



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, November 13, 2023 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, November 13, 2023 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. Presentation by the Mission Police Department, Recognition as a Texas Victim's Friendly Agency - Torres
2. September 2023 Employee of the Month - Munguia
3. Report from the Greater Mission Chamber of Commerce – Enriquez
4. Departmental Reports – Perez
5. Citizen's Participation – Garza

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

6. Conditional Use Permit: Mobile Food Truck – Los Tacos de La Ganadera, 2509 Colorado Street, Ste. 205, Lot 1, Block 2, Santa Lucia Development, C-3, La Ganadera (c/o Jose C. De Leon), and Adoption of Ordinance#_____ - De Luna

7. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – The Mix, 2509 Colorado Street, Ste. 102, Lot 1, Block 2, Santa Lucia Development, C-3, The Mix Beer & Wine, LLC, and Adoption of Ordinance#_____ - De Luna
8. Conditional Use Permit: Outdoor Padel Court/Any Recreational Activity, 719 Ragland, A tract of land out of the Northwest 9.96 acres of Lot 203, John H. Shary Subdivision, C-3, Jorge Eduardo Careaga, and Adoption of Ordinance#_____ - De Luna
9. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – The Griffin Grill, 1906 E. Griffin Parkway, Lot 19, Rivera Oaks Plaza, C-3, Ram Culinary Group, LLC (c/o Richard L. Krauss), and Adoption of Ordinance#_____ - De Luna
10. Conditional Use Permit: Drive-Thru Service Window – La Herradura Taqueria, 2310 E. Expressway 83, Ste 8, Lot 3, Cimarron Crossing Ph. 2, C-3, Gerardo Garcia, and Adoption of Ordinance#_____ - De Luna
11. Conditional Use Permit: To Keep a Portable Building for Office Use – Medcare EMS, 511 W. 11th Street, The East tract of Lots 1 & 2, Block 178, Mission Original Townsite, C-4, Medcare EMS, Inc., and Adoption of Ordinance#_____ - De Luna
12. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – Extreme Pizza, 608 N. Shary Road, Units 4 & 5, Lot 1, Alba Plaza Subdivision, C-3, Argos Foods, LLC, and Adoption of Ordinance#_____ - De Luna
13. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – Arelis Celebration Hall, 1905 W. Griffin Parkway, Lots 1-4, Southern Oaks, Ph. I Subdivision, C-3, Daisy A. Vela, LLC, and Adoption of Ordinance#_____ - De Luna
14. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – Arelis Event Center, 1809 W. Griffin Parkway, Lots 9-11, Southern Oaks Ph. I Subdivision, C-3, Daisy A. Vela, LLC, and Adoption of Ordinance#_____ - De Luna
15. Preliminary & Final Replat Approval: A replat of Lots 33A and Lots 33B, Southwind Estates Unit II, A tract of land containing 1.01 acres of land out of Lot 33, Southwind Estates Unit II, R-1A, Developer: Carlos and Diana Lerma, Engineer: Javier Hinojosa Engineering, – 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

16. Approval of Minutes – Carrillo
Regular Meeting – October 23, 2023
17. Acknowledge Receipt of Minutes – Perez
Ambulance Board – August 25, 2023
Keep Mission Beautiful – September 5, 2023
Civil Service Commission – September 20, 2023

Youth Advocacy Advisory Board – September 12, 2023

Planning & Zoning – October 11, 2023

Shary Golf Advisory Board – August 30, 2023

- [18.](#) Authorization to Execute 1st One-Year Renewal Option with CVQ Land Surveyors, LLC for Land Surveying Services – De Luna
- [19.](#) Authorization to Execute 1st One-Year Renewal Option with Leonel Garza Jr. & Associates, LLC for Appraisal Services – De Luna
- [20.](#) Authorization to Execute Second One-Year Renewal Option with Conde's Landscaping, and OCL Enterprises, LLC, for Weedy Lot Abatement – De Luna
- [21.](#) Approval of a Memorandum of Understanding between the City of Mission Fire Department and U.S. Customs and Border Protection for their use of clinical sites – A. Garcia
- [22.](#) Authorization to Solicit Request for Qualifications for FMA & BRIC Program Development, Grant Administration, Civil Engineering, and Project Management Services - Bocanegra
- [23.](#) Authorization to enter into a Memorandum of Agreement between The Lower Rio Grande Valley TPDES Stormwater Task Force Partnership, Inc. and the City of Mission – Bocanegra
- [24.](#) Authorization to award bid for Ready Mix Concrete for Public Works Department- Bocanegra
- [25.](#) Authorization to extend second one-year renewal option for Liquid Polymer Chemical with Polydyne, Inc. for the Public Works Department North and South Water Treatment Plants - Bocanegra
- [26.](#) Authorization to extend second one-year renewal option for Liquid Emulsion Polymer Chemical for the Public Works Department Wastewater Treatment Plants - Bocanegra
- [27.](#) Authorization to purchase one (1) Harley Davidson Police motorcycle from Longhorn Harley Davidson via BuyBoard contract #601-19 - Torres
- [28.](#) Authorization to enter a Memorandum of Understanding between the City of Mission and the City of Palmview to provide temporary housing for prisoners – Torres
- [29.](#) Authorization to enter into a Memorandum of Understanding between the Uniting Neighbors in Drug Abuse Defense (UNIDAD) and the City of Mission Police Department – Torres
- [30.](#) Authorization to allow the purchase of a firearm to Honorably Retired Peace Officer, Ezequiel Navarro for the Mission Police Department, in accordance with Texas Government Code, Section 614.051- Torres
- [31.](#) Authorization to allow the purchase of a firearm to Honorably Retired Peace Officer, Samuel Segura for the Mission Police Department, in accordance with Texas Government Code, Section 614.051- Torres
- [32.](#) Authorize Mayor to execute Amendment No. 5 to Reimbursement Agreement between Mission Redevelopment Authority, Reinvestment Zone No. One, and the City of Mission, related to the South Conway Lift Station Project - Terrazas

- 33. Approval of Resolution # _____ to designate authorized signatories for the CDBG-DR Program from GLO State contract number 24-067-006-E193- Elizalde
- 34. Authorization to approve Change Order #001 with Noble Texas Builders LLC, related to roof repairs for the Center for Education and Economic Development Building – Garcia
- 35. Approval of Utility Account Reclassifications for Fiscal Year 2020 - 2021 - Enriquez
- 36. Approval of Resolution # _____ amending Resolution 1866 Section 7 Election Day Polling Locations – Carrillo
Aprobación de Resolución No. _____ que modifica la Resolución 1866 Sección 7 Lugares de votación el día de las elecciones – Carrillo

APPROVALS AND AUTHORIZATIONS

- 37. Final Plat Approval: Garden Path Subdivision, A tract of land containing 8.887 acres, Being a part or portion out of Lot 266, John H. Shary Subdivision, R-1T, Developer: Deka Investments, LLC, Engineer: M2 Engineering, PLLC, – De Luna
- 38. Request by Union Design Developers, LP to establish a letter of credit or pay escrow for the Anzalduas Industrial Park Ph I Subdivision to enable recording process of the subdivision without having all the infrastructure completed – De Luna
- 39. Approval of Resolution # _____ distributing 140 authorized votes for the election of Appraisal District Board of Directors for 2024-2025 – Carrillo
- 40. Consideration to modify 2023 City of Mission Thanksgiving and New Year's holiday schedule – Carrillo
- 41. Authorize Mayor to execute a Sixth Amendment to Reimbursement Agreement between Mission Redevelopment Authority, Reinvestment Zone No. One, and the City of Mission, related to the Bentsen Palm Lift Station Phase III Project - Terrazas
- 42. Authorize Mayor to execute Second Amendment to Reimbursement Agreement between Mission Redevelopment Authority, Reinvestment Zone No. One, and the City of Mission, related to the Inspiration Road & Military Road Phase I Project -Terrazas
- 43. Authorization to purchase (21) SigMPX 9mm short barrel rifles with red dot sights & (91) SigM400 AR15 rifles with compact red dot sights from CTC Gunworks, LLC – Torres
- 44. Authorization to lease/purchase (3) 2023 Chevy Tahoes for the Mission Police Department fleet from D&M Leasing Company (buyboard contract #652-21) – Torres
- 45. Authorization to accept the 2023 COPS Hiring Program Grant from the U.S. Department of Justice - Office of Community Oriented Policing Services – Torres
- 46. Approval of Ordinance # _____ Amending Personnel Policy Manual Policy 500.02 Holidays - Munguia
- 47. Approval of the Certified 2023 Tax Roll Totals - Vela
- 48. Acceptance of Quarterly Report of Investments for the Quarter ending September 30, 2023 and Interest Earned for Twelve Months Ending September 30, 2023 -Vela

49. Authorization to enter into a First Amendment to the Personal Services Contract with De Saro Public Relations Firm for services related to the City of Mission State of The City Address – D. Flores

UNFINISHED BUSINESS

None

ROUTINE MATTERS

City Manager Comments

Mayor's Comments

City Council Comments

ADJOURNMENT

C E R T I F I C A T E

I, the undersigned City Secretary do certify that the above notice of meeting was posted on the bulletin board of City Hall, 1201 E. 8th Street, Mission, Texas on this the 09th day of November, 2023 at 4:00 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 **13th day of November, 2023** 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 **09th day of November, 2023** 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 4:00 p.m. on said date.



 Anna Carrillo, City Secretary



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: November 13, 2023
PRESENTED BY: Randy Perez, City Manager
AGENDA ITEM: Departmental Reports – Perez

NATURE OF REQUEST:
Media Relations – August 2023
Civil Service – October 2023
311 – October 2023
Information Technology – October 2023
RGV State Cemetery – October 2023
Grants Department – October 2023
Planning & Zoning – September, October 2023
Code Enforcement – September, October 2023
Permits & Inspections – September, October 2023
Sanitation – October 2023
City Secretary – October 2023
Shary Municipal Golf Course – October 2023

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 _____

Media Relations- Departmental Report/August 2023

Kenia:

- Created daily content on the City of Mission's social media platforms- Facebook, Instagram, Twitter, and YouTube
- Coordinating filming for State of the City
- Produced PSA for Mission Police Department on school threats
- Produced PSA for Mission Police Department on Back to School Safety
- Produced a video for the Mission Police Department for STEP Program.
- Produced video of Dante Alejandro, a blind tennis player from the B&G Club
- Shared road closure graphics to inform residents through social media
- Wrote talking points and welcome remarks for the Mayor and City Manager for city events
- Coordinated all media advisories, footage, photos, and press events for Mission City events and police department events, including...
- Wrote a news release for Mission Police Department's National Night Out
- Wrote news release for the TxDOT Labor Day Campaign

Charlie

- Shot and edited video on Back to School Safety
- Shot and edited video for Mission Police Department on School Threats
- Shot and edited video on STEP Program
- Shot and edited a video of Dante Alejandro, a blind tennis player from the B&G Club
- Video coverage for at the RGV Economic Summit
- Coverage for the Buenas Tarde Luncheon
- Updating drone shots of the City of Mission, including drainage, new developments, city facilities, and others that will be utilized for State of the City.

- Edited video promo of National Night Out
- Coverage for the grass fire that occurred at Granjeno
- Coverage of the retirement of Assistant Police Chief Jody Tittle.
- Edited multiple videos for YouTube
- Carried city meetings live
- Maintained and updated the city's website and added events to the city's website calendar.
- Produced and edited videos for multiple public service announcements
- Created graphics for all social media platforms

Alex

- Covered City Council Meetings, Special Meetings, and all city-sponsored events with video and still photos
- Coverage at Buenas Tarde Luncheon
- Took photos for the Hidalgo County Commissioners Court commemorating former Mayor Norberto "Beto" Salinas
- Coverage for the Alliance of South Texas Cities Meeting held in Mission
- Updating drone shots of the City of Mission, including drainage, new developments, city facilities, and others that will be utilized for State of the City.
- Coverage for the grass fire that occurred at Granjeno
- Coverage for the retirement of Assistant Police Chief Jody Tittle.
- Ordered updated gear and equipment
- Responsible for purchasing procedures
- Produced graphics for all social media platforms

- Responsible for audio and video production for council meetings and continuing improvements to Master Control and PEG channel

Humberto

- Created videos for weekly segment of “Pet of the Week,” to highlighting pets at the Humane Society to promote adoptions
- Photo coverage of multiple city events, including...
- Took photos at the RGV Economic Summit
- Took photos for the weekly “Pet of the Week”
- Took photos at various food distributions
- Took photos at the Buenas Tarde Luncheon
- Took photos at the Boys& Girls Club summer camp
- Took photos for the grass fire that occurred at Granjeno
- Took photos for the Prevention Awareness Team of Hidalgo County (PATH) Conference
- Took photos for CDBG Welcome Home
- Photos at the retirement of Assistant Police Chief Jody Tittle.
- Translated graphics and multiple posts for the City of Mission social media platforms
- Takes photos for video creation, city proclamations, social media posts, and the City of Mission website

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: RANDY PEREZ, CITY MANAGER
FROM: JESSE LERMA, CIVIL SERVICE DIRECTOR
SUBJECT: CIVIL SERVICE REPORT, OCTOBER 2023
DATE: OCTOBER 30, 2023



1. We had two Police Officers retire in the month of October:
 1. Samuel Segura
 2. Ezequiel Navarro
2. Mission Police Department will have an entry level examination on November 3, 2023
3. Mission Police Department will have a CPL's promotional examination on November 30, 2023.
4. Mission Police Department will have an entry level examination on November 3, 2023.
5. Mission Fire Department will have a CPT's promotional examination on November 16, 2023.

Thank you!

**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
September 20, 2023**

Commission-Present

**Jerry Saenz-Chairman-A
Polo Garza-Vice-Chair
Michael Davis-Member**

Staff Present

**Jesse Lerma Jr-CS Director
Noemi Munguia-HR Director
Victor Flores-City Attorney
Robert Hinojosa-Director OD
Cesar Torres-Chief of Police
Reynaldo Perez-Asst Chief of Police
Randy Cruz-DC Fire
Joey Flores-LT Fire
Homer Salinas-LT Fire**

Call to Order

Mr. Polo Garza called the meeting to order at 9:00 a.m.

Approval of Minutes-August 21, 2023

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

Approval of Mission Police Department CPT's Promotional Examination Scores and the Creation of a New Eligibility List (pending appeal)

Mr. Lerma advised the Commission that they held a promotional examination for CPT for the Mission Fire Department on September 7, 2023. He advised them that four (4) individuals had participated and these were the scores pending the APPEAL:

1. Joey Flores 77 plus 10 seniority points-87
2. Homer Salinas-67-0 seniority points-67
3. Juan Garcia-58-0 points seniority-58
4. Guillermo De La Garza-51-0 points seniority-51

Mr. Lerma advised the Commission that Joey Flores and Homer Salinas had submitted appeals and that those would be heard today then we would approve the final scores and the eligibility list for the position. Mr. Lerma advised the Commission that both individuals submitted their appeals in writing as required, both received the same packets as the Commission, and both were advised to show up to the meeting.

Appeal #1-Question #16 LT Joey Flores

Firefighters must time their ventilation efforts properly. Generally, venting for the fire should take place:

- A. Once additional resources have arrived
- B. Once containment has been achieved
- C. Just after the hose line begins its attack
- D. Just after the initial attack begins

ANSWER: C

LT Flores selected D and went on to state that the reader was left confused on when exactly to perform venting for fire due a sentence stating that venting should be delayed until resources are in place of attack. Testing agency submitted their backup where it specifically stated in the book that venting for fire should take place just after the hose line begins its attack. After a brief discussion, Mr. Davis made a motion to deny the appeal. Mr. Garza seconded the motion. Motion was approved unanimously.

Appeal #2-Question #36 LT Joey Flores

Effective supervisors watch for small signs of trouble before an issue has the potential to grow into a serious problem. In such cases, which action should a supervisor take to keep one step ahead of potential problems?

- A. Observing trends or patterns for clues that are noticed
- B. Speaking frequently with the most verbal employees
- C. Periodically meeting with employees to make informal inquiries
- D. Providing an anonymous box for comments and suggestions

Answer: A

LT Flores selected C and went on to state that the answer was not verbatim and that the book stated that holding regular meetings throughout the year make the annual performance evaluations easier for team members and that felt through deductive reasoning his answer was correct. Testing agency submitted that information that the answer was in the resource and reminded us the question was specific to supervisors identifying and resolving employee problems not annual employee evaluations. Mr. Lerma also reminded them that the test says to select the best possible answer and that it does not have to be verbatim. After a brief discussion, Mr. Davis made a motion to deny the appeal. Mr. Garza seconded the motion. Motion was approved unanimously.

Question #3-Question #66 LT Joey Flores

The most important thing a supervisor should do to prevent workplace accidents is to:

- A. Establish a health and wellness program
- B. Establish a safety committee to oversee work practices
- C. Make sure the employees know the proper way to do their jobs
- D. Survey the ergonomic properties of the workspace and equipment

Answer: C

LT Flores selected A and went on to state that the answer was not verbatim and that the answer was not specifically identified. He went on to say that the question was poorly worded. Testing agency submitted where the resource states when people are properly trained and motivated, accidents are less likely to occur. Your employee must have the know-how, commitment and willingness to work safely. There is no information in the book that mentions a formal health and wellness program. After a brief discussion, Mr. Garza made a motion to deny the appeal. Mr. Davis seconded the motion. Motion was approved unanimously.

