Meadow Way Drive intersection along the west side of Meadow Way Drive. On January 24<sup>th</sup>, 2024 staff received a petition from the property owners within 200' radius reflecting 39% opposition to this request. There was public opposition during the P&Z Meeting. The concerns voiced were in regards to storm sewer infrastructure, lift station replacement, potholes, increased traffic, noise, and safety. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Pro Tem Plata moved to table this item and revisit after having a town hall meeting with homeowners. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**10. Rezoning: Tract #3: A tract of land containing 0.613 of one acre, being a part of portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1914 Crystal Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance# \_\_\_\_ - De Luna**

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located near the Mauve Lane/Crystal Drive intersection along the east side of Crystal Drive. On January 24<sup>th</sup>, 2024 staff received a petition from the property owners within 200' radius reflecting 39% opposition to this request. There was public opposition during the P&Z Meeting. The concerns voiced were in regards to storm sewer infrastructure, lift station replacement, potholes, increased traffic, noise, and safety. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Pro Tem Plata moved to table this item and revisit after having a town hall meeting with homeowners. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**11. Rezoning: A 27.969 acre tract of land out of Lot 29-10, West Addition to Sharyland, (AO-I) Agricultural Open Interim to (R-1A) Large Lot Residential, Jorge E. Miranda, and Adoption of Ordinance# \_\_\_\_\_ - De Luna**

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located ¼ mile north of Mile 2 Road along the west side of Bryan Road. There was public opposition during the P&Z Meeting. The concerns voiced were in regards to traffic, and car accidents. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Julian Gonzalez, 1204 E. 2 Mile Road, his neighbors and himself had attended the meeting to voice their concerns with this item. The main concerns were related to infrastructure. This area had always been agricultural. This was a high traffic area and the drainage was also a major concern.

Joel Geshay, 1012 E. 2 Mile Road stated that he was Mr. Gonzalez's neighbor and was opposed to this item. He was also concerned due to the high volume of traffic in the area as well as the current drainage issues.

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

Mayor Pro Tem Plata moved to table this item as per the applicant's request. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**12. Rezoning: A tract of land being tract 37, Resubdivision of M.L.Woods CO., Inc. (aka Lot 37, Earnhard Subdivision U/R), (C-3) General Business to (R-1) Single Family Residential, Rosbel Avila, and Adoption of Ordinance#5442 - De Luna**

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located approximately 700' east of Conway Blvd. along the south side of Melba Carter. 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.

Rosbel Avila, owner of this lot, would like to rezone this lot in order to build a residential home.

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

Mayor Pro Tem Plata moved to approve Rezoning: A tract of land being tract 37, Resubdivision of M.L.Woods CO., Inc. (aka Lot 37, Earnhard Subdivision U/R), (C-3) General Business to (R-1) Single Family Residential, Rosbel Avila, and Adoption of Ordinance#5442. Motion was seconded by Councilwoman Marissa Gerlach and approved unanimously 5-0.

**ORDINANCE NO. 5442**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A REZONING OF A TRACT OF LAND BEING TRACT 37, RESUBDIVISION OF  
M.L. WOODS CO., INC, (AKA LOT 37, EARNHARD SUBDIVISION U/R) (C-3) GENERAL  
BUSINESS TO (R-1) SINGLE FAMILY RESIDENTIAL

**13. Rezoning: All of Lots 1 & 2, Block 2, Leal Subdivision, (R-1) Single Family Residential to (C-3) General Business, Pedro Mendoza, and Adoption of Ordinance#5443 - De Luna**

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located on the southwest corner of W. 1<sup>st</sup> Street and Dunlap 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.

Pedro Mendoza, owner of the lots, stated that this area had always been commercial and had always had a working garage which is why he would like for the property to be rezoned to commercial.

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

Mayor Pro Tem Plata moved to approve Rezoning: All of Lots 1 & 2, Block 2, Leal Subdivision, (R-1) Single Family Residential to (C-3) General Business, Pedro Mendoza, and Adoption of Ordinance#5443. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**ORDINANCE NO. 5443**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A REZONING OF ALL OF LOTS 1 & 2, BLOCK 2, LEAL SUBDIVISION, (R-1)  
SINGLE FAMILY RESIDENTIAL TO (C-3) GENERAL BUSINESS

**14. Conditional Use Permit: Home Occupation – Urgent Care Transport, 3307 Amethyst Avenue, The North 37.50' of Lot 130A & Lot 130B, Mountain View Ph. I, R-1, Cesar Elizondo, and Adoption of Ordinance#5444 - De Luna**

On February 14, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 100' north of Ramirez Street along the west side of Amethyst 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.

Jose Elizondo was present to represent his brother, Cesar Elizondo owner of the lot, and mentioned that the HOA had issues with the request due to a misunderstanding. They were under the impression that ambulances would be parked on the premises. Mr. Elizondo stated that this was not the case. There was only one employee, himself, and a dispatcher that would be working out of his own home.

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

Councilwoman Ortega asked Susie De Luna, Planning Director, how many requests of this nature they received to which she responded very few, maybe less than 5. Councilwoman Ortega did not agree with seeing the item if the HOA did not allow for this type of business.

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: Home Occupation – Urgent Care Transport, 3307 Amethyst Avenue, The North 37.50' of Lot 130A & Lot 130B, Mountain View Ph. I, R-1, Cesar Elizondo, and Adoption of Ordinance#5444. Motion was seconded by Councilman Vela and approved 4-1, with Councilwoman Ortega voting against.

**ORDINANCE NO. 5444**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR A HOME OCCUPATION – URGENT CARE  
TRANSPORT, 3307 AMETHYST AVENUE, THE NORTH 37.50' OF LOT 130A & LOT 130B,  
MOUNTAIN VIEW PH. I

**15. Conditional Use Permit: Drive-Thru Service Door and Sale & On-Site Consumption of Alcoholic Beverages – Tiny Cantina, 2210 E. Interstate Hwy 2, Ste. Q, Lot 1, Treme Subdivision, C-3, Tiny Cantina c/o Raul Correa, and Adoption of Ordinance#5445 and Wet Zone Ordinance#5446 - De Luna**

On February 14, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located at the SW corner of J.R. Drive and Expressway 83 along the 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.

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

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: Drive-Thru Service Door and Sale & On-Site Consumption of Alcoholic Beverages – Tiny Cantina, 2210 E. Interstate Hwy 2, Ste. Q, Lot 1, Treme Subdivision, C-3, Tiny Cantina c/o Raul Correa, and Adoption of Ordinance#5445 and Wet Zone Ordinance#5446. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**ORDINANCE NO. 5445**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR A DRIVE-THRU SERVICE DOOR AND

SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – TINY CANTINA, 2210 E. INTERSTATE HWY 2, STE. Q, LOT 1, TREME SUBDIVISION

**ORDINANCE NO. 5446**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT FOR A DRIVE-THRU SERVICE DOOR AND SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – TINY CANTINA, 2210 E. INTERSTATE HWY 2, STE. Q, LOT 1, TREME SUBDIVISION

**16. Conditional Use Permit: Manufacture of Sheet Metal in a C-3 Zone, 2500 W. Expressway 83, Lots 5, 6, & 7, Ala Blanca Norte Unit 1, C-3, Ines Lopez, and Adoption of Ordinance#5447 - De Luna**

On February 14, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located 100' west of Dolores Del Rio Avenue along the north side of W. Expressway 83. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Pro Tem Plata moved to approve Conditional Use Permit: Manufacture of Sheet Metal in a C-3 Zone, 2500 W. Expressway 83, Lots 5, 6, & 7, Ala Blanca Norte Unit 1, C-3, Ines Lopez, and Adoption of Ordinance#5447. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**ORDINANCE NO. 5447**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT FOR THE MANUFACTURE OF SHEET METAL IN A C-3 ZONE AT 2500 W. EXPRESSWAY 83, LOT 5, 6, & 7, ALA BLANCA NORTE UNIT 1

**17. Conditional Use Permit: To Keep a Portable Building for Sales Office Use – Twins Auto Plex, 1523 E. Interstate Highway 2, Lot 6, Henry Saenz Subdivision, C-4, Twins Auto Plex, LLC c/o Javier Sergio Martinez, and Adoption of Ordinance#5448 - De Luna**

On February 14, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located on the NW corner of Interstate Highway 2 and Stewart Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Item 17 and 19 were reviewed simultaneously as they were both regarding the same property address.

Javier Sergio Martinez, owner of the business, was present to answer any questions. He stated that he had never had any issues with his business. He mentioned that in order for him to be able to purchase auto parts he had to be listed as “auto parts”; however, he was in the business

of selling cars and would not be selling parts out of this location. He wanted the opportunity to bring his business to Mission.

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

Mayor Pro Tem Plata inquired if this was currently a vacant lot or if it was an existing car lot and if they had been keeping up with the beautification requirements.

Ms. De Luna responded that there was an existing car lot previously and currently transitioning owners. A six-month review was being suggested since they had not been maintaining the property. The new business owners were attempting to beautify the area; however, they needed to get permission from the owners of the property.

Mayor Garza asked if there would be two separate buildings on the property for each business or if they would be sharing.

Ms. De Luna stated that both businesses would be sharing one building.

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: To Keep a Portable Building for Sales Office Use – Twins Auto Plex, 1523 E. Interstate Highway 2, Lot 6, Henry Saenz Subdivision, C-4, Twins Auto Plex, LLC c/o Javier Sergio Martinez, and Adoption of Ordinance#5448. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**ORDINANCE NO. 5448**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT TO KEEP A PORTABLE BUILDING FOR SALES  
OFFICE USE – TWINS AUTO PLEX, 1523 E. INTERSTATE HIGHWAY 2, LOT 6, HENRY  
SAENZ SUBDIVISION

**18. Conditional Use Permit: To Keep El Comalito Mobile Food Truck, 1900 W. Griffiin Parkway, Lot 4, Inspiration Point Subdivision, C-3, Omar Solis, and Adoption of Ordinance#5450 - De Luna**

On February 14, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 500' from N. Inspiration Road along the north side of W. Griffin Parkway (FM 495). There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Councilman Vela moved to approve the Conditional Use Permit: To Keep El Comalito Mobile Food Truck, 1900 W. Griffiin Parkway, Lot 4, Inspiration Point Subdivision, C-3, Omar Solis, and Adoption of Ordinance#5450. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 4-0.

**ORDINANCE NO. 5450**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT TO KEEP EL COMALITO MOBILE FOOD

TRUCK, 1900 W. GRIFFIN PARKWAY, LOT 4, INSPIRATION POINT SUBDIVISION

**19. Conditional Use Permit: To Keep a Portable Building for Sales Office Use – Pitayo Auto Sales, 1523 E. Interstate Highway 2, Lot 6, Henry Saenz Subdivision, C-4, Pitayo Auto Sales & Auto Parts c/o Ricardo Gomez, Jr., and Adoption of Ordinance#5449 - De Luna**

On February 14, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located on the NW corner of Interstate Highway 2 and Stewart Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: To Keep a Portable Building for Sales Office Use – Pitayo Auto Sales, 1523 E. Interstate Highway 2, Lot 6, Henry Saenz Subdivision, C-4, Pitayo Auto Sales & Auto Parts c/o Ricardo Gomez, Jr., and Adoption of Ordinance#5449. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**ORDINANCE NO. 5449**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT TO KEEP A PORTABLE BUILDING FOR SALES  
OFFICE USE –PITAYO AUTO SALES, 1523 E. INTERSTATE HIGHWAY 2, LOT 6, HENRY  
SAENZ SUBDIVISION

At 6:08 p.m., Councilwoman Ortega stepped out of the council meeting.

**20. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – Angel’s Kitchen, 2005 W. Mile 3 Road, Ste. 1700, Lot 7, Block 4, Taurus Estates No. 9 Phase I, C-3, Angel’s Kitchen, LLC, and Adoption of Ordinance#5451 - De Luna**

On February 14, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 1/8 of a mile west of Inspiration Road along the south side of W. Mile 3 Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – Angel’s Kitchen, 2005 W. Mile 3 Road, Ste. 1700, Lot 7, Block 4, Taurus Estates No. 9 Phase I, C-3, Angel’s Kitchen, LLC, and Adoption of Ordinance#5451. Motion was seconded by Councilman Vela and approved unanimously 4-0.

**ORDINANCE NO. 5451**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR SALE & ON-SITE CONSUMPTION OF  
ALCOHOLIC BEVERAGES – ANGEL’S KITCHEN, 2005 W. MILE 3 ROAD, STE. 1700, LOT  
7, BLOCK 4, TAURUS ESTATES NO. 9 PHASE I

At 6:13 p.m., Councilwoman Ortega rejoined the meeting.

**21. Conditional Use Permit: Drive-Thru Service Window – La Mexico, 4009 N. Inspiration Road, Lot 9, Block 5, Taurus Estates Subdivision No. 9 Ph. I, C-2, Blesson B. George, and Adoption of Ordinance#5452 - De Luna**

On February 14, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located on the NW corner of Inspiration Road and Azalea 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.

There were no comments.

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

Councilman Vela moved to approve the Conditional Use Permit: Drive-Thru Service Window – La Mexico, 4009 N. Inspiration Road, Lot 9, Block 5, Taurus Estates Subdivision No. 9 Ph. I, C-2, Blesson B. George, and Adoption of Ordinance#5452. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

**ORDINANCE NO. 5452**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR A DRIVE-THRU SERVICE WINDOW – LA  
MEXICO, 4009 N. INSPIRATION ROAD, LOT 9, BLOCK 5, TAURUS ESTATES  
SUBDIVISION NO. 9 PH. I

**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*

**22. Approval of Minutes – Carrillo**

Regular Meeting – February 12, 2024

**23. Acknowledge Receipt of Minutes – Perez**

Citizens Advisory Committee – January 23, 2024

Planning & Zoning Commission – January 10, 2024

Zoning Board of Adjustments – October 18, 2023

Keep Mission Beautiful – December 12, 2023

**24. Approval of Resolution No.1890 authorizing the submittal of a grant application for the FY24 State Homeland Security Program (SHSP) to the Office of the Governor (OOG) and authorizing Mayor as the Authorized Representative- Elizalde**

The Mission Fire Department was seeking approval of resolution authorizing the submittal of a grant application to the OOG for the FY24 SHSP- Regular Projects Grant and designated the Mayor as the Authorized Representative. The department sought to enhance its Fire/EMS operations for response through the acquisition of a dedicated CAD software system. The system would provide resources such as Fire Truck Engines or Ambulances to be assigned to an incident and then directed to the scene and finally recorded as on-scene in the system. The total grant request was \$133,842.00 and the grant does not have a match requirement.

**RESOLUTION NO. 1890**

NOW THEREFORE, BE IT RESOLVED THAT THE CITY OF MISSION APPROVES  
SUBMISSION OF THE GRANT APPLICATION FOR THE SHSP-REGULAR PROGRAM TO  
THE OFFICE OF THE GOVERNOR

**25. Authorization to enter into an Interlocal Agreement with Rio Grande Valley Communication District 911 – Torres**

The Mission Police Department was requesting authorization to enter an interlocal agreement with the Rio Grande Valley Communication District 911. The primary purpose of the agreement was to outline both entity's responsibility in maintaining the 911 services. This agreement would be in effect as of February 01, 2024 until January 31, 2026.

**26. Authorization to Solicit Bids for Housing Assistance Program - HAP Phase 23-I - Longoria**

The Citizen's Advisory Committee met on February 13, 2024 and approved staff's recommendation to provide reconstruction of five (5) homes through the CDBG Program for the following addresses:

Reconstruction:

\*\*408 E. Melba Carter Street, 2/2, 970 sq ft

1047 N. Los Ebanos Rd, 2/2, 970 sq ft

222 N. Slabaugh Ave, 2/2, 970 sq ft

615 N. Francisco Ave, 2/2, 970 sq ft

3731 Garza Street, 2/2, 970 sq ft

**27. Authorization to extend 2nd One-Year renewal for Corrosion Inhibitor chemical for the Public Works Department North and South Water Treatment Plants – Bocanegra**

Seeking authorization to exercise one-year renewal option; this was the second and final renewal.

The City of Mission entered into an agreement with Chemrite for Corrosion Inhibitor chemical. There was a price increase from \$1.01875/LB to \$1.14/LB, due mainly to industry-related inflation. Recommendation was based solely on estimated quantities and orders would be placed on an as needed basis for a one-year base term. (cost \$ 1.14/lb) Bid No: 22-171-01-04.

**28. Authorization to extend 1st Year renewal for Waterline Maintenance Supplies for the Public Works Department – Bocanegra**

The City of Mission entered into an agreement with Core & Main for Waterline Maintenance Supplies. The contract term was for one year with two one-year renewal options. Orders would

be placed on an as needed basis for a one-year base term with a 5% increase. RFB: 23-171-01-11.

**29. Authorization to purchase uniforms and police equipment from Galls through Buy Board contract # 670-22 not to exceed \$45,000 during FY 2023-2024 – Torres**

The Mission Police Department was seeking authorization to purchase uniforms and police equipment from Galls LLC (buy board contract #670-22.), to equip our police officers, SWAT officers, telecommunications officers, and detention officers. The purchase of uniforms & equipment will not exceed \$45,000.

Mayor Pro Tem Plata moved to approve all consent agenda items 22 thru 29 as presented. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**APPROVALS AND AUTHORIZATIONS**

**30. Homestead Exemption Variance: A tract of land out of Lot 192, John H. Shary Subdivision, R-1, Rodrigo Gutierrez, - De Luna**

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Homestead Exemption Variance. The subject site was located on the east side of Union Street approximately 283' north of E. 2 ½ Street. 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 Homestead Exemption Variance: A tract of land out of Lot 192, John H. Shary Subdivision, R-1, Rodrigo Gutierrez. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**31. Preliminary Plat Approval: RENU Acres Subdivision, A 5.0 acre tract of land out of Lot 92, The Nick Doffing Co. Subdivision No. 1, Rural E.T.J., Developer: Uner Gomez, Engineer: Nain Engineering, LLC, - De Luna**

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for RENU Acres Subdivision. The subject site was located at the southeast corner of the intersection of W. Mile 7 North and Brushline 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: RENU Acres Subdivision, A 5.0 acre tract of land out of Lot 92, The Nick Doffing Co. Subdivision No. 1, Rural E.T.J., Developer: Uner Gomez, Engineer: Nain Engineering, LLC. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**32. Preliminary Plat Approval: Reserve on Taylor Subdivision, Being a 10.0 acres tract of land, out of Lot 236, John H. Shary Subdivision, R-1A, Developer: Elite Development, LLC, Engineer: M2 Engineering, PLLC, - De Luna**

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Reserve on Taylor Subdivision. The subject site was located on the West side of Taylor Road approximately 1,520' South of Griffin Parkway (F.M. 495). 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: Reserve on Taylor Subdivision, Being a 10.0 acres tract of land, out of Lot 236, John H. Shary Subdivision, R-1A, Developer: Elite Development, LLC, Engineer: M2 Engineering, PLLC. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**33. Preliminary and Final Plat Approval: Sendero Phase IA Subdivision, Being a resubdivision of 16.473 acres of land out of the south end of Porcion 52, PUD (R-1), Developer: Rhodes Development, Inc., Engineer: Melden & Hunt, Inc., - De Luna**

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Sendero Phase IA Subdivision. The subject site was located approximately 397' west of S. Inspiration Road and along the south side of Mile One South 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 moved to approve the Preliminary and Final Plat Approval: Sendero Phase IA Subdivision, Being a resubdivision of 16.473 acres of land out of the south end of Porcion 52, PUD (R-1), Developer: Rhodes Development, Inc., Engineer: Melden & Hunt, Inc.. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**34. Preliminary Plat Approval: Washington Lots Subdivision, Being a 0.97 acre tract of land more or less, being the south 845' of the west 1 acre, Lot 92, Mission Acres, R-1, Developer: Julio Cerda, Engineer: South Texas Infrastructure Group, - De Luna**

On November 8, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Washington Lots Subdivision. The subject site was located on the northeast corner of the intersection of Blake Avenue and Washington Street. 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: Washington Lots Subdivision, Being a 0.97 acre tract of land more or less, being the south 845' of the west 1 acre, Lot 92, Mission Acres, R-1, Developer: Julio Cerda, Engineer: South Texas Infrastructure Group. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

**35. Approval of November 2023 Financial Statements – Vela**

Angie Vela, Finance Director presented the November 2023 Financial Statements

Staff and City Manager recommended approval.

Mayor Pro Tem Plata inquired what was included in the 21 million that was being presented. He also asked if they would be continuing with financial committee that had been previously set up. He suggested that they come up with a different way of reporting and presenting this information to council.

Angie Vela, Finance Director, stated that the 21 million was a sum of all funds combined.

Mayor Pro Tem Plata moved to approve the November 2023 Financial Statements. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

**36. Approval of December 2023 Financial Statements – Vela**



Finance Director Vela presented the December 2023 Financial Statements

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the December 2023 Financial Statements. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

### **37. Award Financial Advisor Services – Vela**

The City of Mission solicited formal Request For Proposals for Financial Advisor Services; it received, accepted and reviewed three (3) RFP submittals for Financial Advisor Services which included Estrada Hinojosa and Company, Hilltop Securities, and RBC Capital Markets for the City of Mission, Texas.

A committee evaluated the three proposals for acceptability. All three were deemed to be acceptable. Proposals were rated based on evaluation criteria in five categories: Statement of Organization, Experience and Performance History, References, Key Personnel, and Cost Proposal. Estrada Hinojosa and Company, Inc., ranked first in the committee evaluations.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Award Financial Advisor Services to Estrada Hinojosa and Company. Motion was seconded by Councilman Vela and approved unanimously 5-0.

### **38. Authorization to award bid for Electrical Repair and Maintenance Services for Water Treatment Plants, Wastewater Treatment Plant, Industrial Pre-Treatment Plant, and Water Distribution Division – Bocanegra**

The City of Mission had accepted and opened two (2) Bid responses for Electrical Repair and Maintenance Services for Water Treatment Plants, Wastewater Treatment Plant, Industrial Pre-Treatment Plant, and Water Distribution Division. Staff recommended awarding bid to Hill-Tex Electric for regular repairs and J&E Lift Station Services, Inc for emergency repairs. The term of this contract will be for one (1) year with two (2) one-year renewal options. The performance of electrical repairs and maintenance would be on a “as needed” basis for Electrical repair & Maintenance Services and Emergency services BID # 24-246-02-12.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to award bid for Electrical Repair and Maintenance Services for Water Treatment Plants, Wastewater Treatment Plant, Industrial Pre-Treatment Plant, and Water Distribution Division. Motion was seconded by Councilman Vela and approved unanimously 5-0.

### **39. Authorization to award bid for Tierra Dorada Lift Stations – Terrazas**

The City of Mission opened and accepted five (5) bid responses for the for the Tierra Dorada Lift Stations. Project will consist of the installation of sanitary sewer improvements for Lift Station 13 & 14. Staff recommendation was to award to RDH Site and Concrete, LLC who was the lowest responsive and responsible bidder meeting all specifications and conditions in the amount of \$2,334,367.50. The cost of this project would be reimbursed by the Tax Increment Reinvestment Zone.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to award bid for Tierra Dorada Lift Stations. Motion was seconded by Councilman Vela approved unanimously 5-0.

**40. Approval of Medical Director Agreement between the City of Mission Fire Department and Dr. Ivan Melendez – A. Garcia**

Ivan Melendez, MD, FAAFP, would serve as the Medical Director of the Emergency Medical Services Division of the Fire Department for a period of twelve (12) months; the City of Mission shall have the option to extend the term by up to two (2) additional twelve (12) month periods by giving written notice. A minimum of four (4) hours of EMS related training would be provided every month to Mission Fire Department EMS personnel at a cost of \$5,000 per month.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve of Medical Director Agreement between the City of Mission Fire Department and Dr. Ivan Melendez. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**41. Authorization to purchase a power loader for Medic – 4 from Stryker via sole source vendor – A. Garcia**

Requesting to purchase a power loader for Medic – 4 from Stryker via sole source vendor. Purchase would include a 72-month pro care service package.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to purchase a power loader for Medic – 4 from Stryker via sole source vendor. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

**42. Approval of Budget Amendment: BA-24-04 General Fund – Vela**

Finance Director Vela presented Budget Amendment BA-24-04

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve of Budget Amendment: BA-24-04 General Fund. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**43. Approval of Joint Resolution No. 1891 between the City of Mission and the Texas Citrus Fiesta related to the transfer of management and operations for the annual Texas Citrus Fiesta to the City of Mission and other matters relating to said festivities – Tijerina**

Mission City Council and Texas Citrus Fiesta, Inc., by and through their governing bodies, have determined that such transfer to the City of Mission will lessen the burden of all parties by (a) allowing the Texas Citrus Fiesta, Inc. to continue raising private funds for such activities and events and (b) creating an efficient means for the promotion of Texas Citrus Fiesta events and overall city-wide economic development opportunities. Effective upon approval of this resolution and revised Texas Citrus Fiesta, Inc. Bylaws by the governing board of Texas Citrus Fiesta, Inc. and the City of Mission, the Mayor and City Council shall appoint a new Texas Citrus Fiesta, Inc. Board of Directors in compliance with Mission City Ordinances governing appointment of city boards and committees, subject to final approval of the King's Association.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Joint Resolution No. 1891 between the City of Mission and the Texas Citrus Fiesta related to the transfer of management and operations for the annual Texas Citrus Fiesta to the City of Mission and other matters relating to said festivities. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**RESOLUTION NO. 1891**

JOINT RESOLUTION BETWEEN THE CITY OF MISSION AND TEXAS CITRUS FIESTA, INC RELATED TO THE TRANSFER OF MANAGEMENT AND OPERATIONS FOR THE ANNUAL TEXAS CITRUS FIESTA TO THE CITY OF MISSION, AND OTHER MATTERS RELATING TO SAID FESTIVITIES

**44. Board Appointments – Texas Citrus Fiesta Board of Directors – Tijerina**

Texas Citrus Fiesta Board of Directors appointed: Scott Gerlach, Sarah Hinojosa, Jennifer Ruiz-Longoria, Oscar Martinez, Amanda O'cana, Kellye Ortega, Kristina Salinas Silva and Teodoro Venecia, Jr. The ninth member would be a member of the King's Association. At the first meeting each member would draw for a director's place and initial term. Directors Places 1-3 shall be appointed for an initial term of one (1) year. Directors Places 4-6 shall be appointed for an initial term of two (2) years. Directors Places 7-9 shall be appointed for an initial term of three (3) years. Upon expiration of the initial terms, each subsequent appointment shall be for a term of three years.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Board Appointments – Texas Citrus Fiesta Board of Directors: Scott Gerlach, Sarah Hinojosa, Jennifer Ruiz-Longoria, Oscar Martinez, Amanda O'cana, Kellye Ortega, Kristina Salinas Silva and Teodoro Venecia, Jr. The ninth member would be a member of the King's Association. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

**45. Approval of Resolution # 1892 of the City Council of the City of Mission, Texas declaring unopposed candidates for the May 4, 2024 General Election as elected to office; cancelling the General Election and providing for an effective date - Carrillo**

The deadline to file an application for a place on the ballot and the deadline to file as a declared write-in candidate, only one candidate filed for City Council, Place 2 and one candidate for City Council, Place 4. In accordance with Section 2.053 of the Texas Election Code, the City Council hereby authorizes the cancellation of election of City Council members for May 4, 2024, and hereby declares the unopposed candidates elected to the office.

Staff and City Manager recommended approval.

Councilwoman Gerlach moved to approve Resolution # 1892 of the City Council of the City of Mission, Texas declaring unopposed candidates for the May 4, 2024 General Election as elected to office; cancelling the General Election and providing for an effective date. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**RESOLUTION NO. 1892**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, DECLARING UNOPPOSED CANDIDATES FOR THE MAY 4, 2024 GENERAL ELECTION AS ELECTED TO OFFICE; CANCELLING THE GENERAL ELECTION; AND PROVIDING FOR AN EFFECTIVE DATE

**UNFINISHED BUSINESS**

None

**ROUTINE MATTERS**

City Manager Comments – February 29<sup>th</sup>, Ribbon Cutting for the Recycling Drop-off Center, 9:30 am W. 15<sup>th</sup> & Perkins, March 1<sup>st</sup> Winter Texan Fiesta at the Leo Pena Placita Park, March 11 Staycation Begins from 1-3pm March 11<sup>th</sup> – Astroland Park, March 13<sup>th</sup> – JC Park, March 15<sup>th</sup> – Bannworth Park

City Council Comments – Councilwoman Ortega wanted to thank and congratulate colleagues she worked alongside on the Texas Citrus Board. She said it was privilege to work with the board.

Mayor's Comments – Mayor Garza thanked staff for all of their worked and told Fire Chief Garcia that she was please to see all of the support that Jackie Charles had from the department.

At 6:43 p.m., Mayor Pro Tem Plata moved to convene into Executive Session. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

### **EXECUTIVE SESSION**

1. Closed session pursuant to Tex. Gov't Code Section 551.071 (Personnel Matters) regarding proposed terms of City Attorney's resignation and, if appropriate, designation of an attorney and/or law firm to provide general legal services for the City of Mission.

Upon conclusion of Executive Session at 7:43 p.m., Mayor Pro Tem Plata moved to reconvene the regular meeting. Motion was seconded by Councilman Vela and approved unanimously 5-0.

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

1. Consideration and action, if any, regarding the acceptance of the City Attorney's resignation and any other related matters.

Mayor Pro Tem Ruben Plata moved to accept the City Attorney's resignation effective on February 26, 2024 as discussed in executive session. Motion was seconded by Councilman Vela and approved unanimously 5-0.

2. Consideration and action, if any, regarding the appointment of an attorney and/or law firm to provide general legal services for the City of Mission.

No action was taken.

### **ADJOURNMENT**

At 7:44 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

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Norie Gonzalez Garza, Mayor

ATTEST:

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Anna Carrillo, City Secretary



**MINUTES**

**PRESENT:**

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

**ABSENT:**

**ALSO PRESENT:**

Rick Salinas  
Lea Juarez  
V. Flores  
Dee Rendon  
Ester Salinas  
Matt Wilson  
E. Pena

**STAFF PRESENT:**

David Flores, Asst. City Manager  
Juan Pablo Terrazas, Asst. City Manager  
Andy Garcia, Asst. City Manager  
Abel Bocanegra, P.E., City Engineer  
Brad Bentsen, Parks & Recreation Director  
Roel Mendiola, Sanitation Director  
Robert Hinojosa, Director of Organizational Dev.  
Ezeiza Garcia, Asst. Finance Director  
Aida Lerma, Arts & Cultural Tourism Director  
Robert Hinojosa, Director of Organizational Dev.  
Noemi Munguia, Human Resource Director

**SPECIAL MEETING**

**CALL TO ORDER AND ESTABLISH QUORUM**

With a quorum being present, Mayor Norie Garza Gonzalez called the meeting to order at 6:01 p.m.

**DISCLOSURE OF CONFLICT OF INTEREST**

None

**CITIZEN'S PARTICIPATION**

Rick Salinas, 2011 N. Conway spoke about his disappointment with the current situation the city is in and the financial status of the city.

**AGENDA ITEMS**

**1. Discussion and possible action, if any, related to the City of Mission's acquisition of 1301 East 8th Street, and all other matters related to the same – Terrazas**

No action was taken on this item.

**2. Approval of Budget Amendment: General Fund – Vela**

No action was taken on this item.

**3. Approval of Work Authorization No. 36 with L&G Engineering related to Inspiration Road / Military Parkway Loop – Terrazas**

Work Authorization No. 36 entailed Engineering Services required for an estimated 47 parcels and 24 compensable utility property rights and 1 Business Relocation which included Right-of-Way Map, Right-of-Way Acquisition and Compensable Utility Management for Phase III of the Inspiration Road/Military Parkway Loop from US 83 south to Military Highway and from East of Schuerbach Rd to FM 1016.

Work Authorization No. 36 was in the amount of \$2,468,000.00. Approval was subject to approval of Reimbursement Agreement by the TIRZ Board on February 27, 2024.

Staff and City Manager recommended approval.

Mayor Pro Tem Ruben Plata moved to approve Work Authorization No. 36 with L&G Engineering related to Inspiration Road / Military Parkway Loop. Motion was seconded by Councilman Alberto Vela and approved unanimously 4-0.

At 6:05 p.m., Mayor Pro Tem Plata moved to convene into Executive Session. Motion was seconded by Councilman Vela and approved unanimously 4-0.

### **EXECUTIVE SESSION**

Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with City Attorney) and 551.074 (Personnel Matters) regarding the evaluation, duties, compensation and/or contract with the City Manager.

Councilwoman Jessica Ortega joined the meeting at 6:14 p.m.

Upon conclusion of Executive Session at 7:37 p.m., Mayor Pro Tem Plata moved to reconvene the special meeting. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

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

Consideration and action, if any, regarding the City Manager's contract and any other related matters.

Councilwoman Ortega moved to approve agreement with City Manager as discussed in executive session and authorize the Mayor to execute the agreement on behalf of the City. Motion was seconded by Councilman Vela and approved unanimously 5-0.

### **ADJOURNMENT**

At 7:38 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

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Norie Gonzalez Garza, Mayor

ATTEST:

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Anna Carrillo, City Secretary



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024

**PRESENTED BY:** Randy Perez, City Manager

- Acknowledge Receipt of Minutes – Perez
- Parks & Recreation Board – February 13, 2024
- Citizen’s Advisory Board – February 13, 2024
- Boys & Girls Club Board of Directors – January 9, 2024
- Youth Advocacy Advisory Board – January 9, 2024
- Mission Tax Increment Reinvestment Zone – January 23, 2024
- Mission Redevelopment Authority – January 23, 2024
- Mission Economic Development Corporation – January 24, February 7, 2024
- Traffic Safety Committee – July 5, 2023

**NATURE OF REQUEST:**

See Attached Minutes

**BUGETED:** N/A      **FUND:** \_\_\_\_\_      **ACCT. #:** \_\_\_\_\_

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

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

**RECORD OF VOTE:**

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**PARKS AND RECREATION BOARD MEETING**  
**February 13, 2024**

<u>BOARD MEMBERS PRESENT</u>	<u>STAFF</u>
Tony Guerrero	Brad Bentsen
Chris Voss	Pete Lopez
Diego Gutierrez	Pete Charles
Maggie Guajardo Pena	Rick Contreras
Julissa Martin	
Mark Minton	
Jesus Mendiola	

**Call to Order**

Tony Guerrero called the meeting to order.

**Roll Call**

Roll call was taken and quorum was met.

**Prayer**

Brad Bentsen led us in prayer.

**Approval of Minutes**

The Board Members approved the minutes for the January 9, 2024 Board meeting. Motion to approve was made by Maggie Guajardo Pena and seconded by Chris Voss. The motion to approve minutes passed unanimously.

**CITIZEN PARTICIPATION**

N/A

**UPDATE OF PARKS**

A new water fountain has been installed at Astroland, currently improvements at the park are being made after it had been abandoned and vandalized for some time. Discussion of possibly bringing back the Rocket Playground and also adding restroom facilities.

Parks staff has repaired broken wind screens that were torn down by windy weather at the Bentsen, Oblate, and Birdwell Tennis Courts.



At the Lions Park, Parks staff has removed trees, brush, and weeds to clean the perimeter of Lions park while it is being constructed.

The Parks staff assisted with several events in the past month such as, setting up the flags outside of the State Veterans Cemetery for an unaccompanied Veterans Funeral Service, set up and tear down at the Texas Citrus Fiesta Parade and Fun fair. Assisted the Streets department in cleaning all Conway and intersections for the parade.

Hosted a Warming Shelter at the Parks and Recreation office.

Made some changes in the landscape at the Museum by removing some shrubs and also revamped the landscape at the Texas Citrus Office.

### UPDATE OF RECREATION

The Birdwell Tennis Center hosted Mission High School's Tennis tournament, discussion of the benefits of having a tennis pro shop was brought up by the board.

Voting took place at the Parks and Recreation old gym.

Pickleball numbers have increased. Currently there are 240 registered participants.

Our Annual Texas Citrus Fiesta 5k was a success with 190 registered runners and 150 that participated at the Hike and Bike Trails. Many runners have brought it to parks and recreations attention that in the future they would like the 5K to be ran down Conway, a route that has been done in previous years.

The Men's Basketball League began on the 24<sup>th</sup> with 8 teams signed up. Currently looking for participants for a 35 and over league.

Recreation staff met with the Coach from Mission High School for to discuss hosting their annual fast pitch tournament at Bentsen Palm Park.

Boy Scout Troop used the Parks and Recreation old gym for their Night Stay.

February "Music at the Park" Event was Valentines Theme and had about 300 people attended, planning has already started for March's Music at the Park Event.

### Aquatics Update

Lap swimming continues at the Bannworth Pool with numbers fluctuating between 10-28 swimmers.

Border patrol is currently using facility for training.

There are 60 USA Swim Team members registered through the Parks and Recreation Swim Team. This past weekend there was a swim meet in Brownsville, and the team is preparing for an upcoming SCAGS competition in two weeks.

Sharyland High School continues using Bannworth facility for practice, while and Mission High/Veterans use facility upon request when it is too windy or cold outside.

South Texas College also uses the facility for one of their Kinesiology classes.

Aquatics staff assisted the Facilities Dept with repairs on the fountain at Mission Event Center, and also with duties at the Texas Citrus Fiesta 5K.

### New Business

The construction of restrooms at Oblate Park had been on hold after being taken to council in 2022, the indecision is because Astroland Park may be used for a water detention facility, but a study is still needing to take place to determine if it can hold water, so decision is still undetermined.

A Park Land Development Fund will be funding two restrooms being constructed at Astroland Park and CWV Park. The restrooms will consist of 2 family toilets and a septic tank will be used at Oblate Park for restrooms.

Future plans to build a basketball court at Beto Salinas Park and also at Jaycee Park.

AEP has finally repaired many lights that had been out at various different parks. Jaycee Park and Bannworth Park still have a few lights pending, and new lights have been installed at the Bannworth Park in parking lot crosswalk area.

Parks department has teamed up with Facilities to install lights over the picnic shelters at Bannworth and Jaycee Park.

Discussion of removing the ducks from the Bannworth Park has been a priority now that complaints have been made that they are bringing filth to the playground area, pool, and neighboring properties. Brad Bentsen has been in contact with the Health Department and the Texas Park and Wildlife to get permission to relocate the ducks. The Texas Parks and Wildlife are also doing an irradiation of the coyotes at the Hike and Bike Trails, while doing so they found there is also a Javelina problem.

Farmer Market continues to grow in popularity, did not open this past Sunday due to the Super Bowl. Talk about the Community Garden is still in the works, Mr. Bentsen has 5 possible location for this garden he would like to present to Mayor.

Grant to create the tunnel for the bike trails is still in the works and the plans will be completed this month to be able to go out to bid.

Group of ladies from the Palm Valley Church in Mission have donated their time to do 3 community projects which include adding native plants to the landscape at the library, and also two green houses for the Library and Boys and Girls club.

### Old Business

N/A

### Adjournment

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

**CITIZEN'S ADVISORY COMMITTEE**  
**February 13, 2024**  
**Regular Meeting**

**Members Present**

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

**Members Absent**

Cynthia Pacheco

**Staff Present**

Jo Anne Longoria  
 Esther G. Rivera  
 Danny X. Sanchez

**Call Regular Meeting to Order**

Chairman Lorenzo Garza called Regular Meeting to order at 5:30 pm. Mr. Danny Sanchez conducted roll call. He stated that (8) 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. With no one present, and no comments, he continued with the next item.

**Discussion and Recommendation to approve Minutes for Regular Meeting held on January 23, 2024**

Mr. Sanchez asked the members if they had reviewed the minutes for the Regular Meeting held on January 23, 2024 and if there were any questions or comments. After a brief discussion, Chairman Garza asked for a motion to approve the minutes as presented. Mr. Emigdio Villanueva motioned to approve the minutes as presented. Ms. Alma Garcia seconded the motion. Motion carried (8-0).

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

Ms. Jo Anne Longoria presented the Memorandum on Status of Housing Assistance Program (HAP) Applicant Waiting List. She stated that the applicant waiting list has been revised to reflect 5 reconstruction homes and 2 rehabilitation homes that are currently being processed. She elaborated that the maximum allowed for a rehabilitation home is \$25,000 and a reconstruction home cannot exceed 5% of staff cost estimate. Ms. Longoria also went on to say that if there are any funds available after bids are awarded, they would include applicant #6 from the list. Ms. Longoria explained that the HAP assists on a first come first serve basis except for hardship cases. After a brief discussion, Chairman Garza asked for a motion to approve the Status of HAP Applicant Waiting List. Ms. Roxanne Mendez motioned to approve the Status of HAP Applicant Waiting List as presented. Ms. Monika Rosales-Flores seconded the motion. Motion carried (8-0).

**Discussion and Recommendation to Approve Applicants for Housing Assistance Program (HAP) Phase 23-I**

Ms. Esther Rivera presented the Memorandum to Approve Applicants for Housing Assistance Program (HAP) Phase 23-I. She stated that there are 5 reconstruction homes and 2 rehabilitation homes ready for processing. Several members had expressed concerns on the cost for lead based testing for rehabilitation home projects. Ms. Longoria explained that the maximum for a rehabilitation home is \$25,000, and stated that one rehabilitation project might have to be tested for lead which would be covered by the rehabilitation budget as a soft project cost. After a brief discussion, Chairman Garza asked for a motion to Approve Applicants for HAP Phase 23-I and 23-IA as discussed. Mr. Villanueva motioned to Approve applicants for HAP Phase 23-I and 23-IA as revised not to exceed the maximum allowed. Ms. Garcia seconded the motion. Motion carried (8-0).