Appeal #40 Question # 48 LT Homer Salinas

As long as a team leader's decision is legal, ethical, moral, and _____, every member of the team owes 100 percent follow through.

- A. Specific
- B. Safe
- C. Popular
- D. Clear

Answer: B

LT Salinas selected A but went on to talk about that it was not specific and the answer B pertained to a team member not the team leader. Testing agency submitted information where it reflected that the answer was very specific and in the resource. After a brief discussion, Mr. Davis made a motion to deny the appeal. Mr. Garza seconded the motion. Motion was approved unanimously.

The Commission thanked both LTs for being their and presenting their appeals.

After a brief discussion, Mr. Davis made a motion to approve the scores as presented and to create a new eligibility list. Mr. Garza seconded the motion. Motion was approved unanimously. Mr. Lerma informed them that LT Flores would be promoted immediately and we would have to test again to fill the second open position.

Approval of Mission Fire Department Promotional Examination Resource List for CPT (2nd)

Mr. Lerma advised the Commission that we still had one position open for CPT and we had to re test. Chief Garcia and staff were recommending the same sources for approval:

1. Fire Officer Handbook of Tactics, 5th Edition
2. Effective Supervisory Practices, 5th Edition
3. Fire and Emergency Company Officer, 6th Edition

After a brief discussion, Mr. Garza made a motion to approve the resource list as presented. Mr. Davis seconded the motion. Motion was approved unanimously.

Approval of Mission Fire Department Promotional Examination Schedule for CPT

Mr. Lerma was requesting the following examination schedule for approval:

1. Post Resource List-September 20, 2023
2. 30 Day Notice-October 14, 2023
3. Deadline to submit MOI-November 2, 2023
4. Date of Examination-November 16, 2023

After a brief discussion, Mr. Garza made a motion to approve the schedule as presented. Mr. Davis seconded the motion. Motion was approved unanimously.

Approval of Mission Fire Department Promotional Examination Resource List for LT

Mr. Lerma advised the Commission that we needed to fill the position of LT Flores. Chief Garcia and staff were recommending the following sources for approval:

1. Building Construction Related to the Fire Service, 4th Edition
2. Fire and Emergency Company Officer 6th Edition Part "A" only
3. Fire Officer Coaching Revised 2nd Edition

After a brief discussion, Mr. Davis made a motion to approve the resource list as presented. Mr. Garza seconded the motion. Motion was approved unanimously.

Approval of Mission Fire Department Promotional Examination Schedule for LT

Mr. Lerma submitted the following schedule for approval:

1. Post resource list-September 20, 2023
2. 30 Day Notice-November 20, 2023
3. Last day to submit MOI-December 7, 2023
4. Date of Examination-December 21, 2023

After a brief discussion, Mr. Davis made a motion to approve the schedule as presented. Mr. Garza seconded the motion. Motion was approved unanimously.

Approval to Create a New Eligibility List for the Mission Police Department

Mr. Lerma advised the Commission that Chief Torres and his staff were requesting a new eligibility list to fill any pending openings. Mr. Lerma submitted the following dates for approval:

1. Post Notice on City Website-September 20, 2023
2. Advertise in newspaper-October 1, 2023
3. Deadline to submit applications-October 26, 2023
4. Date of Examination-November 3, 2023

After a brief discussion, Mr. Davis made a motion to create a new eligibility list for the police department. Mr. Garza seconded the motion. Motion was approved unanimously.

Approval to Amend City of Mission Local Civil Service Rules-Chapter 4 Sec 4.03

(B) age

Mr. Lerma advised the Commission that HB 1661 that repealed the provision that prohibits a person who is 45 years of age or older from being certified for a beginning position in a police department was passed and signed into law effective September 1, 2023 by the Governor. So, to be complying we had to make the changes in our local rules. After a brief discussion, Mr. Davis made a motion to amend the local rules to be following the new law. Mr. Garza seconded the motion. Motion was approved unanimously.

Pending Business

Mr. Lerma gave the Commission information on the upcoming training in Georgetown.

Adjourn

Meeting was adjourned at 9:45 a.m.

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: RANDY PEREZ, CITY MANAGER
FROM: JESSE LERMA, 311 COORDINATOR/CIVIL SERVICE DIRECTOR
SUBJECT: 311 REPORT, OCTOBER 2023
DATE: OCTOBER 30, 2023



We have a total of 90 submission for October of 2023 with a total of 3590 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 10/01/2023 Through 10/31/2023

Item 4.

Topic	Count
Health	
Animal Control	18
Mosquitoes	0
Total - Health	18
Obstructions -Tree/Branches	
MOWING	2
Total - Obstructions -Tree/Branches	2
Parks & Rec	
Graffiti	0
Mowing	0
Parks	1
Restrooms	0
Right of way (mowing)	1
Trails	0
Total - Parks & Rec	2
Planning	
Construction Concerns	1
Dilapidated Home/Structure	0
Garage Sales	1
Health & Sanitation	0
Illegal Dumping	3
Junked Vehicle on private property	0
Sewer Concerns	3
Unsafe Building	0
Weedy Lot	7
Total - Planning	15
Police Department	
Illegal Parking	6
Total - Police Department	6
Public Works	
Flooded area/Roadway and streets	0
Foul smell	0
Junk Vehicle	0
Lift Station	1
Low Water Pressure	1
Obstruction-Trees/Branches	2
Pot Holes	12
Sandbag (Elderly And Disabled)	0
Side Walk	1
Street Light	12
Streets/Signs	3
Tires	1
Traffic Signals	1
Water Leaks	7
Total - Public Works	41
Sanitation	
Brush	2
Bulky Items	2
Garbage	2
Trash	0
Total - Sanitation	6
All Topics	
Total All Topics	99

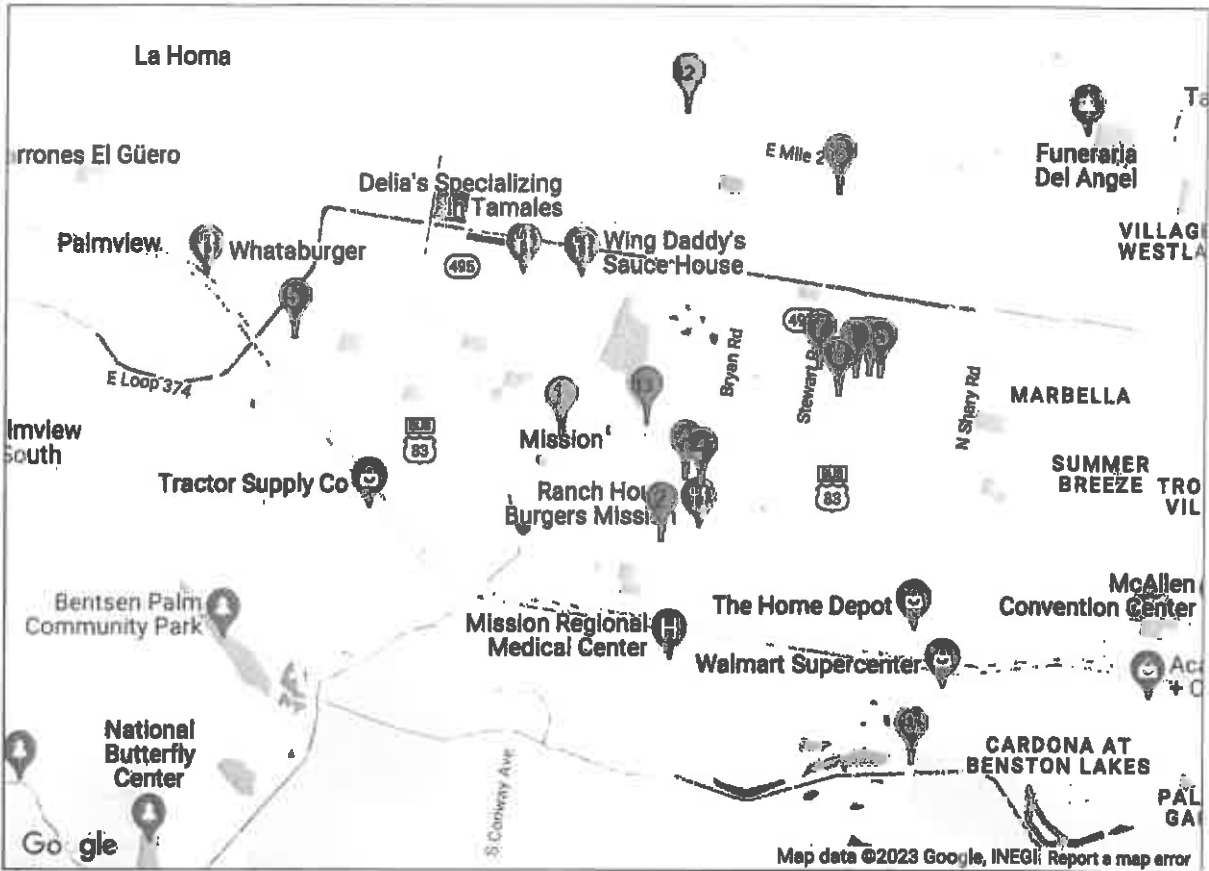
Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
3572	Water Leaks	Closed	10/01/2023		cantu,omar	water leak at rear of unit by water meter
3573	Water Leaks	Open	10/02/2023	10/12/2023	cantu,omar	Photo attached
3574	Illegal Dumping	Closed	10/02/2023		Villarreal,Yvette	Photo attached
3575	Illegal Dumping	Closed	10/02/2023		Villarreal,Yvette	Photo attached
3576	Pot Holes	Closed	10/02/2023		Hernandez,Baldo	Pot hole in entrance of Pine Ridge
3577	Animal Control	Closed	10/03/2023		Garza,Griselda	Photo attached
3578	Pot Holes	Closed	10/03/2023		Hernandez,Baldo	pot hole
3579	Animal Control	Closed	10/04/2023		Garza,Griselda	dogs from 1709 Merlin today
3580	Water Leaks	Closed	10/04/2023		cantu,omar	small water leak under asphalt in middle of...
3581	Sewer Concerns	Closed	10/04/2023		cantu,omar	sewer smell and pipe full
3582	Bulky Items	Closed	10/05/2023		Pena,Yaritza	apartment complex 401 san Antonio ave same...
3583	Animal Control	Closed	10/05/2023		Garza,Griselda	dummy test
3584	Animal Control	Closed	10/05/2023		Lerma,Jesse	GOGov Test
3585	Animal Control	Closed	10/05/2023		Garza,Griselda	GOGov testing
3586	Street Light	Closed	10/05/2023		acevedo,Yahaira	lens of street light broken.
3587	Pot Holes	Closed	10/05/2023		Hernandez,Baldo	there is a big pot hole that needs to be...
3588	Traffic Signals	Open	10/05/2023	10/10/2023	Diaz,Gabriel	can you put lines through the intersection...
3590	Garbage	Open	10/07/2023	10/17/2023	Martinez,Roman	broken garbage top
3591	Pot Holes	Closed	10/07/2023		Hernandez,Baldo	In front of the red gate entering Anzalduas...
3593	Street Light	Closed	10/08/2023		acevedo,Yahaira	shoes hanging on the wire, has been there for...
3594	Low Water Pressure	Closed	10/09/2023		cantu,omar	The city busted my sprinkler system...
3595	Garbage	Open	10/11/2023	10/21/2023	Martinez,Roman	Trash Bin set on top of headboard unable to...
3596	Street Light	Open	10/11/2023	10/16/2023	acevedo,Yahaira	still no report from AEP. Light is out. City...
3597	Animal Control	Closed	10/11/2023		Garza,Griselda	there are several little white dogs and keep...
3598	Obstruction-Trees/Branches	Open	10/11/2023	10/16/2023	Diaz,Gabriel	Tree branches - Do u guys charge for it to...
3599	Animal Control	Closed	10/11/2023		Garza,Griselda	Loose dogs, always throwing down trash cans,...
3600	Pot Holes	Closed	10/12/2023		Hernandez,Baldo	pothole
3601	Lift Station	Open	10/14/2023	10/15/2023	Diaz,Gabriel	When the engineering company worked on the...
3602	Water Leaks	Closed	10/14/2023		cantu,omar	there is a water leak at the water meter. my...
3603	Street Light	Closed	10/14/2023		acevedo,Yahaira	not working
3605	Sewer Concerns	Closed	10/15/2023		cantu,omar	heard gurgling from a toilet yesterday. got...
3606	Weedy Lot	Closed	10/16/2023		Villarreal,Yvette	Photo attached
3607	Weedy Lot	Closed	10/16/2023		Villarreal,Yvette	Photo attached
3608	Weedy Lot	Closed	10/16/2023		Villarreal,Yvette	Photo attached
3609	Streets/Signs	Closed	10/16/2023		Diaz,Gabriel	Down stop sign, stood up to take pic, it...
3610	Weedy Lot	Closed	10/16/2023		Villarreal,Yvette	small tree in side wall blocking where my...
3611	Sewer Concerns	Closed	10/17/2023		cantu,omar	Cement drainage pipe
3613	Streets/Signs	Open	10/18/2023	10/28/2023	Diaz,Gabriel	Damaged streets from city contractors working...
3614	Streets/Signs	Open	10/18/2023	10/28/2023	Diaz,Gabriel	Photo attached
3616	Pot Holes	Open	10/18/2023	10/23/2023	Hernandez,Baldo	pot holes alley area
3617	Pot Holes	Closed	10/19/2023		Hernandez,Baldo	lone star plaza parking lot has a bunch of...
3618	Weedy Lot	Closed	10/19/2023		Villarreal,Yvette	Photo attached
3619	Pot Holes	Closed	10/19/2023		Hernandez,Baldo	Photo attached
3620	Animal Control	Closed	10/19/2023		Garza,Griselda	they from 1709 Merlin I my yard
3621	Pot Holes	Open	10/19/2023	10/24/2023	Hernandez,Baldo	there is a pothole in front of my house
3622	Brush	Closed	10/20/2023		Pena,Yaritza	Photo attached
3623	Animal Control	Closed	10/22/2023		Garza,Griselda	Photo attached
3624	Bulky Items	Closed	10/22/2023		Pena,Yaritza	broken recliner has been on this corner for...
3625	Animal Control	Closed	10/22/2023		Garza,Griselda	dead animal
3626	Water Leaks	Closed	10/22/2023		cantu,omar	water leak at rear at water meter
3627	Weedy Lot	Closed	10/23/2023		Villarreal,Yvette	Photo attached
3628	MOWING	Open	10/23/2023	10/28/2023	Diaz,Gabriel	Tall weeds and hulsache keeps growing taller...
3629	Animal Control	Closed	10/24/2023		Garza,Griselda	dead animal in road
3630	Animal Control	Closed	10/24/2023		Garza,Griselda	lost dogs
3631	Tires	Closed	10/24/2023		Hernandez,Baldo	Photo attached
3632	Water Leaks	Closed	10/24/2023		cantu,omar	I'm reviewing my water bill from October vs...
3634	Brush	Open	10/24/2023	11/03/2023	Pena,Yaritza	left behind by driver we make sure we place...
3637	Garage Sales	Open	10/25/2023	11/04/2023	Villarreal,Yvette	2nd request to ask that code enforcement...
3638	Street Light	Closed	10/25/2023		acevedo,Yahaira	does not turn on
3639	Street Light	Closed	10/25/2023		acevedo,Yahaira	3308 Los Indios pkwy S the...
3640	Animal Control	Work Done	10/26/2023	11/10/2023	Kotsatos,Steven	HELP MEIM TRAPI
3641	Animal Control	Work Done	10/26/2023	11/10/2023	Kotsatos,Steven	new test !
3643	Street Light	Closed	10/26/2023		acevedo,Yahaira	Photo attached
3644	Animal Control	Open	10/27/2023	11/11/2023	Zamora,Jennifer	Lots of dogs roaming around every day on...
3645	Street Light	Open	10/27/2023	11/01/2023	acevedo,Yahaira	light on pole w946 in San Marino neighborhood
3646	Animal Control	Open	10/27/2023	11/11/2023	Cantu,Griselda	TEST
3647	Animal Control	Open	10/27/2023	11/11/2023	Cantu,Griselda	DO NOT DELETED !

Item 4.

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
3648	Street Light	Open	10/27/2023	11/01/2023	acevedo,Yahaira	light is not functioning
3649	Obstruction-Trees/Branches	Open	10/27/2023	11/01/2023	Diaz,Gabriel	alley right away behind 1st street on Bryan...
3650	Pot Holes	Open	10/27/2023	11/01/2023	Hernandez,Baldo	Photo attached
3651	Construction Concerns	Open	10/27/2023	11/11/2023	Villarreal,Yvette	the new Burlington store handicap parking...
3652	Weedy Lot	Open	10/27/2023	11/21/2023	Villarreal,Yvette	Photo attached
3653	Street Light	Open	10/27/2023	11/01/2023	acevedo,Yahaira	light has been out for over 6 months
3654	Animal Control	Open	10/28/2023	11/12/2023	Cantu,Griselda	Dead Dog on side of Stewart road
3655	Side Walk	Open	10/29/2023	11/03/2023	Diaz,Gabriel	The sidewalk at the entrance to valencia...
3656	Pot Holes	Open	10/29/2023	11/03/2023	Hernandez,Baldo	Photo attached

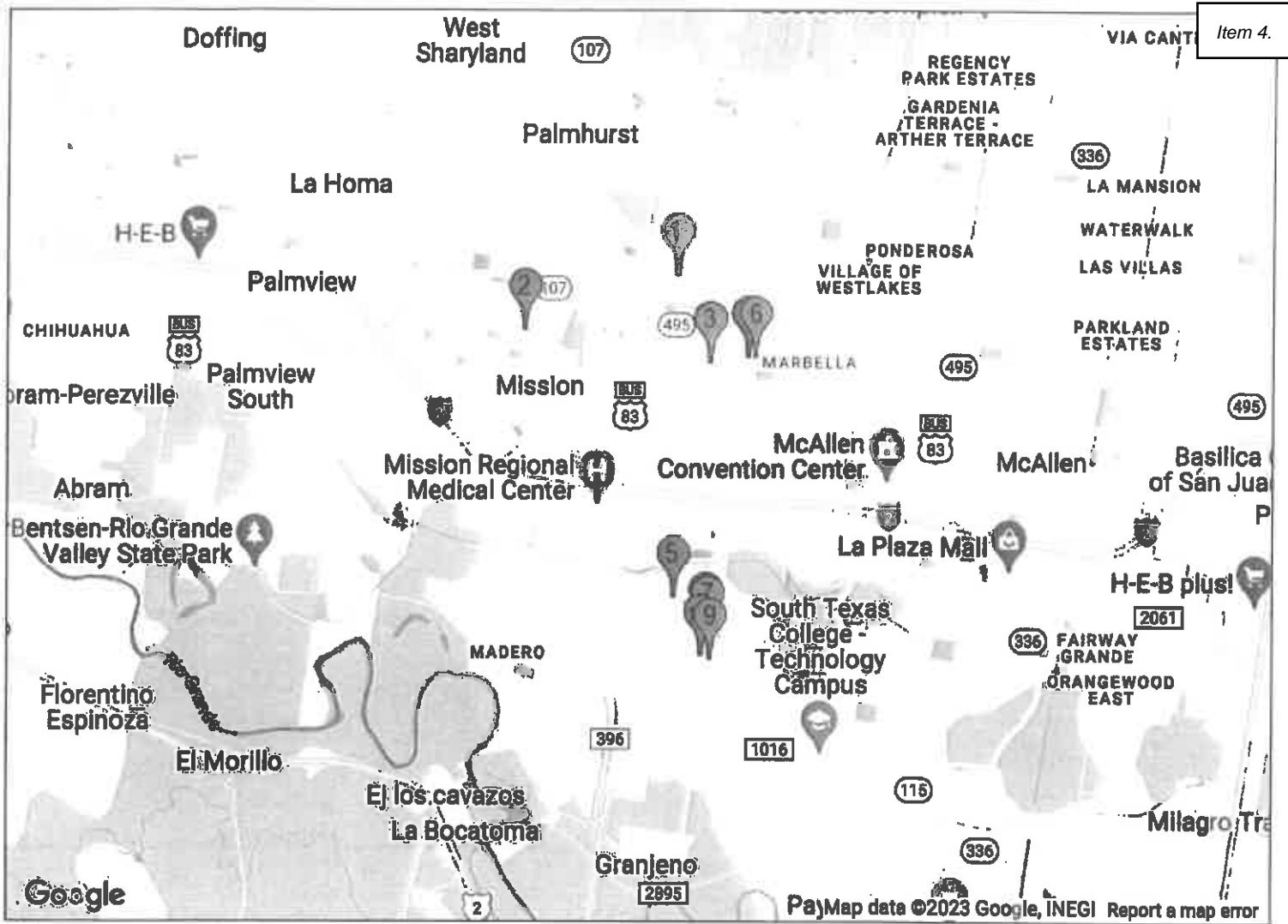
Item 4.

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<u>3577</u>	Animal Control	Closed	10/03/2023		Garza,Griselda	Photo attached
<u>3579</u>	Animal Control	Closed	10/04/2023		Garza,Griselda	dogs from 1709 Merlin today
<u>3583</u>	Animal Control	Closed	10/05/2023		Garza,Griselda	dummy test
<u>3584</u>	Animal Control	Closed	10/05/2023		Lerma,Jesse	GOGov Test
<u>3585</u>	Animal Control	Closed	10/05/2023		Garza,Griselda	GOGov testing
<u>3597</u>	Animal Control	Closed	10/11/2023		Garza,Griselda	there are several little white dogs and keep...
<u>3599</u>	Animal Control	Closed	10/11/2023		Garza,Griselda	Loose dogs, always throwing down trash cans,...
<u>3620</u>	Animal Control	Closed	10/19/2023		Garza,Griselda	they from 1709 Merlin I my yard
<u>3623</u>	Animal Control	Closed	10/22/2023		Garza,Griselda	Photo attached
<u>3625</u>	Animal Control	Closed	10/22/2023		Garza,Griselda	dead animal
<u>3629</u>	Animal Control	Closed	10/24/2023		Garza,Griselda	dead animal in road
<u>3630</u>	Animal Control	Closed	10/24/2023		Garza,Griselda	lost dogs
<u>3640</u>	Animal Control	Work Done	10/26/2023	11/10/2023	Kotsatos,Steven	HELP MEIM TRAPI
<u>3641</u>	Animal Control	Work Done	10/26/2023	11/10/2023	Kotsatos,Steven	new test !
<u>3644</u>	Animal Control	Open	10/27/2023	11/11/2023	Zamora,Jennifer	Lots of dogs roaming around every day on...
<u>3646</u>	Animal Control	Open	10/27/2023	11/11/2023	Cantu,Griselda	TEST
<u>3647</u>	Animal Control	Open	10/27/2023	11/11/2023	Cantu,Griselda	DO NOT DELETED I
<u>3654</u>	Animal Control	Open	10/28/2023	11/12/2023	Cantu,Griselda	Dead Dog on side of Stewart road



- 1 1006 N Conway Ave, Mission
- 2 1111 Sonora Street, Mission
- 3 1200 South Shary Road, Mission
- 4 1201 E 8th St
- 5 1504 Magdalena Ave, Mission
- 6 1601 E 30th St, Mission
- 7 1605 Merlin Dr, Mission
- 8 1610-1698 Lauren Ln, Mission
- 9 1917 E 21st St, Mission
- 10 1929 E 21st St, Mission
- 11 2004 Jonquil Ave, Mission
- 12 706 Ramirez Lane, Mission
- 13 801 E 12th St
- 14 801 N Bryan Rd, Mission

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<u>3586</u>	Street Light	Closed	10/05/2023		acevedo,Yahaira	lens of street light broken.
<u>3593</u>	Street Light	Closed	10/08/2023		acevedo,Yahaira	shoes hanging on the wire, has been there for...
<u>3596</u>	Street Light	Open	10/11/2023	10/16/2023	acevedo,Yahaira	still no report from AEP. Light is out. City...
<u>3603</u>	Street Light	Closed	10/14/2023		acevedo,Yahaira	not working
<u>3638</u>	Street Light	Closed	10/25/2023		acevedo,Yahaira	does not turn on.
<u>3639</u>	Street Light	Closed	10/25/2023		acevedo,Yahaira	3308 Los Indios pkwy S the...
<u>3643</u>	Street Light	Closed	10/26/2023		acevedo,Yahaira	Photo attached
<u>3645</u>	Street Light	Open	10/27/2023	11/01/2023	acevedo,Yahaira	light on pole w946 in San Marino neighborhood...
<u>3648</u>	Street Light	Open	10/27/2023	11/01/2023	acevedo,Yahaira	light is not functioning
<u>3653</u>	Street Light	Open	10/27/2023	11/01/2023	acevedo,Yahaira	light has been out for over 6 months



- 1 1510 E 29 Th St, Mission
- 2 1810 Peace Ave, Mission
- 3 1821 Lauren Ln, Mission
- 4 2289-2359 E 22nd St, Mission
- 5 2303 Santa Monica, Mission
- 6 2361-2399 E 22nd St, Mission
- 7 2906 Santa Idalia, Mission
- 8 3405 San Diego, Mission
- 9 3508 Los Indios Pkwy, Mission
- 10 Los Indios Rd, Mission

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<u>3590</u>	Garbage	Open	10/07/2023	10/17/2023	Martinez,Roman	broken garbage top
<u>3595</u>	Garbage	Open	10/11/2023	10/21/2023	Martinez,Roman	Trash Bin set on top of headboard unable to...



- 1 1321 Tropical Circle, Mission
- 2 2310 Norma Dr, Mission

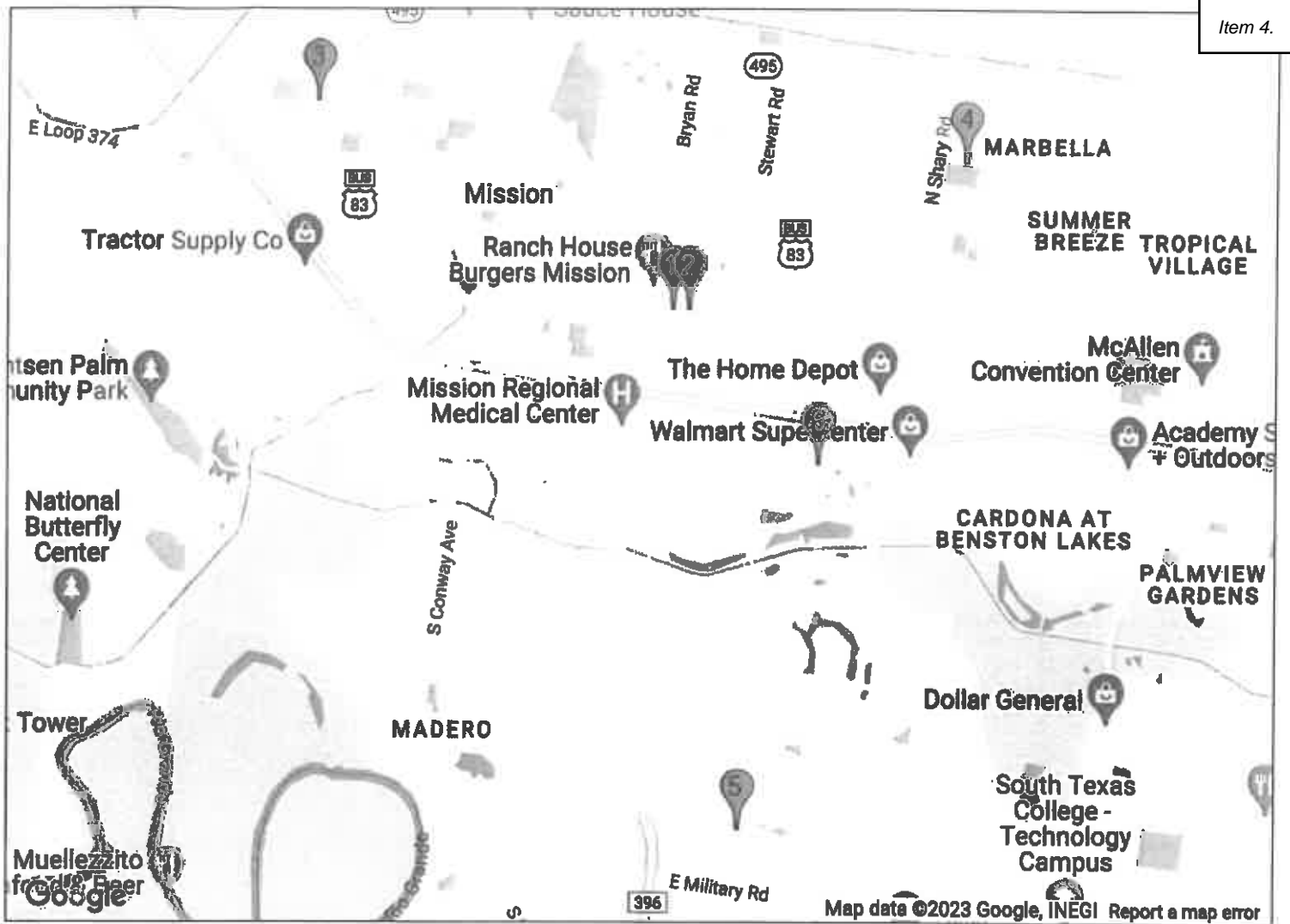
Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<u>3576</u>	Pot Holes	Closed	10/02/2023		Hernandez,Baldo	Pot hole in enterance of Pine Ridge
<u>3578</u>	Pot Holes	Closed	10/03/2023		Hernandez,Baldo	pot hole
<u>3587</u>	Pot Holes	Closed	10/05/2023		Hernandez,Baldo	there is a big pot hole that needs to be...
<u>3591</u>	Pot Holes	Closed	10/07/2023		Hernandez,Baldo	In front of the red gate entering Anzalduas...
<u>3600</u>	Pot Holes	Closed	10/12/2023		Hernandez,Baldo	pothole
<u>3616</u>	Pot Holes	Open	10/18/2023	10/23/2023	Hernandez,Baldo	pot holes alley area
<u>3617</u>	Pot Holes	Closed	10/19/2023		Hernandez,Baldo	lone star plaza parking lot has a bunch of...
<u>3619</u>	Pot Holes	Closed	10/19/2023		Hernandez,Baldo	Photo attached
<u>3621</u>	Pot Holes	Open	10/19/2023	10/24/2023	Hernandez,Baldo	there is a pothole in front of my house
<u>3650</u>	Pot Holes	Open	10/27/2023	11/01/2023	Hernandez,Baldo	Photo attached
<u>3656</u>	Pot Holes	Open	10/29/2023	11/03/2023	Hernandez,Baldo	Photo attached



Pamela Dr, Mission

Item 4.

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
<u>3572</u>	Water Leaks	Closed	10/01/2023		cantu,omar	water leak at rear of unit by water meter
<u>3573</u>	Water Leaks	Open	10/02/2023	10/12/2023	cantu,omar	Photo attached
<u>3580</u>	Water Leaks	Closed	10/04/2023		cantu,omar	small water leak under asphalt in middle of...
<u>3602</u>	Water Leaks	Closed	10/14/2023		cantu,omar	there is a water leak at the water meter. my...
<u>3626</u>	Water Leaks	Closed	10/22/2023		cantu,omar	water leak at rear at water meter
<u>3632</u>	Water Leaks	Closed	10/24/2023		cantu,omar	I'm reviewing my water bill from October vs...



- 1 1423 Saint Augustine, Mission
- 2 1518 East Santa Maria, Mission
- 3 1608 Blake Street, Mission
- 4 2422 E 20th St, Mission
- 5 4112 Santa Veronica St, Mission
- 6 812 Brazos St, Mission



Information Technology

Departmental Report October 2023

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.

Migrate PD Email

Migrate PD Emails to Microsoft 365 @missiontexas.us. 80 % Complete.

Barracuda Email Security

Purchase and Configure barracuda email security for Microsoft 365. Purchase in progress.

Office 365 Government Tenant Migration

Migrate Office 365 tenant from education to Government Tenant. Complete

Equip new and existing units with new technology

Equip units with in new in car video system, and tablet. 70% Complete

Multifactor Authentication

Purchase and configure Multi Factor Authentication to strengthen security posture. Purchase in progress.

Public Safety Application

Migrate New World Enterprise PD application and data to new server environment and Upgrade to latest version. 10% Complete.