**Ethics Training**

Chairman Garza advised the members that the ethics training is required for all committee members. Ms. Longoria stated that the training would last approximately an hour. No action was taken and continued with the next item.

**Other Business**

**A. Chairman's Comments**

Chairman Garza stated he had no comments.

**B. Committee Member's Comments**

Members present did not provide any comments. Ms. Garcia introduced herself while Ms. Rosales-Flores and Mr. Villanueva introduced themselves.

**C. Director's Comments**

Ms. Longoria stated that the CAPER 22 submission review had excellent remarks from HUD, and would present the approval letter during the next CAC meeting. Ms. Longoria also stated that Paint Mission Beautiful was introduced February 12, 2024 at the City Council meeting. Ms. Longoria mentioned that Paint Mission Beautiful focuses on beautifying the exterior of the home and would include landscaping if needed.

**Adjourn**

Chairman Garza asked for a motion to adjourn the meeting. Ms. Garcia motioned to adjourn the meeting. Mr. Villanueva seconded. Motion carried (8-0). The meeting was adjourned at 7:01 P.M.

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Lorenzo Garza, Chairman

## Minutes of the Boys and Girls Club Mission

### Board of Director's Regularly Scheduled Meeting, January 09<sup>th</sup>, 2024

The Board of Directors of the Boys and Girls Club of Mission held a regularly scheduled meeting on Tuesday, January 09<sup>th</sup>, 2024, 12:30 p.m. at the Main Unit of the Boys and Girls Club Mission

#### I. Call to Order

S. Cruz called the meeting to order at 1:22 p.m.

#### II. Approval of 501c3 Minutes for December 12<sup>th</sup>, 2023 Meeting

After a brief review, a motion was made by R. Lopez to approve the minutes for the December 12<sup>th</sup>, 2023 501c3 meeting; the motion was seconded by N. Ortiz; the motion carried forward unanimously.

#### III. 501C3 Financial Report

Jose Salazar and Christian Garcia represented the Finance Department for the City of Mission to review with the Board the 501C3 standings. Mr. Salazar and Mr. Garcia reviewed with the Board the expenditures, expenses and reconciliations for the months of September and October. The complete financial packets for the months listed above are attached to this packet. The financial reports were discussed and some questions were generated. After a brief discussion, the Board decided to vote on the entire report at one time. A motion was then made by R. Lopez to approve the financial reports for the months of September and October; the motion was seconded by R. Reyna; the Board voted unanimously to approve the motion. After concluding the regular order of business, Mr. J. Salazar announced to the Board that the annual IRS Form 990 will be due in a few months and he would like to secure the same CPA who has been completing the Form for several years now. After some discussion, a motion was made to allocate \$750.00 to complete the Form 990 by the same accountant by J. Garcia; the motion was seconded by S. Cruz; the motion carried forward unanimously.

#### IV. Officer Elections

R. Venecia announced to the Board that the current corps of officers needed to be updated for the current year. He also stated that there was one vacancy: secretary (Previously held by A. Chapa). He also stated to the Board that they could nominate themselves or other Board Members for the various Officer positions. After a brief discussion, The Board elected to leave the Officers positions as they are now. At this time, S. Cruz asked the Board if anyone would like to nominate themselves or someone from the Board for the position of Secretary of the Board. R. Reyna announced that he would like to nominate R. Lopez for the position. After a short discussion, R. Lopez accepted the nomination. S. Cruz entertained a motion to accept all officer positions of the Boys and Girls Club of Mission 501C3 advisory board and to elect R. Lopez as the new Board Secretary. A motion was made by J. Garcia to accept the changes to the Board; the motion was seconded by R. Reyna; the motion carried forward unanimously.

#### The Boys and Girls Club of Mission 501C3 Advisory Board stand as follows:

Henry Rodriguez	-	President
Sergio Cruz	-	Vice-President
Rebecca Lopez	-	Secretary
Jennifer Venecia	-	Historian
Rolando Reyna	-	Treasurer
Nanette Ortiz	-	Board Member
Christine Barrera	-	Board Member
Scott Meyers	-	Board Member
Jesus Garcia	-	Board Member
Aimee Ortega	-	Board Member
Peter Geddes	-	Board Member

Continued . . .

**V. Committee Appointments (Safety, Scholarships, Sports, By-laws and Fundraising)**

R. Venecia announced to the Board the appointment of Board members to specific Committees for the upcoming fiscal year. After a brief discussion. The new committees stand as follows:

**Safety Committee:**

Sergio Cruz (C)  
Peter Geddes  
Rolando Reyna  
Scott Meyers

**Scholarship Committee:**

Rebecca Lopez (C)  
Nanette Ortiz  
Jennifer Venecia  
Henry Rodriguez

**Sports Committee:**

Aimee Ortega (C)  
Sergio Cruz  
Scott Meyers  
Jesus Garcia

**By-Laws Committee:**

Peter Geddes (C)  
Henry Rodriguez  
Rebecca Lopez  
Christine Barrera

**Fundraising Committee:**

Christine Barrera (C)  
Aimee Ortega  
Nanette Ortiz  
Jennifer Venecia  
Jesus Garcia

**VI. Run with Heart 5K**

R. Venecia announced to the Board the upcoming 5K Run with Heart scheduled for February 12<sup>th</sup>, 2024. He stated that the event is already planned-out and ready for participants to register. R. Venecia also explained to the Board the purpose of the run was to make heart awareness a priority for the Club and the community. He encouraged the Board to participate and invited the community to participate.

**VII. 2024 Fundraisers**

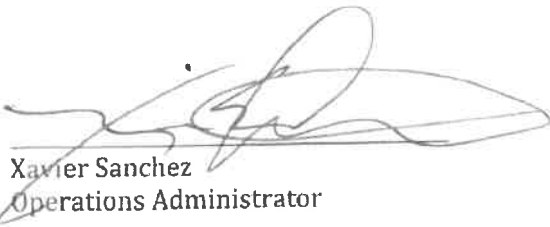
R. Venecia asked the Board if they had any suggestions to conduct fundraisers for the upcoming year. Several suggestions were entertained including re-visiting Dances/Galas, Golf Tournaments and other possible events. More information to be forthcoming . . .

**VIII. Announcements**

None at this time . . .

**IX. Adjournment**

After a brief discussion, S. Cruz entertained a motion to adjourn the meeting. A motion was made by R. Reyna; the motion was seconded by N. Ortiz; the motion passed unanimously. Adjournment time was 1:52 p.m.

  
Xavier Sanchez  
Operations Administrator

\_\_\_\_\_  
Sergio Cruz  
BGCM Board Secretary



# BOYS AND GIRLS CLUB OF MISSION

Minutes of the Boys and Girls Club Mission  
Youth Advocacy Advisory Board Meeting, January 09<sup>th</sup>, 2024

The Youth Advocacy Advisory Board of the Boys and Girls Club of Mission held a regularly scheduled meeting on Tuesday, January 09<sup>th</sup>, 2024 at 12:30 p.m. at the Main Unit of the Boys and Girls Club Mission

## Board Members Present:

Nanette Ortiz	Jesus Garcia
Rebecca Lopez	
Rolando Reyna	Jennifer Lee Venecia
Aimee Ortega (N)	Sergio Cruz

## Board Members Absent:

Henry Rodriguez  
Scott Meyer  
Christine Barrera  
Peter Geddes (N)

## BGCM Staff:

Rick Venecia	Sujei Rodriguez
Xavier Sanchez	Edgar Villarreal
	Abraham Gutierrez

## Guests:

Jose Salazar  
Christian Garza  
Andy Garcia, A. C. M.

### I. Call to Order

S. Cruz called the meeting to order at 12:53 p.m.

### II. Approval of Minutes for the December 12<sup>th</sup>, 2023 Meeting

After a brief review, a motion was made by R. Lopez to approve the minutes for the December 12<sup>th</sup>, 2023 meeting; the motion was seconded by Jesus Garcia; the motion carried unanimously.

### III. Citizen Participation

No citizens participated . . .

### IV. Director's Report

R. Venecia stated that the Club is doing very well. The Winter Break was successful and the students had a good break. The Christmas Giveaways were very popular and the students enjoyed themselves immensely. He also reiterated that the Club was here to help the community and not hinder. We are open to all students . . .

### V. Programs Report

A. Gutierrez reported that the Club served approximately seventy students during the Winter Break. Mission C. I. S. D. did provide breakfast and lunch for the students as well. He also stated that registration is currently on-going for the Spring Semester. More information to be forthcoming. (Program Coordinator's Report attached)



Continue . . .

**VI. Athletics Report**

E. Villarreal reported for the Athletic Department. He reviewed with the Board the current Soccer league status and registration procedures for the upcoming Basketball league. He also reported the other activities the Sports Department are actively engaged in at this time. R. Venecia also stated that the Club is considering moving away from the Pony League tournaments. The cost associated with the program is very expensive and the number of Club members is relatively small. More information to be forthcoming . . .

(Athletic Coordinator's Report attached)

**VII. Grants Report**

R. Venecia reported to the Board the current number of grants that the Club has been able to secure. He also added the monetary amounts associated with the grants and which grants have expired. He also stated that the TeXSYN Grant is still active and the Club is receiving funds for participating in this program.

**VIII. Chairperson Comments**

R. Venecia stated that Aimee Ortega and Peter Geddes were the Clubs newest Board Members. They will be replacing April Chapa and Joel Garcia.

**IX. Adjournment**

After a brief discussion, S. Cruz entertained a motion to adjourn this part of the Advisory Board meeting. A motion was made by J. Garcia; the motion was seconded by R. Lopez; the motion passed unanimously. Adjournment time was 1:21 p.m.

**Mission Tax Increment Reinvestment Zone  
Board of Directors Meeting  
January 23, 2024**

**MINUTES**

**Call to Order, Establishment of Quorum**

The Board of Directors of the Mission TIRZ #1, held a regular meeting open to the public, by teleconference and in person, on January 23, 2024 at 801 N. Bryan Road, Mission, Texas and at 6:38 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. Participating via Zoom teleconference were Sanjay Bapat, Dacia Salinas, Roxanna Salas, Joshua Crabtree and Ezeiza Garcia. Participating in person were Randy Perez, Angie Vela, Raul Garcia, Romeo Barrera, Mayor Norie Gonzalez Garza, J.P. Terrazas, José Luis Silva, Javier Hinojosa, Crystal Chávez, Joe Salazar, Cristian Garza, Damien B. Tijerina, Rubén James de Jesús, Julio Cerda, and Judy Vega.

**I. Consider Consent Agenda**

- A. Call meeting to order and establish quorum.
- B. Swearing in of new Board of Director and reappointed Board of Directors.
- C. Election of Officer: Vice Chairman.
- D. Approve Minutes of November 28, 2023, of the TIRZ #1.
- E. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the January 23, 2024, meeting.

Notary Public Judy Vega swore in the following new Board Directors Ricardo A. Perez and Dennis Burleson; and reappointed Board Directors Albert X. Chapa, Hector Moreno, and Efrain Reyna Jr.

Director Reyna nominated Director Chapa for Vice Chairman. There being no other nominations, Director Chapa was elected Vice Chairman by acclamation.

Upon a motion duly made by Secretary Aissa I. Garza and being seconded by Director Reyna, the Board approved the minutes of November 28, 2023, of the TIRZ #1.

Upon a motion duly made by Secretary Aissa I. Garza and being seconded by Director Reyna, the Board approved the consent agenda and ratified all actions taken by the Mission Redevelopment Authority Board of Directors at the January 23, 2024, meeting.

**II. Adjournment**

As there was no further business for the board to consider, upon a motion duly made by Director Reyna and seconded by Director O’Caña, the Board unanimously voted to adjourn the meeting at 5:58 PM.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name:  Martin Garza

Printed Name:  Aissa I. Garza

Title:  Chairman

Title:  Secretary

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Mission Redevelopment Authority  
Board of Directors Meeting  
January 23, 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 January 23, 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 on Zoom teleconference were Sanjay Bapat, Dacia Salinas, Roxanna Salas, Joshua Crabtree and Ezeiza Garcia. Participating in person were Randy Perez, Angie Vela, Raul Garcia, Romeo Barrera, Mayor Norie Gonzalez Garza, J.P. Terrazas, José Luis Silva, Javier Hinojosa, Crystal Chávez, Joe Salazar, Cristian Garza, Damien B. Tijerina, Rubén James de Jesús, Julio Cerda, and Judy Vega.

**Call Meeting to Order at 4:00 PM.**

With a quorum present, Chairman Martin Garza opened the meeting with a welcome to all with a special greeting and welcome to Mayor Norie Gonzalez Garza.

**Swearing in of new Board of Director and reappointed Board of Directors.**

Notary Public Judy Vega swore in the following new Board of Directors Ricardo A. Perez and Dennis Burleson; and reappointed Board Directors Albert X. Chapa, Hector Moreno, and Efrain Reyna Jr.

**Election of Officer: Vice Chairman.**

Chairman Garza called for nominations from the floor for the position of Vice Chairman. Director Reyna nominated Director Chapa for Vice Chairman. Chairman Garza called for any other nominations. There being no other nominations, Director Chapa was elected Vice Chairman by acclamation.

**Citizen's Participation.**

Chairman Garza's call for citizens to participate either by Zoom's virtual platform or in-person did not yield any responses.

**Approve minutes of November 28, 2023 meeting of the Mission Redevelopment Authority.**

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously approved the November 28, 2023 meeting minutes of the Mission Redevelopment Authority as presented.

MRA 1/23/2024, Pg. 2

### Project Reports:

Chairman Garza recognized Assistant City Manager JP Terrazas to report on the **Tierra Dorada Sanitary Sewer Improvements Project**. This project involves the design and construction of a new lift station to eliminate existing Lift Stations No. 13 & 14 within Tierra Dorada Subdivision to reroute sewer discharge into existing sanitary sewer trunkline along Los Ebanos Road. Terrazas reported that a pre-bid meeting was held last week for the two lift stations and the alignment they are planning on doing through the drain ditch. This project will go for bid letting the first week of February 2024. Mr. Terrazas anticipates that this project's cost estimate will be \$2.3 million and mentioned that this estimate was subject to construction material availability. It is expected to be completed within 18 months. This project will benefit the Inspiration Road expansion project and will provide additional capacity as well as divert sewer flow in the area. No further comments were made.

Chairman Garza recognized Mr. Terrazas 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 Lift Station #10, located on Mile 2 & FM 495 (El Valle Subdivision). Mr. Terrazas reported that Melden & Hunt Inc. is coordinating an agreement with AGUA SUD. This project involves the rerouting of sewer lines to an existing lift station to alleviate overflow and rerouting it to AGUA SUD's system. Ruben James de Jesus, P.E. with Melden & Hunt said that the design for this project has been completed. No further comments were made.

Chairman Garza recognized P.E. Damien D. Tijerina with L&G Engineering to report on the **Inspiration Rd./Military Parkway Loop Ph. I & II**. On **Phase I**, Mr. Tijerina mentioned that TxDOT has approved the Finding of No Significant Impact (FONSI) and the project is now environmentally cleared. The next step is to begin Phase III which is ROW Acquisition and Compensable Utility management. The City of Mission has submitted a letter to TxDOT requesting a release for them to begin the acquisition process. Once the City receives this release letter from TxDOT, ROW acquisition may begin. No other new developments were reported for Phase I.

On **Phase II**, Mr. Tijerina reported that L&G's surveyor had completed the ROW maps, which were submitted to TxDOT, who in return assigned parcel numbers for acquisition purposes. Mr. Terrazas mentioned that this project was just one project broken into three phases. Phase I involves the schematics and environmental, Phase II is PS&E, and Phase III is acquisition of ROW from Expressway 83 all the way to Conway Avenue. Nothing further was reported.

Int. Exec. Dir. Randy Perez said Dr. Rolando Ortiz was not available to attend this meeting but did email a report related to **Killam Development's El Milagro Phase I Project**, which he will present. On his report, Dr. Ortiz mentions that the project is was 57% complete by December 2023. The firm continues to work on streets, caliche placement, curbs, sewer improvements and gutter construction. The project's target date for completion continues to be the first quarter of 2024. Mr. Perez said that this project has been approved and is budgeted contingent on completion. Assistant City Manager Mr. Terrazas mentioned that this project, of about 170 acres, is between the vicinity of Conway, Bryan Road, and Los Indios; and involves residential as well as commercial development. He mentioned that some railroad crossings will be closed to gain one main connectivity. End of report.

Chairman Garza recognized Crystal Chavez, Project Manager with The Warren Group to report on the **Fire & Police Sub-Station #6**. Ms. Chavez said this project is 99.4% complete. She reported the widening of Schuerbach Road has been completed and that Melden & Hunt Inc. is in the process of scheduling a walkthrough. Chairs at the Fire Dept. kitchen island are in place. The PA panel arrived on Jan. 12, 2024 and the contractor is installing it. She mentioned that three breakers are pending arrival, but that the contractor is working on purchasing them locally to complete the project. Nothing further was reported.

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**Walsh Road Expansion Project:** This project will be discussed further down on the agenda.

Chairman Garza recognized Int. Exec. Dir. Randy Perez to report on the **Mayberry Road Extension**. Mr. Perez mentioned that this project was approved; however, the developer has not started it. A development agreement, in the amount of \$96,485.89 has been in place since June 2022, but it has not been executed by the developer. Chairman Garza proposed that we contact the developer to inquire about the status of his development. Following that, we will present a report to determine the course of action to take. Mayor Norie Gonzalez Garza suggested implementing a policy that would require developers to commence their projects within 12 or 18 months. If the developer fails to initiate their project within this timeframe, appropriate action will be taken.

Chairman Garza recognized Mr. Terrazas to report on the **1<sup>st</sup> Street Extension (Dragonfly 6265 LLC)**. Mr. Terrazas said that this project is in the vicinity of Glasscock & Shary Road. This project involves connectivity through 1<sup>st</sup> Street, which is perpendicular to Hoerner Street. The developer is Dolly Elizondo, and the contractor is Riverside Contractors. The project is 80% complete with the infrastructure completed and caliche being placed on the road. This development is expected to be completed by March 2024. Secretary Aissa I. Garza asked if any payments have been made towards this project. Mr. Terrazas said no funds will be paid until the development is complete and a lift station is placed in the south/west quadrant of the subdivision. This subdivision contains approximately 66 multi-family residential lots. End of report.

**Discussion & possible action related to the approval of a Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Hoerner Street Project.**

Chairman Garza recognized Mr. Terrazas to present this item. Mr. Terrazas said that this item inter-connected with the 1<sup>st</sup> Street Project, which is about ¼ mile from Hoerner Street. The project involves the extension of Hoerner Street along the west side of Home Depot (approximately 1,100 ft), the connection of water or wastewater lines extension along the project roadway, and storm drain connection to the existing pond at the north end of the project. Half Associates was originally engaged for engineering services in 2019 but the project was paused. At the Board meeting in November 2023, the Board re-engaged Half Associates for engineering services (design & surveying). At today's meeting, Half Associates presented a proposal for their services in the amount of \$98,000. Upon approval by the Board, the Authority's legal counsel, Sanjay Bapat with Allen Boone Humphries & Robinson (ABHR), LLP, will create the reimbursement agreement. Mr. Bapat is stepping in for the Authority's former legal counsel Tim Austin's, who retired in December 2023. More discussion took place related to possible future amendments to the agreement as the project progresses and more information is provided related to construction costs and right of way acquisition estimates.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Vice Chairman Chapa, the Board unanimously approved a Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Hoerner Street Project in an amount not to exceed \$98,000. The final agreement is subject to review by Int. Exec. Director Perez.

**Discussion & possible action related to the approval of a Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Walsh Road Expansion Project.**

This item will be discussed in the Executive Session.

**Discussion & possible related to the approval of a Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related Anzalduas Industrial Park Phase I Subdivision Project.**

Int. Exec. Dir. Perez noted a correction on the agenda item and said that this reimbursement agreement was not between the City of Mission and Mission Redevelopment Authority, but rather between the developer, Union Design Developers LP, and the Authority. Mr. Perez said this project was approved by the Board during their meeting of November 28, 2023 in an amount not to exceed \$281,905.14 for water and sewer improvements only.

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He introduced the project engineer, P.E. Julio Cerda with South Texas Infrastructure Group Union Design Developers LP to introduce the project to new Board members. Mr. Cerda recapped from the meeting in November 2023, when he first presented it and touched on capital investment and property tax values. The project involves the construction of an industrial park within Anzalduas Highway and Bryan Road, an area within the TIRZ #1 boundary. Mr. Cerda shared an image describing water and sewer extensions from south Military Road all the way to old Military Highway. He expects the buildout to be completed within five (5) years. Mr. Perez recommends approval of a reimbursement agreement between Mission Redevelopment Authority and Union Design Developers LP, with reimbursement to the developer upon 100% completion.

Upon a motion duly made by Director Burleson and seconded by Director Ricardo A. Perez, the Board unanimously approved a reimbursement agreement between Mission Redevelopment Authority and Union Design Developers LP for infrastructure improvements in an amount not to exceed \$281,905.14. The final agreement is subject to review by Int. Exec. Dir. Randy Perez.

**Discussion and possible action related to a Fourth Amendment to Reimbursement Agreement between the City of Mission & Mission Redevelopment Authority related to the Police & Fire Sub Station #6 Project.**

Chairman Garza recognized Accountant Joe Salazar to present this item. Mr. Salazar said that the City of Mission has paid \$7,374,975.21 to date on this project. Total amount in the Third Amendment to Reimbursement Agreement is \$7,231,270.80 of this amount \$143,704.41 remains. The project's total cost is \$7,817,173.60 leaving an estimated shortage of \$585,902.80. The shortage amount is due to engineering costs and testing of materials. Secretary Aissa I. Garza asked a question related to engineering costs and as to why it was not documented before. Mr. Salazar said that the reconciliations were made using the existing reimbursement agreements which included construction costs when the project was first awarded but did not include engineering costs nor testing of materials. Other amendments were due to change orders related to furniture, road improvements, and other equipment.

Upon a motion duly made by Director Ricardo A. Perez and seconded by Director Burleson, the Board unanimously approved a Fourth Amendment to Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Police & Fire Substation #6 in an amount not to exceed \$585,902.80.

**Discussion & possible action related to the approval of a Depository Pledge Agreement between Mission Redevelopment Authority and PlainsCapital Bank.**

For the record: Director Chapa and Director Reyna recused themselves from engaging in any discussion or voting related to this item. The request was made considering Director Chapa represents PlainsCapital Bank, and Director Reyna is a Financial Advisor for Edward Jones.

The Authority's legal counsel, Mr. Bapat, said that this Depository Pledge Agreement was necessary with the financial institution to ensure that the Authority is covered for their deposit of over \$250,000 insured by the FDIC, which means that when a deposit is made, the bank will then collateralize those deposits up to the amounts of the deposits. This is required by the Public Funds Investment Act. Director Burleson asked a question related to how PlainsCapital Bank was the selected bank for the Authority's depository funds. Int. Exec. Dir. Perez mentioned that a solicitation process took place with a total of six area banks submitting proposals. The proposals were evaluated by the Authority's Finance Committee, who in turn made their recommendation to the Board that PlainsCapital Bank was the most advantageous for depository funds. Director Burleson also asked who the depository bank for the City of Mission was. Mr. Perez said it was Texas National Bank.

Upon a motion duly made by Director Burleson and seconded by Secretary Aissa I. Garza, the Board approved a Depository Pledge Agreement between Mission Redevelopment Authority and PlainsCapital Bank, with two abstentions by Director Chapa and Director Reyna.

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**Discussion & possible action related to the approval of Signature Resolution for Bank Transactions from PlainsCapital Bank.**

For the record: Director Chapa and Director Reyna recused themselves from engaging in any discussion or voting related to this item. The request was made considering that Director Chapa represents PlainsCapital Bank, and Director Reyna is a Financial Advisor for Edward Jones.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Ricardo A. Perez, the Board approved the Signature Resolution, naming Chairman Martin Garza, Director Burleson, and Int. Dir. Randy Perez as signatories for Bank Transactions from PlainsCapital Bank, with two abstentions by Director Chapa and Director Reyna.

**Approval of Non-Corporate Resolution from Multi-Bank Securities Inc. related to the Authority's investment accounts.**

For the record: Director Reyna recused himself from engaging in any discussion or voting related to this item. The request was made considering that Director Reyna is a Financial Advisor for Edward Jones.

Upon a motion duly made by Secretary Aissa I. Garza and being seconded by Director Ricardo A. Perez, the Board approved a Non-Corporate Resolution from Multi-Bank Securities Inc. related to the Authority's investment accounts, with one abstention by Director Reyna.

**Acceptance of General Fund, Debt Service, and Capital Projects Fund Investment Reports for Quarter Ending September 30, 2023.**

Accountant Joe Salazar noted that this report was for the quarter ending **December 31, 2023** and not September 30, 2023. Correction noted.

Upon a motion duly made by Director Reyna and seconded by Director Ricardo A. Perez, the Board unanimously accepted the General Fund, Debt Service, and Capital Projects Fund Investment Reports for the Quarter ended December 31, 2023, as noted by Mr. Salazar.

**Acceptance of Financial Reports for November & December 2023.**

Upon a motion duly made by Director Reyna and seconded by Secretary Aissa I. Garza, the Board unanimously accepted the Financial Reports for November & December 2023 as presented.

**Approval of invoices for December 2023 & January 2024.**

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously approved all invoices for the months of December 2023 & January 2024.

At **6:04** PM, Chairman Martin Garza announced that the Mission Redevelopment Authority Board of Directors were convening in closed session.

Executive Session Pursuant to V.T.C.A. Gov. Code Sec. 551.72, Deliberation regarding real property:

- A. 1301 E. 8<sup>th</sup> Street, Mission, Texas 78572
- B. Walsh Road (Item 8 of this agenda related to a Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Walsh Road Expansion Project)



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

At **6:35** PM, Chairman Martin Garza announced that the Mission Redevelopment Authority Board was convening in open session.

Motions:

- A. Upon a motion duly made by Director Burlison and seconded by Director Chapa, the Board unanimously approved a Sales & Purchase Agreement related to 1301 E. 8<sup>th</sup> Street, Mission, Texas
- B. Upon a motion duly made by Director Chapa and seconded by Director Ricardo A. Perez, the Board unanimously approved a reimbursement agreement between the City of Mission and Mission Redevelopment Authority related the Walsh Road Project in an amount not to exceed \$1,764,369.25.

**Adjournment**

As there was no further business for the board to consider, upon a motion made by Director Reyna and being seconded by Secretary Aissa I. Garza, the Board unanimously voted to adjourn the meeting at 6:37 PM.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**NOTICE OF SPECIAL MEETING & PUBLIC HEARING  
MISSION ECONOMIC DEVELOPMENT CORPORATION  
JANUARY 24, 2024 4:00 PM  
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

**PRESENT:**

Richard Hernandez, President  
Deborah L. Cordova, Secretary  
Estella Saenz, Treasurer  
Julian Alvarez  
Mayor Norie Gonzalez Garza

**ABSENT:**

Jose G. Vargas, Vice President  
Carl Davis

**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:**

Teclo 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  
Cristian Garza, Accountant  
Joe Salazar, Accountant

**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 4:02 PM. President Hernandez recognized and welcomed Mr. S. David Deanda Jr., former MEDC Board President; and newly elected Councilwoman Marissa Gerlach. Councilwoman Gerlach is alternate to the Mayor position on the MEDC Board.

**2. Invocation:** The invocation was led by President Richard Hernandez.**3. Pledge of Allegiance:** The Pledge of Allegiance was led by Treasurer Estella Saenz.**4. Swearing in of appointed Board Director.**

Notary Public Judy Vega swore in newly appointed Board Director Julian Alvarez. Mr. Alvarez said that he was thankful for serving on this Board. A former Texas Workforce Commissioner appointed by Gov. Greg Abbott from 2016-2019, Mr. Alvarez is Executive Vice President-Director of Community Relations at Lone Star National Bank.

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**5. Citizens Participation.**

President Hernandez's call for citizens participation yielded no responses.

**6. Approval of Minutes: Meeting of November 29, 2023**

Mayor Norie Gonzalez Garza moved for approval of the meeting minutes of November 29, 2023 as presented. Motion was seconded by Treasurer Estella Saenz and approved 5-0.

**7. Acceptance of Unadjusted Financial Statements:**

**A. Unadjusted Financial Statement for November 2023**

**B. Unadjusted Financial Statement for December 2023**

Financial Officer Stephanie Palacios presented and recommended acceptance of the unadjusted financial statements for the month of November 2023.

Secretary Deborah L. Cordova moved for acceptance of the unadjusted Financial Statement for December 2023. Motion was seconded by Julian Alvarez and approved 5-0.

Financial Officer Stephanie Palacios presented and recommended acceptance of the unadjusted Financial Statement for December 2023.

Treasurer Estella Saenz moved to accept the unadjusted Financial Statement for the month of December 2023. Motion was seconded by Julian Alvarez and approved 5-0.

**8. Deliberation and possible action for approval of Resolution No. 2024-01, A resolution regarding request of Vinton Steel LLC for the issuance of one or more series of revenue bonds; authorizing the filing of an application for allocation of volume cap for private activity bonds with the Texas Bond Review Board; authorizing public hearings regarding the bonds; and authorizing other action related thereto.**

Joining via Zoom online platform, Lee McCormick, President of Community Development Associates, introduced this project by saying that this was an inducement resolution for Vinton Steel, LLC. Vinton Steel LLC manufactures and sells specialty steel products for construction use. The company's products include deformed steel bar, structural steel bar, flat steel bar, and angle bar. The company owns a mini mill located in El Paso County that produces steel with EAF technology and uses ferrous scrap as a primary raw material. Operations include scrap processing facilities, a steel mill, rolling mill, and a grinding ball mill. The new facility will be equipped with state-of-the-art manufacturing technology producing a higher quality, lower cost product with 91% less CO<sub>2</sub>e/MT using high efficiency electric arc furnaces, fume capture and heat recovery, and other high-performance processes and emissions reduction technologies. Vinton Steel will increase its recycling capacity intake on a wide range of steel scrap from the region and will create the affordable, domestic deeply decarbonized steel. The new plant will be located adjacent to the current facility within Vinton Steel's premises. Environmental permits are ongoing, and selection of equipment supplier and contractor are in process. Approval of this resolution does not impose any obligation on MEDC, or the City of Mission and the borrower is responsible for repayment of the bond. There is potential "reputational risk" if the borrower defaults since the MEDC

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name is included on the bonds. The Company anticipates issuing \$100 million of tax-exempt bonds in both 2025 and 2026 to reimburse construction costs. Assuming tax-exempt bond allocation is received, each year at closing, MEDC is expected to receive approximately \$160,000 for serving as issuer of the bonds and an annual fee of \$25,000 until maturity. (For each \$100M transaction.) The MEDC Chief Executive Officer recommends that the MEDC Board of Directors adopt a resolution in the amount not to exceed \$300 million of tax-exempt private activity bonds to finance the proposed Project.

Mayor Norie Gonzalez Garza moved for approval of Resolution No. 2024-01. Motion was seconded by Secretary Deborah Cordova and approved 5-0.

Resolution No. 2024-01

Resolution regarding request of Vinton Steel LLC for the issuance of one or more series of revenue bonds; authorizing the filing of an application for allocation of volume cap for private activity bonds with the Texas Bond Review Board; authorizing public hearings regarding the bonds; and authorizing other action related thereto.

After the conclusion of the last agenda item, CEO Tecló J. Garcia made an announcement regarding the presence of PNC Bank representatives. Mr. Garcia said that MEDC was very thankful to PNC Bank for their support during past years for funding MEDC's programs. PNC Bank, formerly BBVA Compass Bank, had funded programs in the past and now as PNC Bank, they asked to participate in the Ruby Red Ventures re-launch program so they will be funding that as well. Representatives from PNC Bank were present at this meeting. Board Treasurer Estella Saenz, who represents PNC Bank, said she was excited that PNC Bank was contributing to the community through MEDC's programs.

Following Mr. Garcia's announcement, President Richard Hernandez called for a meeting recess at 4:34 PM for a Board photograph with PNC Bank representatives.

At 4:45 PM, President Richard Hernandez called the meeting to order with quorum present.

**9. Deliberation and possible action for the acceptance of Quarterly Report of Investments for the Quarter ending September 30, 2023 and Interest Earned for Twelve Months Ending September 30, 2023.**

Finance Director Angie Vela presented and recommended acceptance of the Quarterly Report of Investments for the Quarter ending September 30, 2023 and Interest Earned for Twelve Months Ending September 30, 2023.

Mayor Norie Gonzalez Garza moved for acceptance of the Quarterly Report of Investments for the Quarter ending September 30, 2023 and Interest Earned for Twelve Months Ending September 30, 2023. Motion was seconded by Secretary Deborah L. Cordova and approved 5-0.

CEO Tecló J. Garcia mentioned that he will be coordinating an investment strategy, which he is discussing with Treasurer Estella Saenz on some options.

**10. Public Hearing: Project consideration for FY 2023-2024 related to an economic incentive for a food processing facility located at 106 International Blvd., Suite 1-B, Mission, in an amount not to exceed a total of \$62,500 to be paid over a period of two (2) years.**

**CANCELLED:** The public hearing was cancelled subject to an error on the project's economic incentive amount. MEDC's legal counsel Gene Vaughan said the correct economic incentive amount, as discussed in executive session when first presented to the Board, should be an amount not to exceed \$125,000 to be paid over a period of two years. Another notice will be published, and a public hearing will be scheduled in February. Once a performance agreement is approved, the date for disbursement of funds will not be affected since the notice of intention to undertake the project was published in early December 2023.

**11. Deliberation and possible action to approve Invoice #15 from the City of Mission in the amount of \$535,336.10 related to an EDA grant.**

Assistant Finance Director Ezeiza Garcia presented and recommended approval of Invoice #15 from the City of Mission in the amount of \$535,336.10. This invoice is related to a \$3 million grant being used for drainage improvements related to property being developed by Killam Development. Ms. E. Garcia briefly explained that total paid to date is \$5,192,489.92. Total reimbursed was \$4,657,153.892, leaving a balance of \$535,336.10. She is requesting approval of the invoice.

CEO Tecló Garcia briefly introduced this project to new Board member Julian Alvarez and Councilwoman Marissa Gerlach. The project, a 175-acre light industrial and residential project, is being developed by Killam Development and is located north west of the Anzalduas Bridge.

Mayor Norie Gonzalez Garza moved for the approval of Invoice #15 from the City of Mission in the amount of \$535,336.10. Motion was seconded by Treasurer Estella Saenz and approved 5-0.

**12. Deliberation and possible action to form a Downtown Assistance Program Committee and to designate its members, or authorize the President to do so.**

Mayor Norie Gonzalez Garza mentioned that the City of Mission has had a Downtown Revitalization Committee for many years. Since that committee was funded by Mission EDC, she is proposing that it is now managed by Mission EDC. Mission EDC previously managed a Downtown Façade Improvements Program which was exclusive to façade improvements of downtown buildings only, but she is proposing that this new program is extended to other areas and businesses, with other building improvement needs.

Mayor Norie Gonzalez Garza moved to authorize President Richard Hernandez to form a Downtown Assistance Program Committee and to designate its members, or authorize him to do so. Motion was seconded by Julian Alvarez and approved 5-0.

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President Richard Hernandez appointed Carl Davis, Treasurer Estella Saenz, and Secretary Deborah L. Cordova as Chair, to the new Downtown Assistance Program Committee. Other members of the public at large may be invited to participate on the committee.

At 4:57 PM, President Richard Hernandez announced that the Mission Economic Development Corporation Board of Directors would be convening in closed session.

**13. Closed Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001**

**Deliberation and possible action regarding commercial or financial information received the Mission EDC from a business prospect with which the Mission EDC is conducting economic development negotiations or with which the Mission EDC seeks to have to locate, stay, or expand operations in or near the City of Mission (as permitted under Tex. Gov't Code Sec. 551.087), including, but not limited to the following: Report from CEO as to potential prospects:**

**Project Titan**

**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:**

**M.E.D.C. Land**

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

At 5:24 PM, President Richard Hernandez announced that the Mission Economic Development Corporation Board of Directors would be reconvening in open session.

**Project Titan:** Mayor Norie Gonzalez Garza moved to approve an economic incentive in the amount of \$200,000 for equipment to be paid in two annual installments; and an incentive for jobs in an amount not to exceed \$201,600 to be paid in four annual installments.

**M.E.D.C. Land:** No action was taken.

**14. CEO Report on Economic Activity.**

CEO Tecló J. Garcia welcomed Naxiely Lopez-Puente, MEDC's Director of Communications & External Affairs, to present a report on MEDC's social media activity. Mr. Garcia said that although we are not on all online platforms, we do focus on platforms that have the most audience. Ms. Lopez-Puente began her presentation by saying that MEDC is on LinkedIn and Facebook. Facebook provides tracking records for three years prior, 2021-2023. On Facebook we connect with the community; on LinkedIn we connect with businesses and networking. Significant traffic was reported on Facebook. In 2022, we had 48,900 interactions; but in 2023 we had almost 500,000 interactions, an increase of 917% year over year. In 2022,

MEDC had 293 followers but in 2023 we added 1,254, an increase of 30% year over year. On LinkedIn, almost 70% of followers are senior followers, while 20% are entries and 10% others. Senior followers are decision makers, community leaders, directors, CFOs & CEOs, the audience we want to reach. Ms. Lopez-Puente concluded her presentation by saying that social media platform growth is a key aspect of the MEDC's messaging strategy to meet goals and raise brand awareness among key audiences. 2023's growth was strategic and exponential. Nearly half a million unique visitors witnessed MEDC's efforts and accomplishments, which elevated our overall standing in the business community.

Belen Guerrero, Director of Business Development & Retention announced that a Ruby Red Ventures Awards Ceremony will be held tomorrow, January 25, 2024, at 10:30 AM at the CEED building and invited the Board of Directors to participate. Fifteen business-owners will be awarded grants for different types of businesses in various amounts.

#### **15. President Comments.**

President Richard Hernandez thanked the Board of Directors for their time and for accepting to serve on this Board. City Manager Randy Perez reported that MEDC had a 60% increase in sales tax revenues and on December 8, 2023, January 6 and January 12, 2024, transfers had been made to MEDC's bank account. He reported that all expenditures were made, and all commitments were met.

#### **16. Adjournment**

Treasurer Estella Saenz moved to adjourn the meeting. Motion was seconded by Secretary Deborah L. Cordova and approved 5-0. The meeting was adjourned at 5:47 PM.

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Richard Hernandez, President

ATTEST:

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Deborah L. Cordova, Secretary

**NOTICE OF SPECIAL MEETING  
MISSION ECONOMIC DEVELOPMENT CORPORATION  
FEBRUARY 7, 2024      5:00 PM  
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

**PRESENT:**

Richard Hernandez, President  
Jose G. Vargas, Vice President  
Estella Saenz, Treasurer  
Carl Davis  
Mayor Norie Gonzalez Garza

**ABSENT:**

Deborah Cordova, Secretary  
Julian Alvarez

**ALSO PRESENT:**

Eugene Vaughan, JGKL LLP  
Steve Taylor, RGV Guardian  
Angela Navarrete, Keller Williams  
Gilberto Rocha, Clear Ice LLC  
Mario Hernandez, Clear Ice LLC  
Paul Treviño

**STAFF PRESENT:**

Tecló J. Garcia, Chief Executive Officer  
Judy Vega, Executive Assistant  
Naxiely Lopez, Director of Communications &  
External Relations  
Belen Guerrero, Director of Business Development  
& Retention  
Randy Perez, City Manager

**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 5:29 PM.

- 2. Invocation:** The invocation was previously done at a prior meeting.
- 3. Pledge of Allegiance:** The Pledge of Allegiance was done at a prior meeting.
- 4. Citizens Participation:** President Richard Hernandez's call for citizens participation did not yield any responses.

At 5:31 PM. President Richard Hernandez announced that the Mission Economic Development Corporation Board of Directors would be convening in closed session.

**5. Closed Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001**

**Deliberation and possible action regarding commercial or financial information received from a business prospect with which the Mission EDC is conducting economic development negotiations or with which the Mission EDC seeks to have to locate, stay, or expand operations in or near the City of Mission (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 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:**

**Lot 6, M.E.D.C. Subdivision, Mission, Hidalgo County, Texas, as per map or plat thereof recorded under Document No. 2019-3040396, Map Records, Hidalgo County, Texas.**



**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 Corporation 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 Corporation Board of Directors will reconvene in open session to take any actions necessary.**

At 5:46 PM. President Richard Hernandez announced that the Mission Economic Development Corporation Board of Directors would convene in open session.

Mayor Norie Gonzalez Garza moved to authorize CEO Tecló J. Garcia, to sell the west 1.5 acres of Lot 6, M.E.D.C. Subdivision, Mission, Hidalgo County, Texas, as per map or plat thereof recorded under Document No. 2019-3040396, Map Records, Hidalgo County, Texas, to Mayan Capital Marketing LLC, in the amount of \$849,420.00, and to further authorize the CEO to execute whatever documents and pay whatever costs deemed necessary and reasonable by the CEO in order to consummate this transaction. Motion was seconded by Vice President Jose G. Vargas and approved 5-0.