RIO GRANDE VALLEY STATE VETERANS CEMETERY

MONTHLY REPORT



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

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



Interments October 2023

October - 2023	Double Depth	Standard	Columbarium In-Ground	Scatter Garden	Memorial Garden	Total
Veterans	7	3	10	3	0	23
Spouses	7	0	2	1	0	10
Family Members	0	0	0	0	0	0
Total	14	3	12	4	0	33
Percentage of Total	42.42%	9.09%	36.36%	12.12%	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	3,802	21,288	15.15%	84.85%
RGV SVC - Total Plots in Developed Areas	9,255	3,802	5,453	41.08%	58.92%
RGV SVC - Availability of Casketed Burial Option in Developed Areas	4,430	2,217	2,213	50.05%	49.95%
RGV SVC - Availability of Cremation Burial Option in Developed Areas	3,825	1,548	2,277	40.47%	59.53%



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RGV State Veterans Cemetery - Plot Availability and Utilization Report

Section	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available	Date Opened to 1st Interments	Date Closed to 1st Interments
Section 1 - Standard Casket	412	34	378	8.3%	91.7%	11/18/2022	
Section 2 - Double-Depth Casket (Pre-Set)	1,000	441	559	44.1%	55.9%	10/23/2019	
Section 3 - Standard Casket	432	0	432	0.0%	100.0%		
Section 29 - Standard Casket	432	0	432	0.0%	100.0%		
Section 30 - Standard Casket	412	0	412	0.0%	100.0%		
Section 31 - In-Ground Cremains	525	55	470	10.5%	89.5%	2/14/2022	
Section 32 - Standard Casket	371	371	0	100.0%	0.0%	9/28/2015	11/11/2022
Section 33 - In-Ground Cremains	700	412	288	58.9%	41.1%	12/5/2006	
Section 34 - Standard Casket	371	371	0	100.0%	0.0%	12/4/2006	9/24/2015
Section 35 - Double-Depth Casket (Pre-Set)	1,000	1,000	0	100.0%	0.0%	12/4/2006	10/21/2019
Columbarium A	1,200	1,081	119	90.1%	9.9%	12/5/2006	
Columbarium B	1,400	0	1,400	0.0%	100.0%		
Memorial Section 1 - (Memorial/Scatter)	340	37	303	10.9%	89.1%	3/30/2007	
Memorial Section 2 - (Memorial/Scatter)	660	0	660	0.0%	100.0%		
Total Plots in Developed Areas	9,255	3,802	5,453	41.1%	58.9%		
Estimate of Total Plots Planned for RGVSYC	25,090	3,802	21,288	15.2%	84.8%		



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RGVSYC														
VA Fiscal Year	Section 1	Section 2	Section 3	Section 29	Section 30	Section 31	Section 32	Section 33	Section 34	Section 35	Columbarium A	Columbarium B	Memorial Section 1	Memorial Section 2
Total # 1st Interments	34	441	0	0	0	95	365	410	365	999	1,076	0	37	0
Total # Plots Reserved	0	0	0	0	0	0	6	2	6	1	5	0	0	0
Total # Plots in Section	412	1,000	432	432	412	525	371	700	371	1,000	1,200	1,400	340	660
Disinterments	0	0	0	0	0	0	0	0	0	1	0	0	0	0
Total # Unusable Plots	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # Plots Remaining	378	559	432	432	412	470	0	288	0	0	119	1,400	303	660
Number of 1st Interments Per Burial Site by VA Fiscal Year														
VA Fiscal Year	Section 1	Section 2	Section 3	Section 29	Section 30	Section 31	Section 32	Section 33	Section 34	Section 35	Columbarium A	Columbarium B	Memorial Section 1	Memorial Section 2
2006	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2007	0	0	0	0	0	0	0	14	23	23	30	0	6	0
2008	0	0	0	0	0	0	0	15	32	51	53	0	7	0
2009	0	0	0	0	0	0	0	20	41	56	42	0	4	0
2010	0	0	0	0	0	0	0	24	49	61	49	0	0	0
2011	0	0	0	0	0	0	0	18	43	67	53	0	0	0
2012	0	0	0	0	0	0	0	31	54	75	61	0	2	0
2013	0	0	0	0	0	0	0	19	32	76	56	0	0	0
2014	0	0	0	0	0	0	0	21	41	100	64	0	1	0
2015	0	0	0	0	0	0	0	32	39	89	51	0	2	0
2016	0	0	0	0	0	0	0	33	11	77	73	0	0	0
2017	0	0	0	0	0	0	0	33	0	89	62	0	0	0
2018	0	0	0	0	0	0	0	22	0	94	65	0	1	0
2019	0	0	0	0	0	0	0	51	38	100	81	0	1	0
2020	0	67	0	0	0	0	0	53	20	30	68	0	1	0
2021	0	133	0	0	0	0	0	60	34	0	84	0	0	0
2022	0	110	0	0	0	0	0	52	29	0	77	0	1	0
2023	25	97	0	0	0	37	20	4	0	0	78	0	2	0
2024	9	34	0	0	0	6	0	1	0	9	39	0	1	0

Map 

Sections:

- 1-Casket
- 2-Casket
- 3-Casket
- 28-Casket
- 29-Casket
- 30-Cremation
- 31-Casket
- 32-Casket
- 33-Cremation
- 34-Casket
- 35-Casket
- Columbaria A-Cremation
- Columbaria B-Cremation
- MS1-Cremation
- MS2-Cremation





RGV State Veterans Cemetery

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Events and Ceremonies Information

Upcoming Events:

Unaccompanied Veteran Service Nov. 2nd.

Veterans Day, November 11th.

Wreaths Across America Dec. 16th.



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Completed Projects:

- Columbarium B Site
- New 2 Dump trucks delivered in September
- Irrigation Pump –repairs (VLB Funded)
- Road patching/pot holes
- Privacy Screen –Around fence line repaired
- Irrigation Audit for October 2023 completed

Ongoing Projects Pending- VLB OAR- Funded:

- 60” Mower repairs (VLB OAR approved pending part)
- 72” Mower repairs (VLB OAR pending approval)
- Compressor replacement (VLB OAR pending approval)
- Palm Tree Trimming (VLB OAR pending approval)
- 450 Truck Tires -6 total (VLB OAR pending approval)
- Water Heater repairs (VLB OAR approved)
- Shed/debris removal pending – VLB contractor

Ongoing Projects Pending:

- Monthly Irrigation Audit-replace broken lines/equipment
- 100% Pre-registration eligibility review-on going project
- Mowing/Up keep North area tract-TBD
- Repaint/restriping of roads/parking/signage
- Lowering Device maintenance –pending quote
- Staff cross-training

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
 Mule -1

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



Grants Activity Report- October 2023

Grant Name	Funding Agency	Department	Application Amount	Matching Amount	Due Date	Status
FY22 FEMA Flood Mitigation Assistance (FMA)	TWDB	Executive	\$ 320,000	25%		Submitted-Tracking
FY22 Building Resilient Infrastructure and Communities (BRIC)	TDEM	Executive	\$ 415,000	25%		Submitted-Tracking
FY22 AFG	DHS	Fire	\$ 172,873.50	10%		Submitted-Tracking
Staffing for Adequate Fire and Emergency Response Grants (SAFER)	DHS	Fire	\$ 2,322,424	None		Submitted-Tracking
FY22 Fire Prevention and Safety	DHS	Fire	\$ 2,440.49	5%		Submitted-Tracking
Underrepresented Communities Grant Program	NPS	Museum	\$ 75,000	None		Submitted-Tracking
Trail Accelerator Grant	IMBA	Parks	\$ 10,000	1-1		Submitted-Tracking
FY23 Community Wildfire Defense Grant	USDA	Fire	\$ 250,000	None		Submitted-Tracking



Grants Activity Report- October 2023

Grant Name	Funding Agency	Department	Application Amount	Award Amount	Matching Amount	Status
FY23 COPS Hiring Program	DOJ COPS	Police	\$ 1,771,398.16	\$ 1,000,000	25%	Awarded
FY24 General Victim Assistance Grant Program	OOG	Police	\$ 50,000	\$ 50,000	None	Awarded/Active
FY24 Local Border Security Program	OOG	Police	\$ 190,000	\$ 190,000	None	Awarded/Active
FY23 SHSP Regular	OOG	Fire	\$ 123,927.18	\$ 61,963.58	None	Awarded/Active
FY23 SHSP LETPA	OOG	Police	\$ 56,142.35	\$ 58,544.24	None	Awarded/Active
FY23 Transportation Alternatives	RGVMPO	Executive	\$ 250,000	\$ 250,000	25%	Awarded/Active
OVAG-Victim Services	OAG	Police	\$ 84,000	\$ 49,500	None	Awarded/Active
FY22 Operation Stonegarden Program	OOG	Police	\$ 350,000	\$ 350,000	None	Awarded/Active
Animal Welfare Organization	Petco Love	Health	\$ 35,000	\$ 30,000	None	Awarded/Active
La Cuchilla Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 997,236.75	1%	Awarded/Active
Astroland Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 999,162	1%	Awarded/Active
Trail Connectivity Project	VBLF	Park	\$ 500,000	\$ 500,000	None	Awarded/Active
FY22 Justice and Mental Health Program	BJA	Police	\$ 388,001.38	\$ 229,162.91	(Year 1) 20%	Awarded/Active
Better Cities for Pets	Mars Petcare Program	Health	\$ 20,000	\$ 20,000	None	Awarded/Active
Lions Park Development	AEP	Parks	\$ 30,000	\$ 30,000	None	Awarded/Active
All-Inclusive Lions Park	TPWD	Parks	\$ 1,500,000	\$ 750,000	\$750,000	Awarded/Active
Border Zone Fire Dept.	OOG	Fire	\$ 250,000	\$ 78,735.25	None	Awarded/Active
Wal-Mart Community Grant	Wal-Mart	Fire/Police	\$ 2,000	\$ 2,000	None	Closed
COPS Accreditation Program	DOJ COPS	Police		\$ 21,116.34	None	Closed
FY23 Justice Assistance Grant Program	OOG	Police	\$ 30,000	\$ 30,000	None	Closed

Grand Total: \$ 5,698,221.07

MEMORANDUM

TO: RANDY PEREZ, CITY MANAGER
FROM: SUSANA DE LUNA, PLANNING DIRECTOR
DATE: OCTOBER 6, 2023
SUBJ: MONTHLY REPORT SEPTEMBER 2023

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

SEPTEMBER 2023

REZONINGS: 1
CONDITIONAL USE PERMIT: 3
HOMESTEAD APPROVALS: 0
SUBDIVISIONS: 0
SINGLE LOT VARIANCES: 0
VARIANCES (ZBA): 9
SITE PLAN APPROVALS: 0
OTHER P&Z REQUESTS: 0

MEMORANDUM

TO: RANDY PEREZ, CITY MANAGER
FROM: SUSANA DE LUNA, PLANNING DIRECTOR
DATE: NOVEMBER 1, 2023
SUBJ: MONTHLY REPORT OCTOBER 2023

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

OCTOBER 2023

REZONINGS: 0
CONDITIONAL USE PERMIT: 18
HOMESTEAD APPROVALS: 0
SUBDIVISIONS: 1
SINGLE LOT VARIANCES: 0
VARIANCES (ZBA): 8
SITE PLAN APPROVALS: 4
OTHER P&Z REQUESTS: 0

**CODE ENFORCEMENT
MONTHLY REPORT
SEPT 2023**

	Notices Sent
COMPLAINTS RECEIVED	83
WEEDY LOT LETTERS	19
PROPERTIES SENT TO MOWER'S LIST	10
PROPERTIES MOWED	7
SIGNS	151
JUNKED VEHICLES / BOATS	13
CONSTRUCTION W/OUT A PERMIT/SETBACKS	17
HEALTH & SANITATION/STAGNANT WATER/OVERGROWN VEG./GARBAGE/ DEAD TREES	32
HOME OCCUPATION	0
SIGHT OBSTRUCTION (SIDEWALKS / RIGHT-A-WAY)	10
UNSAFE/UNSECURED BLDG	1
DOUBLE OCCUPANCY/HOOKED UP RV	2
ILLEGAL DUMPING	0
NON RESIDENTIAL PARKING/SEMI TRUCKS	2
NO BUSINESS LICENSE/CUP REQ'D / NO GARAGE SALE PERMITS-WARNINGS 25	13
STORAGE OF VEHICLES/BOATS/TRAILERS	0
DEMOLITION FOR UNSAFE BUILDINGS	0
POTHoles /PARKING LOT MAINTENANCE/LIGHTING	3
IPMC VIOLATIONS	13
ZBA VIOLATIONS / ZONING / DAILY VIOLATIONS	4
PARKING ON LAWN	16
!CASES FILED IN COURT / PENDING APPROVAL WITH ATTORNEY 0	60
!CASES SEEN IN COURT	157
!CASES CLOSED	162
CALL IN'S	57
WALK-IN'S	15
311-COMPLAINTS	5
INTERNAL COMPLAINTS/ E-MAILS	6

CODE ENFORCEMENT
MONTHLY REPORT
OCT 2023

Item 4.

	<u>Notices</u> <u>Sent</u>
COMPLAINTS RECEIVED	92
WEEDY LOT LETTERS	20
PROPERTIES SENT TO MOWER'S LIST	13
PROPERTIES MOWED	9
SIGNS	166
JUNKED VEHICLES / BOATS	14
CONSTRUCTION W/OUT A PERMIT/SETBACKS	17
HEALTH & SANITATION/STAGNANT WATER/OVERGROWN VEG./GARBAGE/ DEAD TREES	32
HOME OCCUPATION	7
SIGHT OBSTRUCTION (SIDEWALKS / RIGHT-A-WAY)	1
UNSAFE/UNSECURED BLDG	0
DOUBLE OCCUPANCY/HOOKED UP RV	1
ILLEGAL DUMPING	0
NON RESIDENTIAL PARKING/SEMI TRUCKS	1
NO BUSINESS LICENSE/CUP REQ'D / NO GARAGE SALE PERMITS-WARNINGS 8	11
STORAGE OF VEHICLES/BOATS/TRAILERS	0
DEMOLITION FOR UNSAFE BUILDINGS	0
POTHoles /PARKING LOT MAINTENANCE/LIGHTING	0
IPMC VIOLATIONS	1
ZBA VIOLATIONS / ZONING / DAILY VIOLATIONS	0
PARKING ON LAWN	32
CASES FILED IN COURT / PENDING APPROVAL WITH ATTORNEY 0	26
CASES SEEN IN COURT	71
CASES CLOSED	61
CALL IN'S	59
WALK-IN'S	11
311-COMPLAINTS	11
INTERNAL COMPLAINTS/ E-MAILS	11

Monthly Report for September 2023

III. Other Fees

A. Business License Application

Number 34
Permit Fees \$1,700.00

B. Garage Sale Permits

Number 303
Permit Fees \$3,160.00

C. Health Cards

Number
Permit Fees

D. Builder Registration

Number 0
Permit Fees \$0.00

E. Electrician Registration

Number 0
Permit Fees \$0.00

F. Plumbing Registration

Number 0
Permit Fees \$0.00

G. Mechanical Registration

Number 0
Permit Fees \$0.00

H. House Inspections

Number 0
Permit Fees \$0.00

I. Planning & Zoning Applications

Number 24
Permit Fees \$5,200.00

Page 2
 Monthly Report for September 2023

I. Permits Issued

A. Building

Number	164
Value	<u>\$11,808,098.63</u>
Permit Fees	<u>\$41,333.68</u>

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

Number	167
Permit Fees	<u>\$19,340.00</u>

C. Mechanical

Number	72
Value	<u>\$906,055.00</u>
Permit Fees	<u>\$8,705.00</u>

D. Plumbing, Gas & Sprinkler System

Number	115
Permit Fees	<u>\$11,692.00</u>

TOTALS

Total Permits Issued	518
Total Valuation	<u>\$12,714,153.63</u>
Total Permit Fees	<u>\$81,070.68</u>

II. Number of Inspections Conducted

732

**Building Permit and Inspections
Activity Report for
The Month of October 2023**

Total # of Building Permits	Building Permit Value	Building Permit Fee	Types of Building Permits
46	\$7,401,263.00	\$12,560.35	New Dwelling
3	\$1,950,000.00	\$5,676.73	Commercial
8	\$1,663,240.00	\$8,193.34	Assembly
2	\$5,000.00	\$210.00	Apartments
3	\$204,900.00	\$315.00	Warehouse
11	\$275,000.00	\$3,405.00	Move Out Houses/Move Within
5	\$4,830.00	\$205.00	Move In Houses
13	\$67,780.00	\$841.15	Move in Mobile Homes
13	\$64,984.00	\$533.00	Schools
			Swimming Pools
			Sheds
			Signs
			Fence
			Tower
5	\$26,500.00	\$275.00	Gas Tanks Pumps
			Demolition
			Water Well/Recreation Const.
109	\$11,663,497.00	\$32,214.57	Totals
Additions / Remodeling			
42	\$1,015,326.11	\$2,796.70	Residential Buildings
5	\$1,759,600.00	\$1,277.50	Commercial Buildings
1	\$4,800.00	\$131.00	Apartment Buildings
4	\$7,425.00	\$152.00	Assembly Buildings
21	\$94,850.00	\$1,263.60	School Buildings
17	\$186,900.00	\$1,130.28	Awnings/Decks
1	\$15,000.00	\$89.00	Carports/Concrete
			Porches/Driveways/Sidewalks
			Garages/Canopies
			Hobby Shops
91	\$3,083,901.11	\$6,840.08	Totals
Total Building Permits			200
Total Building Valuation			\$14,747,398.11
Total Building Permit Fees			\$39,054.65

Prepared By: Rachel Alvarez
Date: 11/1/2023

Monthly Report for October 2023**III. Other Fees**

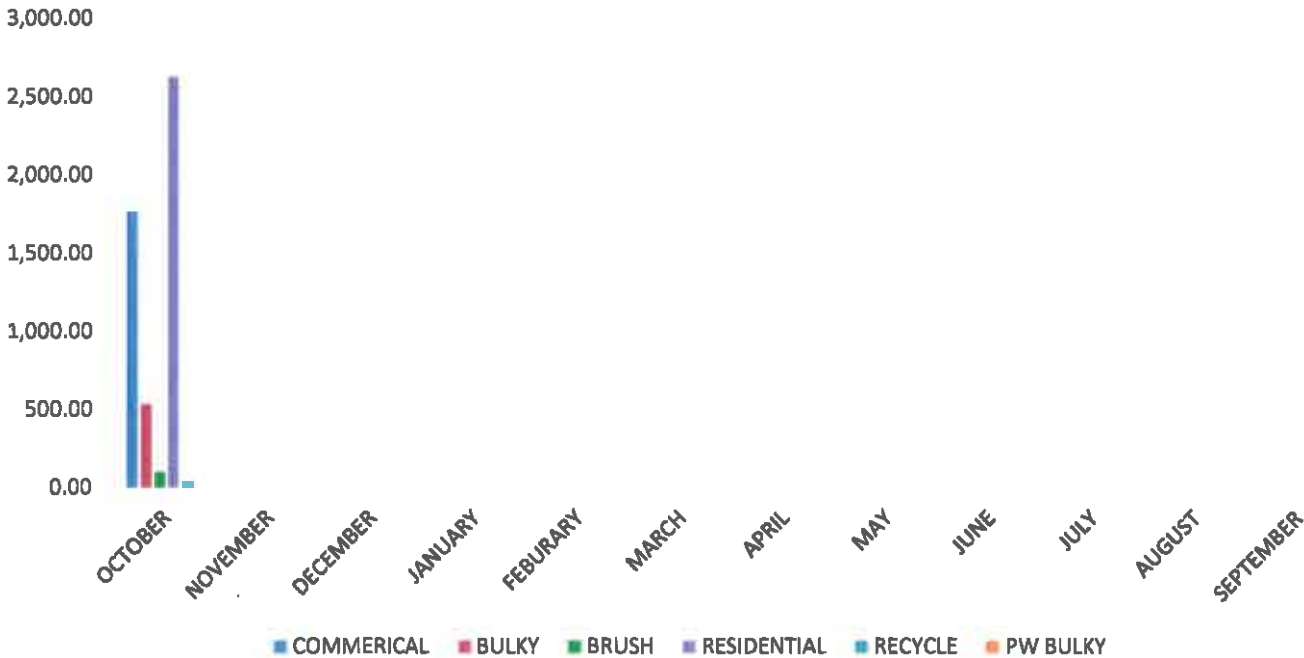
A. Business License Application	
Number	33
Permit Fees	<u>\$1,650.00</u>
B. Garage Sale Permits	
Number	342
Permit Fees	<u>\$3,485.00</u>
C. Health Cards	
Number	0
Permit Fees	<u>\$0.00</u>
D. Builder Registration	
Number	0
Permit Fees	<u>\$0.00</u>
E. Electrician Registration	
Number	0
Permit Fees	<u>\$0.00</u>
F. Plumbing Registration	
Number	0
Permit Fees	<u>\$0.00</u>
G. Mechanical Registration	
Number	0
Permit Fees	<u>\$0.00</u>
H. House Inspections	
Number	2
Permit Fees	<u>\$200.00</u>
I. Planning & Zoning Applications	
Number	39
Permit Fees	<u>\$10,000.00</u>

SANITATION DEPARTMENT

For the month of October, the City of Mission Sanitation Department disposed of a combined **5434.69** tons of trash/bulky items. In addition, a total of **7,952** cubic yards of brush was collected at our sanitation landfill.