**6. Adjournment**

Treasurer Estella Saenz moved to adjourn the meeting. Motion was seconded by Vice President Jose G. Vargas and approved 5-0. The meeting was adjourned at 5:45 PM.

\_\_\_\_\_  
Richard Hernandez, President

ATTEST

\_\_\_\_\_  
Deborah L. Cordova, Secretary

# Minutes

**TRAFFIC SAFETY COMMITTEE**  
**Wednesday, July 5, 2023 12:00 Noon**  
**Mission Police Department – Conference Room**  
**1200 E. 8<sup>th</sup> Street**  
**Mission, Texas 78572**

## MEMBERS PRESENT

Gilbert Salinas  
 Apolinar Solis  
 Humberto Garza  
 Luis Moreno  
 Rodolfo Trevino  
 Luis Dovalina.  
 Apolinar Solis

## MEMBERS ABSENT

German Reyna  
 Francisco Rivera  
 Luis Enrique Lopez

## OTHERS PRESENT

Chief Cesar Torres  
 Assistant Chief Ted Rodriguez  
 Abel Bocanegra City Engineer  
 Deputy City Mgr. J.P. Terrazas

### **I. Call To Order**

With a quorum being present, Chief Cesar Torres called the Regular Meeting to order at 12:17 p.m.

### **II. Invocation**

Assistant Chief Ted Rodriguez led the Invocation

### **III. Pledge of Allegiance**

Chief Torres led the pledge of allegiance.

### **IV. Citizens' Participation**

None

### **V. New Business**

Deputy City Manager Mr. JP Terrazas update on the expansion of Taylor Road from Frontage to Business 83. He stated that all the drains and power polls have been replaced. The project is a local government initiative which is 98% refunded by MPO. The projected day of completion is January 2024. He also stated that Phase II will begin once Phase 1 is completed and it will cover Taylor Road from Business 83 to 2 Mile Line. The project will also include two north bound and two south bound lanes with a tuning lane. Additionally, there will be sidewalks on both sides of the road.

#### **A. Discussion and possible action on the implementation of a stop sign intersection of Stonegate Drive & Sierra Court.**

Chief Torres begins to discuss that the city is responsible for the care of Stonegate Drive and Sierra Court. He sta  
 how much traffic transits on that particular road and is recommending approval for the stop sign on the intersection

Stonegate Drive and Sierra Court. Mr. Rodolfo Trevino started by saying that he is in favor due to the school c safety. Without further discussion the request was approved.

*Action:* Mr. Humberto Garza motions for approval for the stop sign; Mr. Luis Moreno seconds this motion. Motion was approved unanimously, 7-0.

**VI. Old Business**

**VII. Approval of Minutes**

**VIII. Traffic Report**

**IX. Adjournment**

At 12: 34 p.m., Mr. Luis Moreno moved for adjournment, Mr. Apolinar Solis seconded the motion and it was approved unanimously 7-0.

Witnessed by my hand on this 16th day of February 2024.

  
Ted Rodriguez, Assistant Chief of Police



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Steven Kotsatos, Health Director  
**AGENDA ITEM:** Approval of Interlocal Agreement for On Site Sewage Facility Inspections with Hidalgo County - Kotsatos

### NATURE OF REQUEST:

The Mission Health Department is requesting authorization to enter into an Interlocal Agreement with Hidalgo County for On Site Sewage Facility inspections. The primary purpose of the agreement is to outline both entity's responsibility for these inspection services. This agreement will be in effect as of March 11, 2024.

**BUGETED:** Yes                      **FUND:** General                      **ACCT. #:** 01-443-34499

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

**BID AMOUNT:** \$145.00 per inspection

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance

**Advisory Board Recommendation:** N/A

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

STATE OF TEXAS §  
 COUNTY OF HIDALGO §

**INTERLOCAL COOPERATION AGREEMENT  
 BETWEEN THE CITY OF MISSION, TEXAS AND  
 COUNTY OF HIDALGO, TEXAS – INSPECTION AND APPROVAL OF ON-SITE SEWAGE  
 FACILITY SYSTEMS**

This Agreement is made effective as of this 11th day of March, 2024, by and between the **COUNTY OF HIDALGO, TEXAS** hereinafter referred to as "County," and the **CITY OF MISSION, TEXAS**, hereinafter referred to as "City" pursuant to the provisions of the Texas Interlocal Cooperation Act, the "Act", as follows:

**WITNESSETH:**

**WHEREAS**, the City is a Home Rule Municipality created by the laws of the Texas; and

**WHEREAS**, the County a local government as defined in Texas Government Code, Section 791.003(4), and county in the State of Texas; and

**WHEREAS**, the City and County are authorized to enter into this Agreement pursuant to the Interlocal Cooperation Act, Texas government Code 791.001 et seq., (the "Act") which authorizes local governments to contract with each other to perform governmental functions and services under the terms of the Act; and

**WEHREAS**, pursuant to Texas Health & Safety Code Section 121.003 the City and County may cooperate with one another in making necessary improvements and providing services to promote the public health in accordance with Chapter 791 of the Texas Government Code; and

**WHEREAS**, the County is an On-Site Sewage Facility Systems ("OSSF") "authorized agent" in accordance with the Texas Health & Safety Code Section 366.031, and may administer on-site sewage facility (OSSF) in compliance with Texas Administrative Code Title 30, Section 285.10; and

**WHEREAS**, the City is in need of obtaining services for the inspection and permitting OSSF disposal systems within its jurisdiction and desires to obtain such services from County; and

**WHEREAS**, the County has the expertise and equipment to provide certain permitting and inspection services on behalf of City as further described herein (the "Services")

**WHEREAS**, the City and County recognize the health, safety, and environmental benefits of regulating, inspecting and permitting OSSF disposal systems and desire to cooperate with each other to meet local and state OSSF requirements;

**NOW THEREFORE**, the City and County, for and in good valuable consideration of the mutual covenants acknowledged and expressed hereinafter, agree as follows:

1. County shall inspect OSSF systems within the jurisdiction of the City, including but not limited to, performing subsoil texture test and evaluation of OSSF systems.
2. County shall provide all necessary equipment, materials and personnel to conduct inspections and issue permits at its sole cost and expense.
3. County shall comply with all present or future laws pertaining to the inspection and approval of On-Site Sewage Facility systems in Texas and shall enforce all rules and regulations required by the State of Texas or applicable County and local laws.
4. City agrees that the County shall charge and collect the following permit fees, Installation Permit - eighty-five dollars zero cents (\$85.00) and Final Inspection Permit - sixty dollars and zero cents (\$60.00) or as amended by the parties. However, if the County conducts an inspection and a permit is not issued for any reason, the County shall be entitled to charge the amount specified from the home owner and may issue citation to the Septic system installer for not obtaining a permit.
5. County shall not be responsible for the maintenance, upkeep or environmental compliance once an inspection and permit is issued and the County shall not be held liable for same once the Services are completed.
6. A permit applicant shall have one (1) year to construct its septic system from the date an "Authorization to Construct" is issued by the County (see Exhibit "A" attached hereto). Should construction not be completed and a final inspection conducted by County within one (1) year from the date of the "Authorization to Construct" then the County shall require a permit applicant to submit a new application and fee as described herein. Upon a successful inspection, the County shall issue a Notice of Approval to the permit applicant within approximately two (2) working days.
7. In accordance with Texas Health & Safety Code Section 366.003, County shall not be liable for damages resulting from the approval of the installation and operation of a Septic Tank. County shall not be responsible for any damage to personal or real property for any septic systems within City caused by the County's inspection and permitting process described herein.
8. During the term of this Agreement, the County shall have sole exclusive rights to permit and inspect OSSF systems within City except that the Texas Commission of Environmental Quality may override the County's authority at any time.
9. **Term.** The term of this Agreement shall commence on the date of execution of this Agreement and shall continue until the date this Agreement is terminated.
10. **Termination.** Either party may terminate this Agreement upon (30) days written notice to the non-terminating party for any reason or no reason at all.

11. **Conflict with applicable Law.** Nothing in this Agreement shall be construed to require the commission of any act contrary to law, and whenever there is any conflict between any provision of this agreement and any present or future law, ordinance or administrative, executive or judicial regulation, order or decree, or amendment thereof, contrary to which the parties have no legal right to contract, the latter shall prevail, but in such event the affected provision or provisions of this Agreement shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.
12. **No Waiver.** No waiver by any party hereto of any breach of any provision of this Agreement shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.
13. **Entire Agreement.** This Agreement contains the entire contract among the parties hereto, and each party acknowledges that no other party has made (either directly or through any agent or representative) any representation or agreements in connection this Agreement not specifically set forth herein. This Agreement may be modified or amended only by agreement in writing executed by City and County and not otherwise.
14. **Texas Law to Apply.** This Agreement shall be construed under and in accordance with the laws of the State of Texas and all obligation of the parties created hereunder are performable in Hidalgo County, Texas. The parties hereby consent to personal jurisdiction in Hidalgo County, Texas.
15. **Notice.** Except as may be otherwise specifically provided in this Agreement, all notices, demands, requests, or communication required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by registered or certified mail, return receipt requested, postage prepaid, and addressed to the parties at the addresses set forth below, or at such other addresses as may have been theretofore specified by written notice delivered in accordance herewith:

If to Hidalgo County:                   Hidalgo County Health & Human Services  
   Attn: Eduardo Olivarez, Chief Administrative Officer  
   1304 South 25<sup>th</sup> Avenue  
   Edinburg, Texas 78542

If to City of Mission:                   City of Mission  
   Attn:     Randy Perez, City Manager  
   Address: 1201 E. 8<sup>th</sup> Street  
   Mission, TX 78572

Any other demand, request or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given for all purposes at such time as it is personally delivered to the addressee or, if mailed, at such time as it is deposited in the United States mail.

16. **Additional Documents.** The parties hereto covenant and agree that they will execute

such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Agreement.

17. **Successors.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.
18. **Assignment.** This Agreement shall not be assignable.
19. **Headings.** The headings and captions contained in this Agreement are solely for convenient reference and shall not be deemed to affect the meaning or interpretation of any provision of paragraph hereof.
20. **Gender and Number.** All pronouns used in this Agreement shall include the other gender, whether used in the masculine, feminine or neuter gender, and singular shall include the plural whenever and so often as may be appropriate.
21. **Non-Discrimination.** The Agreement and all related activities shall be conducted in a manner that does not discriminate against any person on a basis prohibited by applicable law or County and City policy, including without limitation, race, color, national origin, religion, sex, age, veteran status, or disability or any other category protected under law.
22. **Authority to Execute.** The performance of this Agreement by each of the parties have been duly authorized by all necessary laws, resolutions, ordinances or government body action, and this Agreement constitutes the valid and enforceable obligations of the parties hereto in accordance with its terms.
23. **Governmental Purpose.** Each party hereto is entering into this Agreement for the purpose of providing governmental services or functions and will pay for such services out of current revenues available to the paying party as herein provided.
24. **Appendix II to CFR 200-Contract Provisions.** Pursuant to 2 CFR 200.237, a non-Federal entity's contracts must contain the applicable provisions described in Appendix II to 2 CFR 200-Contract Provisions for non-Federal Entity Contracts under Federal Awards. Therefore, if applicable, the provisions of Appendix II to 2 CFR 200 are attached and incorporated by reference into this County contract should it be subject to Federal award.
25. **Indemnification.** To the extent allowed under the Constitution and laws of the State of Texas, COUNTY agrees to indemnify and hold harmless and defend CITY, its agents, employees and officers from and against any claim, loss, damage, liability and expense, including reasonable attorney's fees, incurred or suffered by it, by reason of any and all claims, demands or causes of action asserted or that may be asserted, against any or all of the above named parties, whether alleging intentional or negligent acts or omissions, and whether seeking compensatory or punitive damages, and involving, arising out of, or in any manner related to this agreement.



To the extent allowed under the Constitution and laws of the State of Texas, CITY agrees to indemnify and hold harmless and defend COUNTY, its agents, employees and officers from and against any claim, loss, damage, liability and expense, including reasonable attorney's fees, incurred or suffered by it, by reason of any and all claims, demands or causes of action asserted or that may be asserted, against any or all of the above named parties, whether alleging intentional or negligent acts or omissions, and whether seeking compensatory or punitive damages, and involving, arising out of, or in any manner related to this agreement.

26. **Commitment of Current Revenues Only.** In the event that, during any term hereof, the governing body of any party does not appropriate sufficient funds to meet the obligations of such party under this Agreement, then any party may terminate this Agreement upon ninety (90) days written notice to the other party. Each of the parties hereto agrees, however, to use its best efforts to secure funds necessary for the continued performance of the Agreement. The parties intend this provision to be continuing right to terminate this Agreement at the expiration each budget period of each party hereto.
27. **Severability.** Should any phrase, clause, sentence, or section of this Agreement be judicially declared to be invalid, unenforceable, or void, such decision will not have the effect of invalidating or voiding the remainder of this Agreement, and such part of the Agreement will be deemed to have been stricken here from, and the remainder of this Agreement will have the same force and effect if such part or parts had never been included herein.

[SIGNATURE PAGE TO FOLLOW]

**WITNESS THE HANDS OF THE PARTIES** effective as of the day and year first written above.

**CITY OF MISSION, TEXAS:**

**COUNTY OF HIDALGO, TEXAS:**

\_\_\_\_\_  
Hon. Norie Gonzalez Garza, Mayor

\_\_\_\_\_  
Hon. Richard F. Cortez, County Judge

**ATTEST:**

**ATTEST:**

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

\_\_\_\_\_  
Arturo Guajardo, Jr., County Clerk

**APPROVED AS TO FORM:**

**APPROVED AS TO FORM**

\_\_\_\_\_  
Bob Galligan, Interim City Attorney

Office of the Hidalgo County  
Criminal District Attorney,  
Toribio "Terry" Palacios

\_\_\_\_\_  
Robert Viña, III, ADA

Approved by the Hidalgo County Commissioner's Court on \_\_\_\_\_



**MEETING DATE:** April 24, 2023

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

**AGENDA ITEM:** Approval of Resolution # \_\_\_\_\_ of the City of Mission, Texas suspending the April 4, 2024 effective date of AEP Texas Inc.'s requested rate change to permit the city time to study the request and to establish reasonable rates; approving cooperation with the cities served by AEP Texas; authorizing hiring of legal counsel. - Flores

**NATURE OF REQUEST:**

AEP Texas Inc. filed an application on February 29, 2024 with cities retaining original jurisdiction seeking to increase system-wide distribution rates by \$110.4 million per year (an increase of 13.1%) and increase system-wide transmission rates by \$63.1 million (an increase of 9.29%). According to AEP Texas, the impact of this approval on an average residential customer would be an increase of about \$4.59 per month.

The resolution suspends the April 4, 2024 effective date of the Company's rate change for the maximum period permitted by law to allow the City, working in conjunction with other Cities served by AEP Texas to intervene in the Public Utility Commission Docket No. 56165 to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.

Authorizing the hiring of Lloyd Gosselink and consultants to review the filing, negotiate with the Company, and make recommendations to the City regarding reasonable rates.

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

**RECORD OF VOTE:**

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

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

**RESOLUTION OF THE CITY OF MISSION SUSPENDING THE APRIL 4 2024 EFFECTIVE DATE OF AEP TEXAS INC.’S REQUESTED RATE CHANGE TO PERMIT THE CITY TIME TO STUDY THE REQUEST AND TO ESTABLISH REASONABLE RATES; APPROVING COOPERATION WITH THE CITIES SERVED BY AEP TEXAS AND AUTHORIZING INTERVENTION IN AEP TEXAS INC.’S REQUESTED RATE CHANGE PROCEEDINGS BEFORE THE COMMISSION; HIRING LLOYD GOSSELINK ATTORNEYS AND CONSULTING SERVICES TO NEGOTIATE WITH THE COMPANY AND DIRECT ANY NECESSARY LITIGATION AND APPEALS; REQUIRING REIMBURSEMENT OF CITIES’ RATE CASE EXPENSES; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL**

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

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

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

**WHEREAS**, PURA § 36.108 grants local regulatory authorities the right to suspend the effective date of proposed rate changes for ninety (90) days after the date the rate change would otherwise be effective; and

**WHEREAS**, the City retains its rights as a city with original jurisdiction including the right to suspend the application; and

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

**WHEREAS**, the City’s consultants and attorneys recommend that the City suspend the application for further review.

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

SECTION 1. That the April 4, 2024, effective date of the rate request submitted by AEP Texas on or about February 29, 2024, be suspended for the maximum period allowed by law to permit adequate time to review the proposed changes and to establish reasonable rates.

SECTION 2. That the City joins other Cities Served by AEP Texas in this proceeding and, subject to the right to terminate employment at any time, hereby authorizes the hiring of Thomas Brocato of Lloyd Gosselink Rochelle and Townsend, P.C, and consultants to review the Company’s filing, negotiate with the Company, make recommendations regarding reasonable rates and to direct any necessary administrative proceedings or court litigation associated with an appeal of city action.

SECTION 3. That the City shall work with Cities Served by AEP Texas in the review and evaluation of whether the proposed rates are appropriate, fair, just, and reasonable; and, intervene as a necessary party in the Public Utility Commission of Texas’ consideration of AEP Texas’ rate filing in Docket No. 56165 as it affects the customers in the unincorporated areas of AEP Texas’ service territory.

SECTION 4. That the City’s reasonable rate case expenses shall be reimbursed by AEP Texas.

SECTION 5. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

SECTION 6. A copy of this Resolution shall be sent to AEP Texas, care of Jennifer Frederick, American Electric Power Company, 400 West 15th Street, Suite 1520, Austin, Texas 78701 (aepaustintx@aep.com), and to Thomas Brocato at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701 (tbrocato@lglawfirm.com).

PASSED AND APPROVED this 11th day of March, 2024.

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

**ATTEST:**

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

## MODEL STAFF REPORT

### **\*\*\*ACTION MUST BE TAKEN TO SUSPEND THE EFFECTIVE DATE BEFORE APRIL 4, 2024\*\*\***

#### **PURPOSE:**

AEP Texas Inc (“AEP Texas” or “Company”) filed an application on February 29, 2024 with cities retaining original jurisdiction seeking to increase system-wide distribution rates by \$110.4 million per year (an increase of 13.1%) and increase system-wide transmission rates by \$63.1 million (an increase of 9.29%). According to AEP Texas, the impact of this approval on an average residential customer would be an increase of about \$4.59 per month.

The resolution suspends the April 4, 2024 effective date of the Company’s rate change for the maximum period permitted by law to allow the City, working in conjunction with other Cities served by AEP Texas to intervene in the Public Utility Commission Docket No. 56165 to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.

The law provides that a rate request made by an electric utility cannot become effective until at least 35 days following the filing of the application to change rates. The law permits the City to suspend the rate change for 90 days after the date the rate change would otherwise be effective. **If the City fails to take some action regarding the filing before the effective date, AEP Texas’s rate request is deemed approved.**

#### **Purpose of this Resolution:**

The purpose of this Resolution is to suspend the Statement of Intent to Change Rates proposed by AEP Texas and authorize the City to intervene in the Company’s rate case proceeding before the Public Utility Commission in Docket No. 56165.

#### **Explanation of “Be It Resolved” Paragraphs:**

Section 1. The City is authorized to suspend the rate change for 90 days after the date that the rate change would otherwise be effective for any legitimate purpose. Time to study and investigate the application is always a legitimate purpose. Please note that the resolution refers to the suspension period as “the maximum period allowed by law” rather than ending by a specific date. This is because the Company controls the effective date and can extend the deadline for final city action to increase the time that the City retains jurisdiction if necessary to reach settlement on the case. If the suspension period is not otherwise extended by the Company, the City must take final action on AEP Texas’ request to change rates by July 3, 2024.

Section 2. This provision authorizes the City to participate in a coalition of Cities served by AEP Texas (“Cities”) in order to more efficiently represent the interests of the City and their citizens and authorizes the hiring of Lloyd Gosselink and consultants to review the filing, negotiate with the Company, and make recommendations to the City regarding reasonable rates.

Additionally, it authorizes Cities to direct any necessary administrative proceedings or court litigation associated with an appeal of this application filed with the PUC.

Section 3. This section authorizes the City to intervene in and participate with Cities Served by AEP Texas as a party in the Company's filing, PUC Docket No. 56165.

Section 4. The Company will reimburse the cities for their reasonable rate case expenses. Legal counsel and consultants approved by Cities will submit monthly invoices that will be forwarded to AEP Texas for reimbursement. No individual city incurs liability for payment of rate case expenses by adopting a suspension resolution.

Section 4. This section merely recites that the resolution was passed at a meeting that was open to the public and that the consideration of the Resolution was properly noticed.

Section 5. This section provides that both AEP Texas' counsel and counsel for the Cities will be notified of the City's action by sending a copy of the approved and signed resolution to certain designated individuals.





**RESOLUTION # \_\_\_\_\_**

**WHEREAS,** The City of Mission finds it in the best interest of the citizens of Mission, Texas that the Mission Fire Border Zone Response Project #2992610 under the FY2025 Border Zone Fire Department Grant Program be operated for the 2025 fiscal year; and

**WHEREAS,** The City of Mission agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Mission assures that the funds will be returned to the Office of the Governor in full; and

**WHEREAS,** The City of Mission designates the City of Mission Mayor as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW THEREFORE, BE IT RESOLVED** that the City of Mission approves submission and acceptance of the grant application and award for the 2025 Border Zone Fire Department Grant Program to the Office of the Governor.

**READ, CONSIDERED AND APPROVED,** this 11<sup>th</sup> day of March 2025.

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

Attest:

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



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Michael Elizalde, Grants Administrator  
**AGENDA ITEM:** Approval of Resolution #\_\_\_\_\_ authorizing the submittal of grant application for the FY25 Operation Lone Star Grant Program (OLS) to the Texas Office of the Governor, and authorizing the Mayor as the Authorized Representative - Elizalde

### NATURE OF REQUEST:

The Mission Police Department and Mission Fire Department is seeking approval of resolution authorizing the submittal of grant application for the FY25 Operation Lone Star Grant Program (OLS) to the Texas Office of the Governor, and authorizing the Mayor as the Authorized Representative. The police department seeks to purchase various equipment and supplies needed to reduce border-related criminal activity and increase effectiveness of its operations. The fire department will acquire various equipment and supplies to increase its capacity for Fire/EMS operations in support of border related response. The total grant request will not exceed more than the programs ceiling of \$5 million and does not require a cash match.

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

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

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**RESOLUTION # \_\_\_\_\_**

**WHEREAS,** The City of Mission finds it in the best interest of the citizens of Mission, Texas that the City of Mission OLS project# 5193501 under the FY25 Operation Lone Star Grant Program be operated for the 2025 fiscal year; and

**WHEREAS,** The City of Mission agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Mission assures that the funds will be returned to the Office of the Governor in full; and

**WHEREAS,** The City of Mission designates the City of Mission Mayor as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW THEREFORE, BE IT RESOLVED** that the City of Mission approves submission and acceptance of the grant application and award for the FY25 Operation Lone Star Grant Program to the Office of the Governor.

**READ, CONSIDERED AND APPROVED,** this 11<sup>th</sup> day of March 2025.

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

Attest:

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



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024

**PRESENTED BY:** Michael Elizalde, Grants Administrator

**AGENDA ITEM:** Approval of resolution No. \_\_\_\_\_ authorizing the submittal of a grant application for the FY25 Local Border Security Program (LBSP) to the Office of the Governor and authorizing Mayor as the Authorized Representative. - Elizalde

### NATURE OF REQUEST:

The Mission Police Department is seeking approval of resolution authorizing the submittal of a grant application to the OOG for the FY25 LBSP Grant and designates the Mayor as the Authorized Representative. The grant will allow the Mission Police Department to increase patrol presence throughout the city, especially in and around the U.S./Mexico border through the support of overtime costs. The total project request is \$190,000.00. There is no match requirement.

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

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

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

### RECORD OF VOTE:

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**RESOLUTION # \_\_\_\_\_**

**WHEREAS,** The City of Mission finds it in the best interest of the citizens of Mission, Texas that the Mission Police Department’s Local Border Security Project #2992610 under the FY25 Local Border Security Program be operated for the 2024-2025 fiscal year; and

**WHEREAS,** The City of Mission agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Mission assures that the funds will be returned to the Office of the Governor in full; and

**WHEREAS,** The City of Mission designates the City of Mission Mayor as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW THEREFORE, BE IT RESOLVED** that the City of Mission approves submission of the grant application for the Local Border Security Program to the Office of the Governor.

**READ, CONSIDERED AND APPROVED,** this 11<sup>th</sup> day of March 2024.

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

Attest:

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



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024

**PRESENTED BY:** Michael Elizalde, Grants Administrator

**AGENDA ITEM:** Approval of resolution No. \_\_\_\_\_ authorizing the submittal of application and acceptance of award for the FY23 Operation Stonegarden Program from the Office of the Governor and authorizing Mayor as the Authorized Representative - Elizalde

### NATURE OF REQUEST:

The Mission Police Department is seeking approval of resolution authorizing the submittal of application and acceptance of award for the FY23 Operation Stonegarden Program from the Office of the Governor and authorizing Mayor as the Authorized Representative. The grant will allow the Mission Police Officers the opportunity to work overtime to increase patrol presence throughout the City of Mission and especially around the U.S./Mexico border. The grant will further allow the Department to purchase two (2) SkyCop Towers and three (3) fully equipped ATV's for its operations. The total amount of the grant awarded is \$325,000.00 and does not require a match.

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

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

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**RESOLUTION # \_\_\_\_\_**

**WHEREAS,** The City of Mission finds it in the best interest of the citizens of Mission, Texas that the Hidalgo-2023 OPSG Project #3172909 under the FY23 Operation Stonegarden Program be operated for the 2024-2025 fiscal year; and

**WHEREAS,** The City of Mission agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Mission assures that the funds will be returned to the Office of the Governor in full; and

**WHEREAS,** The City of Mission designates the City of Mission Mayor as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW THEREFORE, BE IT RESOLVED** that the City of Mission approves submission of the grant application for the Operation Stonegarden Program to the Office of the Governor.

**READ, CONSIDERED AND APPROVED,** this 11<sup>th</sup> day of March 2024.

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

Attest:

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



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Abel Bocanegra, P.E., City Engineer  
**AGENDA ITEM:** Approval of Supplemental No. 1 to Work Authorization No. 1 with TEDSI Infrastructure Group for engineering and surveying services for the HSIP – TxDOT Traffic Signal Design Project - Bocanegra

### NATURE OF REQUEST:

Supplemental Agreement No. 1 entails professional services for the Traffic Signal Improvement Design at 2 Mile & Bryan Design Project. Supplemental Agreement NO.1 will be an additional \$19,916.19.

**BUGETED:** Yes      **FUND:** \_\_\_\_\_      **ACCT. #:** 09-414-34420

**BUDGET:** \$ \_\_\_\_\_      **EST. COST:** \$19,916.19      **CURRENT BUDGET BALANCE:** \$ \_\_\_\_\_

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

**RECORD OF VOTE:**

<b>APPROVED:</b>	_____
<b>DISAPPROVED:</b>	_____
<b>TABLED:</b>	_____

\_\_\_\_\_ AYES  
 \_\_\_\_\_ NAYS  
 \_\_\_\_\_ DISSENTING \_\_\_\_\_



**EXHIBIT F**  
**SUPPLEMENTAL AGREEMENT FORM**

THE STATE OF TEXAS       §  
  §  
COUNTY OF HIDALGO       §

**SUPPLEMENTAL AGREEMENT NO. 1**  
**TO AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES**

**THIS SUPPLEMENTAL AGREEMENT** is made pursuant to the terms and conditions of Article 7 of the Agreement made by and between **CITY OF MISSION** acting herein by and through its CITY COUNCIL, hereinafter called the "**Owner**," and INFRASTRUCTURE GROUP, INC., Texas, hereinafter called the "**Engineer**".

**WITNESSETH**

**WHEREAS**, the **Owner** and the **Engineer** executed the **Agreement** on the day of January 11, 20 24 concerning Engineering for HSIP-TxDOT Traffic Signal Design hereinafter referred to as the ("**Project**") ; and,

**WHEREAS**, Article 7 of the **Agreement**, (paragraph title), establishes  
The Engineer will provide additional engineering services for the project; and,

**WHEREAS**, it has become necessary to amend the Agreement to  
Add attached Exhibit B & Exhibit D to provide additional services of \$19,916.19

**A.    AGREEMENT**

**NOW THEREFORE**, premises considered, the **Owner** and the **Engineer** agree that said **Agreement** is amended as follows:

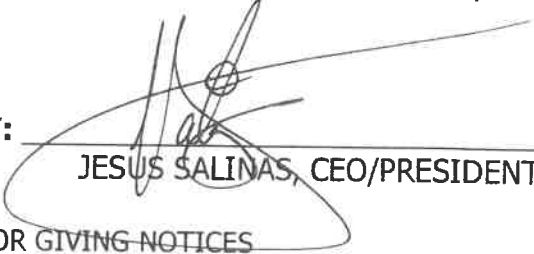
I.     Article 7 of the **Agreement**, (paragraph title), is revised to

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**All other provisions are unchanged and remain in full force and effect.**

**IN WITNESS WHEREOF**, the Engineer and the Owner have caused this Supplemental Agreement to the Agreement for Professional Services to be executed as of the 14<sup>th</sup> day of February 2024.

**THE ENGINEER:  
TEDSI INFRASTRUCTURE GROUP, INC.**

BY:   
JESUS SALINAS, CEO/PRESIDENT

ADDRESS FOR GIVING NOTICES

**1201 E. Interstate Highway 2**  
**Mission, Texas 78572**

\_\_\_\_\_  
**THE OWNER: CITY OF  
MISSION**

BY:   
RANDY PEREZ, CITY MANAGER

- LIST OF ATTACHMENTS**  
**Exhibit B – Scope of Services to be provided by the Engineer**  
**Exhibit D – Cost Proposal**

## **EXHIBIT B SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER**

### **PROJECT DESCRIPTION**

The purpose of the *Traffic Signal 2 Mile @ Bryan Design Project* is to provide engineering services to design and upgrade 3 existing overhead flashing beacon assemblies and 2 existing signals into fully actuated traffic signals implementing flashing yellow signal heads.

Tasks are as follows:

- Task 1 - Topographic Surveying Services
- Task 2 - Utility Coordination
- Task 3 - Field Assessment
- Task 4 – Turning Movement Data Collection Services
- Task 5 – Design and Plan Production Services
- Task 6 - Environmental Services
- Task 7 - Procurement Services
- Task 8 - Construction Support Services
- Task 9 - PS&E TxDOT's Documents Preparation
- Task 10 - TDLR Inspection Services

#### **TASK 1 – TOPOGRAPHIC SURVEYING SERVICES**

Sub-consultant shall survey existing conditions 100-feet in all directions of intersecting Streets within existing right-of-way at:

- 2-Mile and Bryan Rd

Survey to include Texas 811 utility mark request, identify flashing beacon elements, determine overhead line clearance at edge of pavements/Back of Curb, locate above ground utilities and marked Texas 811 markings, locate roadway features (paint stripes, curb/gutter, crown of road), locate sidewalks and handicap ramps, establish existing intersection right-of-way, and map overhead/aerial lines. The ENGINEER shall review and provide any pertinent comments on the survey.

#### **TASK 2 – UTILITY COORDINATION**

The ENGINEER shall:

- Perform Utility Coordination with Utility Owners
- Conduct Utility Coordination Meetings with Utility Owners
- Provide Overall Layouts Showing Potential Utility Conflicts

#### **TASK 3 – FIELD ASSESSMENT**

The ENGINEER shall visit each one of the locations to visually assess and inventory site locations.

#### **TASK 4 – TURNING MOVEMENTS DATA COLLECTION SERVICES**

The sub-consultant shall collect 12-hour Turning Movement Counts at the 6 intersections. ENGINEER shall review and approve collected data for preparation of timing chart for isolated conditions.

#### **TASK 5 – DESIGN AND PLAN PRODUCTION SERVICES**

The ENGINEER shall prepare the Plans, Specifications & Estimates package which includes the following:

- Title Sheet
- Index of Sheets
- Summary Tables of Estimated Quantities
- General Notes & Specifications
- Traffic Control General Notes
- Traffic Control Plan Sheets
- Traffic Control Standards
- Existing Conditions Layout
- Proposed Signal Layout (2 sheets)
- Signing and pavement markings
- Curb and Sidewalk Details
- Storm Water Pollution Prevention Plan
- Storm Water Pollution Prevention Plan Standards
- Construction Cost Estimates
- Specifications, TXDOT Standards as Needed

All deliverables via email in pdf format, excel format where appropriate.

ENGINEER to provide 30%, 60% and 90% review submittals. ENGINEER to address City's comments.

#### **TASK 6 – ENVIRONMENTAL SERVICES**

Sub-consultant shall prepare:

A Phase I Environmental Site Assessment will be completed in accordance with ASTM International's approved ASTM E1527-21.

a. Compilation and review of Public Records that may indicate potential contamination or deposition of hazardous materials on the subject property (ies).

b. Site Reconnaissance would be completed to inspect for evidence of past and/or current presence of hazardous materials on the subject property (ies) and adjacent properties.

c. Report Preparation which will include maps, sources consulted, transcripts of interviews (if applicable), recommendations, findings, and document records.

2. A field/site investigation will be completed, and photos will be included in the documentation.

3. Preparation of TxDOT EPIC and TPWD BMP sheets would be completed in accordance with TxDOT latest standards.

4. General Guidelines for Preparation of Environmental Documents

a. All reports and coordination will be submitted electronically to the Client.

b. The Engineer will provide one (1) hard copy to the Client upon request.

c. Exhibits in the environmental document shall be color copies and text shall be black and white.

d. If required, services that would be performed at an additional cost, that are not included in this scope, are as follows:

- i. Any sampling, analysis or any environmental hazard or contamination (including but not limited to asbestos-containing materials, lead based paint, or radon).
- ii. Any wetland delineations.
- iii. Remedial or corrective actions.
- iv. Any Phase II ESA activities.

The ENGINEER shall review and provide any pertinent comments on the assessment.

### **TASK 7 – PROCUREMENT**

The ENGINEER shall:

- Prepare Bid Documents
- Attend and Prepare Minutes for Pre-Bid Conference
- Respond to Requests for Information (RFI)
- Issue Addendum(s)

### **TASK 8 – CONSTRUCTION SUPPORT SERVICES**

The ENGINEER shall:

- Respond to Request for Information (RFI)
- Engineering Support

### **TASK 9 – PS&E TxDOT's DOCUMENT PREPARATION**

The ENGINEER shall:

- Obtain access to TxDOT Connect
- Prepare various forms, Construction Cost Estimate and Construction Time Determination using information obtained from TxDOT Connect

### **TASK 10 – TDLR INSPECTION SERVICES**

The sub-consultant shall:

- Conduct a TDLR Texas Public Right of Way Standards (Tx.PROW) plan review
- Conduct a TxPOW inspection

TDLR requires a fee to register each project. Upon receipt of the fees, registration form, and plans in pdf, Sub-consultant will register the project, pay the registration fee, review the plans, and submit the plan review report to the owner and the ENGINEER.

The sub-consultant will conduct the inspection when a Request for Inspection form is submitted by the Owner. The inspection will be conducted with a representative of the owner on site and the report will be submitted to the same parties as the plan review. All required forms and reports to TDLR will also be submitted.

**SERVICES INCLUDED IN THIS SCOPE:**

- The ENGINEER shall coordinate and schedule meetings with the CITY.
- The ENGINEER will incorporate CITY comments into the PS&E.
- The ENGINEER shall develop PS&E in conformance with TxDOT requirements and Standards, including any appropriate Texas Accessibility Standards (TAS) design considerations.
- The ENGINEER shall use TxDOT specifications.
- The ENGINEER shall coordinate with the utility companies for public ROW utilities.
- The ENGINEER shall prepare Construction Cost Estimate.
- The ENGINEER shall prepare General Notes for construction.
- The ENGINEER shall prepare PS&E in English units on 11" X 17" sheets.

**SERVICES NOT INCLUDED IN THIS SCOPE:**

- Traffic Impact Analysis Study Preparation
- Modifications to existing Traffic Impact Analysis Reports
- ROW acquisition services
- Development of standards. TxDOT standards will be used.
- Development of Specifications. TxDOT specifications will be used.
- Submittal of documents to other agencies not specified in scope of services.
- Coordination with regulatory agencies not specified in the scope.
- Perform evaluations and other tasks related to permitting issues for locations or elements of the project.
- Design or detailing of interconnect system or signal progression.
- Utility Coordination for utilities located outside public ROW.
- Construction staking
- Testing Services
- Advertisement and award of construction contract.
- Bid Services (bid tabulation and award recommendation)
- Construction Management (inspections, site visits, review/approval of shop drawings, walk thru, punch list, request for payments and retainage release)
- Traffic Control for geotechnical services.
- Surveying services does not include sub surface investigations.
- Surveying services does not include right-of-way-mapping, parcel plats or acquisition.

**EXHIBIT D**  
**Cost Proposal (Basic Services Fee)**

Task 1 - Topographic Surveying Services – Subconsultant Kane-Lindsey	\$2,500.00
Task 2 - Utility Coordination	\$546.34
Task 3 - Field Assessment	\$472.82
Task 4 - Data Collection Services – Subconsultant CJ Hensch	\$1,425.00
Task 5 - Plan Production / Design Services	\$9,079.03
Task 6 - Environmental Services – Subconsultant GDJ Engineering	\$4,618.00
Task 7 - Procurement Services (To be performed with other 5 intersections)	
Task 8 - Construction Support Services (To be performed with other 5 intersections)	
Task 9 - PS&E TxDOT's Documents Preparation (To be performed with other 5 intersections)	
Task 10 - TDLR Inspection Services – Subconsultant ACA, LLC	\$1,275.00
	<b>GRAND TOTAL</b>
	<b>\$19,916.19</b>

**TEDSI**



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Cesar Torres, Chief of Police  
**AGENDA ITEM:** Authorization to extend the Memorandum of Understanding between the City of Mission and the City of Palmview to provide temporary housing for prisoners – Torres

### NATURE OF REQUEST:

The Mission Police Department is seeking authorization to extend the Memorandum of Understanding between the City of Mission and the City of Palmview, to provide temporary housing for prisoners. The extension request is thru April 30, 2024. The cost of \$54.00 per prisoner per day will remain the same through the extension.

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

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

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



**EXTENSION OF MEMORANDUM OF UNDERSTANDING BETWEEN  
CITY OF MISSION AND  
CITY OF PALMVIEW**

This extension of Memorandum of Understanding (“MOU”) is entered into on the effective date by and between the Agreement Parties shown below:

**I. AGREEMENT PARTIES:**

City of Mission (Mission), a Texas home-rule municipal corporation under Texas Local Government Code.

City of Palmview (Palmview), a Texas home-rule municipal corporation under Texas Local Government Code.

**II. PURPOSE:**

As an emergency service, Mission and Palmview mutually agree that for term(s) established by this Agreement, the City of Mission will house and handle those persons arrested and incarcerated by the Palmview Police Department. This Agreement can be amended, as needed, by agreement of all parties and signing a new document.

**III. TERM OF PERFORMANCE:**

The original Agreement terminated on February 28, 2024. Palmview has requested to extend the agreement for an additional 60 days with a termination date of April 30, 2024. Any agreement to extend must be in writing, preferably thirty (30) days prior to the expiration of the term. Either party may terminate this Agreement upon (30) days written notice to the non-terminating party for any reason or no reason at all.

**IV. RIGHTS AND RESPONSIBILITIES:**

1. The City of Mission agrees to continue to house and handle those persons arrested and incarcerated by the Palmview Police Department for the term expressed in this Agreement.

2. Unless otherwise ordered by a Judge having jurisdiction, persons will be incarcerated for all charges. Mission Police Department agrees to process and temporarily confine persons arrested ("prisoners") by a Palmview peace officer at a cost of **Fifty-Four Dollars (\$54) per prisoner per day**. The day the prisoner is “booked in” will be counted and charged. This cost will include detention, transportation and meal costs. Mission agrees to provide meals to the temporarily confined prisoners as required by law and pursuant to customary procedures.

3. There shall be no jail service charges for persons arrested and housed in the Mission Police Jail when the person is being held for a federal or state agencies.