Month	TONS RESIDENTIAL	CUBIC YARDS BRUSH	TONS BULKY	TONS COMMERICAL	TONS BRUSH	TONS RECYCLE	TONS PW BULKY
OCTOBER	2,630.89	7,952.00	541.01	1,770.93	107.352	39.12	8.64
NOVEMBER							
DECEMBER							
JANUARY							
FEBURARY							
MARCH							
APRIL							
MAY							
JUNE							
JULY							
AUGUST							
SEPTEMBER							
Total	2630.89	7952	541.01	1770.93	107.352	39.12	8.64

2023 - 2024 SANITATION PICK UP (TONS)

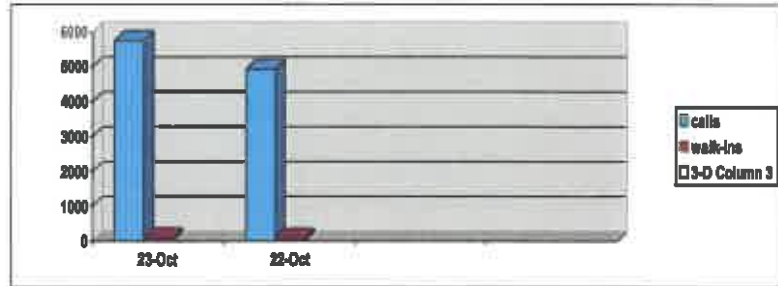


CITY SECRETARY MONTHLY REPORT OCTOBER 2023

Reception:

Calls received: 5,753

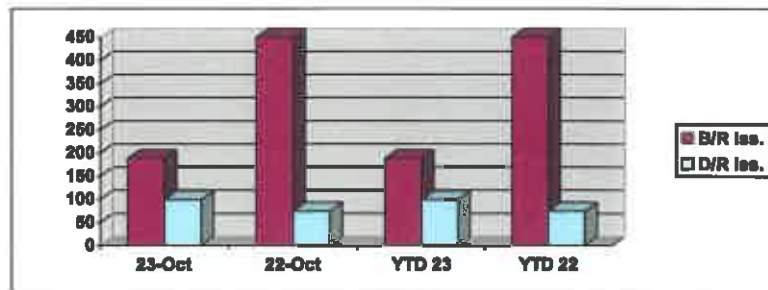
Walk-ins: 98



Vital Statistics:

Birth Records Registered
Birth Records Issued
Death Records Registered
Death Records Issued
Funds Received

Oct-23	Oct-22		YTD 23	YTD 22
188	170		188	170
410	420		410	420
34	43		34	43
99	94		99	94
\$10,143.00	\$1,112.00		\$ 10,143.00	\$ 1,112.00



Cemetery:

	Laurel Hill	San Jose	Catholic	Baby Sp.	YTD 22/23	
Burials:	5	0	1	0	6	0
Sold Spaces:	0	0	0	0	0	0

	Laurel Hill	San Jose	Catholic	Baby Sp.	YTD 21/22	
Burials:	4	0	3	0	7	0
Sold Spaces:	0	0	0	0	0	0

SHARY MUNICIPAL GOLF COURSE DEPARTMENTAL REPORT September 2023

GOLF COURSE USAGE REPORT: Attachment – Golf Course Sales by Department Report for September 2023

Tournaments:

September 2nd - Monday Night League Double Points - 60 players

Upcoming Tournaments:

October 7th – Mission Firefighters Fundraiser

October 13th – 14th - Mission CISD High School Invitational

October 17th – Mission CISD High School Jr. Varsity Invitational

October 21st – Dai Tung Tournament

Sales By Department

Shary Municipal Golf Course

Friday, September 1, 2023 - Saturday, September 30, 2023

Item by Department, Category, and Sub-Category	Sales					Refunds		Total			
	Qty	Sales	Tax	Cost	Margin	Qty	Sales Refund	Tax Refund	Qty	Sales	Tax
Food & Beverage	5,911	\$8,863.96		\$4,049.50	54.32%				5,911	\$8,863.96	
Beverage	5,007	\$7,580.08		\$3,552.27	53.01%				5,007	\$7,580.08	
Food	904	\$1,303.88		\$497.23	61.87%				904	\$1,303.88	
Green Fees	2,113	\$19,301.51							2,113	\$19,301.51	
League	16	\$80.00							16	\$80.00	
Member	711	\$0.00							711	\$0.00	
Mini Golf	30	\$170.00							30	\$170.00	
Online	75	\$740.50							75	\$740.50	
Public	287	\$4,663.00							287	\$4,663.00	
Regular	342	\$7,187.00							342	\$7,187.00	
Specials	561	\$6,461.01							561	\$6,461.01	
Tournament	91	\$0.00							91	\$0.00	
Package	50								50		
Pro Shop	2,710	\$53,814.91		\$12,877.51	76.07%				2,710	\$53,814.91	
Cart Fees	1,528	\$11,272.03		\$162.00	98.56%				1,528	\$11,272.03	
Driving Range	404	\$1,596.38		\$0.00	100.00%				404	\$1,596.38	
Gift Cards SOLD	94	\$17,235.00							94	\$17,235.00	
Hard Goods	150	\$10,219.17		\$6,435.04	17.46%				150	\$10,219.17	
League	50	\$1,250.00		\$0.00	100.00%				50	\$1,250.00	
Memberships	19	\$6,605.00							19	\$6,605.00	
Miscellaneous	2	\$1.13		\$0.00	100.00%				2	\$1.13	
Soft Goods	456	\$5,391.20		\$4,280.48	20.60%				456	\$5,391.20	
Tournament Fees	7	\$245.00		\$0.00	100.00%				7	\$245.00	
Total	10,784	\$81,980.35	\$3,018.60	\$16,927.01	79.35%			\$0.00	10,784	\$81,980.38	\$3,018.60



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit: Mobile Food Truck – Los Tacos de La Ganadera, 2509 Colorado Street, Ste. 205, Lot 1, Block 2, Santa Lucia Development, C-3, La Ganadera (c/o Jose C. De Leon), and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On October 25, 2023 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 S. 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 operation; 2) Must comply with all City Codes (Building, Fire, Health, etc.); 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 MOBILE FOOD TRUCK – LOS TACOS
DE LA GANADERA, 2509 COLORADO STREET, STE. 205, 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 October 25, 2023, 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, November 13, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
2509 Colorado Street, Ste. 205 Lot 1, Block 2, Santa Lucia Development	Mobile Food Truck – Los Tacos de La Ganadera	1) 1 year re-evaluation in order to assess this new operation 2) Must comply with all City Codes (Building, Fire, Health, etc.) 3) Must acquire a business license prior to occupancy

READ, CONSIDERED AND PASSED, this the 13th day of November, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.1

CONDITIONAL USE PERMIT: Mobile Food Truck- Los Tacos de La Ganadera
 2509 Colorado Street, Ste. 205
 Lot 1, Block 2, Santa Lucia Development
 C-3
 La Ganadera
 (c/o Jose C. De Leon)

REVIEW DATA

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

- **Days & Hours of Operation:** Every day from 7am to 12pm & 5pm to 11:30pm
- **Employees:** 3
- **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.

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



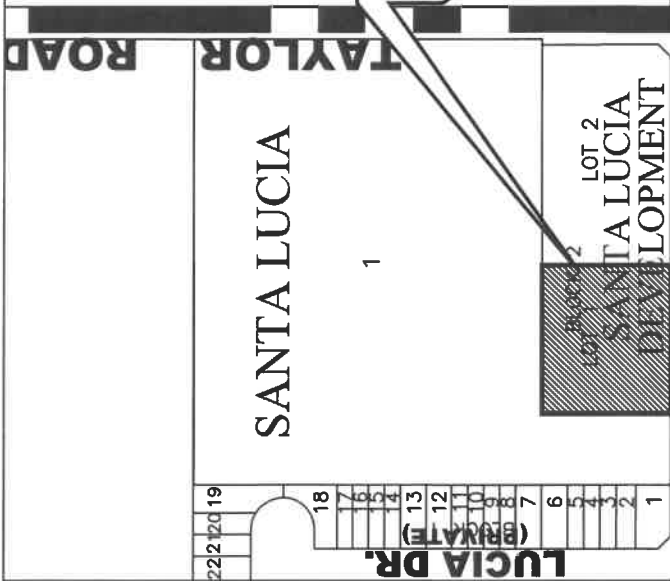
5-B

5-A

SHARYLAND
TERRACE
LOT A

65
NAVIN
LOT 1

COLORADO STREET



SANTA LUCIA

1

**SITE
LOCATION**

LOT 2
SANTA LUCIA
DEVELOPMENT

167

156

157



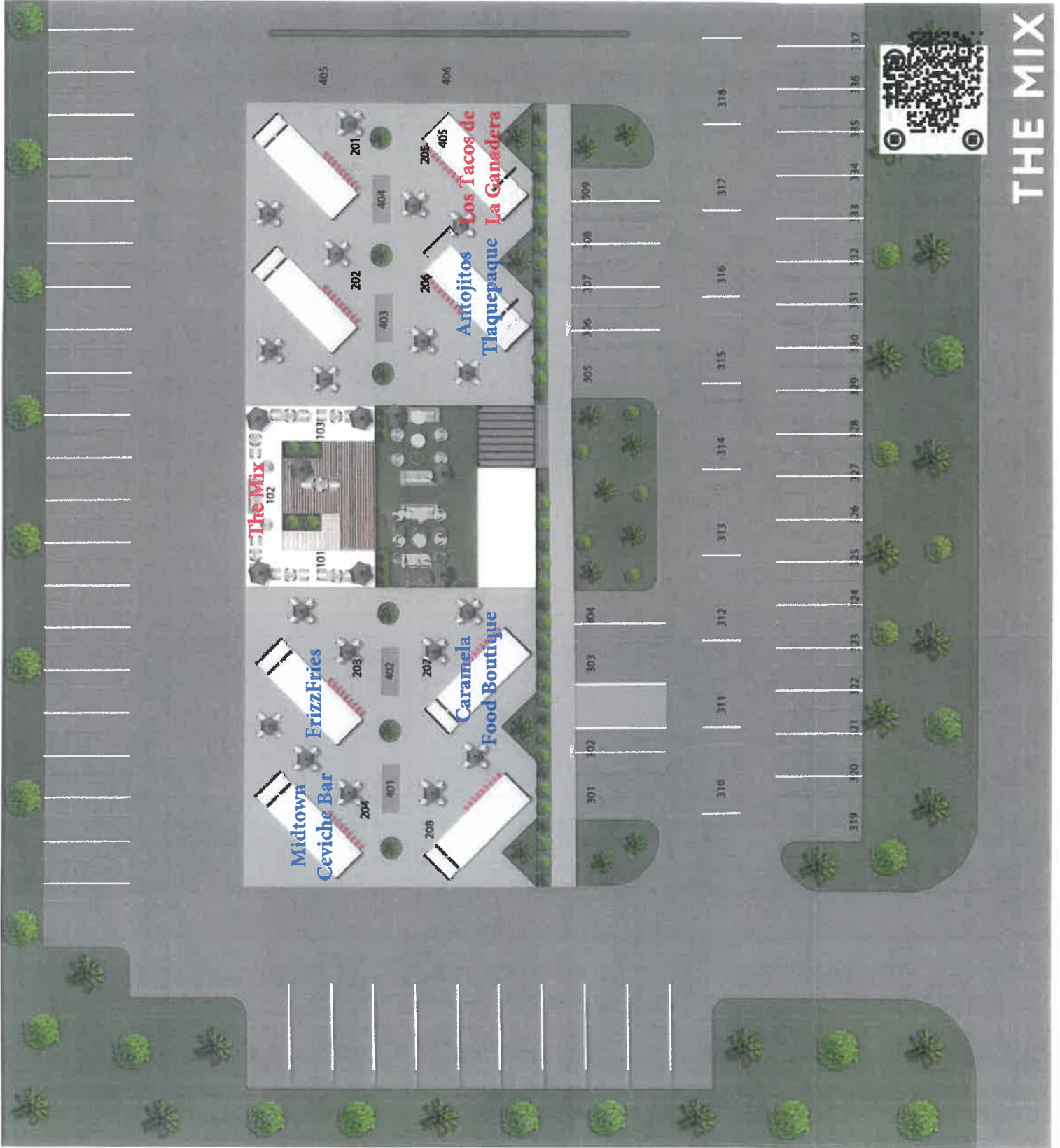
CITY OF MISSION
HIDALGO COUNTY, TEXAS

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

Item 6.

No.









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

Started: 5:34 p.m.

Ended: 5:36 p.m.

Item #1.1

Conditional Use Permit:

Mobile Food Truck- Los Tacos de La Ganadera
2509 Colorado Street, Ste. 205
Lot 1, Block 2, Santa Lucia Development
C-3
La Ganadera
(c/o Jose C. De Leon)

Ms. De Luna went over the write-up stating the subject site is located approximately near the NW corner of Colorado and S. Taylor Road along the north side of Colorado Street – see vicinity map. The applicant is leasing a space on the recently approved Mobile Food Park and would like to place his mobile food truck to offer a variety of tacos. Access to the site will be provided off of Colorado or S. Taylor Road through existing 24' driveways.

- **Days & Hours of Operation:** Every day from 7am to 12pm & 5pm to 11:30pm
- **Employees:** 3
- **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.

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

There was none

Chairwoman Izaguirre entertained a motion to close the public hearing. Mrs. Garza moved to close the public hearing. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to approve the conditional use permit as per staff's recommendation. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – The Mix, 2509 Colorado Street, Ste. 102, Lot 1, Block 2, Santa Lucia Development, C-3, The Mix Beer & Wine, LLC, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On October 25, 2023 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 S. 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 asses this new operation; 2) Must comply with all City Codes (Building, Fire, Health, etc.); 3) Must comply with TABC requirements; and 4) 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 SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – THE MIX, 2509 COLORADO STREET, STE. 102, 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 October 25, 2023, 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, November 13, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
2509 Colorado Street, Ste. 102 Lot 1, Block 2, Santa Lucia Development	Sale & On-Site Consumption of Alcoholic Beverages – The Mix	<ol style="list-style-type: none"> 1) 1 year re-evaluation in order to assess this new operation; 2) Must comply with all City Codes (Building, Fire, Health, etc.) 3) Must comply with TABC requirements; and 4) Must acquire a business license prior to occupancy.

READ, CONSIDERED AND PASSED, this the 13th day of November, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.2

CONDITIONAL USE PERMIT: Sale & On-Site Consumption of Alcoholic Beverages - The Mix
 2509 Colorado Street, Ste. 102
 Lot 1, Block 2, Santa Lucia Development
 C-3
 The Mix Beer & Wine, LLC

REVIEW DATA

SITE: The subject site is located near the NW corner of Colorado and S. Taylor Road along the north side of Colorado Street – see vicinity map. The applicant is leasing a container on the recently approved Mobile Food Park and would like to sell Alcoholic Beverages. The existing food trucks would be selling the food. Access to the site will be provided off of Colorado or S. Taylor Road through existing 24' driveways.

- **Days & Hours of Operation:** Monday – Sunday from 3:00 pm to 12 midnight
- **Employees:** 2 employees
- **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.),
- 3) Must comply with TABC requirements, and
- 4) Must acquire a business license prior to occupancy.

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

5-A
RT STORE

5-B

5-A

SHARYLAND
TERRACE
LOT A

165
1

LUCIA DR.
(2222)
18
17
16
15
14
13
12
11
10
9
8
7
6
5
4
3
2
1

SANTA LUCIA

1

LOT 2
SANTA LUCIA
DEVELOPMENT

**SITE
LOCATION**

167

TAYLOR ROAD

COLORADO STREET

55

156

157



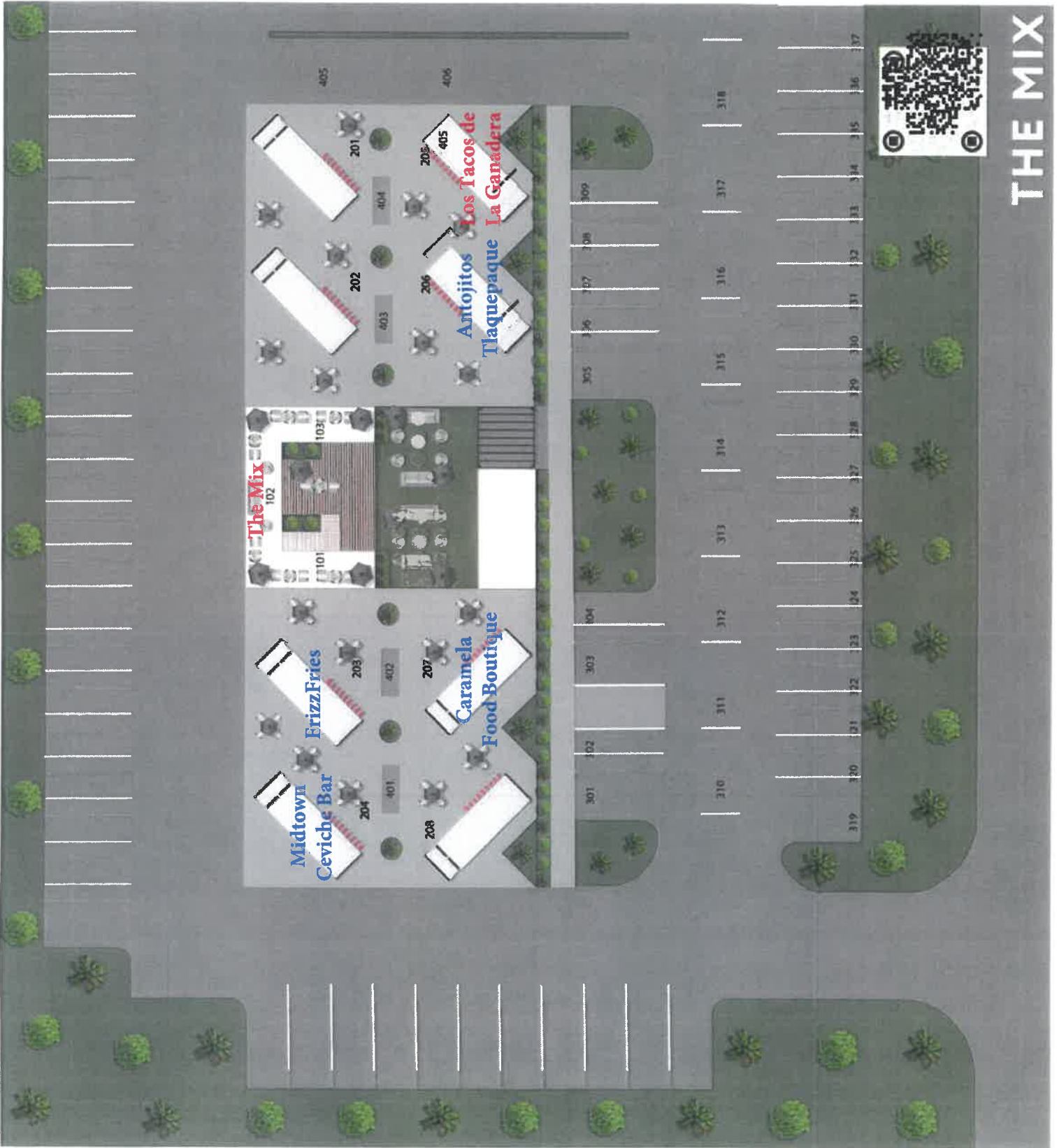
CITY OF MISSION
HIDALGO COUNTY, TEXAS

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

Item 7.

No.







TEXAS ALCOHOLIC BEVERAGE COMMISSION
Texans Helping Businesses & Protecting Communities

Required Certifications

Join TABC in the fight against human trafficking

L-CERT (7/2022)

Submit this form to the proper officials to obtain certification for the type of license/permit for which you are applying as required by TX Alc. Bev. Code, Sections 11.37, 11.39, 11.46(b), 61.37, 61.38, 61.42 and Rule §33.13. This Required Certifications form must be submitted with your Initial Application form.
Contact your local TABC office for assistance.

LOCATION INFORMATION

1. Trade Name of Location (Name of restaurant, bar, store, etc.)
THE MIX

2. Owner of Business/Applicant (Name of Corporation, LLC, etc.)
The Mix Wine and Beer LLC

3. Type of Owner
 Corporation
 Limited Partnership
 Limited Liability Company
 Limited Liability Partnership
 Partnership
 Other: _____

4. Location Address
2509 Colorado St Unit 102

City Mission	County Hidalgo	State TX	Zip Code 78572
-----------------	-------------------	-------------	-------------------

5. Mailing Address
329 S McColl

City McAllen	County Hidalgo	State TX	Zip Code 78572
-----------------	-------------------	-------------	-------------------

6. Business Telephone Number: Pending
 Alternate Telephone Number: 956-360-6345
 E-mail Address: themix@mdmco.net

7. Application for:

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Reinstatement	License/Permit Number	<input type="checkbox"/> Reinstatement and Change of Trade Name	License/Permit Number
	<input type="checkbox"/> Change of Location	License/Permit Number	<input type="checkbox"/> Change of Location and Trade Name	License/Permit Number

8A. Type of Off-Premise Retailer License/Permit:

<input type="checkbox"/> BF Retail Dealer's Off-Premise License	<input type="checkbox"/> E Local Cartage Permit	<input type="checkbox"/> P Package Store Permit
<input type="checkbox"/> BQ Wine and Malt Beverage Retail Dealer's Off-Premise Permit	<input type="checkbox"/> ET Third-Party Local Cartage Permit	<input type="checkbox"/> Q Wine Only Package Store
<input type="checkbox"/> LP Local Distributor's Permit		

8B. Type of On-Premise Retailer License/Permit:

<input type="checkbox"/> BE Retail Dealer's On-Premise License	<input type="checkbox"/> E Local Cartage Permit	<input checked="" type="checkbox"/> MB Mixed Beverage
<input type="checkbox"/> BG Wine and Malt Beverage Retail Dealer's On-Premise Permit	<input type="checkbox"/> FB Food and Beverage Certificate	<input type="checkbox"/> WP Waterpark Permit
<input type="checkbox"/> BP Brewpub License	<input type="checkbox"/> LH Late Hours Certificate	

8C. Type of Wholesaler's, Distributor's, or Manufacturer's License/Permit:

<input type="checkbox"/> BB General Distributor's License	<input type="checkbox"/> D Distillers and Rectifiers Permit - allows on-premise consumption	<input type="checkbox"/> S Nonresident Seller's Permit
<input type="checkbox"/> BC Branch Distributor's License	<input type="checkbox"/> DS Out-of-State Winery Direct Shipper's Permit	<input type="checkbox"/> SD Brewer's Self-Distribution License
<input type="checkbox"/> BN Nonresident Brewer's License	<input type="checkbox"/> G Winery - allows on-premise consumption	<input type="checkbox"/> W Wholesaler's Permit
<input type="checkbox"/> BW Brewer's License	<input type="checkbox"/> J Bonded Warehouse	<input type="checkbox"/> X General Class B Wholesaler Permit
<input type="checkbox"/> JD Bonded Warehouse (Dry Area)		

9. For On or OFF-Premise Applicants, Indicate Primary Business Type at this Location

<input type="checkbox"/> Bar	<input type="checkbox"/> Grocery/Market	<input type="checkbox"/> Package Store	<input type="checkbox"/> Sexually Oriented
<input type="checkbox"/> Civic Center	<input type="checkbox"/> Hotel	<input type="checkbox"/> Public Entertainment Fac. (PEF as defined in Sec. 108.73)	<input type="checkbox"/> Sporting Arena
<input type="checkbox"/> Convenience Store	<input type="checkbox"/> Motel	<input type="checkbox"/> Racetrack	
<input type="checkbox"/> Delivery Company	<input type="checkbox"/> Movie Theater	<input type="checkbox"/> Restaurant	

Trade Name: THE MIX

Location Address: 2509 Colorado St Unit 102 City: Mission County: Hidalgo

Off-Premise Certifications

Per Sec. 11.37, not later than the 30th day after the date a prospective applicant for a permit...requests certification, the city secretary...shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the permit is sought is prohibited by charter or ordinance.

Certificate of City Secretary: P, Q, BF, BQ

TX Alc. Bev. Code, Sect on 11.37 & 61.37

CHECK HERE IF NOT IN CITY LIMITS

I hereby certify on this ___ day of ___, 20___, that the location for which the license/permit is sought as the place of business is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

Table with 2 columns: Permits/Licenses Wet For, Based on most recent local option election, area is wet for. Rows include BF, BF, BQ, Q, and BF, BQ, Q, P.

OR

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

SIGN HERE City Secretary/Clerk City, TEXAS

SEAL

On-Premise Certifications

Per Sec. 11.37, not later than the 30th day after the date a prospective applicant for a permit...requests certification, the city secretary...shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the permit is sought is prohibited by charter or ordinance.

Certificate of City Secretary (FOR MB, MB/FB, BG, BG/FB, BE, & BE/FB)

TX Alc. Bev. Code, Section 11.37 & 61.37

I hereby certify on this ___ day of ___, 20___, that this location address is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

Table with 2 columns: Permits/Licenses Wet For, Based on most recent local option election, area is wet for. Rows include MB, MB/FB, BG*, BG/FB*, BE*, and BE/FB*.

SIGN HERE City Secretary/Clerk City, TEXAS

SEAL

Certification for Late Hours Certificate (LH)

TX Alc. Bev. Code, Chapters 29 & 70 et seq.

I hereby certify on this ___ day of ___, 20___, that one of the below is correct:

Table with 2 columns: Option, Description. Options include governing body authorization for mixed or malt beverages and population criteria.

SIGN HERE City Secretary/Clerk City, TEXAS

SEAL

Trade Name: THE MIX

Location Address: 2509 Colorado St Unit 102 City: Mission County: Hidalgo

Wholesaler, Distributor or Manufacturer Certifications

Per Sec. 11.37, not later than the 30th day after the date a prospective applicant for a permit requests certification, the city secretary shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the permit is sought is prohibited by charter or ordinance.

Certificate of City Secretary for: J

CHECK HERE IF NOT IN CITY LIMITS

I hereby certify on this ____ day of _____, 20__, that this location address is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

SIGN

HERE _____, _____, TEXAS
City Secretary/Clerk City

SEAL

Certificate of City Secretary for Winery (G) Applicants

Per Sec. 16.011, "A winery permit may be issued for premises in an area in which the sale of wine has not been authorized by a local option election..."

I hereby certify on this ____ day of _____, 20__, that this location address is is not in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

OR

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

SIGN

HERE _____, _____, TEXAS
City Secretary/Clerk City

SEAL

Certificate of City Secretary for: BW & D

I hereby certify on this ____ day of _____, 20__, that this location address is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages, and

does does not allow for on-premise consumption and
 does does not allow for off-premise consumption in accordance with 501.035 of the Election Code.

OR

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

SIGN

HERE _____, _____, TEXAS
City Secretary/Clerk City

SEAL

Certificate of City Secretary for: BB, BC, W & X

Applicants Per Sec. 251.79 "a wholesaler's permit, general class B wholesaler's permit, or a general or branch distributor's license may be issued and licensed premises maintained in any area where the sale of any alcoholic beverage is legal."

I hereby certify on this ____ day of _____, 20__, that this location address is is not in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

OR

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

SIGN

HERE _____, _____, TEXAS
City Secretary/Clerk City

SEAL

Trade Name: THE MIX

Location Address: 2509 Colorado St Unit 102 City: Mission County: Hidalgo

Off-Premise Certifications

Per Sec. 11.37, not later than the 30th day after the date a prospective applicant for a permit requests certification, the county clerk... shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the permit is sought is prohibited by any valid order...

Certificate of County Clerk: P, Q, BF, BQ

TX Alc. Bev. Code, Section 11.37 & 61.37

CHECK HERE IF NOT IN CITY LIMITS

I hereby certify on this _____ day of _____, 20____, that the location for which the license/permit is sought as the place of business is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

Permits/Licenses Wet For	Based on most recent local option election, area is wet for:
<input type="checkbox"/> BF	The legal sale of malt beverages for off-premise consumption only <input type="checkbox"/> greater than 5% alcohol by volume OR <input type="checkbox"/> 5% or less alcohol by volume
<input type="checkbox"/> BF, BQ, Q	The legal sale of malt beverages and wine for off-premise consumption only
<input type="checkbox"/> BF, BQ, Q, P	The legal sale of all alcoholic beverages for off-premise consumption only

OR

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

SIGN

HERE _____, _____ County
County Clerk

SEAL

On-Premise Certifications

Per Sec. 11.37, not later than the 30th day after the date a prospective applicant for a permit requests certification, the county clerk... shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the permit is sought is prohibited by any valid order...

Certificate of County Clerk (FOR MB, MB/FB, BG, BG/FB, BE, & BE/FB)

TX Alc. Bev. Code, Section 11.37 & 61.37

I hereby certify on this _____ day of _____, 20____, that this location address is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

Permits/Licenses Wet For	Based on most recent local option election, area is wet for:
<input type="checkbox"/> MB	Mixed Beverage Permit
<input type="checkbox"/> MB/FB	Mixed Beverage Restaurant Permit with required Food and Beverage Certificate
<input type="checkbox"/> BG*	Wine and Malt Beverage Retail Dealer's On-Premise Permit
<input type="checkbox"/> BG/FB*	Wine and Malt Beverage Retail Dealer's On-Premise Permit with required Food and Beverage Certificate
<input type="checkbox"/> BE*	Retail Dealer's On-Premise License
<input type="checkbox"/> BE/FB*	Retail Dealer's On-Premise License with required Food and Beverage Certificate
*Mark box on right for BE and/or BE/FB	<input type="checkbox"/> greater than 5% alcohol by volume OR <input type="checkbox"/> 5% or less alcohol by volume
*Mark box on right for any of the following license or permit types BG, BG/FB BE, BE/FB	Election for given location was held for: <input type="checkbox"/> legal sale of malt beverage/wine (17%) on-premise AFTER Sept. 1, 1999 OR <input type="checkbox"/> legal sale of malt beverage/wine (14%) on-premise BEFORE Sept. 1, 1999

SIGN

HERE _____, _____ County
County Clerk

SEAL

Certification for Late Hours Certificate (LH)

TX Alc. Bev. Code, Chapters 29 & 70 et seq.

I hereby certify on this _____ day of _____, 20____, that one of the below is correct:

<input type="checkbox"/>	The governing body of this city or county has by ordinance or order authorized the sale of mixed beverages between midnight and 2:00 A.M.;
OR	
<input type="checkbox"/>	The governing body of this city or county has by ordinance or order authorized the sale of malt beverage between midnight and _____ A.M.;
OR	
<input type="checkbox"/>	The population of the city or county where premises are located was 500,000 or more according to the 24 th Decennial Census of the United States as released by the Bureau of the Census on April 1, 2020;
OR	
<input type="checkbox"/>	The population of the city or county where premises are located was 800,000 or more according to the last Federal Census (2020).

SIGN

HERE _____, _____ County
County Clerk

SEAL

Trade Name: THE MIX

Location Address: 2509 Colorado St Unit 102 City: Mission County: Hidalgo

Wholesaler, Distributor or Manufacturer Certifications
Per Sec. 11.07, not later than the 30th day after the date a prospective applicant for a permit requests certification, the county clerk shall certify whether the location or address given in the request is in a wet area and whether the sale of alcoholic beverages for which the permit is sought is prohibited by any valid order.

Certificate of County Clerk for: J

CHECK HERE IF NOT IN CITY LIMITS

I hereby certify on this ____ day of _____, 20____, that this location address is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

SIGN
HERE _____, _____ County
County Clerk

SEAL

Certificate of County Clerk for Winery (G) Applicants

Per Sec. 16.011, "A winery permit may be issued for premises in an area in which the sale of wine has not been authorized by a local option election..."

I hereby certify on this ____ day of _____, 20____, that this location address is is not in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

OR

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

SIGN
HERE _____, _____ County
County Clerk

SEAL

Certificate of County Clerk for: BW & D

I hereby certify on this ____ day of _____, 20____, that this location address is in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages, and

- does does not allow for on-premise consumption and
- does does not allow for off-premise consumption in accordance with 501.035 of the Election Code.

OR

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

SIGN
HERE _____, _____ County
County Clerk

SEAL

Certificate of County Clerk for: BB & BC, W & X

Applicants Per Sec. 251.79 "a wholesaler's permit, general class B wholesaler's permit, or a general or branch distributor's license may be issued and licensed premises maintained in any area where the sale of any alcoholic beverage is legal."