4. Palmview Police Department agrees to transport prisoners to the Mission Police Department Jail and to assist Mission Police Department personnel in processing said prisoners.
5. The length of confinement shall not exceed a twenty-four (24) hour period per prisoner. Within the 24-hour confinement period, Palmview shall make all necessary arrangements to transport said prisoners out of the Mission Police Department Jail Facility.
6. Mission agrees to provide the same level of care and security for Palmview prisoners as they do for their own prisoners.
7. Mission agrees to notify Palmview as soon as possible of any issues involving Palmview's prisoners including but not limited to health, safety and general condition of the prisoners, while housed in the Mission jail facility.
8. City of Palmview agrees that the Palmview personnel involved in delivering and retrieving prisoners from the Mission facility shall at all times adhere to Mission rules and procedures in place pertaining to the detention of prisoners.
9. City of Palmview agrees to reimburse Mission for any reasonable costs incurred in the care and housing of the prisoners. All reimbursements shall be as provided in this agreement.
10. If requested by Mission, Palmview will relocate any Palmview prisoners that the Mission Police department determines is being unruly or disruptive or might cause harm to, or be harmed by, any other prisoner. Palmview further agrees to relocate any Palmview prisoners that the Mission Police department is unable to accommodate for health, safety, crowded conditions, or any other reason as determined by the Mission Police Chief.
11. Mission reserves the right to refuse to accept for processing or temporary confinement any prisoner, pursuant to this Agreement, when it its judgment it is unable to perform hereunder by reason of temporary understaffing, temporary overcrowding, the condition of the prisoner, or any other reason as determined by Mission.
12. This MOU in no way affects jail time credit which may be awarded by the Judge having jurisdiction to any person charged with a Class C misdemeanor.
13. Nothing in this MOU shall be interpreted as limiting, superseding, or otherwise affecting either agency's normal operations in carrying out its statutory or regulatory duties.
14. **PALMVIEW SHALL INDEMNIFY AND HOLD HARMLESS MISSION, ITS AFFILIATES, BRANCHES, DIRECTORS, OFFICERS, EMPLOYEES, VOLUNTEERS, AND AGENTS (HEREINAFTER COLLECTIVELY, THE "CITY") FROM ANY AND ALL**

**LIABILITY, CLAIMS, AND DEMANDS OF WHATEVER KIND OR NATURE, EITHER IN LAW OR IN EQUITY, WHICH ARISE OR MAY HERINAFTER ARISE FROM PARTICIPATION IN THIS MOU AGREEMENT. PALMVIEW UNDERSTANDS AND AGREES THAT THIS RELEASE OF LIABILITY DISCHARGES THE CITY FORM ANY LIABILITY OR CLAIM THAT MAY BE FILED AGAINST MISSION WITH RESPECT TO ANY ECONOMIC OR NON-ECONOMIC LOSSES, LIABILITIES, DAMAGES, SUITS, ACTIONS, CLAIMS, ATTORNEY'S FEES, COSTS, EXPENSES, OR DEMANDS, RELATING IN ANY WAY TO BODILY INJURY, DEATH, OR PROPERTY DAMAGE THAT MAY RESULT FROM ITS PARTICIPATION WITH ANY SERVICES PROVIDED AS PART OF THIS MOU AGREEMENT, WHETHER CAUSED IN WHOLE OR IN PART BY THE NEGLIGENCE, GROSS NEGLIGENCE OR STRICT LIABILITY OF THE CITY, OR OTHERWISE, TO THE FULLEST EXTENT ALLOWED BY LAW.**

#### **V. MISCELLANEOUS:**

**1. NO WAIVE OF SOVEREIGN IMMUNITY:** THE PARTIES AGREE THAT THERE IS NOTHING IN THIS MOU THAT IS MEANT TO BE A WAIVER BY MISSION OR PALMVIEW OF ANY IMMUNITIES FROM SUIT OR FROM LIABILITY THAT MISSION OR PALMVIEW MAY HAVE BY OPERATION OF LAW.

**2. Governing Law and Venue:** This MOU Agreement is governed by the laws of the State of Texas and interpreted under Texas law. Proper venue for a claim arising from this MOU will be in a court of competent jurisdiction in Hidalgo County, Texas.

**3. Counterparts:** This MOU Agreement may be signed by each party individually, and each signature page will be made a part of the original agreement, and all will be considered a single agreement. Any counterpart signature to this MOU that is delivered by fax or email will be considered for all purposes to be good and valid execution and delivery of this MOU.

**4. Entire Agreement:** This document represents the entire agreement between the Agreement Parties. No prior agreement or understanding oral or otherwise, of the Parties or their agents will be valid or enforceable unless made part of this document.

**IN WITNESS WHEREOF,** this MOU Agreement has been signed by an authorized representative of each Party, to be effective as of the Effective Date stated herein.

**CITY OF MISSION**

By: \_\_\_\_\_

Name: Norie Gonzalez Garza

Title: Mayor

**ATTEST:**

By: \_\_\_\_\_

Anna Carrillo, City Secretary

**CITY OF PALMVIEW**

By: \_\_\_\_\_

Name: Rick Villarreal

Title: Mayor

**ATTEST:**

By: \_\_\_\_\_

Annette Villarreal, City Secretary



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Cesar Torres, Chief of Police  
**AGENDA ITEM:** Authorization to enter a Memorandum of Understanding with Public Safety Cadets – Torres

### NATURE OF REQUEST:

The Mission Police Department is seeking authorization to enter a Memorandum of Understanding between the City of Mission and Public Safety Cadets, to provide membership for the Mission Police Explorer Program. Responsibilities for both parties are listed in this MOU. Annual fees will be covered by fundraising funds & donations to the Mission Police Explorer Program. This memorandum of understanding will remain in effect while the participating agency/organization remains registered annually in good standing with Public Safety Cadets.

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

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

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
PUBLIC SAFETY CADETS  
AND THE  
MISSION, TEXAS, USA POLICE DEPARTMENT  
REGARDING  
A PROGRAM TO EDUCATE AND MENTOR YOUTH**

1. **PARTIES.** The following Parties hereby enter into this Memorandum of Understanding (MOU): Public Safety Cadets (PSC), a Commonwealth of Virginia Nonstock, Nonprofit, Corporation and the following named agency/organization:

Mission, Texas, USA Police Department

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2. **BACKGROUND.** PSC was established as a nonprofit corporation on September 11, 2018 to mentor young adults in order to help them become contributing members of the community by providing knowledge, skills and practical experiences through education and training delivered in the workplace by public safety professionals that build character, physical fitness, and respect for the rule of law and human and civil rights.

3. **PURPOSE.** The purpose of this MOU is to document the conditions for participating in the program and events operated and maintained by Public Safety Cadets in order to establish a mutually beneficial relationship by the Parties to foster a greater understanding between youth and the public safety organizations within their community through the use of PSC programs and resources.

4. **RESPONSIBILITIES.**

A. Public Safety Cadets: Is responsible for:

1. Providing outreach, support, service, structure, governance, guidance and standard operating procedures to assist the participating agency/organization succeed in their use of the PSC program.
2. Obtaining general liability and supplemental accident medical insurance to cover all registered participants in their official and individual capacities against personal liability judgements arising from official Public Safety Cadet activities. Coverage details are available on the PSC website or by request.
3. Providing education and training to adult Mentors and volunteers to include Public Safety Cadets Youth Safety and Abuse Prevention Training.

4. Organizing national and regional PSC events, to include conferences, competitions, leadership academies, career fairs and instructional seminars.
5. Providing a library of resources to help implement, manage and grow a PSC unit successfully.
6. Seeking and promoting scholarship opportunities for PSC youth participants.
7. Establishing proficiency and special awards for recognition of achievement.
8. Seeking academic credits for community service by PSC participants.
9. Promoting the establishment of a recruiting pipeline and pathways for employment with public safety organizations.
10. Promoting the PSC organization and its goals nationally.

B. Participating Agency/Organization: Is responsible for:

1. Designating an adult member of the agency/organization to act as the lead Mentor who will work directly with a registered unit. Each unit will be led by a designated adult Mentor. Other adult mentors may be designated or participate as volunteers with registered units as determined by the participating agency/organization.
2. Conducting screening to assure that only adults found suitable for mentoring young adults are allowed to participate in the PSC program. Screening will include criminal history; motor vehicle operation certification and credit worthiness as may be applicable to the position within the PSC unit.
3. Assuring that each adult and youth participant is properly registered with the PSC organization.
4. Ensuring that a minimum of two adult Mentors are present during all meetings, training sessions, events and activities with Cadets to provide a "Two-Deep" supervisory environment at all times.
5. Assuring all adults participating in the PSC program complete the required Public Safety Cadets Youth Safety and Abuse Prevention Training within the specified time period.
6. Providing facilities adequate for program participants to assemble, hold meetings and associated training on a regular basis with time and place reserved.
7. Abiding by the PSC Standard Operating Procedures (SOP) as posted on the PSC website. The SOP may be updated from time to time, with notice to Participating Agency/Organization at the Point of Contact identified in Addendum A hereto, to provide timely and pertinent program guidance. The participating agency/organization may add more stringent requirements to unit SOPs, but may not dilute them as to impair the intent therein.
8. Participating in periodic self-assessments and program reviews with Public Safety Cadets to assure that mutual goals and expectations are being met.
9. Sharing, as practicable, information, metrics and associated data on PSC program participants that achieve employment in public safety professions.

5. **POINTS OF CONTACT.** All Parties will designate a Point of Contact (POC) who will be familiar with the provisions of this MOU and will be available during customary business hours or as practicable. The head of the agency/organization, or their authorized designee, will designate a Lead Mentor for each registered unit. The POC may also be the same as the Lead Mentor. Contact information for the POC and designated Lead Mentor and any additional designated Mentors are set forth in Addendum A.
6. **LIMITATIONS OF LIABILITY.** PSC shall not be liable for participating agency/organization's acts or omissions, including participating agency/organization's failure to abide by the responsibilities in this MOU. The Participating Agency/Organization shall not be liable for PSC's acts or omissions, including PSC's failure to abide by the responsibilities in this MOU. Except as otherwise provided herein, if both PSC and the Participating Agency/Organization are liable for any claims, damages or attorney fees arising from any negligent or illegal acts or omissions taken in connection to this MOU, then PSC and Participating Agency/Organization shall be liable for the portion of the claims, damages and attorney fees that arise from the negligent or illegal acts of that party as determined by the court adjudicating the matter or as agreed in any settlement. Nothing in this MOU waives or alters the Participating Agency/Organization's entitlement to governmental immunity pursuant to applicable law.
7. **INTELLECTUAL PROPERTY.** Either Party may use the other Party's name, logo, materials, and other data or materials as may be provided in connection with this MOU, pursuant to PSC's Standard Operating Procedures and/or other direction given by the disclosing Party.
8. **NO OBLIGATION OF FUNDS.** This MOU is not an obligation or commitment of funds, nor a basis for transfer of funds. Unless otherwise agreed in writing, each Party shall bear its own costs in relation to this MOU. Expenditures by each Party will be subject to budgetary processes and availability of funds and resources pursuant to applicable laws, regulations, and policies. Unit and Individual Registration Fees will be established and communicated by PSC in the year preceding collection.
9. **EQUIPMENT.** The Parties will use their own equipment and personnel to complete their portion of this MOU.
10. **REPORTING REQUIREMENTS.** The Parties agree to cooperate in meeting any reporting requirements and will coordinate with each other before responding to any such requirements.
11. **SETTLEMENT OF DISPUTES.** Disagreements between or among the Parties arising under or related to this MOU will be resolved only by consultation between or among the Parties.
12. **OTHER PROVISIONS.** This MOU is not intended to conflict with current laws or regulations applicable to the Parties. If any term of this MOU is inconsistent with such authority, then the term shall be invalid, but the remaining terms and conditions of this



MOU shall remain in full force and effect.

13. **CHANGE IN MANAGEMENT.** Should the head of agency/organization change, this MOU may be terminated early, or reissued bearing the name and signature of the new agency/organization head, or their authorized designee, as soon as practicable. The terms of this MOU will remain in effect until the reissued MOU is completed and the participating agency/organization remains registered in good standing.

14. **EFFECTIVE DATE.** The terms of this MOU will become effective on the date on which it is signed by all Parties. The MOU may be signed in counterparts.

15. **PERIODIC REVIEW.** The POCs designated by the Parties pursuant to this MOU may meet periodically or at the request of any Party to discuss and review the implementation of this MOU. Failure of the Parties to conduct periodic reviews will not result in the termination of activities provided for under this MOU.

16. **AMENDMENT.** This MOU may be amended at any time by the mutual written consent of the Parties. Modification within the scope of this MOU shall be made by the issuance of a fully executed addendum prior to any changes in responsibilities being performed. Addendum A may be modified by the written consent of the Parties.

17. **TERMINATION.** The terms of this MOU, as it may be amended, will remain in effect while the participating agency/organization remains registered annually in good standing with Public Safety Cadets. Either Party may terminate this MOU immediately upon written notice for a breach by the other Party that remains uncured after reasonable notice. Either organization may terminate its participation in this MOU upon at least 30 days prior written notice. In the event of termination, each Party will continue with full participation up to the effective date of termination.

18. **NO PRIVATE RIGHTS.** This MOU is not intended, and should not be construed, to create any right or benefit, substantive or procedural, enforceable at law or otherwise by any third party against the Parties, their parent or component agencies, or the officers, employees, agents or other associated personnel thereof.

The foregoing represents the understanding reached by the Parties.

[Signature Page To Follow]

**APPROVED BY:**

\_\_\_\_\_  
Signature of agency/organization head or designee

\_\_\_\_\_  
Date

Cesar Torres / **Chief of Police**

\_\_\_\_\_  
Printed Name/Title of agency/organization head or designee

Public Safety Cadets by:

\_\_\_\_\_ in his capacity as  
\_\_\_\_\_ of Public Safety Cadets

Signature on behalf of Public Safety Cadets

\_\_\_\_\_  
Date

-

\_\_\_\_\_  
Printed Name/Title of Public Safety Cadets Representative

**ADDENDUM A**

**POINTS OF CONTACT**

A. David Constantineau will serve as the primary POC for Public Safety Cadets. He may be contacted at: [info@PublicSafetyCadets.org](mailto:info@PublicSafetyCadets.org) or by calling the national office at: 703-717-8168.

B. Virginia Passamentt has been designated as the primary POC for the above-named agency/organization and may be contacted at: (please provide Title, Email, and telephone contact information here)  
Administrative Officer, Vpassamentt0741@missiontexas.us, 956-429-8086 or 956-584-5014 .

C. Casey Venegas has been designated as a Lead Mentor of a registered unit for the above-named agency/organization and may be contacted at: (please provide Title, Email and telephone contact information here)  
School Resource Police Officer, Cvenegas0516@missiontexas.us, 956-222-3916 .

D. Additional designated agency/organization Mentors (if any) are identified below:

Name, Title, Email and telephone contact

Name, Title, Email and telephone contact

Name, Title, Email and telephone contact

Name, Title, Email and telephone contact

*(Add additional pages as necessary)*





# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024

**PRESENTED BY:** Juan Pablo "JP" Terrazas, P.E., Asst. City Manager

**AGENDA ITEM:** Authorization to engage GIGNAC Architects for the design of the Sanitation and Fleet Building - Terrazas

### NATURE OF REQUEST:

Authorization to engage GIGNAC Architects from the pool of Architects for the design of the Sanitation and Fleet Building. On February 27, 2024 the TIRZ Board agreed to reimburse the city for these services.

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

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

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Purchasing, Finance

**Advisory Board Recommendation:** N/A

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

### RECORD OF VOTE:

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024

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

**AGENDA ITEM:** Homestead Exemption Variance: Tract 1, being the East 71.41' of the West 126.79' of the South 410' of the North 640' of Lot 7, of the Resubdivision of Lot 14-8 and 15-8, West Addition to Sharyland, R-1, Atanacio Machuca - De Luna

### NATURE OF REQUEST:

On February 28, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Homestead Exemption Variance. The subject site is located south of E. Melba Carter Street at the rear of the lot on the east side of the drain ditch in the unrecorded Earnhard Subdivision aka Melba Carter Subdivision. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

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

**STAFF RECOMMENDATION:** Approval.

**Departmental Approval:** N/A

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

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

**RECORD OF VOTE:**

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**Item # 2.0****HOMESTEAD EXEMPTION  
VARIANCE:**

Tract 1, being the East 71.41' of the West 126.79'  
of the South 410' of the North 640' of Lot 7  
of the Resubdivision of Lot 14-8 and 15-8,  
West Addition to Sharyland  
R-1  
Atanacio Machuca

**REVIEW DATA**

**SITE** – This tract is located south of E. Melba Carter St. at the rear of the lot on the east side of the drain ditch in the unrecorded Earnhard Subdivision aka Melba Carter Subdivision. – see **vicinity map**. The property measures 71.40' x 410' or 29,274 sq. ft. exceeding the minimum square footage size requirements for an R1 lot. The applicant proposes to reconstruct a single-family residence.

**WATER** – The applicant is currently supplied by city water thru an existing water meter along the south side of Melba Carter St. The nearest fire hydrant is located to the east of this tract meeting the minimum distance of 500'. No additional fire hydrants are needed for this site.

**SEWER** – The applicant is currently connected to the city sewer system. An existing stubout is active and servicing this lot. Sewer Capital Recovery fees do not apply.

**STREET & STORM DRAINAGE** – The subject site does not have frontage to any streets however it is accessible thru an access easement along the drain ditch approved by the City. A street light is can be found directly on front and across the street of the lot complying with this requirement.

**OTHER COMMENTS**

Where such homestead exemption variances are proposed. The city may allow the following:

- Waiver of park fees.
- Waiver of any other requirements as approved by the city council.
- Submittal of affidavit of intention to build a single-family residence within one year for personal use only.

**RECOMMENDATION:** Staff recommends approval subject to any and all requirements noted and or waivers granted.

**S. CONWAY BLVD. (F.M.1016)**

Railroad Spur

TRAI

EXWY

EX

Railroad Spur

TRINI

EXPR

Item 27.

No

**SITE LOCATION**

**MELBA CARTER**

**EARNHARD SUBDIVISION**

**TRINITY TRANSPORTATION**

LOT 1

**TRINITY RD.**

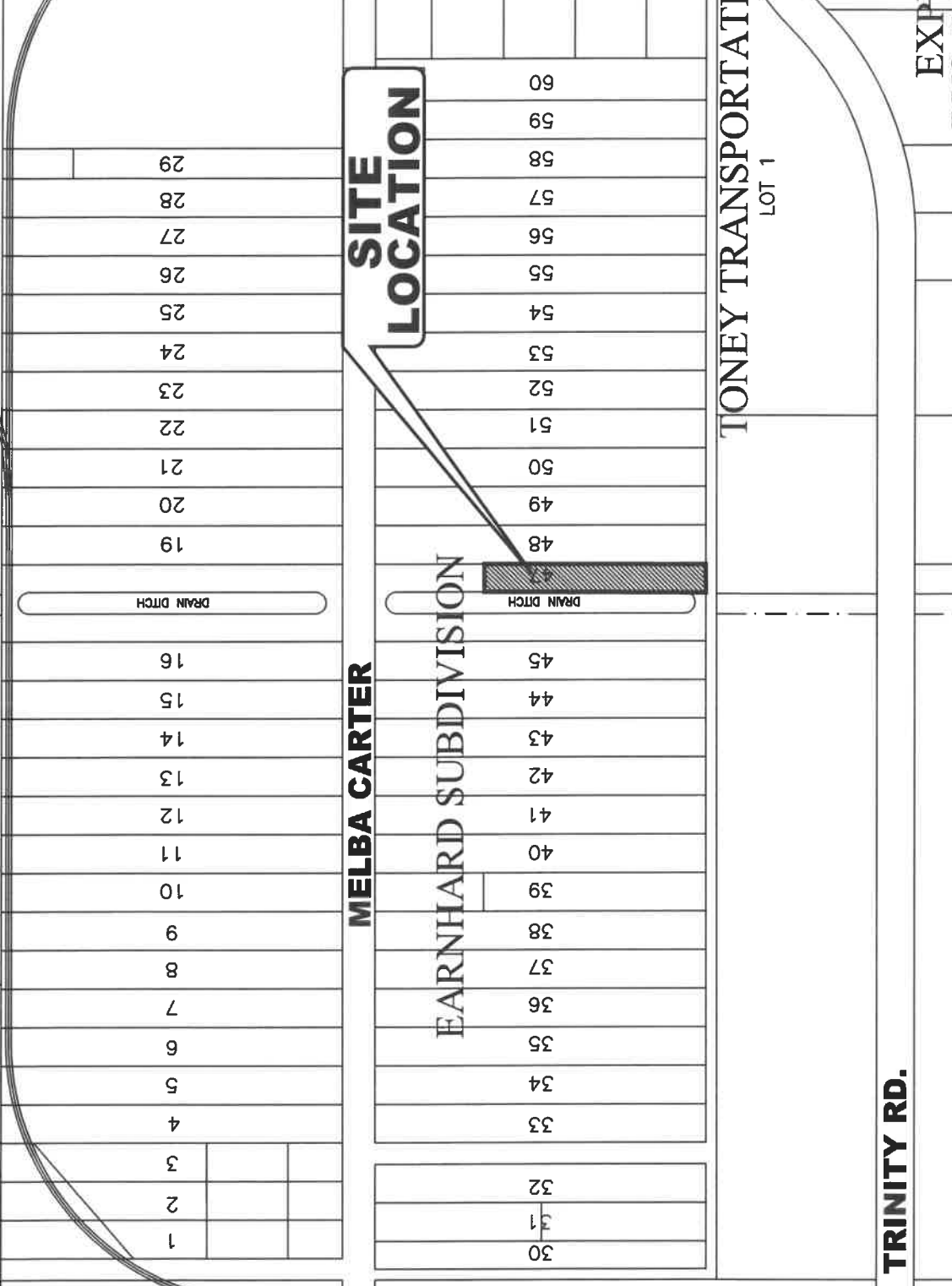
EXPWY.

5



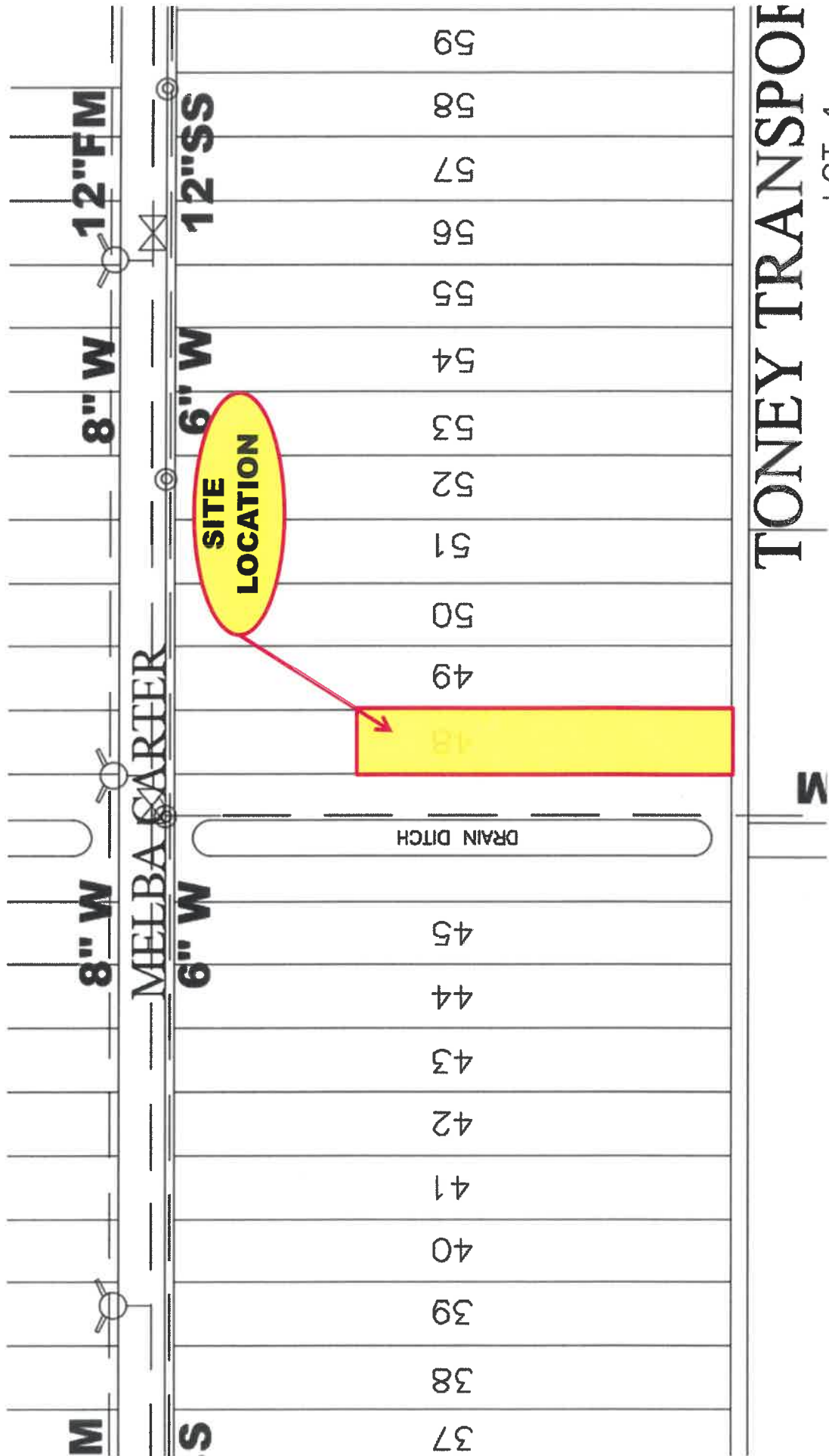
**CITY OF MISSION**  
HIDALGO COUNTY, TEXAS

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











# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Adrian Garcia, Fire Chief  
**AGENDA ITEM:** Authorization to accept the donation of 3 EMS Vending Machines from Chief Darrell Thorn from Grand Prairie Fire Department – A. Garcia

### NATURE OF REQUEST:

Authorization to accept the donation of 3 EMS Vending Machines from Chief Darrell Thorn from Grand Prairie Fire Department. These state-of-the-art vending machines will serve as invaluable assets in our efforts to provide efficient and effective care to our community. With easy access to essential medical supplies and equipment, our personnel will be better equipped to respond to emergencies promptly, ultimately improving patient outcomes. These machines are worth \$15,000 each and all we have to do is supply them with our budget.

**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 *RP*

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

\_\_\_\_\_ AYES  
\_\_\_\_\_ NAYS  
\_\_\_\_\_ DISSENTING \_\_\_\_\_

**To:** Jackie Charles <[jcharles@missiontexas.us](mailto:jcharles@missiontexas.us)>; Juanita Alvarez <[jgalvarez@missiontexas.us](mailto:jgalvarez@missiontexas.us)>  
**Subject:** RE: EMS Vending Machines

The machines sell for \$15,000 each.

Chief Navarrete

**From:** Jackie Charles <[jcharles@missiontexas.us](mailto:jcharles@missiontexas.us)>  
**Sent:** Friday, February 23, 2024 2:06 PM  
**To:** Chris Navarrete <[cnavarrete@missiontexas.us](mailto:cnavarrete@missiontexas.us)>; Juanita Alvarez <[jgalvarez@missiontexas.us](mailto:jgalvarez@missiontexas.us)>  
**Subject:** Re: EMS Vending Machines

Can you get us an estimated value for each machine? As per David Flores... again. We need to mention in the agenda item that we are wanting to accept the donation from Grand Prairie. No account number will be needed.

Juanita, David Flores says you can ask Anna Carrillo for assistance on how to properly state this on the agenda item.

Chris, he says the email thread you and Chief Thorn is enough proof, no letter is needed.

Thank you,  
 Jackie

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---

**From:** Chris Navarrete <[cnavarrete@missiontexas.us](mailto:cnavarrete@missiontexas.us)>  
**Sent:** Friday, February 23, 2024 1:15:04 PM  
**To:** Juanita Alvarez <[jgalvarez@missiontexas.us](mailto:jgalvarez@missiontexas.us)>; Jackie Charles <[jcharles@missiontexas.us](mailto:jcharles@missiontexas.us)>  
**Subject:** FW: EMS Vending Machines

Chief Thorn from Grand Prairie sent me this yesterday regarding the machines.

Chief Navarrete

**From:** Darrell Thorn <[Dthorn@GPTX.org](mailto:Dthorn@GPTX.org)>  
**Sent:** Thursday, February 22, 2024 4:29 PM  
**To:** Chris Navarrete <[cnavarrete@missiontexas.us](mailto:cnavarrete@missiontexas.us)>  
**Subject:** Re: EMS Vending Machines

We don't expect them back ever. We just wanted someone to be able to benefit from them. We did not have the personnel to maintain 8 machines everyday logistically. You guys enjoy.

Thanks

Darrell Thorn  
 Grand Prairie Fire Department  
 EMS Division  
 972-237-8303  
[dthorn@gptx.org](mailto:dthorn@gptx.org)

**From:** Chris Navarrete <[cnavarrete@missiontexas.us](mailto:cnavarrete@missiontexas.us)>  
**Sent:** Thursday, February 22, 2024 3:30:27 PM  
**To:** Darrell Thorn <[Dthorn@GPTX.org](mailto:Dthorn@GPTX.org)>  
**Subject:** Re: EMS Vending Machines

Good afternoon Chief Thorn,

Our purchasing department would like clarification, you are giving us the three EMS vending machines free of charge and do not expect them to be returned to your department, correct?

Chief Navarrete

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---

**From:** Darrell Thorn <[Dthorn@GPTX.org](mailto:Dthorn@GPTX.org)>  
**Sent:** Wednesday, January 17, 2024 7:28:06 PM  
**To:** Chris Navarrete <[cnavarrete@missiontexas.us](mailto:cnavarrete@missiontexas.us)>  
**Subject:** Re: EMS Vending Machines

Yes sir. We have 3 ready to go.

Darrell Thorn  
Grand Prairie Fire Department  
EMS Division  
972-237-8303  
[dthorn@gptx.org](mailto:dthorn@gptx.org)

---

**From:** Chris Navarrete <[cnavarrete@missiontexas.us](mailto:cnavarrete@missiontexas.us)>  
**Sent:** Wednesday, January 17, 2024 7:10:24 PM  
**To:** Darrell Thorn <[Dthorn@GPTX.org](mailto:Dthorn@GPTX.org)>  
**Cc:** Adrian L. Garcia <[algarcia@missiontexas.us](mailto:algarcia@missiontexas.us)>; Jackie Charles <[jcharles@missiontexas.us](mailto:jcharles@missiontexas.us)>  
**Subject:** Re: EMS Vending Machines

It's my understanding that it's three machines, correct?

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---

**From:** Darrell Thorn <[Dthorn@GPTX.org](mailto:Dthorn@GPTX.org)>  
**Sent:** Wednesday, January 17, 2024 6:08:29 PM  
**To:** Chris Navarrete <[cnavarrete@missiontexas.us](mailto:cnavarrete@missiontexas.us)>  
**Cc:** Adrian L. Garcia <[algarcia@missiontexas.us](mailto:algarcia@missiontexas.us)>; Jackie Charles <[jcharles@missiontexas.us](mailto:jcharles@missiontexas.us)>  
**Subject:** Re: EMS Vending Machines

That works for me. Chief Farris had them moved to the bays at the stations. I took all the pictures of the configuration of each machine and sent them. I think we are ready to go.

Darrell Thorn  
Grand Prairie Fire Department  
EMS Division  
972-237-8303  
[dthorn@gptx.org](mailto:dthorn@gptx.org)

**From:** Chris Navarrete <[cnavarrete@missiontexas.us](mailto:cnavarrete@missiontexas.us)>  
**Sent:** Wednesday, January 17, 2024 3:16:03 PM  
**To:** Darrell Thorn <[Dthorn@GPTX.org](mailto:Dthorn@GPTX.org)>  
**Cc:** Adrian L. Garcia <[algarcia@missiontexas.us](mailto:algarcia@missiontexas.us)>; Jackie Charles <[jcharles@missiontexas.us](mailto:jcharles@missiontexas.us)>  
**Subject:** EMS Vending Machines

Good Afternoon Chief Thorn,

I hope this email finds you well and that you are off to a great 2024. I wanted to reach out to you and see if the machines are still available. If so, we are planning on picking up the machines on Wednesday, February 7<sup>th</sup>, 2024. Does that day work for you?

Chief Navarrete

**Chris Navarrete, EMT-P |Deputy Chief**

Mission Fire Department  
415 W Tom Landry  
Mission, TX 78572

956-537-9568

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# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Adrian Garcia, Fire Chief  
**AGENDA ITEM:** Authorization to purchase NFPA 1582 Physicals and NFPA 1583 Wellness Fitness Evaluations from Sole Source Provider. - Garcia

**NATURE OF REQUEST:**

The Mission Fire Department is seeking authorization to purchase NFPA 1582 Physicals and NFPA 1583 Wellness Fitness Evaluations from Life Scan Wellness Centers. The NFPA Physicals and Wellness Fitness Evaluations are broken down into six (6) categories; Annual Public Safety Exam, Cardiopulmonary Assessment, Ultrasound Screening, Blood and Laboratory Tests, Fitness Evaluation, and Medical Clearances. The testing will be for one- hundred and ten (110) full-time firefighters in the amount of \$65,120.00, via sole source provider. The City of Mission is taking a proactive approach in the well-being of our firefighters.

**BUGETED:** Yes      **FUND:** General Fund      **ACCT. #:** 01-431-94810  
**BUDGET:** \$70,000      **EST. COST:** \$ 65,120.00      **CURRENT BUDGET BALANCE:** \$64,359

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

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

\_\_\_\_\_ AYES  
\_\_\_\_\_ NAYS  
\_\_\_\_\_ DISSENTING \_\_\_\_\_

**LIFE SCAN WELLNESS CENTERS 2024 QUOTE:**

Item 29.

Department: Mission Fire Department  
 City: Mission State: TX  
 Contact: Deputy Chief Douglas Williams  
 Date: February 28, 2024 Number of Physicals: 110

**COST**

**Public Safety Physical Exam (NFPA 1582 compliant)**

Medical & Occupational/Environmental Questionnaire	Included
Comprehensive Hands-On Physical Exam	Included
Vital Signs: Height, Weight, Blood Pressure, Pulse	Included
Sleep Disorder Evaluation, Epworth Sleep Scale	Included
Back Health Evaluation	Included
Urinalysis	Included
Audiogram	Included
Titmus Occupational Vision with Peripheral, Depth Perception, and Color	Included
Breast Exam with Self-Exam education	Included
Personal Consultation with review of testing results	Included

**Laboratory Tests:**

Comprehensive Metabolic Panel, Blood Chemistry	Included
Complete Blood Count, Hematology Panel	Included
Hemoccult Stool Test for Colon Cancer Screening	Included
Total Lipid Panel	Included
Thyroid Test TSH	Included
Glucose	Included
Hemoglobin A1C	Included
Men: PSA (Prostate cancer marker) and Testosterone	Included

**Ultrasound Screenings (Early Detection of Heart Disease and Cancer):**

Echocardiogram (Heart Ultrasound)	Included
Carotid Arteries Ultrasound	Included
Aorta and Aortic Valve Ultrasounds	Included
Liver Ultrasound	Included
Gall Bladder Ultrasound	Included
Kidneys Ultrasound	Included
Spleen Ultrasound	Included
Bladder Ultrasound	Included
Thyroid Ultrasound	Included
Men: Prostate and Testicular Ultrasounds	Included
Women: Ovaries and Uterus Ultrasounds	Included

**Cardiopulmonary Testing**

Cardiac Stress Test (Treadmill with 12 lead, sub-maximal, Bruce Protocol)	Included
EKG, 12 Lead	Included
Spirometry, PFT Lung Capacity with OSHA Respirator Medical Clearance	Included

**Fitness Evaluations per NFPA 1583~IAFF/IAFC Wellness Fitness Initiative:**

Fitness tests for muscular strength & endurance	Included
Sit and Reach, Planking, Grip Strength,	Included
Sit Up Test, Wall Sit, Flexibility	Included
VO2 Max Calc for Aerobic Capacity	Included
Body Weight and Composition	Included
Personal Fitness Rx	Included

**LIFE SCAN PUBLIC SAFETY PHYSICAL EXAM Per Physical**

**\$567.00**

**LifeScan NFPA Proprietary EMR System with Behavioral Health Assessments**  
 Proprietary EMR and Data Storage, Enhanced Data Dashboards, Administrative Management, Patient and Client Portals

**\$25.00**

**Life Scan Wellness Centers TOTAL COST each**

**\$592.00**



<b>OPTIONAL TESTS AVAILABLE</b>	<b>Item 29.</b>
Chest X-Ray, 2 view with radiologist review	\$91.00
Lumbar X-Ray, 2 view with radiologist review	\$91.00
Hazmat Cholinestrese	\$91.00
Hazmat Heavy Metals	\$91.00
Hepatitis A Screening Test	\$65.00
Hepatitis A Titer	\$44.00
Hepatitis B Screening Test	\$72.00
Hepatitis B Titer	\$40.00
Hepatitis C Screening Test	\$65.00
HIV Test, Gen 4	\$37.00
PPD TB Skin Test	\$37.00
QuantiFeron TB Blood Test	\$77.00
Tdap (Tetanus, Diphtheria, Pertussis) Titer	\$37.00
OSHA Respirator Mask Fit Testing (Portacount)	\$57.00
Drug Screen, I CUP	\$57.00
Drug Rescreen with confirmation	\$65.00
Medical Review Officer (MRO) as indicated/secondary review	\$132.00
Phlebotomist (Blood Draw) Fee	\$26.00

**Pricing subject to annual increase. Pricing is based on 9 patients per day, 45 per week. All scheduled appointments will be billed.**

Mission Fire Department

City of Mission  
1201 E. 8<sup>th</sup> Street  
Mission, TX 78572  
December 21, 2022  
Sole Source Letter

Life Scan Wellness Centers is the sole provider of the Life Scan Wellness Program for public safety which has unique characteristics that are essential to perform the health, wellness, and fitness evaluations for your firefighters.

The Life Scan public safety physical is an integrated medical approach to occupational exams that combines NFPA 1582 physicals, NFPA 1583/Wellness Fitness Initiative fitness evaluations, and OSHA 1910.134 Respirator Medical Clearance and Mask Fit Testing with advanced medical assessments for the early detection of the major diseases such as heart disease, stroke, cancer, diabetes, and aneurysms before they reach a catastrophic level. It provides your employees with a thorough assessment of their health as well as recommendations for achieving and maintain long term health and managing medical risks. Each Life Scan physical exam follows the guidelines of NFPA 1582, OSHA, and the IAFF/IAFC Health and Wellness Initiative and yet has the added-value benefit of ultrasound imaging assessments of the internal organs and cardiovascular system, more extensive laboratory blood profiles, diet and nutritional analysis, a state-of-the-art fitness evaluation, and a personalized wellness plan. Life Scan utilizes unique proprietary data-based electronic medical records system.

The Life Scan program also has the unique ability to perform the physical exam on-site at a location provided by City of Mission Fire Department.

I appreciate your consideration and look forward to providing City of Mission Fire Department with our Life Scan Wellness Program for your firefighter physicals.

Sincerely,



Patricia Johnson, CEO

1011 North MacDill Avenue  
Tampa, Florida 33607



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024

**PRESENTED BY:** Abel Bocanegra, P.E., City Engineer

**AGENDA ITEM:** Authorization to approve Change Orders #3-6 for Taylor Rd Phase 1 for the City of Mission - Bocanegra

### NATURE OF REQUEST:

The City of Mission is seeking authorization to approve Change Orders #3-6 of the Taylor Rd Phase 1.

**CO#3** Consists of a change in design and reduction of material for the installation of 8" City of McAllen WL. Contract Price will decrease by \$20,482.00

**CO#4** Consists of a change in design and reduction of material for the installation of 12" City of Mission WL.. Contract price will decrease by \$95,909.00

**CO#5** Reduced the widths of lanes to allow for proper traffic flow during construction while avoiding aerial utilities that were still in conflict due to force majeure delays. Contract price will decrease by \$56,328.90

**CO#6** Eliminates an irrigation crossing that was field verified by the United Irrigation District to be abandoned/not in service. Contract price will decrease by \$52,279.11. Therefore, City Staff is recommending Change Order for the total contract amount of \$6,014,124.51 and 287 working days with all approved Change Orders.

**BUGETED:** No      **FUND:** Capital Projects      **ACCT. #:** 09-413-74910

**BUDGET:** \$ \_\_\_\_\_ **EST. COST:** \$6,004,415.62 **CURRENT BUDGET BALANCE:** \$ \_\_\_\_\_

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

# CONSTRUCTION CONTRACT CHANGE ORDER NUMBER: 03

Item 30.

- CONTRACTOR: Texas Cordia Construction, LLC
- Change Order Work Limits: Sta. 139+50 to Sta. 144+50
- Type of Change (on federal-aid non-exempt projects): Minor (Major/Minor)
- Describe the change and the reason for the change order. When necessary, include exceptions to this agreement.

Due to existing utilities in conflict, contractor was not able to install proposed 8" PVC WL (C-905 DR-18) as per plans and specifications. City of McAllen redesigned plans between STA 139+50 and STA 144+50, which will allow Contractor to connect proposed 8" PVC WL (C-905 DR-18) into a existing 8" Waterline from City of McAllen. In addition, this Change Order will adjust original quantities for 1" WATER SERVICE CONNECTION (SHORT) and 4" WATER SERVICE CONNECTION (SHORT).

**CCSJ:** 0921-02-327

**Project:** Taylor Rd Phase 1

**Highway:** Taylor Rd

**County:** Hidalgo

**District:** 21 - Pharr

**Contract Number:** 22-472-09-12

- New or revised plan sheet(s) are attached and numbered: 9 of 11 - TAYLOR ROAD WATER AND SEWER ADJUSTMENTS  
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 CONTRACTOR _____ Date _____</p> <p>By _____</p> <p>Typed/Printed Name _____</p> <p>Typed/Printed Title _____</p>	<p><b>The following information must be provided</b></p> <p>Time Ext. #: _____ Days added on this C.O.: _____</p> <p>Amt. added by this change order: <u>-\$20,482.00</u></p> <hr/> <p><b>For TxDOT use only:</b></p> <p>Days participating: _____</p> <p>Amount participating: _____</p> <p>Signature _____ Date _____</p> <p>Name/Title _____</p>
---	---

**RECOMMENDED FOR EXECUTION:**

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

\_\_\_\_\_  
Name/Title Date  
 APPROVED  REQUEST APPROVAL

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

\_\_\_\_\_  
Name/Title Date  
 APPROVED  REQUEST APPROVAL

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

\_\_\_\_\_  
Name/Title Date  
 APPROVED  REQUEST APPROVAL

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

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

Engineer's Seal:

**CONSTRUCTION CONTRACT CHANGE ORDER NUMBER: 03**

Item 30.

Estimated Cost: -\$20,482.00

CCSJ: 0921-02-327

Paid by Invoice? (  Yes  No )

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

LABOR	HOURLY RATE	EQUIPMENT	HOURLY RATE

**TABLE B: Contract Items**

ITEM	DESCRIPTION	UNIT	UNIT PRICE	ORIGINAL + PREVIOUSLY REVISED		NEW		OVERRUN/ UNDERRUN
				QUANTITY	ITEM COST	QUANTITY	ITEM COST	
MC-01	8" PVC WL (C-905 DR-18)	LF	44.00	500.00	22,000.00	237.00	10,428.00	- 11,572.00
MC-13	8" X 4" TEE	EA	2,067.00	3.00	6,201.00	1.00	2,067.00	- 4,134.00
MC-09	8" 90 DEGREE ELBOW	EA	1,124.00	0.00	0.00	2.00	2,248.00	2,248.00
MC-04	1" WATER SERVICE CONNECTION	EA	1,464.00	1.00	1,464.00	17.00	24,888.00	23,424.00
MC-06	4" WATER SERVICE CONNECTION	EA	1,903.00	17.00	32,351.00	1.00	1,903.00	- 30,448.00
<b>TOTALS</b>					62,016.00	41,534.00	- 20,482.00	

Change Order #3

**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 #3 – in the amount of **-\$20,482.00** has been reviewed and approved by City of Mission to make the following contract changes.

**Purpose:**

Change Order #3 introduces 8" 90 DEGREE ELBOW (Not included as a contract item within City of McAllen limits, but included within City of Mission limits) and adjust quantities for 8" PVC WL (C-905 DR-18), 8" X 4" TEE, 1" WATER SERVICE CONNECTION (SHORT) and 4" WATER SERVICE CONNECTION (SHORT) on the contract. No additional contract days are required due to this work.

City of Mission has reviewed Change Order #3 and approves the changes provided herein.

**Description:**

Due to existing utilities in conflict, contractor was not able to install proposed 8" PVC WL (C-905 DR-18) as per plans and specifications. City of McAllen redesigned plans between STA 139+50 and STA 144+50, which will allow Contractor to connect proposed 8" PVC WL (C-905 DR-18) into a existing 8" Waterline from City of McAllen. In addition, this Change Order will adjust original quantities for 1" WATER SERVICE CONNECTION (SHORT) and 4" WATER SERVICE CONNECTION (SHORT) on the contract due to PS&E Package not reflecting actual quantities needed on the project. This change order will adjust contract amount to reflect above referenced changes.

The City of McAllen adjusted existing prices on the contract which are considered to be fair and reasonable for the amount of work to be performed. This Change Order is crucial for the completion of

Taylor Road project since it directly impacts Critical Path activities on the project as reflected under Contract Schedule.

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

**ADDITIONAL TIME: N/A**

**Modified Sheet No. included: 9 of 11 – TAYLOR ROAD WATER AND SEWER ADJUSTMENTS**

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIME:
Original Contract Price <b><u>\$6,212,300.31</u></b>	Original Contract Time <b><u>215 Working Days</u></b>
Previous Change Orders <b><u>\$26,823.21</u></b>	Previous Change Orders <b><u>72 Working Days</u></b>

Contract Price prior to this Change Order <b><u>\$6,239,123.52</u></b>	Contract Time prior to this Change Order <b><u>287 Working Days</u></b>
Net <b>increase/decrease</b> of the Change Order <b><u>-\$20,482.00</u></b>	Net <b>increase/decrease</b> of the Change Order <b><u>0 Working Days</u></b>
Contract Price with all approved Change Orders <b><u>\$6,218,641.52</u></b>	Contract Time with all approved Change Orders <b><u>287 Working Days</u></b>

# CONSTRUCTION CONTRACT CHANGE ORDER NUMBER: 04

Item 30.

- CONTRACTOR: Texas Cordia Construction, LLC
- Change Order Work Limits: Sta. 100+00 to Sta. 106+53
- Type of Change (on federal-aid non-exempt projects): Minor (Major/Minor)
- Describe the change and the reason for the change order. When necessary, include exceptions to this agreement.

Due to existing utilities in conflict, contractor was not able to install proposed 12" PVC WATERLINE C-900 (DR-18) as per plans and specifications. City of Mission decided to connect proposed 12" PVC WATERLINE C-900 (DR-18) into an existing 12" Waterline from City of Mission at STA 106+53.  
In addition, this Change Order will adjust original quantities of proposed fittings from STA 100+00 to STA 106+53 as well as the removal of existing fittings.

**CCSJ:** 0921-02-327

**Project:** Taylor Rd Phase 1

**Highway:** Taylor Rd

**County:** Hidalgo

**District:** 21 - Pharr

**Contract Number:** 22-472-09-12

- New or revised plan sheet(s) are attached and numbered: 4 & 5 - City of Mission Water and Sanitary Sewer Plan
- 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 CONTRACTOR _____ Date _____</p> <p>By _____</p> <p>Typed/Printed Name _____</p> <p>Typed/Printed Title _____</p>	<p><b>The following information must be provided</b></p> <p>Time Ext. #: _____ Days added on this C.O.: _____</p> <p>Amt. added by this change order: <u>\$-95,909.00</u></p> <p><b>For TxDOT use only:</b></p> <p>Days participating: _____</p> <p>Amount participating: _____</p> <p>Signature _____ Date _____</p> <p>Name/Title _____</p>
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**RECOMMENDED FOR EXECUTION:**

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

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

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

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

\_\_\_\_\_  
Name/Title \_\_\_\_\_ Date \_\_\_\_\_  
 APPROVED  REQUEST APPROVAL

\_\_\_\_\_  
Name/Title \_\_\_\_\_ Date \_\_\_\_\_  
 APPROVED  REQUEST APPROVAL

\_\_\_\_\_  
Name/Title \_\_\_\_\_ Date \_\_\_\_\_  
 APPROVED  REQUEST APPROVAL

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

Engineer's Seal:



# CONSTRUCTION CONTRACT CHANGE ORDER NUMBER: 04

Item 30.

Estimated Cost: -\$95,909.00

CCSJ: 0921-02-327

Paid by Invoice? (  Yes  No )

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

LABOR	HOURLY RATE	EQUIPMENT	HOURLY RATE

**TABLE B: Contract Items**

ITEM	DESCRIPTION	UNIT	UNIT PRICE	ORIGINAL + PREVIOUSLY REVISED		NEW		OVERRUN/ UNDERRUN
				QUANTITY	ITEM COST	QUANTITY	ITEM COST	
COM01	12" PVC WATERLINE C-900 (DR-18)	LF	80.00	633.00	50,640.00	0.00	0.00	- 50,640.00
COM02	12" GATE VALVE w/ BOX & COVER	EA	5,021.00	1.00	5,021.00	0.00	0.00	- 5,021.00
COM04	12" x 12" x 8" TEE (MJxMJ)	EA	2,118.00	2.00	4,236.00	0.00	0.00	- 4,236.00
COM05	12" x 12" x 6" TEE (MJxMJ)	EA	2,484.00	1.00	2,484.00	0.00	0.00	- 2,484.00
COM06	12" x 12" x 2" TEE (MJxMJ)	EA	1,975.00	3.00	5,925.00	0.00	0.00	- 5,925.00
COM07	12" 45 DEGREE BEND (MJxMJ)	EA	1,501.00	2.00	3,002.00	0.00	0.00	- 3,002.00
COM10	12" x 8" REDUCER	EA	1,180.00	1.00	1,180.00	0.00	0.00	- 1,180.00
COM12	8" GATE VALVE w/ BOX & COVER (M	EA	3,373.00	3.00	10,119.00	0.00	0.00	- 10,119.00
COM13	8" x 8" x 8" TEE (MJxMJ)	EA	2,191.00	1.00	2,191.00	0.00	0.00	- 2,191.00
COM15	6" GATE VALVE w/ BOX & COVER	EA	2,650.00	1.00	2,650.00	0.00	0.00	- 2,650.00
COM16	2" GATE VALVE w/ BOX & COVER	EA	1,908.00	3.00	5,724.00	0.00	0.00	- 5,724.00
COM28	REMOVE & DISPOSE 12" WTR VALVE	EA	297.00	2.00	594.00	0.00	0.00	- 594.00
COM29	REMOVE & DISPOSE 8" WTR VALVE	EA	298.00	3.00	894.00	0.00	0.00	- 894.00
COM30	REMOVE & DISPOSE 6" WTR VALVE	EA	328.00	1.00	328.00	0.00	0.00	- 328.00
COM31	REMOVE & DISPOSE 2" WTR VALVE	EA	307.00	3.00	921.00	0.00	0.00	- 921.00
<b>TOTALS</b>					95,909.00		0.00	- 95,909.00

Change Order #4

**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 #4 – in the amount of **-\$95,909.00** has been reviewed and approved by City of Mission to make the following contract changes.

**Purpose:**

Change Order #4 adjusts quantities for 12" PVC WL C-900 (DR-18) with all the fittings that the installation of the same entails from STA 100+00 to STA 106+53 on the contract. No additional contract days are required due to this work.

City of Mission has reviewed Change Order #4 and approves the changes provided herein.

**Description:**

Due to existing utilities in conflict, contractor was not able to install proposed 12" PVC WATERLINE C-900 (DR-18) as per plans and specifications. City of Mission decided to connect proposed 12" PVC WATERLINE C-900 (DR-18) into an existing 12" Waterline from City of Mission at STA 106+53.

In addition, this Change Order will adjust original quantities of proposed fittings from STA 100+00 to STA 106+53 as well as the removal of existing fittings. This change order will adjust contract amount to reflect above referenced changes.

This Change Order is crucial for the completion of Taylor Road project since it directly impacts Critical Path activities on the project as reflected under Contract Schedule.

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

**ADDITIONAL TIME: N/A**

**Modified Sheet No. included: 4 & 5 - City of Mission Water and Sanitary Sewer Plan**

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIME:
Original Contract Price <b><u>\$6,212,300.31</u></b>	Original Contract Time <b><u>215 Working Days</u></b>
Previous Change Orders <b><u>\$6,341.21</u></b>	Previous Change Orders <b><u>72 Working Days</u></b>

Contract Price prior to this Change Order <b><u>\$6,218,641.52</u></b>	Contract Time prior to this Change Order <b><u>287 Working Days</u></b>
Net <b>increase/decrease</b> of the Change Order <b><u>-\$95,909.00</u></b>	Net <b>increase/decrease</b> of the Change Order <b><u>0 Working Days</u></b>
Contract Price with all approved Change Orders <b><u>\$6,122,732.52</u></b>	Contract Time with all approved Change Orders <b><u>287 Working Days</u></b>

# CONSTRUCTION CONTRACT CHANGE ORDER NUMBER: 05

Item 30.

1. CONTRACTOR: Texas Cordia Construction, LLC
2. Change Order Work Limits: Sta. 100+30 to Sta. 149+00
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.

Due to existing utilities in conflict, contractor was not able to construct proposed detour as per originals plans and specifications. After reviewing several options, it was determined by City of Mission that proposed detour needed to be revised. This Change Order will adjust original quantities for the revised detour from STA 100+30 to STA 149+00.

**CCSJ:** 0921-02-327

**Project:** Taylor Rd Phase 1

**Highway:** Taylor Rd

**County:** Hidalgo

**District:** 21 - Pharr

**Contract Number:** 22-472-09-12

5. New or revised plan sheet(s) are attached and numbered: 19, 22, 23, 28, 29, 31 - 36, 39 - 45 & 47 - 53

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

<p>By signing this change order, the contractor agrees to waive any and all claims for additional compensation due to any and all other expenses; additional changes for time, overhead and profit; or loss of compensation as a result of this change. Further, the contractor agrees that this agreement is made in accordance with Item 4 and the Contract. Exceptions should be noted in the response for #5 above.</p>	<p><b>The following information must be provided</b></p> <p>Time Ext. #: _____ Days added on this C.O.: _____</p> <p>Amt. added by this change order: <u>\$-56,328.90</u></p>
<p>THE CONTRACTOR _____ Date _____</p> <p>By _____</p> <p>Typed/Printed Name _____</p> <p>Typed/Printed Title _____</p>	<p><b>For TxDOT use only:</b></p> <p>Days participating: _____</p> <p>Amount participating: _____</p> <p>Signature _____ Date _____</p> <p>Name/Title _____</p>

**RECOMMENDED FOR EXECUTION:**

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

\_\_\_\_\_  
Name/Title Date  
 APPROVED  REQUEST APPROVAL

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 APPROVED  REQUEST APPROVAL

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

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

Engineer's Seal:

**CONSTRUCTION CONTRACT CHANGE ORDER NUMBER: 05**

Item 30.

Estimated Cost: -\$56,328.90

CCSJ: 0921-02-327

Paid by Invoice? (  Yes  No )

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

LABOR	HOURLY RATE	EQUIPMENT	HOURLY RATE

**TABLE B: Contract Items**

ITEM	DESCRIPTION	UNIT	UNIT PRICE	ORIGINAL + PREVIOUSLY REVISED		NEW		OVERRUN/ UNDERRUN
				QUANTITY	ITEM COST	QUANTITY	ITEM COST	
0247-6225	FL BS(RDWDY DEL)(TY E GR 4)(FINAL	CY	37.00	9,589.00	354,793.00	10,295.00	380,915.00	26,122.00
0251-6229	REWORK BS MATL (TY B)(9.5")(DC)(	CY	8.00	1,574.00	12,592.00	868.00	6,944.00	- 5,648.00
0464-6039	RC PIPE (CL III)(24 IN)(SPL)	LF	55.00	638.00	35,090.00	622.00	34,210.00	- 880.00
0465-6128	INLET (COMPL)(PSL)(FG)(4'x4'-4'x4')	EA	5,224.00	3.00	15,672.00	1.00	5,224.00	- 10,448.00
0479-6006	ADJUSTING INLET (CAP)	EA	1,830.00	4.00	7,320.00	2.00	3,660.00	- 3,660.00
0508-6001	CONSTRUCTION DETOURS	SY	31.00	4,708.00	145,948.00	2,709.00	83,979.00	- 61,969.00
0662-6004	WK ZN PAV MRK NON-REMOV (W)4	LF	0.45	9,540.00	4,293.00	9,598.00	4,319.10	26.10
0662-6061	WK ZN PAV MRK REMOV (W)4"(DOT	LF	2.00	390.00	780.00	454.00	908.00	128.00
<b>TOTALS</b>					576,488.00		520,159.10	- 56,328.90

Change Order #5

**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 #5 – in the amount of **-\$56,328.90** has been reviewed and approved by City of Mission to make the following contract changes.

**Purpose:**

Change Order #5 adjusts quantities for revised detour from STA 100+30 to STA 149+00 on the contract. No additional contract days are required due to this work.

City of Mission has reviewed Change Order #5 and approves the changes provided herein.

**Description:**

Due to existing utilities in conflict, contractor was not able to construct proposed detour as per original plans and specifications. After reviewing several options, it was determined by City of Mission that proposed detour needed to be revised. This Change Order will adjust original quantities for the revised detour from STA 100+30 to STA 149+00. This Change Order will adjust contract amount to reflect above referenced changes.

This Change Order is crucial for the completion of Taylor Road project since it directly impacts Critical Path activities on the project as reflected under Contract Schedule.

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

**ADDITIONAL TIME: N/A**

**Modified Sheet No. included: 19, 22, 23, 28, 29, 31 - 36, 39 - 45 & 47 – 53.**

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIME:
Original Contract Price <b><u>\$6,212,300.31</u></b>	Original Contract Time <b><u>215 Working Days</u></b>
Previous Change Orders <b><u>-\$89,567.79</u></b>	Previous Change Orders <b><u>72 Working Days</u></b>

Contract Price prior to this Change Order <b><u>\$6,122,732.52</u></b>	Contract Time prior to this Change Order <b><u>287 Working Days</u></b>
Net <b>increase/decrease</b> of the Change Order <b><u>-\$56,328.90</u></b>	Net <b>increase/decrease</b> of the Change Order <b><u>0 Working Days</u></b>
Contract Price with all approved Change Orders <b><u>\$6,066,403.62</u></b>	Contract Time with all approved Change Orders <b><u>287 Working Days</u></b>

**Oscar Boeta**

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**From:** Armando Sandoval <asandoval@lgengineers.com>  
**Sent:** Monday, August 14, 2023 9:06 AM  
**To:** Sebastian Salinas  
**Cc:** Abel Bocanegra; egonzalez; Even E. Gonzalez; Oscar Boeta; Ricardo Gallaga; Guadalupe Martinez; Damien Tijerina; Arnold Cortez  
**Subject:** Taylor Road Change Order #4  
**Attachments:** CO#4 (REV).pdf

Sebastian,

We have eliminated the detour between IH2 and Victoria Road as directed by the City and are attaching the revised sheets for your use in processing the change order.

Please replace the corresponding sheets in the package that I sent you on 8-3-2023 with these new ones.

Let me know if you have any questions.

Thanks,  
Mando.....





REQUEST FOR INFORMATION

PROJECT INFORMATION

Project Name:	Taylor Raod Improvements	Date:	07/11/23
RFI #:	012	TCC No:	1119
Attn:	SAM-Construction Services, LLC (SA CSJ No:		22-472-09-12

ACTION

Request for Information    
  Please Reply    
  Other: \_\_\_\_\_

DETAILS

Background:

As per the proposed plans for the detour on the west side of Taylor Rd. the detour is in conflict with the utility poles.

Information Requested:

Texas Cordia would like a directive on how to proceed.

RFI RECEIVED

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Engineer's Signature	Date
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*Michael Luna*

7/11/2023

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Requested By	Date
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# CONSTRUCTION CONTRACT CHANGE ORDER NUMBER: 06

Item 30.

- CONTRACTOR: Texas Cordia Construction, LLC
- Change Order Work Limits: Sta. 149+90.05 to Sta. 149+90.05
- Type of Change (on federal-aid non-exempt projects): Minor (Major/Minor)
- Describe the change and the reason for the change order. When necessary, include exceptions to this agreement.

Due to existing waterline in conflict, contractor was not able to install proposed irrigation crossing as per originals plans and specifications. After meeting with Irrigation District, it was determined that existing 12" irrigation line was abandoned/not in service. This Change Order will adjust original quantities for the irrigation crossing at STA 149+90.05. 36" RCP Casing was previously installed before meeting with United Irrigation District #16. Irrigation PVC pipe is included as MOH.

**CCSJ:** 0921-02-327

**Project:** Taylor Rd Phase 1

**Highway:** Taylor Rd

**County:** Hidalgo

**District:** 21 - Pharr

**Contract Number:** 22-472-09-12

5. New or revised plan sheet(s) are attached and numbered: 22 & 163

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 CONTRACTOR _____ Date _____</p> <p>By _____</p> <p>Typed/Printed Name _____</p> <p>Typed/Printed Title _____</p>	<p><b>The following information must be provided</b></p> <p>Time Ext. #: _____ Days added on this C.O.: _____</p> <p>Amt. added by this change order: <u>-\$52,279.11</u></p> <hr/> <p><b>For TxDOT use only:</b></p> <p>Days participating: _____</p> <p>Amount participating: _____</p> <p>Signature _____ Date _____</p> <p>Name/Title _____</p>
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**RECOMMENDED FOR EXECUTION:**

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

\_\_\_\_\_  
Name/Title \_\_\_\_\_ Date \_\_\_\_\_  
 APPROVED  REQUEST APPROVAL

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

\_\_\_\_\_  
Name/Title \_\_\_\_\_ Date \_\_\_\_\_  
 APPROVED  REQUEST APPROVAL

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

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Name/Title \_\_\_\_\_ Date \_\_\_\_\_  
 APPROVED  REQUEST APPROVAL

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

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

Engineer's Seal:

**CONSTRUCTION CONTRACT CHANGE ORDER NUMBER: 06**

Item 30.

Estimated Cost: -\$52,279.11

CCSJ: 0921-02-327

Paid by Invoice? (  Yes  No )

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

LABOR	HOURLY RATE	EQUIPMENT	HOURLY RATE

**TABLE B: Contract Items**

ITEM	DESCRIPTION	UNIT	UNIT PRICE	ORIGINAL + PREVIOUSLY REVISED		NEW		OVERRUN/ UNDERRUN
				QUANTITY	ITEM COST	QUANTITY	ITEM COST	
1008-6002	PRSSR IRRIG PVC PIPE (24")	LF	141.00	304.00	42,864.00	0.00	0.00	- 42,864.00
1007-9999	IRRIGATION BOX WELL (4FTX4FT)	EA	37,860.00	4.00	151,440.00	3.00	113,580.00	- 37,860.00
4024-6027	LOW HEAD PRSSR PIPE (12")	LF	55.00	8.00	440.00	0.00	0.00	- 440.00
9608-6002	UNIQUE CHANGE ORDER ITEM 2:	LS	28,884.89	0.00	0.00	1.00	28,884.89	28,884.89
	Material into Stock - Irrigation PVC							
	pipe							
<b>TOTALS</b>					194,744.00	142,464.89	-	52,279.11

Change Order #6

**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 #6 – in the amount of **-\$52,279.11** has been reviewed and approved by City of Mission to make the following contract changes.

**Purpose:**

Change Order #6 adjusts quantities for proposed irrigation crossing at STA 149+90.05 to STA 149+90.05 on the contract. No additional contract days are required due to this work.

City of Mission has reviewed Change Order #6 and approves the changes provided herein.

**Description:**

Due to existing waterline in conflict, contractor was not able to install proposed irrigation crossing as per originals plans and specifications. After meeting with Irrigation District, it was determined that existing 12" irrigation line was abandoned/not in service. This Change Order will adjust original quantities for the irrigation crossing at STA 149+90.05. 36" RCP Casing was previously installed before meeting with United Irrigation District #16. Additionally, since Irrigation PVC Pipe was not used and was already delivered to the jobsite, City of Mission will receive this Material into Stock and pay full cost to Contractor. Using Unique Change Order Item No. 2, contractor will be properly compensated for costs inquired for the PVC Irrigation Pipe.

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

**ADDITIONAL TIME: N/A**

**Modified Sheet No. included: 22 & 163.**

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIME:
Original Contract Price <b><u>\$6,212,300.31</u></b>	Original Contract Time <b><u>215 Working Days</u></b>
Previous Change Orders <b><u>-\$145,896.69</u></b>	Previous Change Orders <b><u>72 Working Days</u></b>

Contract Price prior to this Change Order <b><u>\$6,066,403.62</u></b>	Contract Time prior to this Change Order <b><u>287 Working Days</u></b>
Net <b>increase/decrease</b> of the Change Order <b><u>-\$52,279.11</u></b>	Net <b>increase/decrease</b> of the Change Order <b><u>0 Working Days</u></b>
Contract Price with all approved Change Orders <b><u>\$6,014,124.51</u></b>	Contract Time with all approved Change Orders <b><u>287 Working Days</u></b>



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Abel Bocanegra, P.E., City Engineer  
**AGENDA ITEM:** Authorization to Award Contract for FMA Program Development, Grant Administration, Civil Engineering, and Project Management Services Astroland Climate Resilient Flood Risk Reduction Project FY23 FMA - Bocanegra

### NATURE OF REQUEST:

On 1/12/2024, City Council authorized staff to Award Contract for FMA & BRIC Program Development, Grant Administration, Civil Engineering, and Project Management Services. Staff is seeking authorization to award Westwood Professional Services, Inc to provide these professional services relating to **Astroland Climate Resilient Flood Risk Reduction Project FY23 FMA** for a total amount of up to \$513,510.00. The City is responsible for Pre-award costs of \$33,120.00 for: grant administration, management and submittal; the remainder of contract total commitment is contingent upon approval, award and acceptance of the grant.

**BUGETED:** N/A      **FUND:** \_\_\_\_\_      **ACCT. #:** \_\_\_\_\_  
**BUDGET:** \$ \_\_\_\_\_      **EST. COST:** \$513,510      **CURRENT BUDGET BALANCE:** \$ \_\_\_\_\_

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

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

\_\_\_\_\_ AYES  
 \_\_\_\_\_ NAYS  
 \_\_\_\_\_ DISSENTING \_\_\_\_\_

Date: March 01, 2024  
Project No.: 0050952.00

**Mr. Edgar E. Chapa, CTCD, CTCM**  
*Contracts Administrator*  
**City of Mission**  
1201 E. 8<sup>th</sup> Street  
Mission, TX 78572

Re: City of Mission Solicitation: FMA & BRIC Program Development, Grant Administration, Civil Engineering, and Project Management Services; RFQ 24-169-12-27  
**Astroland Climate Resilient Flood Risk Reduction Project FY23 FMA**  
*City of Mission, Texas*

Dear Mr. Chapa,

**Westwood Professional Services, Inc.** is pleased to submit this proposal to provide professional civil engineering, land surveying and landscape architecture services relating to the referenced project. It is our understanding the project consists of FMA & BRIC program development, grant administration, civil engineering, and project management services related to the Astroland drainage project as identified in the City of Mission 2020 Comprehensive Storm Drainage Assessment.

Based on our preliminary discussions and the information received to date, our perception of the project is described in the attached documents:

- General Conditions of Agreement;
- Exhibit A – Scope of Services;
- Exhibit B – Compensation and Method of Payment;
- Exhibit C – Insurance; and

**Westwood Professional Services, Inc. is pleased to have this opportunity to submit this proposal and look forward to working with you on this project.** If the proposed agreement is acceptable to you as presented, please execute one copy of the agreement form and return one original copy to our office. If you have any questions or would like any additional information, please do not hesitate to call us at your convenience.

Sincerely,



J.W. Balch, PE, CFM

**EXHIBIT A** to Agreement between the City of Mission, Texas (“Client”) and Westwood Professional Services, Inc., (“Westwood”) for Consulting Services

## **EXHIBIT ‘A’ – SCOPE OF SERVICES**

### **Astroland Climate Resilient Flood Risk Reduction Project FY23 FMA City of Mission, Texas**

#### **PROJECT DESCRIPTION:**

The project consists of FMA & BRIC program development, grant administration, civil engineering, and project management services related to the Astroland drainage project as identified in the City of Mission 2020 Comprehensive Storm Drainage Assessment. The Astroland project has been divided into three phases:

**Pre-award Phase:** Grant Application Development/Pre-Application Engineering

**Phase 1:** Engineering, EHP Compliance, and Design

**Phase 2:** Construction Administration & Management

The end of the Pre-award Phase and Phase 1 milestones will require an updated benefit-cost analysis (BCA) showing that the project achieves positive benefit-cost (BCA  $\geq 1.0$ ). Advancement to the next phase of services is contingent upon a positive benefit-cost. Advancement from Pre-Award Phase services to Phase 1 services is contingent on award of 90% federal funding of project by FEMA.

#### **PRE-AWARD PHASE SERVICES:**

##### 1) Hydrology and Hydraulic Analysis:

- Preliminary Existing Hydrology & Hydraulic Model Verification.

Westwood will develop a preliminary 1D/2D unsteady hydraulics model utilizing XPSTORM software for the design. The model will be an integrated hydrology & hydraulics model incorporating inlet, channel, and storm drain infrastructure and be used to determine capacity of existing and proposed drainage infrastructure. This model will provide greater detail of upstream storage and routing time through the project area. 1D/2D areas will be developed at a minimum for the drainage system upstream of Interstate 2. The hydraulic analysis will verify the capacity for the ultimate conditions flows and optimize capacity of the proposed storm drain system.

- Preliminary Ultimate Buildout Analysis

Westwood will identify planning level drainage concepts and develop a preliminary Ultimate Buildout drainage model and utilizing the 1D/2D XPSWMM model developed in the existing model validation phase. During this phase modifications to the proposed project may be made to limit impacts upstream and downstream. Westwood will develop planning level cost estimates for the proposed ultimate buildout projects and identify cost impacts to the Astroland project.



**EXHIBIT A** to Agreement between the City of Mission, Texas (“Client”) and Westwood Professional Services, Inc., (“Westwood”) for Consulting Services

2) Cost Analysis:

Westwood will prepare an estimate of construction quantities based upon preliminary hydraulic modeling and develop an opinion of probable construction costs.

3) Benefit Cost Analysis:

A FEMA compliant benefit-cost analysis (BCA) will be provided to determine the eligibility of project for FEMA FMA funding. Benefits will be calculated using the FEMA BCA Toolbox, and project costs will be determined from cost analysis above. Benefit Cost Analysis deliverables will be a completed FEMA BCA Report.

4) Exhibit Preparation:

As part of the FEMA Go Application, the following exhibits will be prepared as supporting information to application:

- Location Map
- FEMA Floodplain Map
- FEMA NFIP Policy Holder Map
- Existing and Proposed Improvements Map
- 10-year Pre-project & Post-Project Topographic Workmap
- 25-year Pre-project & Post-Project Topographic Workmap
- 50-year Pre-project & Post-Project Topographic Workmap
- 100-year Pre-project & Post-Project Topographic Workmap
- Justice 40 Maps
- SVI Maps
- Environmental Cultural Resources Map
- Environmental Wetlands Map

5) Grant Compliance and Administration:

Westwood will coordinate with the City of Mission floodplain administrator and grants administrator to develop implementation measures required by the application. Westwood will coordinate with the Texas Water Development Board (TWDB) and Federal Emergency Management Agency (FEMA) to provide evidence that the City of Mission is in good standing with the National Flood Insurance Program (NFIP). Westwood will coordinate submittals, deliverables, cost estimates and narrative writeups with the City of Mission grant administrator and floodplain administrator.

**EXHIBIT A** to Agreement between the City of Mission, Texas ("Client") and Westwood Professional Services, Inc., ("Westwood") for Consulting Services

**PHASE 1 SERVICES:**

1) Data Collection:

In addition to data obtained from the Client, Westwood will research proposed improvements in conjunction with any other planned future improvements known by the Client that may influence the project.

Westwood will also identify and seek to obtain data for existing conditions that may impact the project including but not limited to; utilities, agencies (TxDOT and USCOE), Client Master Plans, and property ownership as available from the Tax Assessor's office.

The data collection efforts will also include conducting special coordination meetings with affected property owners and businesses as necessary to develop the design.

2) Survey (Topographic and Boundary)

a) Establish Survey Control:

Establish survey control along each street or intersecting streets as necessary. These control points will be established based on and tied to established City horizontal and vertical control points. The horizontal control for each street in the Astroland project will be established on the State Plane Coordinate System (NAD'83 Surface Coordinates) from Client monumentation. Control points will be established using 5/8" iron rods, 18" long. These control points will be established using GPS and conventional surveying methods.

b) Benchmark Loop:

A benchmark circuit will be established, based on the vertical control points provided. These benchmarks will be located outside of the construction limits and put in such a place so that they may be easily found for future use. Benchmarks will be located at about 1,000' intervals and will be referenced. Benchmarks shall be looped in accordance with good surveying practice prior to field surveys. All control leveling work will be performed using appropriate modified second order procedures with closed loops into the Astroland project vertical control.

c) Existing Streets, Driveways and Right-of-Way:

Existing streets, driveways and right-of-way will be profiled and cross-sectioned at 50' intervals and to a point at least 20' outside of the Right-of-Way line. Low points, high points and other unique features will be noted. Pavement surfacing will be determined by visual inspection only. Intersecting streets will be profiled and cross-sectioned to a point at least 50' beyond the roadway being replaced.

d) Existing Drainage Channels and Drainage Area Verification:

**EXHIBIT A** to Agreement between the City of Mission, Texas (“Client”) and Westwood Professional Services, Inc., (“Westwood”) for Consulting Services

Existing drainage channels and swales will be profiled and cross sectioned within the immediate vicinity of the Astroland project, 100' upstream and downstream. Low points, high points and any other unique features will be noted. Additional surveying may be necessary to verify the limits of drainage areas.

e) Existing Underground and/or Overhead Utilities:

Utility owner's will be contacted, on an as-needed basis, and requested to assist in locating existing utilities identified for the Astroland project. Above ground features of existing utilities within the proposed Right-of-Way for the limits of the Astroland project will be field located, including elevations of sanitary and storm sewer manhole flowlines and water/gas valve stems. The location of utilities between above ground features will be determined from visual inspection, utility records, and/or from locations determined by the respective utility companies. The utilities will be tied to the Astroland project control points and depths determined in sufficient detail to identify potential conflicts with proposed construction. The excavation and other costs required to expose or probe the underground utilities will be the responsibility of others.

f) Right-of-Way:

Right-of-Way lines along the Astroland project will be located. This information will be included on the Astroland project's plan sheets.

g) Existing Storm Sewers and Culverts:

The size of existing culverts will be measured and tied along with existing headwalls, channels and aprons. The size, length, and flowline elevation of existing storm sewers will be surveyed. Drainage areas contributing to the Astroland project or conveying water from the Astroland project will be determined through field investigations and available topographic mapping.

h) Temporary Signs, Traffic Control, Flags, Safety Equipment, Etc.

The Surveyor will exercise care in completing this surveying assignment by using traffic control devices, flags and safety equipment when necessary.

i) Right-of-Way & Easement Documents:

Westwood shall prepare the right-of-way and easement exhibits necessary for the selected alternative.

3) Hydrology Analysis:

Westwood will refine the hydrologic analysis provided in the Pre-award Phase by updating topography, drainage areas, land use values, and times of concentration to provide detailed peak flow rates.

**EXHIBIT A** to Agreement between the City of Mission, Texas (“Client”) and Westwood Professional Services, Inc., (“Westwood”) for Consulting Services

4) Existing Conditions Hydraulic Analysis

Westwood will refine the pre-award phase existing conditions 1D/2D unsteady hydraulics model utilizing XPSTORM software for the design. The topographic survey and existing storm inventory will be re-modeled to match field survey information.

5) Proposed Conditions Hydraulic Analysis

Westwood will identify detailed drainage improvements matching civil construction plans utilizing the 1D/2D XPSWMM model developed in the pre-award validation phase. During this phase modifications to the proposed project may be made to limit impacts upstream and downstream. Westwood will develop detailed cost estimates for the proposed ultimate buildout projects and identify cost impacts to the Astroland project. Westwood will perform a constructability review which include an evaluation of utility relocation, land acquisition, and R.O.W. access.

6) Construction Plans:

a) Conceptual Design (30% Submittal)

The Conceptual Design shall be submitted to Client per the approved Project Schedule. The purpose of the conceptual design is for Westwood to:

- Study the project.
- Identify and develop alternatives.
- Present (through the defined deliverables) these alternatives to the Client.
- Recommend the alternatives that successfully address the design problem.
- Obtain the Client’s endorsement of the selected concept.

Westwood will develop the conceptual design of the infrastructure as follows. The Conceptual Design Package shall include the following:

- Technical memorandum containing graphic exhibits and written summary of alternative design concepts, considered strengths and weaknesses of each, and the rationale for selecting the recommended design concept.
- Proposed phasing of any construction that is included in this project documented in both the project schedule and narrative form.
- Documentation of key design decisions.
- Conceptual opinion of probable construction cost.

b) Preliminary Design (60% Submittal)

Prepare preliminary construction plans. Prepare the following sheets at the engineering scale indicated:

- Cover Sheet
- General Notes
- Quantity Sheet

**EXHIBIT A** to Agreement between the City of Mission, Texas ("Client") and Westwood Professional Services, Inc., ("Westwood") for Consulting Services

- Project Layout & Control Sheet
- Roadway plan and profile sheets  
Scale 1" = 20' Horizontal; 1" = 2' Vertical
- Drainage plan and profile sheets  
Scale 1" = 20' Horizontal; 1" = 2' Vertical
- Water (12" diameter or larger) plan and profile sheets  
Scale 1" = 20' Horizontal; 1" = 2' Vertical
- Water (smaller than 12" diameter) plan sheets  
Scale 1" = 20' Horizontal
- Sanitary Sewer plan and profile sheets  
Scale 1" = 20' Horizontal; 1" = 2' Vertical
- Traffic Control Plan
- Erosion Control Plans
- Tree Protection and Mitigation Plans
- Detail sheets

Information required can be combined on sheets if the information can be clearly shown and is approved by Client's project manager.

Assemble Client's standard construction contract documents and modify special technical specifications, if needed, for the project (if any).

Prepare an estimate of construction quantities and develop the preliminary opinion of probable construction costs.

Submit two (2) full sized 22"x34" sets of preliminary 60% plans, one (1) set of preliminary construction contract documents, special conditions and preliminary opinion of probable construction costs to the Client for review. One (1) set of half size (11"x17") plans will be submitted with the 60% plan submittal.

c) Final Design (90% & 100% Submittals)

- Revise preliminary plans incorporating comments from the Client.
- Submit two (2) full sized 22"x34" sets of 90% plans, one (1) set of 90% construction contract documents and 90% opinion of probable construction costs for Client review. One (1) set of half size (11"x17") plans will be submitted with the 90% plan submittal.
- Incorporate final Client review comments into the plans and construction contract documents to finalize construction plans for proposed improvements.
- Finalize construction contract documents including Client standard specifications, special technical specifications, and special conditions (if any).
- Estimate of final construction quantities and final opinions of construction cost.
- Submit (1) sealed (100%) set of final plans and construction documents.

**EXHIBIT A** to Agreement between the City of Mission, Texas (“Client”) and Westwood Professional Services, Inc., (“Westwood”) for Consulting Services

7) State Coordination:

Westwood will coordinate with the City of Mission floodplain administrator and Texas Water Development Board (TWDB) grants administrator to develop implementation measures required by the application.

8) Federal Coordination:

Westwood will coordinate with the City of Mission floodplain administrator and FEMA grants administrator to develop implementation measures required by the application. Westwood will coordinate with Federal Emergency Management Agency (FEMA) to provide evidence that the City of Mission is in good standing with the National Flood Insurance Program (NFIP).

9) Environmental and EHP Compliance

10) Environmental Clearance

1. Westwood shall determine the limits of existing wetlands as specified by the USCOE.
2. Westwood shall prepare the Section 404 Nationwide Permit for submittal to the USCOE prior to construction.
3. Westwood shall conduct a Phase I Environmental Site Assessment consistent with the standard practices outlined in ASTM E1527-13.

11) Geotechnical Investigation

1. Through a qualified subcontractor, Westwood shall:
  1. Perform soil investigations, including field and laboratory tests, borings, related engineering analysis and recommendations for determining soil conditions will be made.
  2. Field and laboratory analysis will be made at reasonable intervals along the project alignment.
  3. A pavement section design will be prepared based on the results.
  4. Recommendations regarding design of trench safety and below ground structure, and suitability of pipe materials and construction technologies will be prepared based on the results.

a) Subsurface Utility Engineering

Westwood will provide Subsurface Utility Engineering (S.U.E.) Services through the use of a qualified sub-consultant. The S.U.E. will be performed to ASCE standard guidelines (ASCE 38-02). The deliverables for this project will be electronic files only in AutoCAD format. All Right-of-Entry Coordination is to be provided by Client. Non-Routing Traffic Control Measures are not included in the scope of services. As described in the publication, four levels have been established to describe the quality of utility location and attribute information used on plans. The four quality levels are as follows:

- Quality Level D (QL”D”) – Information derived from existing utility records.

**EXHIBIT A** to Agreement between the City of Mission, Texas (“Client”) and Westwood Professional Services, Inc., (“Westwood”) for Consulting Services

- Quality Level C (QL”C”) – QL”D” information supplemented with information obtained by surveying visible above-ground utility features such as valves, hydrants, meters, manhole covers, etc.
- Quality Level B (QL”B”) – Two-dimensional (x, y) information obtained through the application and interpretation of non-destructive surface geophysical methods. Also known as “designating” this quality level provides the horizontal position of subsurface utilities within approximately one foot.
- Quality Level A (QL”A”) – Three dimensional (x, y, z) utility information obtained utilizing non-destructive vacuum excavation equipment to expose utilities at critical points which are then tied down by surveying. Also known as “locating”, this quality level provides precise horizontal and vertical positioning of utilities within approximately 0.05 feet.

## 12) Public Outreach

After the pre-construction conference, Westwood shall provide project exhibits and attend a public meeting, if any, to help explain the proposed project to interested parties. The Client shall select a suitable location and extend the invitation to the affected parties and the public as deemed appropriate.

## 13) Project Management Phase 1

### a) Manage the Team:

- Lead, manage and direct design team activities.
- Ensure quality control is practiced in performance of the work.
- Communicate internally among team members.
- Allocate team resources.

### b) Communications and Reporting:

- Attend a pre-design project kickoff meeting with Client staff to confirm and clarify scope, understand Client objectives, and ensure economical and functional designs that meet Client requirements.
- Conduct review meetings with the Client at the end of each design phase.
- Prepare and submit monthly invoices in the format acceptable to the Client.
- Prepare and submit monthly progress reports.
- Prepare and submit baseline Project Schedule initially and Project Schedule updates.
- Coordinate with other agencies and entities as necessary for the design of the proposed infrastructure and provide and obtain information needed to prepare the design.
- With respect to coordination with permitting authorities, Westwood shall communicate with permitting authorities such that their regulatory requirements are appropriately reflected in the designs. Westwood shall work with regulatory authorities to obtain approval of the designs, and make changes necessary to meet their requirements.