I hereby certify on this ____ day of _____, 20____, that this location address is is not in a "wet" area for this type of license or permit and inside the boundaries of this jurisdiction, where it is legal to sell such alcoholic beverages.

OR

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

SIGN
HERE _____, _____ County
County Clerk

SEAL

Trade Name: THE MIX

Location Address: 2509 Colorado St Unit 102 City: Mission County: Hidalgo

**Publisher's Affidavit for All Applicants Except BN, DS, S
TX Alc. Bev. Code, Section 11.39 and 61.38**

Name of newspaper	
City, County	
Dates notice published in daily/weekly newspaper (MM/DD/YYYY)	
<i>Publisher or designee certifies attached notice was published in newspaper stated on dates shown.</i>	
Signature of publisher or designee Sworn to and subscribed before me on this date (MM/DD/YYYY)	
Signature of Notary Public	

ATTACH PRINTED
COPY OF THE
NOTICE HERE
[Click here to see example of newspaper publication](#)

SEAL

**Comptroller of Public Accounts Certificate for All Applicants
TX Alc. Bev. Code, Section 11.46 (b) & 61.42 (b)**

This is to certify on this _____ day of _____, 20_____, the applicant holds or has applied for and satisfies all legal requirements for the issuance of a Sales Tax Permit under the Limited Sales, Excise and Use Tax Act or the applicant as of this date is not required to hold a Sales Tax Permit and that none of the persons making this application are indebted to the State of Texas.

Sales Tax Permit Number _____ Outlet Number _____

Print Name of Comptroller Employee _____

Print Title of Comptroller Employee _____

SIGN HERE

FIELD OFFICE

SEAL

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

Started: 5:36 p.m.

Ended: 5:38 p.m.

Item #1.2

Conditional Use Permit:

Sale & On-Site Consumption of Alcoholic
Beverages - The Mix
2509 Colorado Street, Ste. 102
Lot 1, Block 2, Santa Lucia Development
C-3
The Mix Beer & Wine, LLC

Ms. De Luna went over the write-up stating the subject site is located near the NW corner of Colorado and S. Taylor Road along the north side of Colorado Street – see vicinity map. The applicant is leasing a container on the recently approved Mobile Food Park and would like to sell Alcoholic Beverages. The existing food trucks would be selling the food. Access to the site will be provided off of Colorado or S. Taylor Road through existing 24' driveways.

- **Days & Hours of Operation:** Monday – Sunday from 3:00 pm to 12 midnight
- **Employees:** 2 employees
- **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.),
- 3) Must comply with TABC requirements, and
- 4) Must acquire a business license prior to occupancy.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mrs. Austin moved to close the public hearing. Mrs. Garza seconded the motion. Upon a vote, the motion passed unanimously.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Hardison moved to the approve the conditional use permit as per staff's recommendation. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.



CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit: Outdoor Padel Court/Any Recreational Activity, 719 Ragland, A tract of land out of the Northwest 9.96 acres of Lot 203, John H. Shary Subdivision, C-3, Jorge Eduardo Careaga, and Adoption of Ordinance#____ - De Luna

NATURE OF REQUEST:

On October 25, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located 800' south of E. Business Highway 83 along the west side of Ragland Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** _____
BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) 6 months re-evaluation to assess the multiple operations; 2) Compliance with the Building, Fire, and Sign Codes; 3) Must comply with 6' buffer requirements; 4) Acquisition of a business license; 5) Must comply with noise ordinance; and 6) Add additional landscaping and lighting.

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 OUTDOOR PADEL COURT/ANY RECREATIONAL ACTIVITY, 719 RAGLAND, A TRACT OF LAND OUT OF THE NORTHWEST 9.96 ACRES OF LOT 203, JOHN H. SHARY SUBDIVISION

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of October 25, 2023, 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, November 13, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
719 Ragland A tract of land out of the Northwest 9.96 acres of Lot 203, John H. Shary Subdivision	Outdoor Padel Court/Any Recreational Activity	<ol style="list-style-type: none"> 1) 6-month re-evaluation to assess the multiple operations; 2) Compliance with the Building, Fire and Sign Codes; 3) Must comply with 6' buffer requirement; 4) Acquisition of a Business License; and 5) Must comply with noise ordinance. 6) Add additional parking

READ, CONSIDERED AND PASSED, this the 13th day of November, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.4

CONDITIONAL USE PERMIT: Outdoor Padel Court/Any Recreational Activity
 719 Ragland
 A tract of land out of the Northwest 9.96
 Acres of Lot 203, John H. Shary Subdivision
 C-3
 Jorge Eduardo Careaga

REVIEW DATA

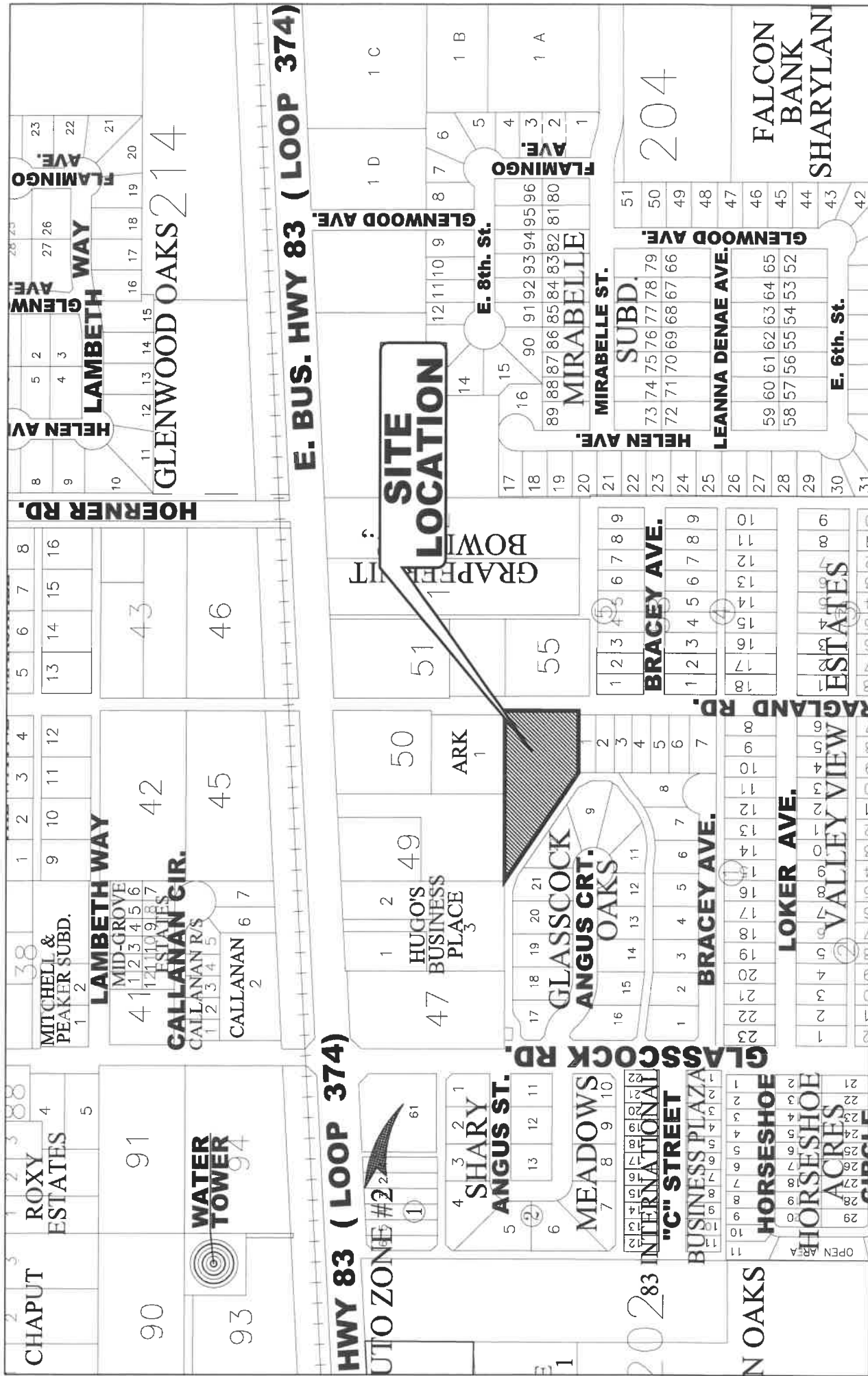
SITE: The subject site is located 800' south of E. Business Highway 83 along the west side of Ragland Road —see **vicinity map**. In an effort to attract more recreational activities to the city the applicant is proposing to add a 68' x 72' concrete pad to install 2 padel courts on the south side of the restaurant. Staff notes that on March 13, 2023 the City Council approved a conditional use permit for an outdoor soccer field at this same location. Access to the site will be via 2 existing driveways off of Ragland Road.

- **Section 1.43-C-3(General Business)(3)(g)** states that “Amusement parks, circus or carnival grounds, commercial amusement, or recreation development, or other temporary structure used for temporary purposes” are allowed with a Conditional Use Permit.
- **Hours of Operation:** Monday – Sunday from 9 am to 11 pm
- **Parking & Landscaping:** In reviewing the site plan, there is a total of 26 parking spaces including 4 for handicap and he is proposing to add an additional 15 parking spaces along the northwest corner of the property. Landscaping and lighting will need to be complied with.
- **Other Requirements:** Must continue to comply with all Building, Fire and Health Codes. All commercial properties adjoining any residential use must install a 6' solid buffer along the perimeter of the property.

REVIEW COMMENTS: Staff mailed out 31 notices to property owners within 200' radius and staff has not received any comments in favor or against the request. Staff's only concern is that if all outdoor recreation activities and the restaurant are used at the same time there will be an issue with parking.

RECOMMENDATION: Staff recommends approval subject to:

- 1) 6-month re-evaluation to assess the multiple operations,
- 2) Compliance with the Building, Fire and Sign Codes.
- 3) Must comply with 6' buffer requirement.
- 4) Acquisition of a Business License, and
- 5) Must comply with noise ordinance.



SITE LOCATION



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78772
 PH: (956) 580-5672
 FAX: (956) 580-8660

Item 8.

No.

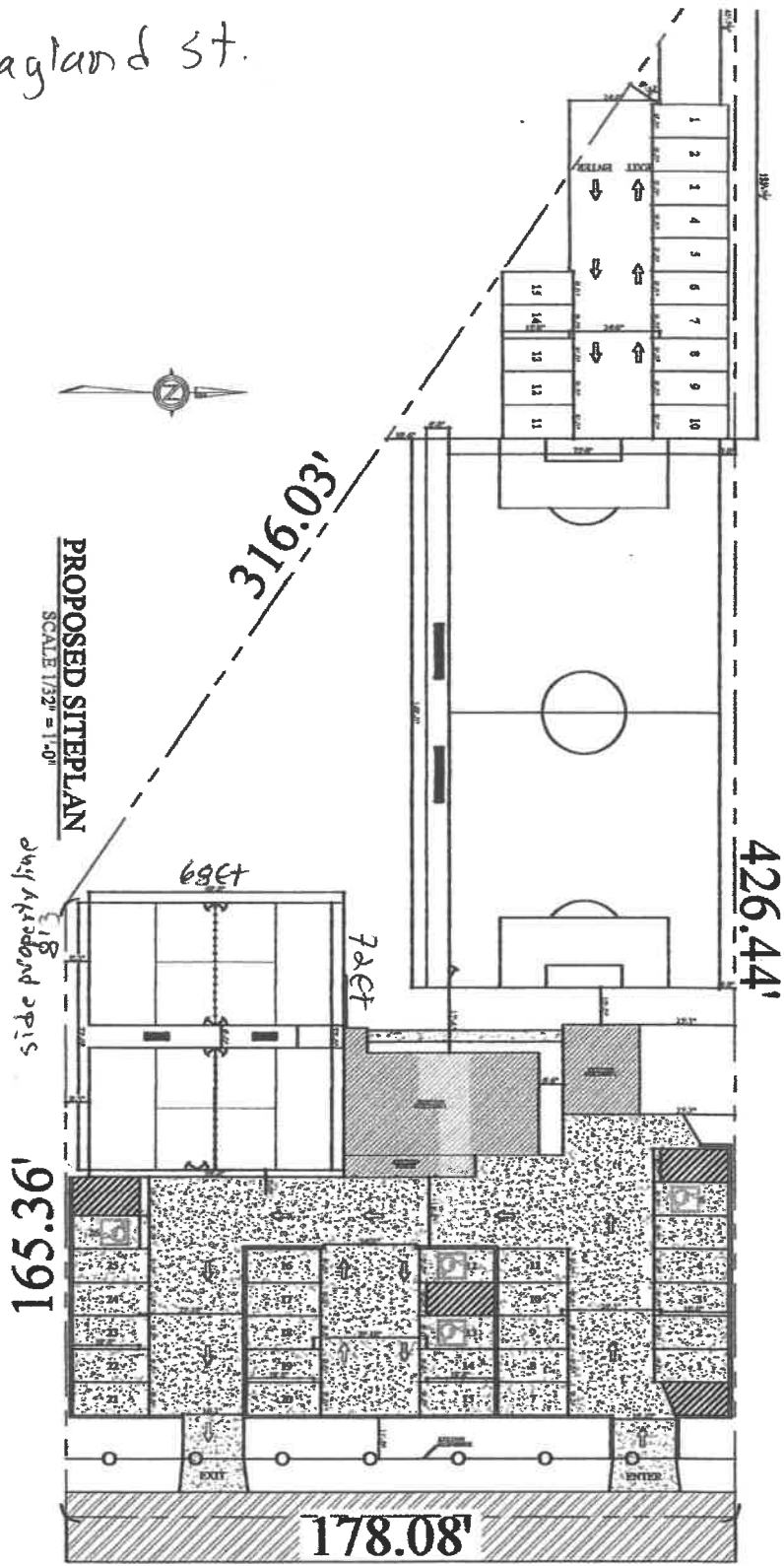
RAGLAND RD

LOCATION SITE



719 Ragland St.

Item 8.



<p>PROJECT FOR: 719 RAGLAND ST. DALLAS, TX 75219</p>	<p>DATE NO. S1</p>	<p>DIFFERENT PERSPECTIVE DESIGNS CALL: (954) 224-2333</p>	<p>IF ANY DIMENSIONS DO NOT MATCH THE "AS-BUILT" RECORD OF RECORDS, THE "AS-BUILT" RECORD SHALL PREVAIL. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LOCATIONS BEFORE BEGINNING WORK. SIGNATURE BELOW "AS-BUILT" SIGNATURE <i>Homero Orozco</i></p>	<p>1. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED. 2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED. 3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED. 4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED. 5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED. 6. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED. 7. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED. 8. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED. 9. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED. 10. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.</p>	<p>THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AUTHORITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AUTHORITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AUTHORITIES.</p>
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A5570-00-000-0001-01 (517910)
GRANNY'S ATTIC INC
1400 N MCCOLL RD STE 201
MCALLEN TX 78501

A5571-00-00B-0006-00 (118802)
KELLY AVENUE APARTMENTS LLC
1800 CYNTHIA LN
PALMHURST TX 78573

S2950-00-000-0203-10 (281112)
CAREAGA JORGE EDUARDO
1604 LILA BETH LN
MISSION TX 78572

S3000-00-000-0049-00 (283439)
O'REILLY AUTO ENTERPRISES LLC
PO BOX 9167
SPRINGFIELD MO 65801

S3000-00-000-0050-01 (283441)
BAZAN ELIAS JR & MARIA DELIA
BAZAN FAMILY REVOCABLE LVG TRUST
2316 N CONWAY AVE
MISSION TX 78574

S3000-00-000-0050-20 (283442)
BAZAN ELIAS JR & MARIA DELIA
BAZAN FAMILY REVOCABLE LVG TRUS
2316 N CONWAY AVE
MISSION TX 78574

S3000-00-000-0051-00 (283443)
MISSION FOOD FACTORY LLC
2140 E BUS HWY 83
MISSION TX 78572

S3000-00-000-0055-10 (283446)
MISSION FOOD FACTORY LLC
2140 E BUS HWY 83
MISSION TX 78572

V2000-00-001-0001-00 (313448)
MASON DEBORAH SUE
713 RAGLAND ST
MISSION TX 78572

V2000-00-001-0002-00 (313449)
BLANCO MARTHA
711 RAGLAND ST
MISSION TX 78572

V2000-00-001-0003-00 (313450)
PULIDO APOLONIO & ESPERANZA ANITA
709 RAGLAND RD
MISSION TX 78572

V2000-00-001-0004-00 (313451)
SALGUERO JAIRO
707 RAGLAND ST
MISSION TX 78572

V2000-00-001-0005-00 (313452)
CARRERA ELIZARDO
705 RAGLAND ST
MISSION TX 78572

V2000-00-005-0001-00 (313539)
RAMIREZ MARIA OLIVIA BARRERA
2101 BRACEY ST
MISSION TX 78572

V2000-00-005-0002-00 (313540)
ROC ENTERPRISES LLC
PO BOX 5605
MCALLEN TX 78502

V2000-00-005-0003-00 (313541)
TIJERINA CARLOS
808 S SHARY RD 5 PMB NO 163
MISSION TX 78572

V2000-00-005-0004-00 (313542)
STUART KENNETH & GLORIA
11284 STATE ROAD 38
GREENS FORK IN 47345

G4053-00-000-0007-00 (613442)
KESTER LETICIA MARGARITA JARAMILL
420 ROSE ELLEN CR
MCALLEN TX 78501

G4053-00-000-0008-00 (613443)
CANTU TOMAS JR & MARIA DEL CARMEN
2015 BRACEY ST
MISSION TX 78572

G4053-00-000-0009-00 (613444)
JIM & MARY KAY MOFFITT FAMILY LTD
1128 PECAN BLVD
MCALLEN TX 78501

G4053-00-000-0010-00 (613445)
JIM & MARY KAY MOFFITT FAMILY LTD
1128 PECAN BLVD
MCALLEN TX 78501

G4053-00-000-0011-00 (613446)
CORONADO ROBERTO MIGUEL
2010 ANGUS ST
MISSION TX 78572

G4053-00-000-0012-00 (613447)
MURPHY MICHAEL SCOTT
4716 N MAIN ST
MCALLEN TX 78504

G4053-00-000-0019-00 (613454)
QURAIISHI AADAM
3401 IVY AVENUE
MCALLEN TX 78501

G4053-00-000-0020-00 (613455)
HAY DULCE P
5111 N MCCOLL RD
MCALLEN TX 78504

G4053-00-000-0021-00 (613456)
GARZA BERTA
3716 STEVENSEN AVE
MISSION TX 78573

G4053-00-000-0022-00 (613457)
GARZA BERTHA A
3716 STEVENSEN AVE
MISSION TX 78573

H5130-00-000-0001-00 (622804)
NOVELLINI LTD
501 N BRIDGE ST STE 363
HIDALGO TX 78557

H5130-00-000-0002-00 (622805)
R H TIJERINA INC
719 N 23RD ST
MCALLEN TX 78501

H5130-00-000-0003-00 (622806)
SHARYLAND STORAGE LLC
4313 SOUTH L ST
MCALLEN TX 78503

S3015-00-000-0001-00 (790044)
SHARYLAND STORAGE LLC
4313 SOUTH L ST
MCALLEN TX 78503

Started: 5:38 p.m.