### c) Permit Coordination:

Westwood will provide coordination with the railroad, USCOE and/or TxDOT or other required agency for Permitting of the proposed infrastructure construction. Included in this item are:

**EXHIBIT A** to Agreement between the City of Mission, Texas (“Client”) and Westwood Professional Services, Inc., (“Westwood”) for Consulting Services

- Coordination of submittal of Application for Permit.
- Research and provide appropriate design specifications.
- Coordination for final plan approval.
- Up to three (3) coordination meetings, if required.
- Application and Permitting fees and special insurance premiums are not included.

#### 14) Benefit Cost Analysis

A FEMA compliant benefit-cost analysis (BCA) will be provided to determine the eligibility of project for FEMA FMA funding. Benefits will be calculated using the FEMA BCA Toolbox, and project costs will be determined from cost analysis above. Benefit Cost Analysis deliverables will be a completed FEMA BCA Report.

#### **PHASE 2 MANAGEMENT COSTS:**

##### 1) Project Administration

Westwood shall sell construction plans and contract bid documents. Westwood shall also maintain a plan holders list of documents sold.

- Westwood will develop and implement procedures for receiving and answering bidders’ questions and requests for additional information. The procedures shall include a log of all significant bidders’ questions and requests, and the response thereto. Westwood will provide technical interpretation of the contract bid documents and will prepare proposed responses to all bidders’ questions and requests, in the form of addenda.
- Attend the prebid conference in support of the Client.
- Attend the bid opening in support of the Client.
- Westwood will provide schedules for construction activities.

##### 2) Construction Observation and Inspection:

a) Westwood shall visit the project site at appropriate intervals as construction proceeds to observe and report on progress. It is estimated that one (1) visit per month will be made by Westwood.

##### a) Shop Drawing and Lab Report Review

Westwood shall review shop and erection drawings submitted by the contractor for compliance with design concepts. Westwood shall review laboratory, shop, and mill test reports on materials and equipment.

##### b) Instructions to Contractor

The Engineer shall provide necessary interpretations and clarifications of contract documents, review change orders and make recommendations as to the acceptability of the work, at the request of the Client.

##### c) Contractor’s Payment Estimates

The Engineer shall review monthly and final estimates for payments to contractors. The payment estimates shall include appropriate certifications.



**EXHIBIT A** to Agreement between the City of Mission, Texas (“Client”) and Westwood Professional Services, Inc., (“Westwood”) for Consulting Services

**Final Inspection:**

The Engineer shall attend final inspection of the Project with representatives of the Client and the construction contractor.

**Services not included in this contract:**

- *Construction inspection services*
- *As-built surveys of constructed improvements*
- *Public hearings or City Council/Commission meetings*
- *Utility coordination meeting(s) to start relocation process with affected franchise utilities*
- *Reset property corner monumentation disturbed or removed during or after construction*
- *Required application and permitting fees (LOMR) or special insurance premiums are not included*
- *Phase II Environmental Site Assessments*
- *Storm Water Pollution Prevention Plans (SWPPP)*
- *Floodplain studies and permitting*
- *Boundary and topographic surveying*
- *Preliminary and final platting*
- *Zoning change assistance*
- *Site Plan layout*
- *Traffic and parking studies*
- *Demolition Plan*
- *Retaining wall design*
- *Design of screening walls, light pole bases, transformer or generator pads, hardscape features, pavers and/or site signage*
- *Detailed layout of walks and hardscape areas, including scoring patterns*
- *Design of any underfloor drainage systems or grading*
- *Design of french drain systems around the building perimeters*
- *Landscape Plan and Irrigation Plan*
- *Site Lighting Plan*
- *Signage Plan*
- *Off-site roadway, drainage, and utility extensions/improvements*
- *LEED pursuit*
- *Construction staking*

**END OF EXHIBIT ‘A’**

**EXHIBIT B** to Agreement between the City of Mission, Texas (“Client”) and Westwood Professional Services, Inc., (“Westwood”) for Consulting Services

**EXHIBIT ‘B’ – COMPENSATION AND METHOD OF PAYMENT**

**Astroland Climate Resilient Flood Risk Reduction Project FY23 FMA  
City of Mission, Texas**

**COMPENSATION:**

For all professional services included in EXHIBIT ‘A’, Scope of Services, Westwood shall be compensated a lump sum fee of \$513,510.00 as summarized below. Westwood reserves the right to re-negotiate fee given changes throughout the project, if necessary. The total lump sum fee shall be considered full compensation for the services described in EXHIBIT ‘A’, including all labor materials, supplies, and equipment necessary to deliver the services.

<b>Preaward Costs</b>	<b>Grant Application Development/Pre-Application Engineering</b>	<b>\$33,120.00</b>
<b>Task 1</b>	Hydrology and Hydraulics Analysis	\$12,360.00
<b>Task 2</b>	Cost Analysis	\$6,440.00
<b>Task 3</b>	Benefit Cost Analysis	\$5,880.00
<b>Task 4</b>	Exhibit Preparation	\$2,560.00
<b>Task 5</b>	Grant Compliance and Coordination	\$5,880.00
<b>Phase 1</b>	<b>Engineering, EHP Compliance, and Design</b>	<b>\$449,990.00</b>
<b>Task 1</b>	Data Collection	\$9,680.00
<b>Task 2</b>	Survey (Topographic and Boundary)	\$104,650.00
<b>Task 3</b>	Hydrologic Analysis	\$20,840.00
<b>Task 4</b>	Existing Conditions Hydraulic Analysis	\$23,280.00
<b>Task 5</b>	Proposed Conditions Hydraulic Analysis	\$29,480.00
<b>Task 6</b>	Construction Plans	\$112,900.00
<b>Task 7</b>	State Coordination	\$10,460.00
<b>Task 8</b>	Federal Coordination	\$6,860.00
<b>Task 9</b>	Environmental and EHP Compliance	\$47,110.00
<b>Task 10</b>	Geotechnical Engineering Services	\$37,670.00
<b>Task 11</b>	Public Outreach	\$13,350.00
<b>Task 12</b>	Project Management Phase 1	\$21,510.00
<b>Task 13</b>	Benefit Cost Analysis	\$12,200.00
<b>Phase 2</b>	<b>Management Costs</b>	<b>\$30,400.00</b>
<b>Task 1</b>	Project Administration	\$9,200.00
<b>Task 2</b>	Construction Observation and Inspection	\$21,200.00
<b>TOTAL</b>		<b>\$513,510.00</b>

**EXHIBIT B** to Agreement between the City of Mission, Texas (“Client”) and Westwood Professional Services, Inc., (“Westwood”) for Consulting Services

**METHOD OF PAYMENT:**

Westwood shall be paid monthly payments as described in Article 3 of the AGREEMENT. The cumulative sum of such monthly partial fee payments shall not exceed the total current project budget including all approved Amendments. Each invoice shall be verified as to its accuracy and compliance with the terms of this Agreement by an officer of Westwood.

END OF EXHIBIT ‘B’

City of Mission: Climate Resilient Flood Risk Reduction Project for Astroland Budget Breakdown																	
Positions		Westwood Professional Services														TASK HOURS	TASK / PHASE FEE
		Principal	Project Manager	Grant Manager	Senior Engineer	Engineer I	Graduate Engineer I	Construction Inspector	Engineering Tech V / Designer III	Engineering Tech I / CAD Tech II	Engineering Tech I / CAD Tech I	RPLS	Survey Tech	Survey 2 Man Crew	Admin I		
Hourly Rate		\$ 275.00	\$ 230.00	\$ 210.00	\$ 190.00	\$ 175.00	\$ 150.00	\$ 155.00	\$ 140.00	\$ 120.00	\$ 85.00	\$ 200.00	\$ 165.00	\$ 190.00	\$ 80.00		
PHASE CODE AND DESCRIPTION		HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS		
Preaward Costs	Grant Application Development/Pre-Application Engineering	0	0	28	52	0	112	0	0	0	0	2	0	0	2	196	\$ 33,120.00
		\$ -	\$ -	\$ 5,880.00	\$ 9,880.00	\$ -	\$ 16,800.00	\$ -	\$ -	\$ -	\$ -	\$ 400.00	\$ -	\$ -	\$ 160.00		
Task 1	Hydrology and Hydraulics Analysis				24		52									76	\$ 12,360.00
Task 2	Cost Analysis				12		24				2				2	40	\$ 6,440.00
Task 3	Benefit Cost Analysis				12		24									36	\$ 5,880.00
Task 4	Exhibit Preparation				4		12									16	\$ 2,560.00
Task 5	Grant Compliance and Coordination			28												28	\$ 5,880.00
Phase 1	Engineering, EHP Compliance, and Design	12	336	0	540	0	1064	0	0	0	0	110	190	270	32	2554	\$ 449,990.00
		\$ 3,300.00	\$ 77,280.00	\$ -	\$ 102,600.00	\$ -	\$ 159,600.00	\$ -	\$ -	\$ -	\$ -	\$ 22,000.00	\$ 31,350.00	\$ 51,300.00	\$ 2,560.00		
Task 1	Data Collection		8		16		32									56	\$ 9,680.00
Task 2	Survey (Topographic and Boundary)											110	190	270		570	\$ 104,650.00
Task 3	Hydrologic Analysis		12		32		80									124	\$ 20,840.00
Task 4	Existing Conditions Hydraulic Analysis		16		40		80									136	\$ 23,280.00
Task 5	Proposed Conditions Hydraulic Analysis		20		52		100									172	\$ 29,480.00
Task 6	Construction Plans	4	60		200		400									664	\$ 112,900.00
Task 7	State Coordination		16		12		30									58	\$ 10,460.00
Task 8	Federal Coordination		16		12		6									34	\$ 6,860.00
Task 9	Environmental and EHP Compliance	2	32		80		160									274	\$ 47,110.00
Task 10	Geotechnical Engineering Services	2	24		40		160									226	\$ 37,670.00
Task 11	Public Outreach	2	32		16		16									66	\$ 13,350.00
Task 12	Project Management Phase 1	2	80												32	114	\$ 21,510.00
Task 13	Benefit Cost Analysis		20		40											60	\$ 12,200.00
	PHASE CODE AND DESCRIPTION	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS		
Phase 2	Management Costs	0	60	0	40	0	60	0	0	0	0	0	0	0	0	160	\$ 30,400.00
		\$ -	\$ 13,800.00	\$ -	\$ 7,600.00	\$ -	\$ 9,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Task 1	Project Administration		40													40	\$ 9,200.00
Task 2	Construction Observation and Inspection		20		40		60									120	\$ 21,200.00

**EXHIBIT C – INSURANCE**

A. *Insurance.* Westwood shall, during the life of this Agreement, maintain the following insurances:

1. Commercial General Liability (occurrence form not less than):
  - \$2,000,000 General Liability
  - \$2,000,000 Products and Completed Operations Aggregate
  - \$1,000,000 Personal and Advertising Injury
  - \$1,000,000 Each Occurrence
  - \$10,000 Medical Expense
2. Commercial Automobile Liability (all scheduled auto, hired and non-owned autos):
  - \$1,000,000 Combined Single Limit
3. Umbrella
  - \$5,000,000 Aggregate
  - \$5,000,000 Each Occurrence
4. Workers Compensation
  - \$1,000,000 Each Accident
  - \$1,000,000 Policy Limit
  - \$1,000,000 Each Employee

*Professional Liability Errors and Omissions Insurance.* Westwood shall carry Professional Liability Errors and Omissions insurance with limited contractual liability in the amount of \$2,000,000 per claim and in the aggregate for the duration of this Agreement.

END OF EXHIBIT 'C'



**CITY COUNCIL AGENDA ITEM &  
RECOMMENDATION SUMMARY**

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Juan Pablo "JP" Terrazas, Asst. City Manager  
**AGENDA ITEM:** Approval of Resolution # \_\_\_\_ urging Mexico to comply with the terms of the 1944 Treaty and release the water due to the United States - Terrazas

**NATURE OF REQUEST:**

LRGVDC Board of Directors is requesting for cities to adopt a resolution for consideration and approval in support of the 1944 Treaty between the United States and Mexico. Mexico has sufficient water in storage in the tributaries that the United States is entitled to receive water from and could release this water as called for by the 1944 Treaty.

Representatives from the Irrigation District will be traveling to Washington D.C. and will hand deliver the Resolutions.

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

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

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

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

**WHEREAS**, the Rio Grande is the only source of fresh water for the Rio Grande Valley of Texas; and,

**WHEREAS**, the Rio Grande flows are greatly dependent on inflows from Mexican tributaries that flow into the Rio Grande above Amistad and Falcon Reservoirs; and,

**WHEREAS**, the 1944 Treaty between the United States and Mexico allots to the United States one-third of the tributary inflow from six-named tributaries that flow into the Rio Grande above the international reservoirs and this one-third shall not be less than 350,000 acre-feet as an annual average over a cycle of five consecutive years; and,

**WHEREAS**, the only exception to the annual delivery of this water is if Mexico is experiencing extraordinary drought or has experienced serious accident to the hydraulic systems on the six-named tributaries; and,

**WHEREAS**, Mexico has accumulated over 2.9-million-acre feet of water in the reservoirs on the six-named tributaries since August 2022, and is an indication that Mexico is not in an extraordinary drought and there have been no reports of any accidents to their hydraulic systems; and,

**WHEREAS**, the current five-year Treaty Delivery Cycle commenced October 25, 2020, and Mexico is behind in their deliveries to the United States by over 550,000-acre feet of water; and,

**WHEREAS**, the United States ownership of water in the Amistad/Falcon Reservoir System is slightly less than one years' supply of water; and,

**WHEREAS**, Mexico has sufficient water in storage in the tributaries that the United States is entitled to receive water from and could release this water as called for by the 1944 Treaty.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City of Mission strongly urges Mexico to comply with the terms of the 1944 Treaty and release the water due to the United States.

**ADOPTED** and **APPROVED** by the Mission City Council on this 11<sup>th</sup> day of March, 2024.

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

**ATTEST:**

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



CITY OF  
**MISSION**

**CITY COUNCIL AGENDA ITEM &  
RECOMMENDATION SUMMARY**

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Juan Pablo "JP" Terrazas, P.E., Asst. City Manager  
**AGENDA ITEM:** Approval of Interlocal Agreement between the City of Mission and Sharyland ISD for installation of lighting along the Walking/Running Trail at Shimotsu Elementary - Terrazas

**NATURE OF REQUEST:**

Interlocal Agreement is for the purchase, installation, construction and maintenance for (8) 285 Watt LED Floodlights on 4 concrete poles, (1) 50 KVA padmount transformer and underground street light wire. The city will pay SISD \$19,217.77 for the installation. SISD will become the operations and maintenance authority over the floodlights as installed.

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

**BUDGET:** \$ \_\_\_\_\_ **EST. COST:** \$19,217.77 **CURRENT BUDGET BALANCE:** \$ \_\_\_\_\_

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance \_\_\_\_\_

**Advisory Board Recommendation:** N/A \_\_\_\_\_

**City Manager's Recommendation:** Approval *JP* \_\_\_\_\_

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



STATE OF TEXAS                   §  
   §  
COUNTY OF HIDALGO           §

**INTERLOCAL COOPERATION AGREEMENT  
BETWEEN CITY OF MISSION, TEXAS AND  
SHARYLAND INDEPENDENT SCHOOL DISTRICT**

THIS agreement is made by and between the CITY OF MISSION, TEXAS, (hereinafter referred to as the "City") and the SHARYLAND INDEPENDENT SCHOOL DISTRICT (hereinafter referred to as the "SISD"), and collectively referred to as the "Parties", pursuant to the provisions of the Texas Interlocal Cooperation Act (the "Act"), Chapter 791 et seq., Texas Government Code, as follows:

**WITNESSETH:**

**WHEREAS**, Chapter 791 of the Texas Government Code authorizes local governments to contract with each other to provide governmental functions and services, and

**WHEREAS**, the City of Mission, Texas is a Texas Municipality and Home Rule City as set forth in VTCA Government Code § 791.003 (4), and

**WHEREAS**, the Sharyland Independent School District is a Texas School District and local governmental entity as set forth in VTCA Government Code §791.003, and

**WHEREAS**, the Parties are of the opinion that providing a safe and well-lighted public walking/running trail along Shimotsu Elementary (3101 San Mateo Parkway, Mission, Texas) can be facilitated by establishing a cooperative approach to the purchase, installation, construction and maintenance for (8) 285 Watt LED Floodlights on (4) concrete poles, (1) 50 kVA padmount transformer, and underground street light wire, as further identified under Exhibit A, attached hereto, and that the performance of this Agreement is in the common interest of both parties and that the division of cost fairly compensates for the division of current and future duties and obligations under this Agreement, and

**WHEREAS**, the parties, in performing governmental functions or in paying for the performance of governmental functions hereunder shall make that performance, or those payments from current revenues legally available to each party.

**NOW THEREFORE**, in consideration of the promises and mutual covenants herein contained, it is agreed, under the authority of Section 791.001 – 791.029 of the Texas Government Code, as follows:

**AGREEMENT:**

- 1. **Recitals:** The recitals set forth above are true and correct and are incorporated herein by reference for all purposes.

2. **Purpose:** The purpose of this Agreement is to determine and allocate between the parties, responsibilities for installation and maintenance of the park improvements between the City and SISD, as further identified under Exhibit A, attached hereto.

3. **Effectiveness and Duration:** This Agreement shall begin and be effective on \_\_\_\_\_, 2024. For this Agreement to be effective, it must be approved at a public meeting and properly executed by the City and SISD, and their respective Board and/or Council.

This Agreement shall be effective for an initial term of ten (10) years. Following this initial period, this Agreement shall be extended by up to two (2) additional five (5) year periods, unless on or before 60 days before the expiration of the initial term or one of the extension periods, the City or SISD provide to the other party written notice of its desire to not automatically renew this Agreement.

4. **Installation and Maintenance:**

4.1. The City of Mission shall tender payment to the SISD in the amount of NINETEEN THOUSAND TWO HUNDRED SEVENTEEN DOLLARS, SEVENTY-SEVEN CENTS (\$19,217.77), (hereinafter referred to as City's Payment") to be applied by SISD to the payment to American Electric Power for the installation of floodlights, as further identified under Exhibit A, attached hereto.

4.2 Upon SISD's receipt of City's Payment, SISD agrees to use the City's Payment exclusively for the purchase of said floodlights to be installed at the walking/running trail along Shimotsu Elementary, as further detailed under Exhibit A, attached hereto.

4.3 If SISD does not complete the purchase and installation of the floodlights as detailed in Exhibit A within 12 months following the Effective Date of this Agreement, then SISD shall return the City's Payment to the City of Mission upon written request from the City.

4.4 SISD agrees to become the operations and maintenance authority over the floodlights as installed. SISD's maintenance responsibilities shall include, but not limited to, preventative maintenance (periodic inspection, service and routine repairs) and other basic maintenance functions.

5. **Nature of Relationship.** Nothing contained in this Agreement shall be deemed or constructed to create the relationship of principal and agent or that of partnership or joint venture or any association between the Parties, and any intention to create a joint venture or partnership relationship between the Parties hereto is hereby expressly disclaimed. No provision contained in this agreement, nor any acts of the Parties hereto shall be deemed to create any relationship between City and SISD other than what is specifically described within the agreement.

6. **Immunities.** The parties to this Agreement agree that each party, each through its officials, employees, and agents, shall be responsible for its own negligent acts or omissions or other tortious

conduct in the course of the event permitted under this Agreement, without waiving any sovereign or governmental immunity available to any party under Texas law and without waiving any available defenses under Texas law. Nothing in this paragraph shall be construed to create or grant any rights, contractual or otherwise, in or to any third persons or entities.

**7. Conflict of Applicable Law:** Nothing in this Agreement shall be construed so as to require the commission of any act contrary to law, and whenever there is any conflict between any provision of their Agreement and any present or future law, ordinance, or administrative, executive or judicial regulation, order or decree, or amendment thereof, contrary to which the parties have no legal right to contract, the latter shall prevail, but in such event the affected provision or provisions of the Agreement shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.

**8. Entire Agreement:** This Agreement contains the entire contract between the parties hereto and each party acknowledges that neither has made (either directly or through any agreement or representative) and representation or agreement in connection with this Agreement not specifically set forth herein. This Agreement may be modified or amended only by agreement in writing executed by the City and SISD, and not otherwise.

**9. TEXAS LAW TO APPLY:** THIS AGREEMENT SHALL BE CONSTRUED UNDER AND IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS, AND ALL OBLIGATION OF THE PARTIES CREATED HEREUNDER ARE PERFORMABLE IN HIDALGO COUNTY, TEXAS. THE PARTIES HEREBY CONSENT TO PERSONAL JURISDICTION IN HIDALGO COUNTY, TEXAS.

**10. Notice:** Except as maybe otherwise specifically provided in this Agreement, all notices, demands, requests or communication required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by registered or certified mail, return receipt requested, postage prepaid and addressed to the parties at the addresses set forth below, or at such other addresses as may have been theretofore specified by written notice delivered in accordance herewith:

If to City:                   City of Mission  
Randy Perez, City Manager  
1201 E. 8<sup>th</sup> St  
Mission, Texas 78572

With Copy to:  
City Attorney’s Office  
Victor A. Flores, City Attorney  
1201 E. 8<sup>th</sup> St  
Mission, Texas 78572

If to SISD:                    Sharyland Independent School District  
    Dr. Maria M. Vidaurri, Superintendent  
    1200 North Sharyland Road  
    Mission, Texas 78572

Each notice, demand, request or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given for all purposes at such time as it is personally delivered to the addressee, or, if mailed, at such time as it is deposited in the United States mail.

**11. Additional Documents:** The parties hereto covenant and agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Agreement.

**12. Successors.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

**13. Assignment:** This Agreement shall not be assignable.

**14. Headings.** The headings and captions contained in this Agreement are solely for the convenience reference and shall not be deemed to affect the meaning or interpretation of any provision of paragraph hereof.

**15. Authority to Execute.** The execution and performance of this Agreement by the City and SISD have been duly authorized by all necessary laws, resolutions or corporate action, and this Agreement constitutes the valid and enforceable obligations of the City and SISD in accordance with its terms.

(Signature Page to Follow)

WITNESS THE HANDS OF THE PARTIES effective as of the day and year first written above.


APPROVED BY SHARYLAND INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES ON January 22, 2024, 2024.

Agenda Item No. 10 H

SHARYLAND INDEPENDENT SCHOOL DISTRICT

  
\_\_\_\_\_  
JOSE "PEPE" GARCIA, PRESIDENT

APPROVED AS TO FORM:

By:   
\_\_\_\_\_  
Name: Ivan Perez  
Attorney for Sharyland Independent School District

APPROVED BY THE MISSION CITY COUNCIL ON \_\_\_\_\_, 2024.

Agenda Item No. \_\_\_\_\_

CITY OF MISSION:

\_\_\_\_\_  
NORIE GONZALEZ-GARZA, MAYOR

ATTEST:

\_\_\_\_\_  
Anna Carillo, City Secretary

**APPROVED AS TO FORM:**

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Robert Galligan, Interim City Attorney

Please send signed agreement to:  
American Electric Power  
Attn: CIAC Admin Pharr North SC  
5700 N Cage Blvd  
Pharr, TX 78577-7921

Company No: 211

Bill To:  
CITY OF MISSION  
2801 N. HOLLAND AVE  
Mission, TX 78574

Contract No: DWMS00000574584  
Date: 8/4/2023

### PRO FORMA

Customer No: 11278837  
Purchase Order: 85601850

Description	Quantity	UOM	Init Amt	Net Amount
Job involves the installation of 8-285 Watt LED Floodlights on 4 concrete poles. Job also includes the installation of a new 50 kVA padmount transformer, and urd street light wire. City of Mission, Texas - Lights are located behind Shimotsu Elementary (3101 San Mateo Pkwy) - Ruben Cantu	1.0	EA	19,217.77	19,217.77

Amount Due: 19,217.77

**Agreement instructions:**

- Step 1:** A signed agreement is required regardless of how payment will be made. Email your signed agreement to your AEP Representative.
- Step 2:** Once the agreement has been processed, your AEP Representative will provide you with an invoice (this may take 3-5 business days).
- Step 3:** Follow payment instructions on bottom of invoice or customer payment option handout provided by your AEP representative.

**AEP Texas**

**Contribution-In-Aid-Of-Construction Agreement  
For Electric Distribution Service**

CITY OF MISSION  
Service: 3101 SAN MATEO RD  
MISSION, TX

Mailing: 2801 N. HOLLAND AVE  
Mission, TX 78574

Contract #: DWMS00000574584      Work Request #: 85601850  
Date: 8/4/2023

You, CITY OF MISSION (Customer) have requested AEP Texas (Company) to install/construct certain electric distribution facilities (hereinafter referred to as "Facilities") as follows: Job involves the installation of 6-285 Watt LED Floodlights on 4 concrete poles. Job also includes the installation of a new 50 kVA padmount transformer, and urd street light wire. City of Mission, Texas - Lights are located behind Shimotsu Elementary (3101 San Mateo Pkwy) - Ruben Cantu

The cost for construction/installation of the requested Facilities will be in excess of what would normally be provided by Company at no additional cost to the Customer to initiate service. In accordance with the Company's approved Tariff, as filed with the Public Utilities Commission of Texas, the Customer agrees to pay Company a one-time, non-refundable, Contribution-In-Aid-Of-Construction (CIAC) in the amount of 19,217.77. The Customer understands that he/she receives no ownership or control of the Facilities by virtue of the payment of the CIAC. The Facilities installed by the Company will remain the property of the Company. The Company expressly retains the right to use said Facilities for any purpose which Company deems appropriate under good utility practices, including the distribution of electric service to other customers.

Company agrees to build and maintain all electrical equipment, and the Customer agrees to provide pay in full ciac prior to releasing job to construction and to be ready to take electric service on or before 08/02/2023.

It is understood and agreed that the Company will not begin construction/installation of the Facilities until full payment of the CIAC has been received by the Company; therefore, Customer understands and agrees that he/she needs to make full payment of the CIAC in sufficient time to allow for the construction/installation to be completed by the In Service Date.

The pricing of the CIAC quoted herein is based on the specifics of the Customer's request, including the Customer's stated In Service Date, and must be accepted by the Customer by executing and returning to the Company this Agreement by 11/2/2023 to remain valid. Should Customer alter the request for facilities, or request a delay in (or is otherwise unable to take service by) the stated In Service Date, the Company reserves the right to update the pricing and require an additional CIAC payment to reflect any increases in cost due to the alteration in requested facilities or the delay in taking service, or both.

Nothing contained herein shall be construed as a waiver or relinquishment by Company of any right it has or may hereafter have to discontinue service for default in the payment of any bill owing or to become owing hereunder or for any reason or cause allowed by law.

By signing and returning this Agreement, Customer understands and accepts the above described terms and conditions

Customer  
By City of Mission  
Signature:   
Title: E.I.T  
Date: 8/4/23

Company  
By \_\_\_\_\_  
Signature: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



**WR: 85601850**  
**Easement #: N/A**

**Reference Location**  
**Latitude: 26.1659**  
**Longitude: -98.3004**

**2**  
 48704794495741  
 Install New  
 35FT Concrete Pole  
 With Two Position  
 Floodlight Bracket  
 DS1440-D  
 Install 2- New  
 285W LED Floodlights

**3**  
 48702314495915  
 Install New  
 35FT Concrete Pole  
 With Two Position  
 Floodlight Bracket  
 DS1440-D  
 Install 2- New  
 285W LED Floodlights

**1**  
 48701914495624  
 Install New  
 35FT Concrete Pole  
 With Two Position  
 Floodlight Bracket  
 DS1440-D  
 Install 2- New  
 285W LED Floodlights

**1**  
 48699464495665  
 Install New  
 50KVA-120-240V  
 Xfmr  
 SN#  
 DS2205

**4**  
 48699614495804  
 Install New  
 35FT Concrete Pole  
 With Two Position  
 Floodlight Bracket  
 DS1440-D  
 Install 2- New  
 285W LED Floodlights

Existing 9 Switchgear  
 48697924495548  
 5G49  
 SW 3S-1F  
 600 GOAB ABC  
 SW NC  
 600 GOAB ABC  
 SW NC  
 600 GOAB ABC  
 SW NC

**Note to Crew:**  
 -Update each pole ID tag with correct 14 digit GPS location number marked in **RED** which matches the XY coordinates obtained by GPS. **Blue** numbers refer to previous location ID  
**-CUSTOMER-CITY OF MISSION TEXAS-EDGAR GONZALEZ-956-426-5270-CIAC'S 19.217.77**  
**-SERVICE CREW LEADER-ARMANDO MORALES-956-460-3328**

4 AL UD - 20 PVC S90

365 R

8 AL U2

140 R

4 AL UD - 20 PVC S90

248 R

4 AL UD - 20 PVC S90

381 R

4 AL UD - 20 PVC S90

381 R

4 AL UD - 20 PVC S90

248 R

4 AL UD - 20 PVC S90

140 R

4 AL UD - 20 PVC S90

365 R

4 AL UD - 20 PVC S90

381 R

4 AL UD - 20 PVC S90

381 R

4 AL UD - 20 PVC S90

381 R

4 AL UD - 20 PVC S90

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381 R

4 AL UD - 20 PVC S90

381 R

4 AL UD - 20 PVC S90

381 R

**COLOR CODE LEGEND**  
**RED** -New Facilities  
**GREEN** -Existing/Transfer Facilities  
**BLUE** -Facilities to Be Removed

Job Description: CUSTOMER SERVICE-CI-NEW SERVICE	
Customer: EDGAR GONZALEZ	Date Completed: 8/2/2023
Location: 175 3101 SAN MATEO RD	County: HIDALGO
District: 175 - Mission	Crew HQ: 11712
Circuit / Station: SH112 / TAYLOR	Phases: ABCN
Drawn By: Raben Canu	OWR: N/A
Office #: 956-342-4724	ESID: 100327894
Issued for:	Scale: 1"=100'
	Page 1 of 1

**Final**



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024  
**PRESENTED BY:** Angie Vela, Finance Director  
**AGENDA ITEM:** Approval of Budget Amendment: General Fund, Capital Projects Fund, 2018 CO Fund & 2021 CO Fund - Vela

**NATURE OF REQUEST:**

Approval of the attached budget amendments:

- General Fund – (\$239,199.00 Expenditures)
- Capital Project Fund – (\$1,247,333.00 Revenues/Expenditures)
- 2018 CO Fund – (\$3,549,332.00 Expenditures)
- 2021 CO Fund – (\$7,998,212.00 Expenditures)

**BUGETED:** N/A      **FUND:** \_\_\_\_\_ **ACCT. #:** \_\_\_\_\_

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

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** None

**Advisory Board Recommendation:** N/A

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

# CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2023-2024  
DATE: March 11, 2024  
DEPARTMENT: Transfers Out  
FUND: General Fund

BA-24-05

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
01-499-56909	Transfer Out - Capital Projects Fund	685,855.00	239,199.00	925,054.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>TOTAL</b>		685,855.00	239,199.00	925,054.00


## JUSTIFICATION

Budget Amendment is necessary to allocate City Share of Traffic Signal Improvement Project.

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Finance Director: 

Date: 3/6/2024

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

Date Posted: \_\_\_\_\_

# CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2023-2024  
DATE: March 11, 2024  
DEPARTMENT: Mile 2 Rd Traffic Signal Improvement  
FUND: Capital Projects Fund

BA-24-06

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
09-300-33146	TXDOT Reimbursement	-	1,008,134.00	1,008,134.00
09-399-39901	Transfer In - General Fund	-	239,199.00	239,199.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>TOTAL</b>		-	1,247,333.00	1,247,333.00

## JUSTIFICATION

Budget Amendment is necessary to allocate funding from Texas Dept of Transportation and City Share of Traffic Signal Improvement Project.

Finance Director: 

Date: 3/6/2024

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

Date Posted: \_\_\_\_\_

# CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2023-2024  
DATE: March 11, 2024  
DEPARTMENT: Mile 2 Rd Traffic Signal Improvement  
FUND: Capital Projects Fund

BA-24-06

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
09-410-74940	Other Structures	-	1,247,333.00	1,247,333.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>TOTAL</b>		-	1,247,333.00	-

## JUSTIFICATION

Budget Amendment is necessary to allocate funding from Texas Dept of Transportation and City Share of Traffic Signal Improvement Project.

Finance Director: 

Date: 3/6/2024

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

Date Posted: \_\_\_\_\_

# CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2023-2024  
 DATE: March 11, 2024  
 DEPARTMENT: Capital Projects  
 FUND: 2018 CO

BA-24-07

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
75-415-74900	Buiding Additions & Renovations	-	456,502.00	456,502.00
75-440-34420	Engineering & Architectural	-	248,248.00	248,248.00
75-461-34420	Engineering & Architectural	-	12,709.00	12,709.00
75-461-74900	Buiding Additions & Renovations	-	95,343.00	95,343.00
75-461-74940	Other Strucures	-	2,736,530.00	2,736,530.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>TOTAL</b>		-	3,549,332.00	3,549,332.00

## JUSTIFICATION

Budget Amendment is necessary to allocate funding for projects being funded from the 2018 CO Bond.

Finance Director: \_\_\_\_\_

Date: 3/4/2024

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

Date Posted: \_\_\_\_\_

# CITY OF MISSION BUDGET AMENDMENT REQUEST

**FISCAL YEAR:** 2023-2024  
**DATE:** March 11, 2024  
**DEPARTMENT:** Capital Projects  
**FUND:** 2021 CO

**BA-24-08**

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
76-440-74910	Roads	-	1,027,683.00	1,027,683.00
76-440-74930	Drainage Ditches & Structures	-	5,024,839.00	5,024,839.00
76-461-74940	Other Structures	-	1,945,690.00	1,945,690.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>TOTAL</b>		-	7,998,212.00	7,998,212.00

## JUSTIFICATION

Budget Amendment is necessary to allocate funding for projects being funded from the 2021 CO Bond.

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**Finance Director:** 

**Date:** 3/4/2024

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

**Date Posted:** \_\_\_\_\_



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024

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

**AGENDA ITEM:** TABLED 02/26/2024 - Rezoning: Tract #1: A tract of land containing 0.612 of one acre, being a part of portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1916 Crystal Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance#\_\_\_\_\_ - De Luna

### NATURE OF REQUEST:

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located near the Diane Drive/Crystal Drive Intersection along the east side of Crystal Drive. On January 24<sup>th</sup>, 2024 staff received a petition from the property owners within 200' radius reflecting 39% opposition to this request. There was public opposition during the P&Z Meeting. The concerns voiced were in regards to storm sewer infrastructure, lift station replacement, potholes, increased traffic, noise, and safety. The board unanimously recommended approval.

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

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

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

**STAFF RECOMMENDATION:** Approval.

**Departmental Approval:** N/A

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

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

<b>RECORD OF VOTE:</b>	<b>APPROVED:</b>	_____
	<b>DISAPPROVED:</b>	_____
	<b>TABLED:</b>	_____

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING OF A TRACT OF LAND CONTAINING 0.612 OF ONE ACRE, BEING A PART OR PORTION OF THE GULF COURSE AND LAKE RESERVE OUT OF MEADOW CREEK COUNTRY CLUB PHASE I-B, 1916 CRYSTAL DRIVE, PUD(AO-P) AGRICULTURAL OPEN PERMANENT TO PUD(R-1) SINGLE FAMILY RESIDENTIAL**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of February 14, 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 be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, February 26, 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:

<b>Legal Description</b>	<b>From</b>	<b>To</b>
A tract of land containing 0.612 of one acre, being a part or portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B	PUD(AO-P)	PUD(R-1)

READ, CONSIDERED AND PASSED, this the 11<sup>th</sup> day of March, 2024.

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

ATTEST:

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

**TABLED**

**REZONING:** Tract #1: A tract of land containing 0.612 of one acre, being a part or portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B  
1916 Crystal Drive  
PUD(AO-P) Permanent Open Space District to  
PUD(R-1) Single Family Residential  
Meadow Creek Development

**REVIEW DATA**

The subject site is located near the Diane Drive/Crystal Drive Intersection along the east side of Crystal Drive – see vicinity map.

**SURROUNDING ZONES:**  
N: PUD(R-1T) – Townhouse Residential District  
E: PUD(AO-P) – Permanent Open Space District  
W: PUD(R-1T) – Townhouse Residential District  
S: PUD(R-1T) – Townhouse Residential District

**EXISTING LAND USES:**  
N: Single Family Residential  
E: Vacant  
W: Single Family Residential  
S: Single Family Residential  
Site: Vacant

**FLUM:** Planned Unit Development (PUD)

**REVIEW COMMENTS:** Staff notes that this item had received a favorable recommendation by the P&Z Board on January 13, 2021. However, it was tabled at the January 25, 2021 City Council Meeting to address some of the concerns voiced during the public comments. The concerns voiced referenced storm sewer infrastructure, lift station replacement, potholes, increased traffic, noise, and safety. Since then, the lift stations have been decommissioned and are no longer in service they are now on City sewer and several streets have been resurfaced.

Staff notes that the proposed zone complies with the surrounding land uses. Staff believes an R-1 would be a better neighbor for this area.

On January 24<sup>th</sup>, 2024 staff received a petition from property owners within the 200’ radius reflecting 31% opposition to this request.

**RECOMMENDATION:** Staff recommends approval.

MISSION MUNICIPAL PARK

parcel #2

MAIN FLOODWATER PILOT CHANNEL

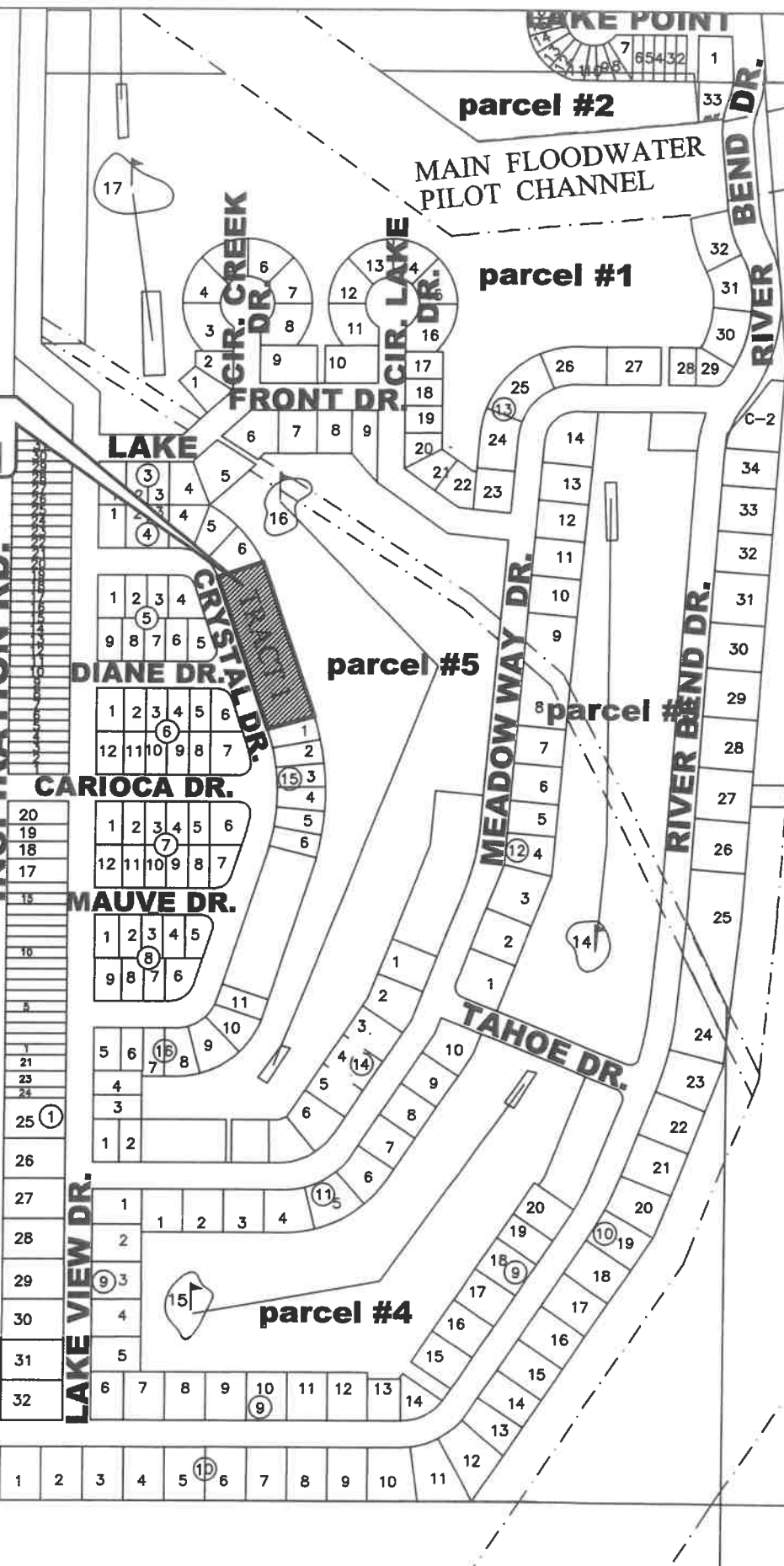
parcel #1

MISSION MAIN CANAL

SITE LOCATION

INSPIRATION RD.

RIO GRANDE VALLEY STATE VETERANS CEMETERY



**CITY OF MISSION**  
 HIDALGO COUNTY, TEXAS

1201 E. 8th. Street  
 MISSION, TX 78572

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



PETITION Date: 1/5/2024

File Number: RE723-39

To: Mission City Council

RECEIVED  
JAN 24 2023  
BY: JM

We, the undersigned owners of property affected by the requested zoning change described in the referenced file, do hereby protest any change of the Land Development Code which would zone the property to any classification other than AO-1. According to AO-1 purpose for zoning, "It is the intent of this district that agricultural land be held in that use for as long as is practical and reasonable. This zoning is suitable for areas where development is premature because of the lack of utilities, capacity, or service, or where the ultimate land use has not been determined." Even though the City of Mission has improved some of the infrastructure, the lift station by Crystal Drive still emits atrocious odors and has never been removed as it was on Circle Drive. There is no resolution from the City of Mission's utility office because supplies are not available to reduce these odors. Also, the contractors on the lift station project removed the chain link fence of over 100 feet and have never replaced it, thus has made an entry way for vehicles to turn from Lakeview Drive to Inspiration Road illegally. This has been reported more than once, but still not fixed. Many days, the water pressure in this neighborhood is extremely low in the mornings and adding more housing will only exasperate this issue. Because the houses are already close together south of tract 2, guests utilize the street in front of tract 2 for parking. In conclusion, I and those signing below are requesting the rezoning denied "because of the lack of utility capacity."

Signature	Printed Name	Address
<i>K. Prewitt</i>	Karen Prewitt	2101 Mauve Dr, Mission
<i>Kay Wolf</i>	Kay Wolf	2100 Mauve Dr, Mission
<i>Norma A. Daming</i>	Norma A. Daming	2105 Carioca Mission
<i>Jan Rivera</i>	Jan Rivera	2107 Mauve Dr Mission, TX
<i>Lulu Garrett</i>	Lulu Garrett	2101 Carioca Dr. Mission
<i>Guadalupe Roldan</i>	Guadalupe Roldan	2102 Crystal Dr, Mission, TX
<i>Araceli Roldan</i>	Araceli Roldan	2113 Crystal Dr, Mission, TX
<i>Oscar Saenz</i>	Oscar Saenz	2103 Crystal Dr. Mission TX.
<i>Alejandra Pulido</i>	Alejandra Pulido	2107 Crystal Dr. Mission TX.
<i>Leticia Cavares Garza</i>	LETICIA CAVAZOS GARZA	2111 CRYSTAL DR. MISSION, TX
<i>Ferri Ann Huntley</i>	Ferri Ann Huntley	2100 Crystal Dr, Mission TX
<i>Anahi Cantu</i>	Anahi Cantu	2102 Mauve Dr.
<i>Jesus Cantu</i>	JESUS Cantu	2104 MAUVE DR
<i>Jesus Cantu</i>	JESUS Cantu	2106 MAUVE DR
<i>Jesus Cantu</i>	JESUS Cantu	2108 MAUVE DR.
<i>Bonnie Close</i>	Bonnie Close	1920 MEADOW DR.
<i>Dora Maldonado</i>	Dora Maldonado	1902 Crystal dr.
<i>Richard Shwu</i>	RICHARD SHWU	2101 CRYSTAL DR
<i>Kevin Whitehouse</i>	Kevin Whitehouse	1912 Meadow Way dr



File Number: REZ23-39

To: Mission City Council

Continued from previous.

We, the undersigned owners of property affected by the requested zoning change described in the referenced file, do hereby protest any change of the Land Development Code which would zone the property to any classification other than AO-1. According to AO-1 purpose for zoning, "It is the intent of this district that agricultural land be held in that use for as long as is practical and reasonable. This zoning is suitable for areas where development is premature because of the lack of utilities, capacity, or service, or where the ultimate land use has not been determined." Even though the City of Mission has improved some of the infrastructure, the lift station by Crystal Drive still emits atrocious odors and has never been removed as it was on Circle Drive. There is no resolution from the City of Mission's utility office because supplies are not available to reduce these odors. Also, the contractors on the lift station project removed the chain link fence of over 100 feet and have never replaced it, thus has made an entry way for vehicles to turn from Lakeview Drive to Inspiration Road illegally. This has been reported more than once, but still not fixed. Many days, the water pressure in this neighborhood is extremely low in the mornings and adding more housing will only exasperate this issue. Because the houses are already close together south of tract 2, guests utilize the street in front of tract 2 for parking. In conclusion, I and those signing below are requesting the rezoning denied "because of the lack of utility capacity."

Signature

Printed Name

Address

	Andres Gonzalez	1930 meadow way Dr mission TX
	Fernando Prtegon	1928 meadow way Dr Mission, TX
	Samuel Mantalvo	1922 MEADOW way Dr mission TX
	Severiano Morala	219 Crystal Dr.
	Ronald Valles	2127 Crystal Dr.
	Maricela Terres	2127 Crystal Dr
	Toni Sheppard	2013 Lake front Dr mission TX
	Debra Klaustermeyer	2015 Meadow Way Dist TX
	Adricn Martinez	2008 LAKE FRONT DR.
	MARK ADAMS	1900 Crystal Dr.
	M.R. Marnel	2103 Car race Dr. (2103 Carriaca

M3175-1B-003-0002-00 ( 232618)  
BERGH REBECCA & ALBERT  
2519 PONDEROSA DR  
MISSION TX 78572

M3175-1B-003-0003-00 ( 232619)  
CANTU OMAR  
1623 DEBBY LN  
MISSION TX 78572

M3175-1B-003-0005-00 ( 232621)  
GARCIA BRENDA  
2103 LAKE FRONT DR  
MISSION TX 78572

M3175-1B-003-0006-00 ( 232622)  
RODRIGUEZ MARCELA BARCENAS  
2101 LAKE FRONT DR  
MISSION TX 78572

M3175-1B-003-0007-00 ( 232623)  
CANTU YANNELLY  
1525 RIVER BANK DR  
MISSION TX 78572

M3175-1B-004-0001-00 ( 232626)  
CANALES RIGOBERTO JR & SAN JUAN  
2015 LAKE FRONT DR  
MISSION TX 78572

M3175-1B-004-0002-00 ( 232627)  
GONZALEZ RODOLFO  
CARTAGENA No 4220 RES DE LA HACIENDA  
MONTERREY NL 64890  
MEXICO

M3175-1B-004-0003-00 ( 232628)  
SANCHEZ MARIA DE LOURDES O & MONICA MEDRANO EDWIN H & YADIRA  
2116 CRYSTAL DR  
MISSION TX 78572

M3175-1B-004-0004-00 ( 232629)  
ROLDAN CHRISTINA GARCIA  
2108 CRYSTAL DR  
MISSION TX 78572

M3175-1B-004-0005-00 ( 232630)  
MICHELENA ROBERT M  
2104 CRYSTAL DR  
MISSION TX 78572

M3175-1B-004-0006-00 ( 232631)  
HUNTLEY PERRI ANN  
2100 CRYSTAL DR  
MISSION TX 78572

M3175-1B-005-0001-00 ( 232632)  
ROLDAN CHRISTINA GARCIA  
2113 CRYSTAL DR  
MISSION TX 78572

M3175-1B-005-0002-00 ( 232633)  
VALDES JULIO  
C ARNEDO 119 COL LA RIOJA  
MONTERREY NL 64988  
MEXICO

M3175-1B-005-0003-00 ( 232634)  
GIRODENGO ARTURO  
PASEO DE LA REFORMA 6354 COL SATELITE  
MONTERREY NL  
MEXICO

M3175-1B-005-0004-00 ( 232635)  
ROLDAN CHRISTINA MARIE  
2101 CRYSTAL DR  
MISSION TX 78572

M3175-1B-005-0005-00 ( 232636)  
CANTU VALDEMAR & ALMA DELIA  
1304 LAKE VIEW DR  
MISSION TX 78572

M3175-1B-005-0006-00 ( 232637)  
CANTU VALDEMAR & ALMA DELIA  
1304 LAKE VIEW DR  
MISSION TX 78572

M3175-1B-005-0007-00 ( 232638)  
CANTU VALDEMAR & ALMA DELIA  
1304 LAKE VIEW DR  
MISSION TX 78572

M3175-1B-005-0008-00 ( 232639)  
CGS PROPERTY RENTALS LLC  
5105 SWEETWATER AVE  
MCALLEN TX 78503

M3175-1B-005-0009-00 ( 232640)  
SESIN RAUL E  
4109 STILLWATER CV  
EDINBURG TX 78542

M3175-1B-006-0001-00 ( 232641)  
CHEN MENG-JU  
1910 CHARLES CIR  
EDINBURG TX 78541

M3175-1B-006-0002-00 ( 232642)  
REYES NIKEE LEE  
114 N KERALUM AVE  
MISSION TX 78572

M3175-1B-006-0003-00 ( 232643)  
REYES NIKEE LEE  
114 N KERALUM AVE  
MISSION TX 78572

M3175-1B-006-0004-00 ( 232644)  
GARCIA ANDREA  
ADRIANA TAMEZ GARCIA  
2105 DIANE DR  
MISSION TX 78572

M3175-1B-006-0005-00 ( 232645)  
NUNEZ LUIS GERARDO &  
SENIA MAGALY  
2103 DIANE DR  
MISSION TX 78572-8405

M3175-1B-006-0006-00 ( 232646)  
LONGORIA ARTURO R JR  
1201 REYNOSA ST  
MISSION TX 78572

M3175-1B-006-0007-00 ( 232647)  
GARZA JUDITH  
2100 CARIOCA DR  
MISSION TX 78572

M3175-1B-006-0008-00 ( 232648)  
VILLANUEVA PABLO & MARIELA A  
2102 CARIOCA DR  
MISSION TX 78572

M3175-1B-006-0009-00 ( 232649)  
RODRIGUEZ ALMA DELA  
2104 CARIOCA DR  
MISSION TX 78572

M3175-1B-006-0010-00 ( 232650)  
SANDOVAL EDUARDO  
1400 ROQUE SALINAS  
MISSION TX 78572



M3175-1B-007-0003-00 ( 232655) ZAMORA FRANCISCA 2107 CARIOCA DR MISSION TX 78572	M3175-1B-007-0004-00 ( 232656) RAMIREZ NORMA ALICIA 2010 MEADOW WAY DR MISSION TX 78572	M3175-1B-007-0005-00 ( 232657) MANUEL MICHAEL A & KATHLEEN A 2103 CARIOCA DR MISSION TX 78572
M3175-1B-007-0006-00 ( 232658) GARRETT RICHARD A & LOURDES S GARCIAWOLF FRANCES KAY 2101 CARIOCA DR MISSION TX 78572	M3175-1B-007-0007-00 ( 232659) CANTU JESUS 2100 MAUVE DR MISSION TX 78572	M3175-1B-007-0008-00 ( 232660) CANTU ANAHI 2102 MAUVE DR MISSION TX 78572
M3175-1B-007-0009-00 ( 232661) CONGRES CONSTRUCTION, LLC 214 PASEO DEL REY MISSION TX 78572-6735	M3175-1B-007-0010-00 ( 232662) CANTU JESUS 214 PASEO DEL REY MISSION TX 78572	M3175-1B-007-0011-00 ( 232663) CANTU JESUS 214 PASEO DEL REY MISSION TX 78572
M3175-1B-008-0001-00 ( 232665) MARTINEZ MARTHA P NUNEZ 2000 CIR DR APT 1 MISSION TX 78572	M3175-1B-008-0002-00 ( 232666) VILLEGAS JOSE LUIS 308 N MISSOURI ST ALTON TX 78573	M3175-1B-008-0003-00 ( 232667) RIVERA JUAN ANTONIO III 2107 MAUVE DRIVE MISSION TX 78572
M3175-1B-008-0004-00 ( 232668) PREWITT KAREN L 2101 MAUVE DR MISSION TX 78572	M3175-1B-008-0006-00 ( 232670) ROLDAN CUAUHEMO F & PATRICIA F 2102 CRYSTAL DR MISSION TX 78572	M3175-1B-008-0008-00 ( 232672) CASTILLO ALEJANDRO 2114 CRYSTAL DR MISSION TX 78572
M3175-1B-011-0009-00 ( 232737) VELEZ GUTIERREZ REAL ESTÁTE LLC 306 S BRYAN RD MISSION TX 78572	M3175-1B-011-0010-00 ( 232738) FLORES VELMA ELIZA 2000 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0001-00 ( 232739) VILLARREAL FAUSTINO G JR & ADALIZ 1934 MEADOW WAY DR MISSION TX 78572
M3175-1B-012-0002-00 ( 232740) NUNEZ CYNTHIA 1932 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0003-00 ( 232741) GONZALEZ ANDRES & ALEXANDRA MARIE 1930 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0004-00 ( 232742) ORTEGON FERNANDO A 1928 MEADOW WAY DR MISSION TX 78572
M3175-1B-012-0005-00 ( 232743) FAIRCLOTH TRENT 1926 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0006-00 ( 232744) MYLES ALBERT EMMANUEL & NANCY LYNN 1924 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0007-00 ( 232745) CONFIDENTIAL 1922 MEADOW WAY DR MISSION TX 78572
M3175-1B-012-0008-00 ( 232746) CLOSE BONNIE L 1920 MEADOW WAY DR MISSION TX 78572	M3175-1B-014-0001-00 ( 232786) IBANIZ MELISSA RENEE 1902 RIVER BEND DR MISSION TX 78572	M3175-1B-014-0002-00 ( 232787) CORTEZ JOSE 2003 MEADOW WAY DR MISSION TX 78572
M3175-1B-014-0003-00 ( 232788) RODRIGUEZ VELMA 2005 MEADOW WAY DR MISSION TX 78572	M3175-1B-014-0004-00 ( 232789) SMAGE ROBERT & SHARON HECKER SHARON K HECKER & ROBERT SMAGE 2007 MEADOW WAY DR MISSION TX 78572	M3175-1B-014-0005-00 ( 232790) WILLIAMSON JOSHUA GREY 2009 MEADOW WAY DR MISSION TX 78572

M3175-1B-014-0006-00 ( 232791)  
ORTIZ GONZALO & MARICELA  
2011 MEADOW WAY  
MISSION TX 78572

M3175-1B-015-0001-00 ( 232792)  
ADAMS MARK A & MAUREEN  
1900 CRYSTAL DR  
MISSION TX 78572

M3175-1B-015-0002-10 ( 232795)  
MALDONADO DORA M & FRANCO L  
1902 CRYSTAL DR  
MISSION TX 78572

M3175-1B-015-0003-05 ( 232797)  
REYNA ADRIANA IDALIA  
1904 CRYSTAL DR  
MISSION TX 78572

M3175-1B-015-0004-00 ( 232798)  
ORTIZ JOSE & LAURA  
1906 CRYSTAL DR  
MISSION TX 78572

M3175-1B-016-0005-00 ( 232805)  
ORNELAS MARICELA TORRES  
618 N 15TH ST  
MCALLEN TX 78504

M3175-1B-016-0006-00 ( 232806)  
GONZALEZ CHARLES  
2123 CRYSTAL DR  
MISSION TX 78572

M3175-1B-016-0007-00 ( 232807)  
GARCIA SEVERIANO MORALES  
2119 CRYSTAL DR  
MISSION TX 78572

M3175-1B-016-0008-00 ( 232808)  
VOJE JONATHAN JOSE F  
4353 NE HALSEY ST APT 7  
PORTLAND OR 97213

M3175-1B-016-0009-00 ( 232809)  
GARZA LETICIA CAVAZOS ET AL  
HECTOR VICTORIA NO 16 APT 504 A  
CUAJIMALPA  
MEXICO, 05200

M3175-1B-016-0010-00 ( 232810)  
PULIDO ALEJANDRA  
3208 ERIN ST  
MISSION TX 78574-5243

M3175-1B-016-0011-00 ( 232811)  
SAENZ OSCAR JR & MINERVA ENEDELI  
2103 CRYSTAL DR  
MISSION TX 78572

M3175-1A-000-0000-01 ( 723237)  
MEADOW CREEK DEVELOPMENT LLC  
5105 N 10TH ST STE B  
MCALLEN TX 78504

MISSION MUNICIPAL PARK

parcel #2

MAIN FLOODWATER PILOT CHANNEL

parcel #1

SITE LOCATION

INSPIRATION RD.

GIR. CREEK DR.

CIR. LAKE DR.

FRONT DR.

LAKE

RIVER BEND DR.

parcel #5

parcel #4

DIANE DR.

CARIOCA DR.

MAUVE DR.

MEADOW WAY DR.

RIVER BEND DR.

MISSION MAIN CANAL

RIO GRANDE VALLEY STATE VETERANS CEMETERY

LAKE VIEW DR.

TAHOE DR.

parcel #4



CITY OF MISSION HIDALGO COUNTY, TEXAS

1201 E. 8th Street MISSION, TX 78572

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



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024

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

**AGENDA ITEM:** TABLED 02/26/2024 - Rezoning: Tract #2: A tract of land containing 0.551 of one acre, being a part of portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1931 Meadow Way Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance#\_\_\_\_\_ - De Luna

### NATURE OF REQUEST:

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located near the Tahoe Drive/Meadow Way Drive intersection along the west side of Meadow Way Drive. On January 24<sup>th</sup>, 2024 staff received a petition from the property owners within 200' radius reflecting 39% opposition to this request. There was public opposition during the P&Z Meeting. The concerns voiced were in regards to storm sewer infrastructure, lift station replacement, potholes, increased traffic, noise, and safety. The board unanimously recommended approval.

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

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

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

**STAFF RECOMMENDATION:** Approval.

**Departmental Approval:** N/A

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

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING OF A TRACT OF LAND CONTAINING 0.551 OF ONE ACRE, BEING A PART OR PORTION OF THE GULF COURSE AND LAKE RESERVE OUT OF MEADOW CREEK COUNTRY CLUB PHASE I-B, 1931 MEADOW WAY DRIVE, PUD(AO-P) AGRICULTURAL OPEN PERMANENT TO PUD(R-1) SINGLE FAMILY RESIDENTIAL**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of February 14, 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 be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, February 26, 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:

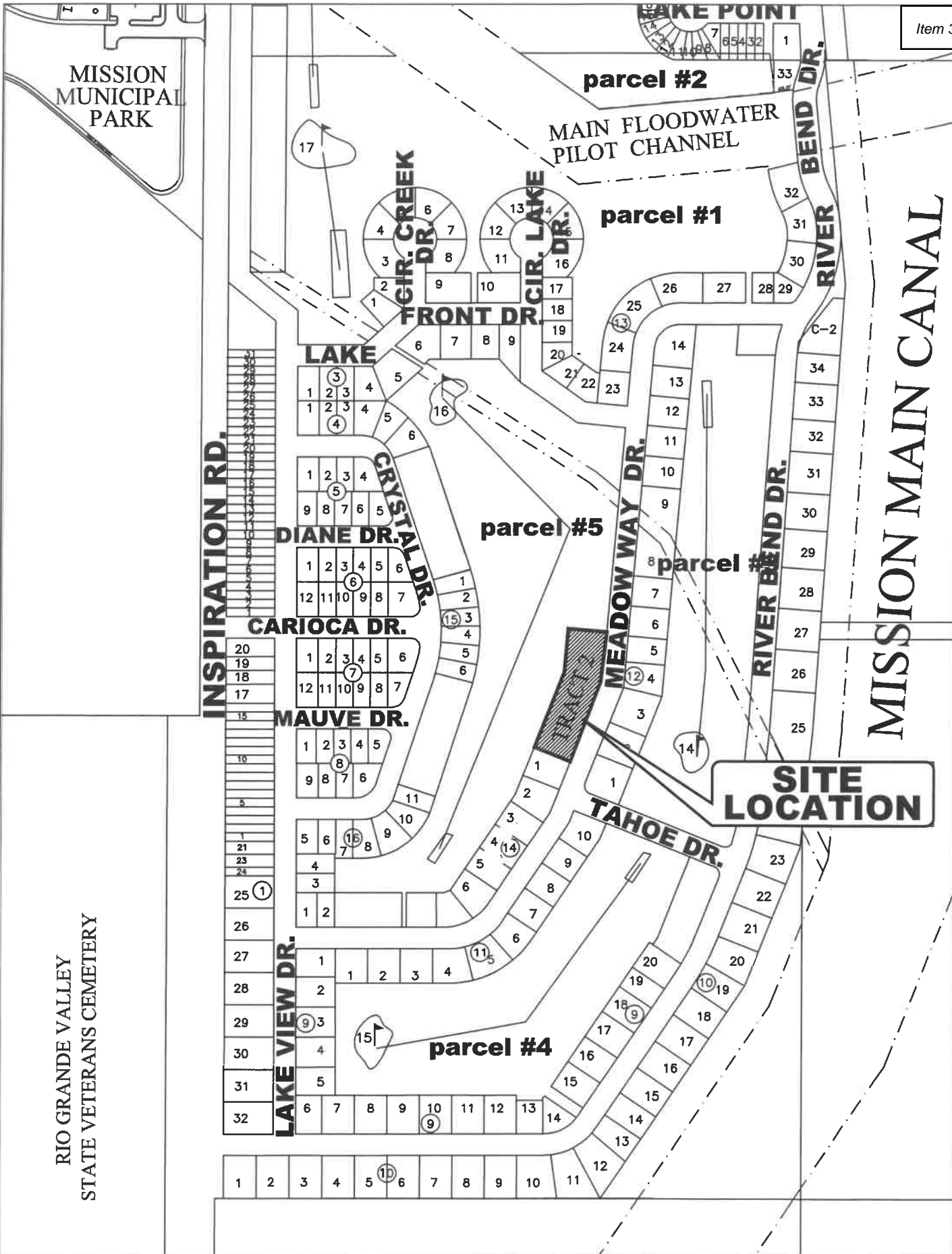
<b>Legal Description</b>	<b>From</b>	<b>To</b>
A tract of land containing 0.551 of one acre, being a part or portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B	PUD(AO-P)	PUD(R-1)

READ, CONSIDERED AND PASSED, this the 11<sup>th</sup> day of March, 2024.

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

ATTEST:

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



RIO GRANDE VALLEY  
STATE VETERANS CEMETERY

MISSION  
MUNICIPAL  
PARK



**CITY OF MISSION**  
HIDALGO COUNTY, TEXAS

1201 E. 8th Street  
MISSION, TX 78572

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

**TABLED**

**REZONING:** Tract #2: A tract of land containing 0.551 of one acre, being a part or portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B  
1931 Meadow Way Drive  
PUD(AO-P) Permanent Open Space District to  
PUD(R-1) Single Family Residential  
Meadow Creek Development

**REVIEW DATA**

The site was located near the Tahoe Drive/Meadow Way Drive intersection along the west side of Meadow Way Drive –see vicinity map.

**SURROUNDING ZONES:**

N:	PUD(AO-P)	– Permanent Open Space District
E:	PUD(R-1)	– Single Family Residential
W:	PUD(AO-P)	– Permanent Open Space District
S:	PUD(R-1T)	– Townhouse Residential District

**EXISTING LAND USES:**

N:	Vacant
E:	Single Family Residential
W:	Vacant
S:	Single Family Residential
Site:	Vacant

**FLUM:** Planned Unit Development (PUD)

**REVIEW COMMENTS:** Staff notes that this item had received a favorable recommendation by the P&Z Board on January 13, 2021. However, it was tabled at the January 25, 2021 City Council Meeting to address some of the concerns voiced during the public comments. The concerns voiced referenced storm sewer infrastructure, lift station replacement, potholes, increased traffic, noise, and safety. Since then, the lift stations have been decommissioned and are no longer in service they are now on City sewer and several streets have been resurfaced.

Staff notes that the proposed zone complies with the surrounding land uses. Staff believes an R-1 would be a better neighbor for this area.

On January 24<sup>th</sup>, 2024 staff received a petition from property owners within the 200' radius reflecting 31% opposition to this request.

**RECOMMENDATION:** Staff recommends approval.

MISSION MUNICIPAL PARK

LAKE POINT

parcel #2

MAIN FLOODWATER PILOT CHANNEL

parcel #1

GIR. CREEK DR.

GIR. LAKE DR.

FRONT DR.

LAKE

parcel #5

parcel #

INSPIRATION RD.

DIANE DR.

CARIOCA DR.

MAUVE DR.

MEADOW WAY DR.

RIVER BEND DR.

MISSION MAIN CANAL

SITE LOCATION

parcel #4

TAHOE DR.

LAKE VIEW DR.

RIO GRANDE VALLEY STATE VETERANS CEMETERY



CITY OF MISSION  
HIDALGO COUNTY, TEXAS

1201 E. 8th. Street  
MISSION, TX 78572

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





PETITION Date: 1/5/2024

File Number: REZ23-39

To: Mission City Council

RECEIVED  
JAN 24 2023  
BY: JM

Item 36.

We, the undersigned owners of property affected by the requested zoning change described in the referenced file, do hereby protest any change of the Land Development Code which would zone the property to any classification other than AO-1. According to AO-1 purpose for zoning, "It is the intent of this district that agricultural land be held in that use for as long as is practical and reasonable. This zoning is suitable for areas where development is premature because of the lack of utilities, capacity, or service, or where the ultimate land use has not been determined." Even though the City of Mission has improved some of the infrastructure, the lift station by Crystal Drive still emits atrocious odors and has never been removed as it was on Circle Drive. There is no resolution from the City of Mission's utility office because supplies are not available to reduce these odors. Also, the contractors on the lift station project removed the chain link fence of over 100 feet and have never replaced it, thus has made an entry way for vehicles to turn from Lakeview Drive to Inspiration Road illegally. This has been reported more than once, but still not fixed. Many days, the water pressure in this neighborhood is extremely low in the mornings and adding more housing will only exasperate this issue. Because the houses are already close together south of tract 2, guests utilize the street in front of tract 2 for parking. In conclusion, I and those signing below are requesting the rezoning denied "because of the lack of utility capacity."

Signature	Printed Name	Address
<i>Karen Prewitt</i>	Karen Prewitt	2101 Mauve Dr., Mission
<i>Kay Wolf</i>	Kay Wolf	2100 Mauve Dr., Mission
<i>Norma A Daming</i>	Norma A Daming	2105 Carrioca Mission
<i>Jan Rivera</i>	Jan Rivera	2107 MAUVE DR MISSION, TX
<i>Lulu Garrett</i>	Lulu Garrett	2101 Carrioca Dr. mission
<i>Robert Roldan</i>	Robert Roldan	2102 Crystal Dr, Mission
<i>Baris Roldan</i>	Baris Roldan	2113 Crystal Dr, Mission TX
<i>Oscar Sene</i>	Oscar Sene	2103 Crystal dr. Mission Tx.
<i>Alejandra Pulido</i>	Alejandra Pulido	2107 Crystal Dr. Mission Tx.
<i>Leticia Cavares Garza</i>	LETICIA CAVAZOS GARZA	2111 CRYSTAL DR. MISSION, TX
<i>Terri Ann Huntley</i>	Terri Ann Huntley	2100 Crystal Dr, Mission TX
<i>Anahi Carter</i>	Anahi Carter	2102 Mauve Dr.
<i>JESUS Carter</i>	JESUS Carter	2104 MAUVE DR
<i>JESUS Carter</i>	JESUS Carter	2106 MAUVE DR
<i>JESUS Carter</i>	JESUS Carter	2108 MAUVE DR.
<i>Bonnie Close</i>	Bonnie Close	1920 MEADOW DR.
<i>Dora Maldonado</i>	Dora Maldonado	1902 Crystal dr.
<i>RICHARD SHAW</i>	RICHARD SHAW	2101 CRYSTAL DR
<i>Kevin Whitehouse</i>	Kevin Whitehouse	1917 Meadow Way dr

Signature

Printed Name

Address

Nancy Meyles	Nancy Meyles	1924 Meadow Way Drive
Trent Faircloth	TRENT FAIRCLOTH	1926 MEADOW WAY DR.
Destiny Nuñez	Destiny Nuñez	1932 Meadow Way Dr
Adaliz Villarreal	Adaliz Villarreal	1934 Meadow Way Dr.
Velma Flores	Velma Flores	2000 Meadow Way Dr.
Jose Cortez	Jose Cortez	2003 Meadow Way Dr.
Robert Smage	Robert Smage	2007 Meadow Way Dr.
Cassandra Hale	Cassandra Hale	2009 Meadow Way Dr.

Date: 1-24-24

Contact Name: Karen Prewitt Phone Number: 956-957-8095



File Number: REZ23-39

To: Mission City Council

*Continued from previous.*

We, the undersigned owners of property affected by the requested zoning change described in the referenced file, do hereby protest any change of the Land Development Code which would zone the property to any classification other than AO-1. According to AO-1 purpose for zoning, "It is the intent of this district that agricultural land be held in that use for as long as is practical and reasonable. This zoning is suitable for areas where development is premature because of the lack of utilities, capacity, or service, or where the ultimate land use has not been determined." Even though the City of Mission has improved some of the infrastructure, the lift station by Crystal Drive still emits atrocious odors and has never been removed as it was on Circle Drive. There is no resolution from the City of Mission's utility office because supplies are not available to reduce these odors. Also, the contractors on the lift station project removed the chain link fence of over 100 feet and have never replaced it, thus has made an entry way for vehicles to turn from Lakeview Drive to Inspiration Road illegally. This has been reported more than once, but still not fixed. Many days, the water pressure in this neighborhood is extremely low in the mornings and adding more housing will only exasperate this issue. Because the houses are already close together south of tract 2, guests utilize the street in front of tract 2 for parking. In conclusion, I and those signing below are requesting the rezoning denied "because of the lack of utility capacity."

Signature	Printed Name	Address
	Andres Gonzalez	1930 meadow way Dr mission TX
	Fernando Prtegon	1928 meadow way Dr Mission, TX
	Samuel Mantalvo	1922 meadow way Dr mission TX
	Severiano Morales	2119 Crystal Dr.
	Ronald Valles	2127 Crystal Dr.
	Marcela TERRES	2127 Crystal Dr
	Tori Sheppard	2013 Lake front Dr mission, tx
	Debra Klaustermeyer	2015 Meadow Way Dr Mission TX
	Adrien Martinez	2008 LAKE FRONT DR.
	MARK ADAMS	1900 Crystal Dr.
	MIRA Marnel	2103 CAMBER DR. (2103 Caracara

M3175-1B-003-0002-00 ( 232618) BERGH REBECCA & ALBERT 2519 PONDEROSA DR MISSION TX 78572	M3175-1B-003-0003-00 ( 232619) CANTU OMAR 1623 DEBBY LN MISSION TX 78572	M3175-1B-003-0005-00 ( 232621) GARCIA BRENDA 2103 LAKE FRONT DR MISSION TX 78572
M3175-1B-003-0006-00 ( 232622) RODRIGUEZ MARCELA BARCENAS 2101 LAKE FRONT DR MISSION TX 78572	M3175-1B-003-0007-00 ( 232623) CANTU YANNELLY 1525 RIVER BANK DR MISSION TX 78572	M3175-1B-004-0001-00 ( 232626) CANALES RIGOBERTO JR & SAN JUA 2015 LAKE FRONT DR MISSION TX 78572
M3175-1B-004-0002-00 ( 232627) GONZALEZ RODOLFO CARTAGENA No 4220 RES DE LA HACIENDA MONTERREY NL 64890 MEXICO	M3175-1B-004-0003-00 ( 232628) SANCHEZ MARIA DE LOURDES O & MONICA 2116 CRYSTAL DR MISSION TX 78572	M3175-1B-004-0004-00 ( 232629) MEDRANO EDWIN H & YADIRA 2108 CRYSTAL DR MISSION TX 78572
M3175-1B-004-0005-00 ( 232630) MICHELENA ROBERT M 2104 CRYSTAL DR MISSION TX 78572	M3175-1B-004-0006-00 ( 232631) HUNTLEY PERRI ANN 2100 CRYSTAL DR MISSION TX 78572	M3175-1B-005-0001-00 ( 232632) ROLDAN CHRISTINA GARCIA 2113 CRYSTAL DR MISSION TX 78572
M3175-1B-005-0002-00 ( 232633) VALDES JULIO C ARNEDE 119 COL LA RIOJA MONTERRY NL 64988 MEXICO	M3175-1B-005-0003-00 ( 232634) GIRODENGO ARTURO PASEO DE LA REFORMA 6354 COL SATELITE MONTERREY NL MEXICO	M3175-1B-005-0004-00 ( 232635) ROLDAN CHRISTINA MARIE 2101 CRYSTAL DR MISSION TX 78572
M3175-1B-005-0005-00 ( 232636) CANTU VALDEMAR & ALMA DELIA 1304 LAKE VIEW DR MISSION TX 78572	M3175-1B-005-0006-00 ( 232637) CANTU VALDEMAR & ALMA DELIA 1304 LAKE VIEW DR MISSION TX 78572	M3175-1B-005-0007-00 ( 232638) CANTU VALDEMAR & ALMA DELIA 1304 LAKE VIEW DR MISSION TX 78572
M3175-1B-005-0008-00 ( 232639) CGS PROPERTY RENTALS LLC 5105 SWEETWATER AVE MCALLEN TX 78503	M3175-1B-005-0009-00 ( 232640) SESIN RAUL E 4109 STILLWATER CV EDINBURG TX 78542	M3175-1B-006-0001-00 ( 232641) CHEN MENG-JU 1910 CHARLES CIR EDINBURG TX 78541
M3175-1B-006-0002-00 ( 232642) REYES NIKEE LEE 114 N KERALUM AVE MISSION TX 78572	M3175-1B-006-0003-00 ( 232643) REYES NIKEE LEE 114 N KERALUM AVE MISSION TX 78572	M3175-1B-006-0004-00 ( 232644) GARCIA ANDREA ADRIANA TAMEZ GARCIA 2105 DIANE DR MISSION TX 78572
M3175-1B-006-0005-00 ( 232645) NUNEZ LUIS GERARDO & SENIA MAGALY 2103 DIANE DR MISSION TX 78572-8405	M3175-1B-006-0006-00 ( 232646) LONGORIA ARTURO R JR 1201 REYNOSA ST MISSION TX 78572	M3175-1B-006-0007-00 ( 232647) GARZA JUDITH 2100 CARIOCA DR MISSION TX 78572
M3175-1B-006-0008-00 ( 232648) VILLANUEVA PABLO & MARIELA A 2102 CARIOCA DR MISSION TX 78572	M3175-1B-006-0009-00 ( 232649) RODRIGUEZ ALMA DELA 2104 CARIOCA DR MISSION TX 78572	M3175-1B-006-0010-00 ( 232650) SANDOVAL EDUARDO 1400 ROQUE SALINAS MISSION TX 78572

M3175-1B-007-0003-00 ( 232655) ZAMORA FRANCISCA 2107 CARIOCA DR MISSION TX 78572	M3175-1B-007-0004-00 ( 232656) RAMIREZ NORMA ALICIA 2010 MEADOW WAY DR MISSION TX 78572	M3175-1B-007-0005-00 ( 232657) MANUEL MICHAEL A & KATHLEEN A 2103 CARIOCA DR MISSION TX 78572
M3175-1B-007-0006-00 ( 232658) GARRETT RICHARD A & LOURDES S GARCIA 2101 CARIOCA DR MISSION TX 78572	M3175-1B-007-0007-00 ( 232659) WOLF FRANCES KAY 2100 MAUVE DR MISSION TX 78572	M3175-1B-007-0008-00 ( 232660) CANTU ANAHI 2102 MAUVE DR MISSION TX 78572
M3175-1B-007-0009-00 ( 232661) CONGRES CONSTRUCTION, LLC 214 PASEO DEL REY MISSION TX 78572-6735	M3175-1B-007-0010-00 ( 232662) CANTU JESUS 214 PASEO DEL REY MISSION TX 78572	M3175-1B-007-0011-00 ( 232663) CANTU JESUS 214 PASEO DEL REY MISSION TX 78572
M3175-1B-008-0001-00 ( 232665) MARTINEZ MARTHA P NUNEZ 2000 CIR DR APT 1 MISSION TX 78572	M3175-1B-008-0002-00 ( 232666) VILLEGAS JOSE LUIS 308 N MISSOURI ST ALTON TX 78573	M3175-1B-008-0003-00 ( 232667) RIVERA JUAN ANTONIO III 2107 MAUVE DRIVE MISSION TX 78572
M3175-1B-008-0004-00 ( 232668) PREWITT KAREN L 2101 MAUVE DR MISSION TX 78572	M3175-1B-008-0006-00 ( 232670) ROLDAN CUAUHTEMO F & PATRICIA F 2102 CRYSTAL DR MISSION TX 78572	M3175-1B-008-0008-00 ( 232672) CASTILLO ALEJANDRO 2114 CRYSTAL DR MISSION TX 78572
M3175-1B-011-0009-00 ( 232737) VELEZ GUTIERREZ REAL ESTATE LLC 306 S BRYAN RD MISSION TX 78572	M3175-1B-011-0010-00 ( 232738) FLORES VELMA ELIZA 2000 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0001-00 ( 232739) VILLARREAL FAUSTINO G JR & ADALIZ 1934 MEADOW WAY DR MISSION TX 78572
M3175-1B-012-0002-00 ( 232740) NUNEZ CYNTHIA 1932 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0003-00 ( 232741) GONZALEZ ANDRES & ALEXANDRA MARIE 1930 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0004-00 ( 232742) ORTEGON FERNANDO A 1928 MEADOW WAY DR MISSION TX 78572
M3175-1B-012-0005-00 ( 232743) FAIRCLOTH TRENT 1926 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0006-00 ( 232744) MYLES ALBERT EMMANUEL & NANCY LYNN 1924 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0007-00 ( 232745) CONFIDENTIAL 1922 MEADOW WAY DR MISSION TX 78572
M3175-1B-012-0008-00 ( 232746) CLOSE BONNIE L 1920 MEADOW WAY DR MISSION TX 78572	M3175-1B-014-0001-00 ( 232786) IBANIZ MELISSA RENEE 1902 RIVER BEND DR MISSION TX 78572	M3175-1B-014-0002-00 ( 232787) CORTEZ JOSE 2003 MEADOW WAY DR MISSION TX 78572
M3175-1B-014-0003-00 ( 232788) RODRIGUEZ VELMA 2005 MEADOW WAY DR MISSION TX 78572	M3175-1B-014-0004-00 ( 232789) SMAGE ROBERT & SHARON HECKER SHARON K HECKER & ROBERT SMAGE 2007 MEADOW WAY DR MISSION TX 78572	M3175-1B-014-0005-00 ( 232790) WILLIAMSON JOSHUA GREY 2009 MEADOW WAY DR MISSION TX 78572

M3175-1B-014-0006-00 ( 232791)  
ORTIZ GONZALO & MARICELA  
2011 MEADOW WAY  
MISSION TX 78572

M3175-1B-015-0001-00 ( 232792)  
ADAMS MARK A & MAUREEN  
1900 CRYSTAL DR  
MISSION TX 78572

M3175-1B-015-0002-10 ( 232795)  
MALDONADO DORA M & FRANCO L  
1902 CRYSTAL DR  
MISSION TX 78572

M3175-1B-015-0003-05 ( 232797)  
REYNA ADRIANA IDALIA  
1904 CRYSTAL DR  
MISSION TX 78572

M3175-1B-015-0004-00 ( 232798)  
ORTIZ JOSE & LAURA  
1906 CRYSTAL DR  
MISSION TX 78572

M3175-1B-016-0005-00 ( 232805)  
ORNELAS MARICELA TORRES  
618 N 15TH ST  
MCALLEN TX 78504

M3175-1B-016-0006-00 ( 232806)  
GONZALEZ CHARLES  
2123 CRYSTAL DR  
MISSION TX 78572

M3175-1B-016-0007-00 ( 232807)  
GARCIA SEVERIANO MORALES  
2119 CRYSTAL DR  
MISSION TX 78572

M3175-1B-016-0008-00 ( 232808)  
VOJE JONATHAN JOSE F  
4353 NE HALSEY ST APT 7  
PORTLAND OR 97213

M3175-1B-016-0009-00 ( 232809)  
GARZA LETICIA CAVAZOS ET AL  
HECTOR VICTORIA NO 16 APT 504 A  
CUAJIMALPA  
MEXICO, 05200

M3175-1B-016-0010-00 ( 232810)  
PULIDO ALEJANDRA  
3208 ERIN ST  
MISSION TX 78574-5243

M3175-1B-016-0011-00 ( 232811)  
SAENZ OSCAR JR & MINERVA ENEDEL  
2103 CRYSTAL DR  
MISSION TX 78572

M3175-1A-000-0000-01 ( 723237)  
MEADOW CREEK DEVELOPMENT LLC  
5105 N 10TH ST STE B  
MCALLEN TX 78504



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024

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

**AGENDA ITEM:** TABLED 02/26/2024 - Rezoning: Tract #3: A tract of land containing 0.613 of one acre, being a part of portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1914 Crystal Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance#\_\_\_\_\_ - De Luna

### NATURE OF REQUEST:

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located near the Mauve Lane/Crystal Drive intersection along the east side of Crystal Drive. On January 24<sup>th</sup>, 2024 staff received a petition from the property owners within 200' radius reflecting 39% opposition to this request. There was public opposition during the P&Z Meeting. The concerns voiced were in regards to storm sewer infrastructure, lift station replacement, potholes, increased traffic, noise, and safety. The board unanimously recommended approval.

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

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

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

**STAFF RECOMMENDATION:** Approval.

**Departmental Approval:** N/A

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

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING OF A TRACT OF LAND CONTAINING 0.613 OF ONE ACRE, BEING A PART OR PORTION OF THE GULF COURSE AND LAKE RESERVE OUT OF MEADOW CREEK COUNTRY CLUB PHASE I-B, 1914 CRYSTAL DRIVE, PUD(AO-P) AGRICULTURAL OPEN PERMANENT TO PUD(R-1) SINGLE FAMILY RESIDENTIAL**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of February 14, 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 be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, February 26, 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:

<b>Legal Description</b>	<b>From</b>	<b>To</b>
A tract of land containing 0.613 of one acre, being a part or portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B	PUD(AO-P)	PUD(R-1)

READ, CONSIDERED AND PASSED, this the 11<sup>th</sup> day of March, 2024.

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

ATTEST:

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

MISSION MUNICIPAL PARK

parcel #2

MAIN FLOODWATER PILOT CHANNEL

parcel #1

GIR. CREEK DR.

GIR. LAKE DR.

FRONT DR.

RIVER BEND DR.

LAKE

parcel #5

parcel #4

INSPIRATION RD.

DIANE DR.

CARIOCA DR.

MAUVE DR.

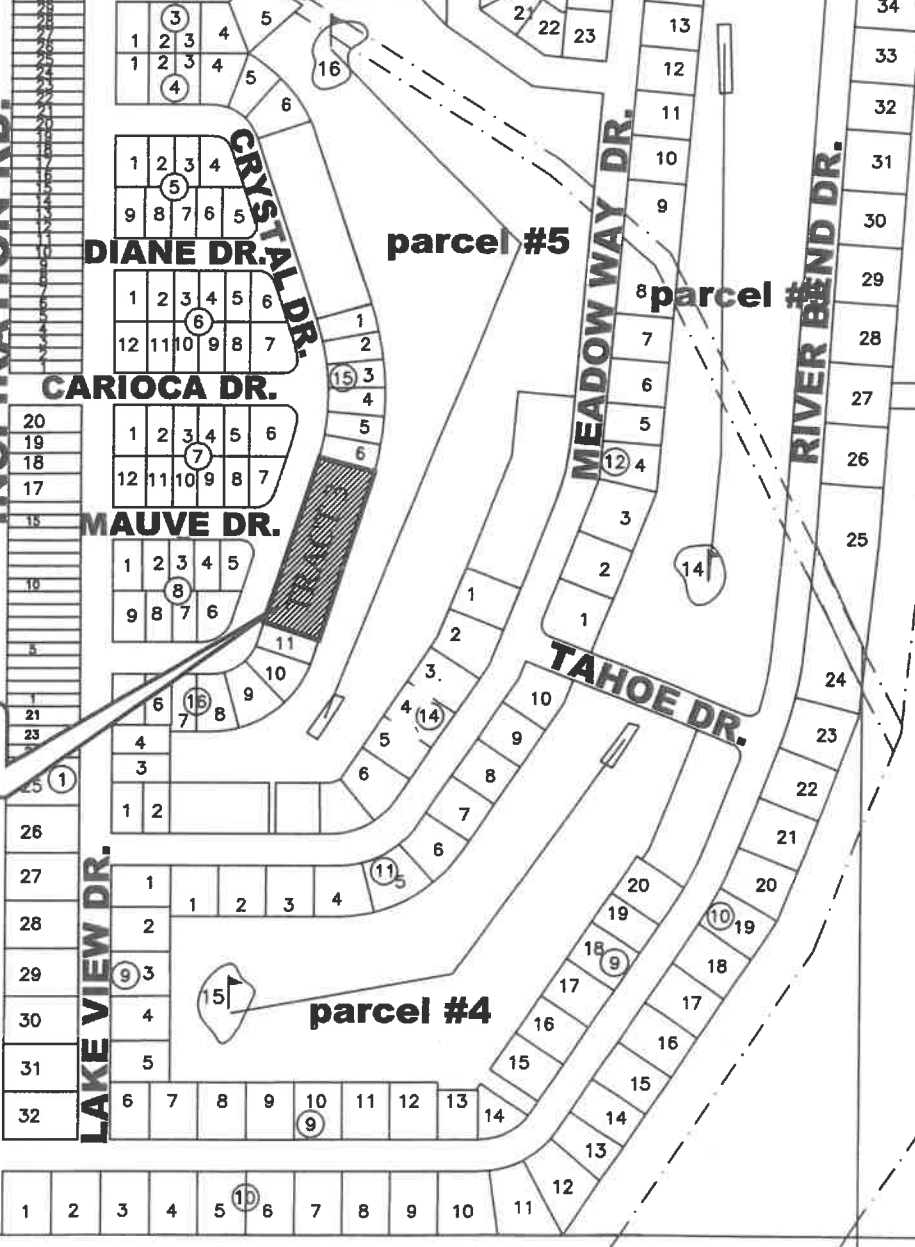
MEADOW WAY DR.

RIVER BEND DR.

MISSION MAIN CANAL

LOCATION SITE

RIO GRANDE VALLEY STATE VETERANS CEMETERY



CITY OF MISSION

HIDALGO COUNTY, TEXAS

1201 E. 8th. Street  
MISSION, TX 78572

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

**ITEM# 1.3**

**TABLED**

**REZONING:** Tract #3: A tract of land containing 0.613 of one acre, being a part or portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B  
1914 Crystal Drive  
PUD(AO-P) Permanent Open Space District to  
PUD(R-1) Single Family Residential  
Meadow Creek Development

**REVIEW DATA**

The site was located near the Mauve Lane/Crystal Drive intersection along the east side of Crystal Drive – see vicinity map.

**SURROUNDING ZONES:**  
N: PUD(R-1T) – Townhouse Residential District  
E: PUD(AO-P) – Permanent Open Space District  
W: PUD(R-1T) – Townhouse Residential District  
S: PUD(R-1T) – Townhouse Residential District

**EXISTING LAND USES:**  
N: Single Family Residential  
E: Vacant  
W: Single Family Residential  
S: Single Family Residential  
Site: Vacant

**FLUM:** Planned Unit Development (PUD)

**REVIEW COMMENTS:** Staff notes that this item had been considered by P&Z on January 13, 2021 but it was tabled to address some of the concerns voiced during the meeting. The concerns voiced referenced lift station ownership and replacement. Since then, the lift stations have been decommissioned and are no longer in service they are now on City sewer.

Staff notes that the proposed zone complies with the surrounding land uses. Staff believes an R-1 would be a better neighbor for this area.

On January 24<sup>th</sup>, 2024 staff received a petition from property owners within the 200’ radius reflecting 31% opposition to this request.

**RECOMMENDATION:** Staff recommends approval.

MISSION MUNICIPAL PARK

parcel #2

MAIN FLOODWATER PILOT CHANNEL

parcel #1

parcel #5

parcel #8

parcel #4

MISSION MAIN CANAL

INSPIRATION RD.

GIR. CREEK DR.

GIR. LAKE DR.

FRONT DR.

LAKE

CRYSTAL DR.

DIANE DR.

CARIOCA DR.

MAUVE DR.

MEADOW WAY DR.

RIVER BEND DR.

TAHOE DR.

LAKE VIEW DR.

LOCATION SITE

RIO GRANDE VALLEY STATE VETERANS CEMETERY



CITY OF MISSION HIDALGO COUNTY, TEXAS

1201 E. 8th Street MISSION, TX 78572

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



PETITION Date: 1/5/2024

File Number: REZ23-39

To: Mission City Council

RECEIVED  
JAN 24 2023  
BY: Jm

We, the undersigned owners of property affected by the requested zoning change described in the referenced file, do hereby protest any change of the Land Development Code which would zone the property to any classification other than AO-1. According to AO-1 purpose for zoning, "It is the intent of this district that agricultural land be held in that use for as long as is practical and reasonable. This zoning is suitable for areas where development is premature because of the lack of utilities, capacity, or service, or where the ultimate land use has not been determined." Even though the City of Mission has improved some of the infrastructure, the lift station by Crystal Drive still emits atrocious odors and has never been removed as it was on Circle Drive. There is no resolution from the City of Mission's utility office because supplies are not available to reduce these odors. Also, the contractors on the lift station project removed the chain link fence of over 100 feet and have never replaced it, thus has made an entry way for vehicles to turn from Lakeview Drive to Inspiration Road illegally. This has been reported more than once, but still not fixed. Many days, the water pressure in this neighborhood is extremely low in the mornings and adding more housing will only exasperate this issue. Because the houses are already close together south of tract 2, guests utilize the street in front of tract 2 for parking. In conclusion, I and those signing below are requesting the rezoning denied "because of the lack of utility capacity."

Signature	Printed Name	Address
	Karen Prewitt	2101 Mauve Dr, Mission
	Kay Wolf	2100 Mauve Dr, Mission
	Norma A Ramirez	2105 Carioca Mission
	Jan Rivera	2107 Mauve Dr Mission, TX
	Lulu Garrett	2101 Carioca Dr. mission
	Roberto Roldan	2102 Crystal Dr, Mission
	Oscar Suenz	2103 Crystal dr. Mission Tx.
	Alejandra Pulido	2107 Crystal Dr. Mission Tx.
	LETICIA CAVAZOS GARZA	2111 CRYSTAL DR. MISSION, TX
	Terri Ann Huntley	2100 Crystal Dr, Mission TX
	Anahi Carter	2102 Mauve Dr.
	JESUS Carter	2104 MAUVE DR
	JESUS Carter	2106 MAUVE DR
	JESUS Carter	2108 MAUVE DR.
	Bonnie L. Close	1920 MEADOW DR.
	Don Maldonado	1902 Crystal dr.
	RICHARD SHAW	2101 CRYSTAL DR
	Kevin Whitehouse	1917 Meadow way dr

Signature

Printed Name

Address

Nancy Meyles  
Trent Faircloth

Nancy Meyles  
Trent Faircloth

1924 Meadow Way Drive  
1926 MEADOW WAY DR

Destiny Nuñez  
Adaliz Villarreal

Destiny Nuñez  
Adaliz Villarreal

1932 Meadow Way Dr  
1934 Meadow Way Dr.

Velmatrones

Jose Cortez

2000 Meadow Way Dr.  
2003 Meadow Way Dr.

Robert Smage

Robert Smage

2007 Meadow Way Dr.

Cassandra Hale

Cassandra Hale

2009 Meadow Way Dr.

Date:

1-24-24

Contact Name: Karen Prewitt

Phone Number: 956-957-8095

PETITION Date: 1/5/2024

RECEIVED  
9/11/24  
JM  
Item 37.

File Number: REZ23-39

To: Mission City Council

*Continued from previous.*

We, the undersigned owners of property affected by the requested zoning change described in the referenced file, do hereby protest any change of the Land Development Code which would zone the property to any classification other than AO-1. According to AO-1 purpose for zoning, "It is the intent of this district that agricultural land be held in that use for as long as is practical and reasonable. This zoning is suitable for areas where development is premature because of the lack of utilities, capacity, or service, or where the ultimate land use has not been determined." Even though the City of Mission has improved some of the infrastructure, the lift station by Crystal Drive still emits atrocious odors and has never been removed as it was on Circle Drive. There is no resolution from the City of Mission's utility office because supplies are not available to reduce these odors. Also, the contractors on the lift station project removed the chain link fence of over 100 feet and have never replaced it, thus has made an entry way for vehicles to turn from Lakeview Drive to Inspiration Road illegally. This has been reported more than once, but still not fixed. Many days, the water pressure in this neighborhood is extremely low in the mornings and adding more housing will only exasperate this issue. Because the houses are already close together south of tract 2, guests utilize the street in front of tract 2 for parking. In conclusion, I and those signing below are requesting the rezoning denied "because of the lack of utility capacity."

Signature

Printed Name

Address

	Andres Gonzalez	193D meadow way Dr mission TX
	Fernando Prtegon	1928 meadow way Dr Mission, T.
	Samuel Mantalvo	1922 meadow way Dr mission TX
	Severiano Morales	2119 Crystal Dr.
	Ronald Valle	2127 Crystal Dr.
	Maricela Torres	2127 Crystal Dr
	Toni Sheppard	2013 Lake front Dr mission, tx
	Debra Klaustermeier	2015 Meadow Way Dr Mission TX
	Adria Martinez	2008 LAKE FRONT DR.
	MARK ADAMS	1900 Crystal Dr.
	M.R. Manuel	2103 Camino Dr. (2103 Carriaca



M3175-1B-003-0002-00 ( 232618)  
BERGH REBECCA & ALBERT  
2519 PONDEROSA DR  
MISSION TX 78572

M3175-1B-003-0003-00 ( 232619)  
CANTU OMAR  
1623 DEBBY LN  
MISSION TX 78572

M3175-1B-003-0005-00 ( 232621)  
GARCIA BRENDA  
2103 LAKE FRONT DR  
MISSION TX 78572

M3175-1B-003-0006-00 ( 232622)  
RODRIGUEZ MARCELA BARCENAS  
2101 LAKE FRONT DR  
MISSION TX 78572

M3175-1B-003-0007-00 ( 232623)  
CANTU YANNELLY  
1525 RIVER BANK DR  
MISSION TX 78572

M3175-1B-004-0001-00 ( 232626)  
CANALES RIGOBERTO JR & SAN JUAN  
2015 LAKE FRONT DR  
MISSION TX 78572

M3175-1B-004-0002-00 ( 232627)  
GONZALEZ RODOLFO  
CARTAGENA No 4220 RES DE LA HACIENDA  
MONTERREY NL 64890  
MEXICO

M3175-1B-004-0003-00 ( 232628)  
SANCHEZ MARIA DE LOURDES O & MONICA MEDRANO EDWIN H & YADIRA  
2116 CRYSTAL DR  
MISSION TX 78572

M3175-1B-004-0004-00 ( 232629)  
2108 CRYSTAL DR  
MISSION TX 78572

M3175-1B-004-0005-00 ( 232630)  
MICHELENA ROBERT M  
2104 CRYSTAL DR  
MISSION TX 78572

M3175-1B-004-0006-00 ( 232631)  
HUNTLEY PERRI ANN  
2100 CRYSTAL DR  
MISSION TX 78572

M3175-1B-005-0001-00 ( 232632)  
ROLDAN CHRISTINA GARCIA  
2113 CRYSTAL DR  
MISSION TX 78572

M3175-1B-005-0002-00 ( 232633)  
VALDES JULIO  
C ARNEDEO 119 COL LA RIOJA  
MONTERRY NL 64988  
MEXICO

M3175-1B-005-0003-00 ( 232634)  
GIRODENGO ARTURO  
PASEO DE LA REFORMA 6354 COL SATELITE  
MONTERREY NL  
MEXICO

M3175-1B-005-0004-00 ( 232635)  
ROLDAN CHRISTINA MARIE  
2101 CRYSTAL DR  
MISSION TX 78572

M3175-1B-005-0005-00 ( 232636)  
CANTU VALDEMAR & ALMA DELIA  
1304 LAKE VIEW DR  
MISSION TX 78572

M3175-1B-005-0006-00 ( 232637)  
CANTU VALDEMAR & ALMA DELIA  
1304 LAKE VIEW DR  
MISSION TX 78572

M3175-1B-005-0007-00 ( 232638)  
CANTU VALDEMAR & ALMA DELIA  
1304 LAKE VIEW DR  
MISSION TX 78572

M3175-1B-005-0008-00 ( 232639)  
CGS PROPERTY RENTALS LLC  
5105 SWEETWATER AVE  
MCALLEN TX 78503

M3175-1B-005-0009-00 ( 232640)  
SESIN RAUL E  
4109 STILLWATER CV  
EDINBURG TX 78542

M3175-1B-006-0001-00 ( 232641)  
CHEN MENG-JU  
1910 CHARLES CIR  
EDINBURG TX 78541

M3175-1B-006-0002-00 ( 232642)  
REYES NIKEE LEE  
114 N KERALUM AVE  
MISSION TX 78572

M3175-1B-006-0003-00 ( 232643)  
REYES NIKEE LEE  
114 N KERALUM AVE  
MISSION TX 78572

M3175-1B-006-0004-00 ( 232644)  
GARCIA ANDREA  
ADRIANA TAMEZ GARCIA  
2105 DIANE DR  
MISSION TX 78572

M3175-1B-006-0005-00 ( 232645)  
NUNEZ LUIS GERARDO &  
SENIA MAGALY  
2103 DIANE DR  
MISSION TX 78572-8405

M3175-1B-006-0006-00 ( 232646)  
LONGORIA ARTURO R JR  
1201 REYNOSA ST  
MISSION TX 78572

M3175-1B-006-0007-00 ( 232647)  
GARZA JUDITH  
2100 CARIOCA DR  
MISSION TX 78572

M3175-1B-006-0008-00 ( 232648)  
VILLANUEVA PABLO & MARIELA A  
2102 CARIOCA DR  
MISSION TX 78572

M3175-1B-006-0009-00 ( 232649)  
RODRIGUEZ ALMA DELA  
2104 CARIOCA DR  
MISSION TX 78572

M3175-1B-006-0010-00 ( 232650)  
SANDOVAL EDUARDO  
1400 ROQUE SALINAS  
MISSION TX 78572

M3175-1B-007-0003-00 ( 232655)  
ZAMORA FRANCISCA  
2107 CARIOCA DR  
MISSION TX 78572

M3175-1B-007-0004-00 ( 232656)  
RAMIREZ NORMA ALICIA  
2010 MEADOW WAY DR  
MISSION TX 78572

M3175-1B-007-0005-00 ( 232657)  
MANUEL MICHAEL A & KATHLEEN A  
2103 CARIOCA DR  
MISSION TX 78572

M3175-1B-007-0006-00 ( 232658)  
GARRETT RICHARD A & LOURDES S GARCIA  
2101 CARIOCA DR  
MISSION TX 78572

M3175-1B-007-0007-00 ( 232659)  
WOLF FRANCES KAY  
2100 MAUVE DR  
MISSION TX 78572

M3175-1B-007-0008-00 ( 232660)  
CANTU ANAHI  
2102 MAUVE DR  
MISSION TX 78572

M3175-1B-007-0009-00 ( 232661)  
CONGRES CONSTRUCTION, LLC  
214 PASEO DEL REY  
MISSION TX 78572-6735

M3175-1B-007-0010-00 ( 232662)  
CANTU JESUS  
214 PASEO DEL REY  
MISSION TX 78572

M3175-1B-007-0011-00 ( 232663)  
CANTU JESUS  
214 PASEO DEL REY  
MISSION TX 78572

M3175-1B-008-0001-00 ( 232665)  
MARTINEZ MARTHA P NUNEZ  
2000 CIR DR APT 1  
MISSION TX 78572

M3175-1B-008-0002-00 ( 232666)  
VILLEGAS JOSE LUIS  
308 N MISSOURI ST  
ALTON TX 78573

M3175-1B-008-0003-00 ( 232667)  
RIVERA JUAN ANTONIO III  
2107 MAUVE DRIVE  
MISSION TX 78572

M3175-1B-008-0004-00 ( 232668)  
PREWITT KAREN L  
2101 MAUVE DR  
MISSION TX 78572

M3175-1B-008-0006-00 ( 232670)  
ROLDAN CUAUHTEMO F & PATRICIA F  
2102 CRYSTAL DR  
MISSION TX 78572

M3175-1B-008-0008-00 ( 232672)  
CASTILLO ALEJANDRO  
2114 CRYSTAL DR  
MISSION TX 78572

M3175-1B-011-0009-00 ( 232737)  
VELEZ GUTIERREZ REAL ESTATE LLC  
306 S BRYAN RD  
MISSION TX 78572

M3175-1B-011-0010-00 ( 232738)  
FLORES VELMA ELIZA  
2000 MEADOW WAY DR  
MISSION TX 78572

M3175-1B-012-0001-00 ( 232739)  
VILLARREAL FAUSTINO G JR & ADALIZ  
1934 MEADOW WAY DR  
MISSION TX 78572

M3175-1B-012-0002-00 ( 232740)  
NUNEZ CYNTHIA  
1932 MEADOW WAY DR  
MISSION TX 78572

M3175-1B-012-0003-00 ( 232741)  
GONZALEZ ANDRES & ALEXANDRA MARIE  
1930 MEADOW WAY DR  
MISSION TX 78572

M3175-1B-012-0004-00 ( 232742)  
ORTEGON FERNANDO A  
1928 MEADOW WAY DR  
MISSION TX 78572

M3175-1B-012-0005-00 ( 232743)  
FAIRCLOTH TRENT  
1926 MEADOW WAY DR  
MISSION TX 78572

M3175-1B-012-0006-00 ( 232744)  
MYLES ALBERT EMMANUEL & NANCY LYNN  
1924 MEADOW WAY DR  
MISSION TX 78572

M3175-1B-012-0007-00 ( 232745)  
CONFIDENTIAL  
1922 MEADOW WAY DR  
MISSION TX 78572

M3175-1B-012-0008-00 ( 232746)  
CLOSE BONNIE L  
1920 MEADOW WAY DR  
MISSION TX 78572

M3175-1B-014-0001-00 ( 232786)  
IBANIZ MELISSA RENEE  
1902 RIVER BEND DR  
MISSION TX 78572

M3175-1B-014-0002-00 ( 232787)  
CORTEZ JOSE  
2003 MEADOW WAY DR  
MISSION TX 78572

M3175-1B-014-0003-00 ( 232788)  
RODRIGUEZ VELMA  
2005 MEADOW WAY DR  
MISSION TX 78572

M3175-1B-014-0004-00 ( 232789)  
SMAGE ROBERT & SHARON HECKER  
SHARON K HECKER & ROBERT SMAGE  
2007 MEADOW WAY DR  
MISSION TX 78572

M3175-1B-014-0005-00 ( 232790)  
WILLIAMSON JOSHUA GREY  
2009 MEADOW WAY DR  
MISSION TX 78572

M3175-1B-014-0006-00 ( 232791)  
ORTIZ GONZALO & MARICELA  
2011 MEADOW WAY  
MISSION TX 78572

M3175-1B-015-0001-00 ( 232792)  
ADAMS MARK A & MAUREEN  
1900 CRYSTAL DR  
MISSION TX 78572

M3175-1B-015-0002-10 ( 232795)  
MALDONADO DORA M & FRANCO L  
1902 CRYSTAL DR  
MISSION TX 78572

M3175-1B-015-0003-05 ( 232797)  
REYNA ADRIANA IDALIA  
1904 CRYSTAL DR  
MISSION TX 78572

M3175-1B-015-0004-00 ( 232798)  
ORTIZ JOSE & LAURA  
1906 CRYSTAL DR  
MISSION TX 78572

M3175-1B-016-0005-00 ( 232805)  
ORNELAS MARICELA TORRES  
618 N 15TH ST  
MCALLEN TX 78504

M3175-1B-016-0006-00 ( 232806)  
GONZALEZ CHARLES  
2123 CRYSTAL DR  
MISSION TX 78572

M3175-1B-016-0007-00 ( 232807)  
GARCIA SEVERIANO MORALES  
2119 CRYSTAL DR  
MISSION TX 78572

M3175-1B-016-0008-00 ( 232808)  
VOJE JONATHAN JOSE F  
4353 NE HALSEY ST APT 7  
PORTLAND OR 97213

M3175-1B-016-0009-00 ( 232809)  
GARZA LETICIA CAVAZOS ET AL  
HECTOR VICTORIA NO 16 APT 504 A  
CUAJIMALPA  
MEXICO, 05200

M3175-1B-016-0010-00 ( 232810)  
PULIDO ALEJANDRA  
3208 ERIN ST  
MISSION TX 78574-5243

M3175-1B-016-0011-00 ( 232811)  
SAENZ OSCAR JR & MINERVA ENEDEL  
2103 CRYSTAL DR  
MISSION TX 78572

M3175-1A-000-0000-01 ( 723237)  
MEADOW CREEK DEVELOPMENT LLC  
5105 N 10TH ST STE B  
MCALLEN TX 78504



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** March 11, 2024

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

**AGENDA ITEM:** TABLED 02/26/2024: Rezoning: A 27.969 acre tract of land out of Lot 29-10, West Addition to Sharyland, (AO-I) Agricultural Open Interim to (R-1A) Large Lot Residential, Jorge E. Miranda, and Adoption of Ordinance#\_\_\_\_\_ - De Luna

### NATURE OF REQUEST:

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located ¼ mile north of Mile 2 Road along the west side of Bryan Road. There was public opposition during the P&Z Meeting. The concerns voiced were in regards to traffic, and car accidents. The board unanimously recommended approval.

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

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

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

**STAFF RECOMMENDATION:** Approval.

**Departmental Approval:** N/A

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

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

**RECORD OF VOTE:**

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A REZONING OF A 27.969 ACRE TRACT OF LAND OUT OF LOT 29-10,  
WEST ADDITION TO SHARYLAND, (AO-I) AGRICULTURAL OPEN INTERIM TO  
(R-1A) LARGE LOT SINGLE FAMILY**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of February 14, 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 be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, February 26, 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:

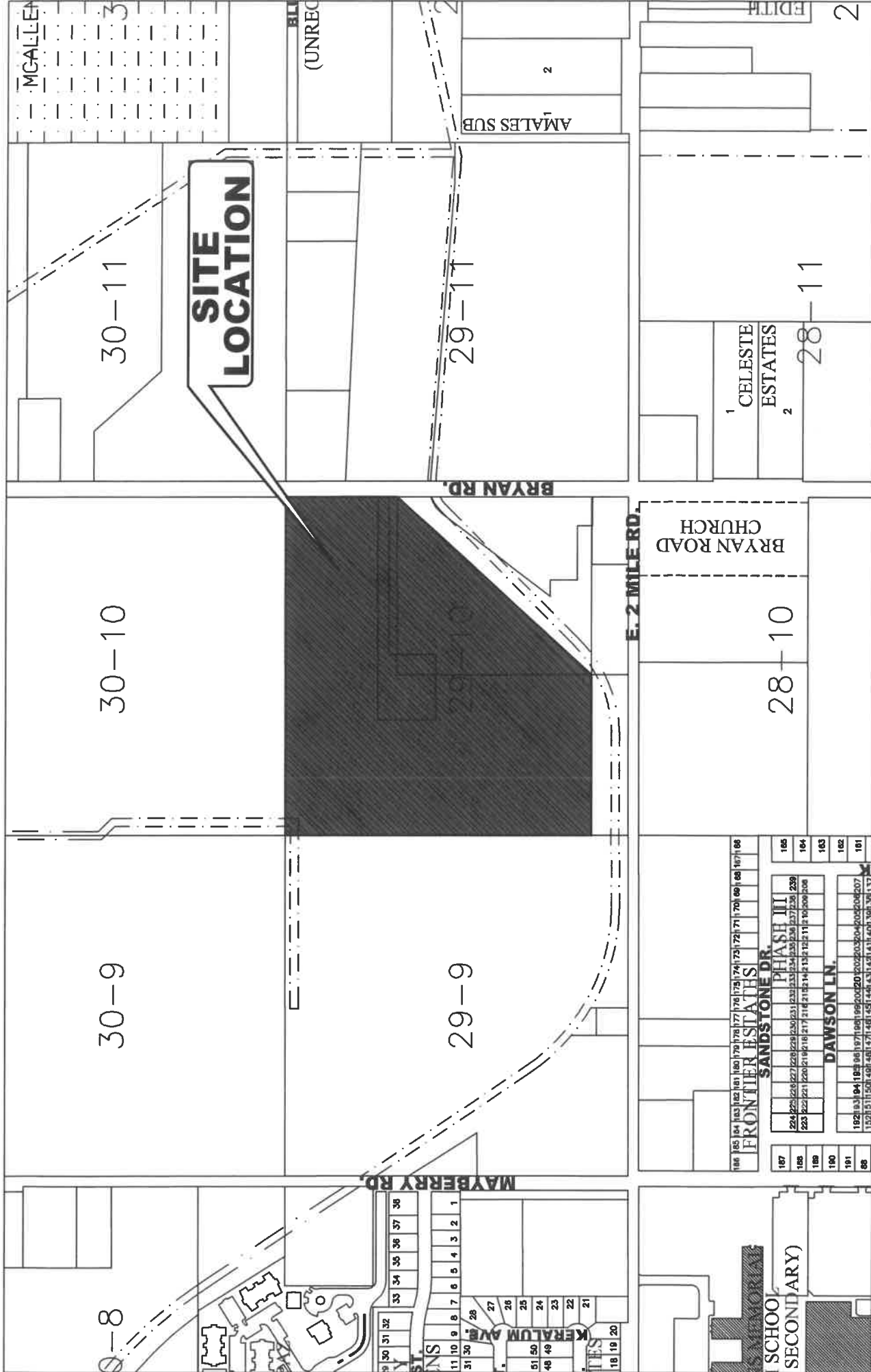
<b>Legal Description</b>	<b>From</b>	<b>To</b>
A 27.969 acre tract of land out of Lot 29-10, West Addition to Sharyland	AO-I	R-1A

READ, CONSIDERED AND PASSED, this the 11<sup>th</sup> day of March, 2024.

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

ATTEST:

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



**SITE LOCATION**



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

Item 38.

185	184	183	182	181	180	179	178	177	176	175	174	173	172	171	170	169	168	167	166
FRONTIER ESTATES																			
165	164	163	162	161	160	159	158	157	156	155	154	153	152	151	150	149	148	147	146
SANDSTONE DR. PHASE III																			
224	223	222	221	220	219	218	217	216	215	214	213	212	211	210	209	208	207	206	205
DAWSON LN.																			
182	181	180	179	178	177	176	175	174	173	172	171	170	169	168	167	166	165	164	163

**REZONING:**

A 27.969 acre tract of land out of  
Lot 29-10, West Addition to Sharyland  
AO-I to R-1A  
Jorge E. Miranda

**REVIEW DATA**

The site is located ¼ mile north of Mile 2 Road along the west side of Bryan Road – see vicinity map.

**SURROUNDING ZONES:**

N:	AO-I	– Agricultural Open Interim
E:	AO-I	– Agricultural Open Interim
W:	AO-I	– Agricultural Open Interim
S:	AO-I	– Agricultural Open Interim

**EXISTING LAND USES:**

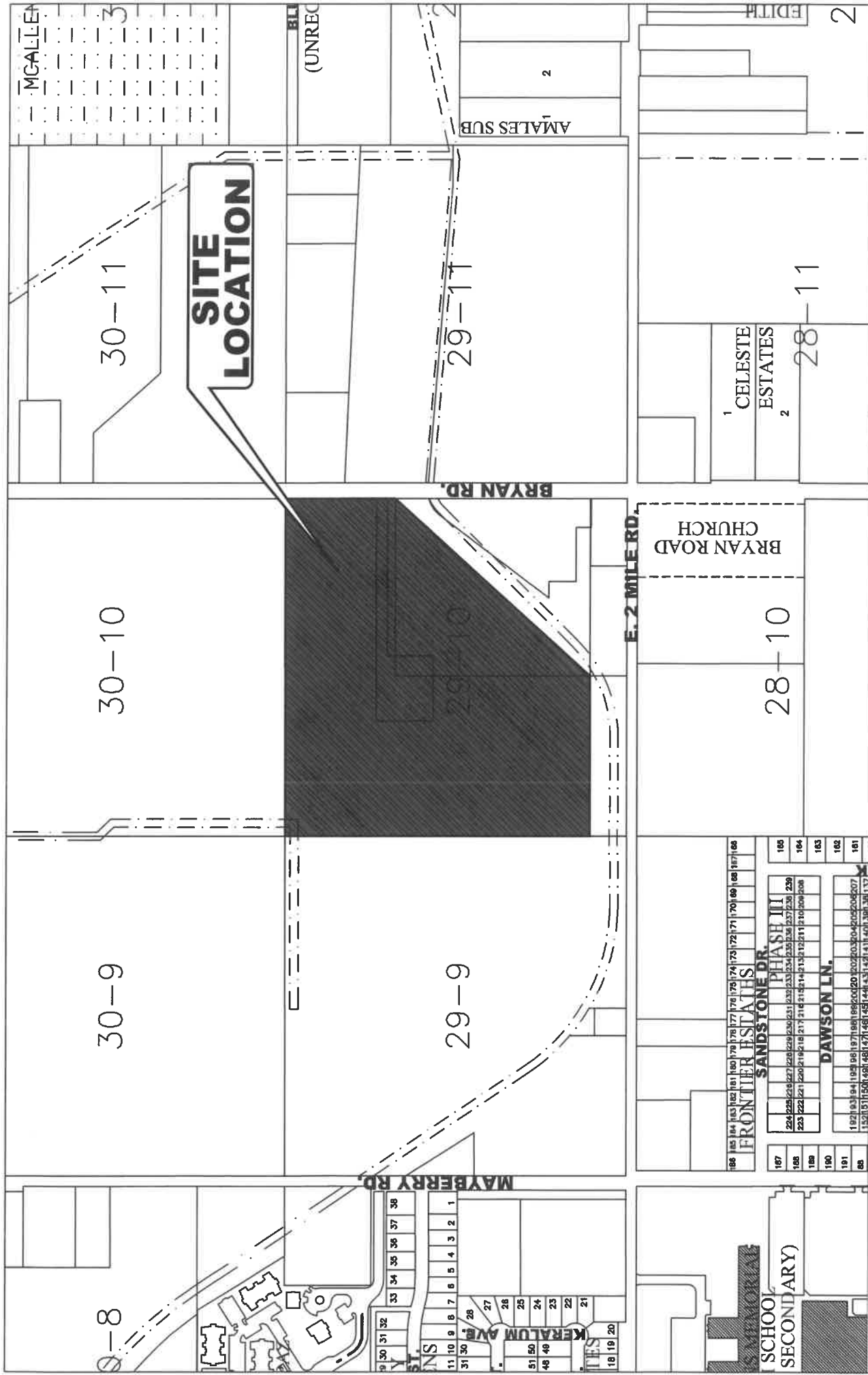
N:	Residential
E:	Residential
W:	Residential & Open Acreage
S:	Residential & Open Acreage
Site:	Residential

**FLUM:**

Lower Density Residential (LDA)

**REVIEW COMMENTS:** Staff notes that the proposed zone complies with the City’s Future Land Use Map, and surrounding land uses.

**RECOMMENDATION:** Staff recommends approval.



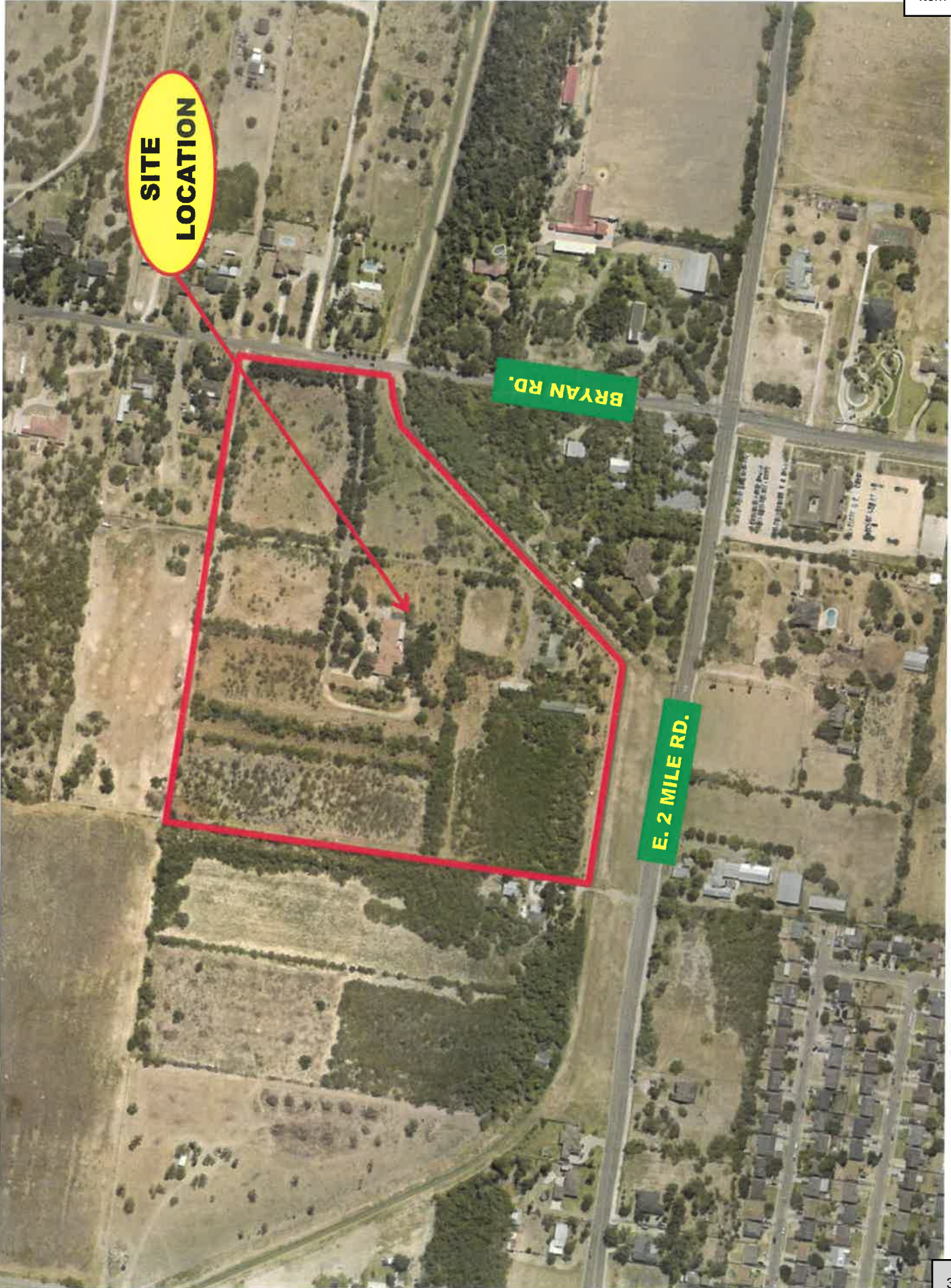
**SITE  
LOCATION**



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

Item 38.





W0100-00-028-0009-03 ( 317205)  
VILLARREAL FERMIN & M A  
916 EAST MILE 2 RD  
MISSION TX 78574

W0100-00-028-0010-00 ( 317213)  
GONZALEZ JULIAN J & SELMA  
1204 E MILE 2 RD  
MISSION TX 78574

W0100-00-028-0010-08 ( 317220)  
CRUMPLER ELIZABETH  
PO BOX 787  
PHARR TX 78577

W0100-00-028-0010-10 ( 505742)  
GESHAY JOEL T & SHELBY L  
1012 E MILE 2 RD  
MISSION TX 78574

W0100-00-029-0009-15 ( 317290)  
LOZANO VICENTE & SAN JUANITA  
1206 E MILE 2 RD  
MISSION TX 78574

W0100-00-029-0009-20 ( 317291)  
CAVAZOS NORA L  
1229 LINDBERG ST  
PALMHURST TX 78573

W0100-00-029-0010-00 ( 317292)  
MIRANDA JORGE E & ALMA I  
5208 NORTH 10TH STREET #4016  
MCALLEN TX 78504

W0100-00-029-0010-01 ( 317293)  
DAVIS KRYSTI B  
3305 N BRYAN RD  
MISSION TX 78573

W0100-00-029-0010-04 ( 317296)  
GARCIA RICARDO  
1608 N 8TH ST  
MCALLEN TX 78501

W0100-00-029-0011-01 ( 317299)  
MELENDEZ IVAN G  
3304 N BRYAN RD  
MISSION TX 78573

W0100-00-029-0011-04 ( 317302)  
AGUILAR OSCAR & MARIA ELIA  
3414 N BRYAN RD  
MISSION TX 78573

W0100-00-029-0011-05 ( 317303)  
VALDEZ JAVIER  
3316 N BRYAN RD  
MISSION TX 78573

W0100-00-030-0009-00 ( 317410)  
JONES ELIZABETH EPLER INDEPENDENT  
1023 HIGHLAND ST  
HOUSTON TX 77009

W0100-00-030-0010-02 ( 317414)  
MARES LEONARDO  
3501 N BRYAN ROAD  
MISSION TX 78573

W0100-00-030-0010-03 ( 317415)  
GONZALEZ ROBERT & EMMA  
3509 N BRYAN ROAD  
MISSION TX 78573

W0100-00-030-0010-04 ( 317416)  
MARES NOE  
3505 N BRYAN RD  
MISSION TX 78573

W0100-00-030-0010-14 ( 317421)  
MARES LEONARDO  
3501 N BRYAN ROAD  
MISSION TX 78573

W0100-00-030-0010-15 ( 317422)  
GONZALEZ MELISSA  
3421 N BRYAN RD UNIT B  
MISSION TX 78573

W0100-00-030-0011-01 ( 317425)  
AGUILAR SARAH & DANIEL  
3422 N BRYAN RD  
MISSION TX 78573

W0100-00-030-0011-02 ( 317426)  
ANDRADE ARTEMIO JR  
PO BOX 4586  
MISSION TX 78573

W0100-00-030-0011-06 ( 317430)  
GRACIA JOSE ANGEL & ARLEN CORON,  
3518 N BRYAN RD  
MISSION TX 78573

W0100-00-030-0011-15 ( 317435)  
ANDRADE ROSALINDA & ARTEMIO  
3506 N BRYAN RD  
MISSION TX 78573

W0100-00-030-0011-16 ( 317436)  
ANDRADE ARTEMIO & ROSALINDA  
3506 N BRYAN RD  
MISSION TX 78573

W0100-00-029-0010-05 ( 1020520)  
GARCIA RICARDO  
1608 N 8TH ST  
MCALLEN TX 78501