Ended: 5:44 p.m.

Item #1.4

Conditional Use Permit: Outdoor Padel Court/Any Recreational Activity
719 Ragland
A tract of land out of the Northwest 9.96
Acres of Lot 203, John H. Shary Subdivision
C-3
Jorge Eduardo Careaga

Ms. De Luna went over the write-up stating the subject site is located 800' south of E. Business Highway 83 along the west side of Ragland Road. In an effort to attract more recreational activities to the city the applicant is proposing to add a 68' x 72' concrete pad to install 2 padel courts on the south side of the restaurant. Staff notes that on March 13, 2023 the City Council approved a conditional use permit for an outdoor soccer field at this same location. Access to the site will be via 2 existing driveways off of Ragland Road.

- **Section 1.43-C-3(General Business)(3)(g)** states that "Amusement parks, circus or carnival grounds, commercial amusement, or recreation development, or other temporary structure used for temporary purposes" are allowed with a Conditional Use Permit.
- **Hours of Operation:** Monday – Sunday from 9 am to 11 pm
- **Parking & Landscaping:** In reviewing the site plan, there is a total of 26 parking spaces including 4 for handicap and he is proposing to add an additional 15 parking spaces along the northwest corner of the property. Landscaping and lighting will need to be complied with.
- **Other Requirements:** Must continue to comply with all Building, Fire and Health Codes. All commercial properties adjoining any residential use must install a 6' solid buffer along the perimeter of the property.

REVIEW COMMENTS: Staff mailed out 31 notices to property owners within 200' radius and staff has not received any comments in favor or against the request. Staff's only concern is that if all outdoor recreation activities and the restaurant are used at the same time there will be an issue with parking.

RECOMMENDATION: Staff recommends approval subject to:

- 1) 6-month re-evaluation to assess the multiple operations,
- 2) Compliance with the Building, Fire and Sign Codes.
- 3) Must comply with 6' buffer requirement.
- 4) Acquisition of a Business License, and
- 5) Must comply with noise ordinance.

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

Mr. Jorge Careaga stated that Ms. De Luna stated that the operating hours will not be the same due to customers going to play instead of eating, Mr. Careaga stated which is fine because, the restaurant will be open in morning and afternoon only, he mentioned that he'll be adding more parking spaces.

Chairwoman Izaguirre questioned Ms. De Luna on whether landscaping will be done?

Ms. De Luna stated yes, he will comply with landscaping.

Mr. Jorge Careage stated hes only cleaned the property and will comply with landscaping.

Mr. Sanchez questioned if adding landscaping to the conditional use permit is required?

Ms. De Luna stated Mr. Careage would have to comply with landscaping and lighting during the business license process.

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

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Hardison moved to the approve the conditional use permit as per staff's recommendation. Mr. Villarreal seconded the motion. Upon a vote, the motion passed unanimously.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – The Griffin Grill, 1906 E. Griffin Parkway, Lot 19, Rivera Oaks Plaza, C-3, Ram Culinary Group, LLC (c/o Richard L. Krauss), and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On October 25, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located within a commercial plaza located 1000' west of N. Glasscock Road on the south side of E. Griffin Parkway 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) Waiver of the 300's separation requirement from the residential neighborhood; 2) Compliance with all City Codes (Building, Health, Fire, etc.)

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 – THE GRIFFIN GRILL, 1906 E.
GRIFFIN PARKWAY, LOT 19, RIVER OAKS PLAZA**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of October 25, 2023, 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, November 13, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
1906 E. Griffin Parkway Lot 19, River Oaks Plaza	Sale & On-Site Consumption of Alcoholic Beverages – The Griffin Grill	1) Life of Use 2) Waiver of the 300’s separation requirements from the residential neighborhood; 3) Compliance with all City Codes (Building, Health, Fire, etc.) 4) CUP not to be transferable to others

READ, CONSIDERED AND PASSED, this the 13th day of November, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.5

CONDITIONAL USE PERMIT: Sale and On-Site Consumption of
Alcoholic Beverages – The Griffin Grill
1906 E. Griffin Parkway
Lot 19, River Oaks Plaza
C-3
Ram Culinary Group, LLC (c/o Richard L. Krauss)

REVIEW DATA

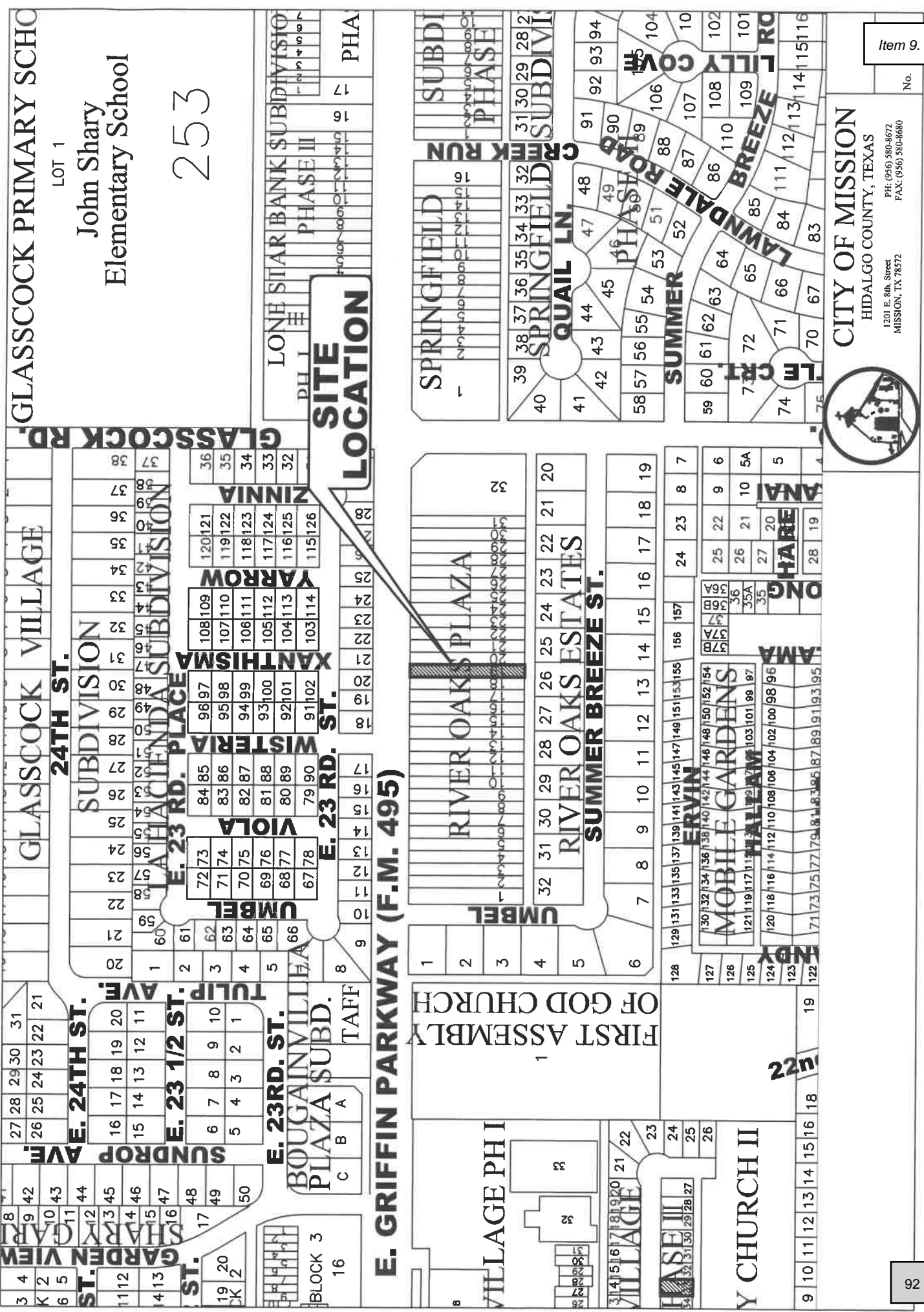
SITE: The site is located within a commercial plaza located 1000' west of N. Glasscock Road on the south side of E. Griffin Parkway - **see vicinity map**. The applicant would like to reapply for the Conditional Use Permit for the Sale and On-Site Consumption of Alcoholic Beverages. Staff notes that this restaurant includes a small bar component. The last CUP approved for the Sale & On-Site Consumption of Alcoholic Beverages for this location was on October 28, 2019 for a period of 1 year. Staff notes that this would be the applicant's 2nd renewal.

- **Hours of Operation:** Monday - Wednesday from 8 a.m. to 3 p.m., Thursday – Saturday 8 a.m. to 9 p.m. and Sunday 9 a.m. to 2 p.m.
- **Staff:** 12 Employees in different shift
- **Parking:** The 1,860 sq. ft. building has a total of 44 seating spaces for the restaurant. A total of 25 spaces are required for this site (1,860 sq. ft./75sq.ft.= 24.8 parking spaces). It is noted that a total of 348 parking spaces are held in common within the commercial development.
- Landscaping has been provided as a part of the overall commercial plaza.
- Section 1.56-3 of the Zoning Code cites that 'Bars' must be 300' from the nearest residence, church, school or publicly owned property. This site is located about 150' from River Oaks Estates, which is considered residential, therefore a waiver of the 300' separation requirements would be needed. Staff notes that P&Z and City Council have waived this separation requirement in the CUP's previous approval.

REVIEW COMMENTS: Staff mailed out 28 notices to property owners within 200' radius and staff has not received any comments in favor or against this request. It is also noted that there have not been any reported PD issues during the CUP's existing tenure. Since the restaurant is not open after 12a.m., and the sale of alcohol is not the primary item of purchase, staff does not object to an extended approval term.

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

- 1) Waiver of the 300's separation requirement from the residential neighborhood,
- 2) Compliance with all City Codes (Building, Health, Fire, etc.), and
- 3) CUP not to be transferable to others.



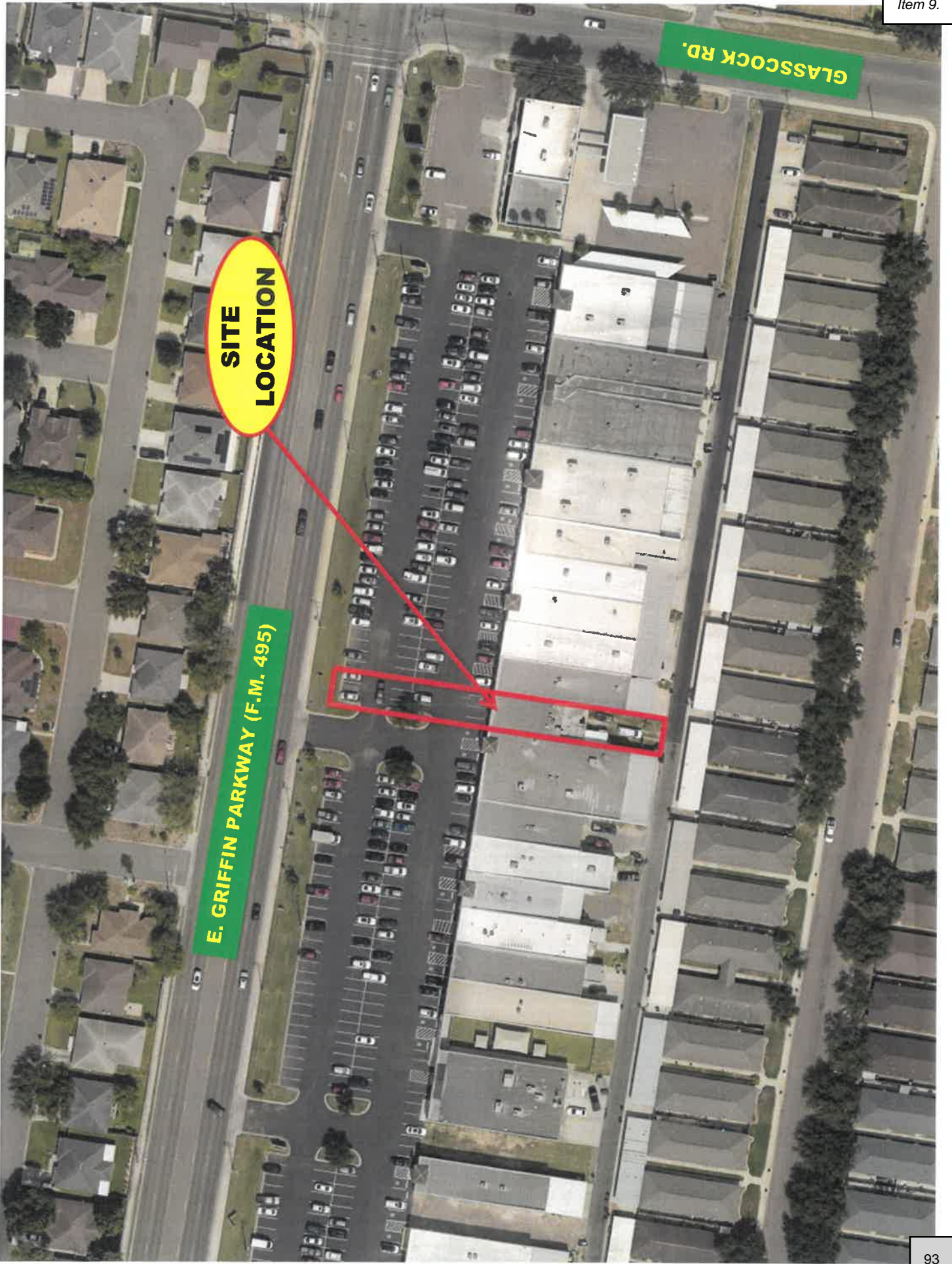
GLASSCOCK PRIMARY SCHOOL
 LOT 1
 John Shary
 Elementary School
 253

SITE LOCATION



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

Item 9.



INTER-VALLEY
LOGICAL SURGERY
USSAIN, M.D., F.A.C.S.



THE
GRIFFIN GRILL
FOOD • FRIENDS • FUN

ALGERIE
Home Health Care
Without Our Patients, Couldn't Exist!

1906

1906

1906



L1005-00-000-0018-00 (209170)
 GARCIA ELIUD
 MARIA HILDA GARCIA
 1900 E 23RD ST
 MISSION TX 78574

L1005-00-000-0019-00 (209171)
 VENECIA MARTIN
 820 JAY DR S
 MISSION TX 78573

L1005-00-000-0020-00 (209172)
 RCM PARTNERS LLC
 PO BOX 4085
 EDINBURG TX 78540

L1005-00-000-0021-00 (209173)
 IBARRA ALICIA J & JENNIFER GARCIA
 1906 E 23RD STREET
 MISSION TX 78574

L1005-00-000-0022-00 (209174)
 HERRERA MARIA CRISTINA
 1908 E 23RD ST
 MISSION TX 78574

L1005-00-000-0023-00 (209175)
 SILVA SERGIO S & ELIZABETH
 1910 E 23RD ST
 MISSION TX 78574

L1005-00-000-0024-00 (209176)
 OLIVAREZ OMAR A JR & ELVIRA CUEVAS
 1912 EAST 23RD ST
 MISSION TX 78574

R3280-00-000-0013-00 (545530)
 FLOYD KARLA & KATHERINE GARRISON IND
 409 E BLUEBIRD AVE
 MCALLEN TX 78504

R3280-00-000-0014-00 (545531)
 FLOYD KARLA & KATHERINE GARRISON
 409 E BLUEBIRD AVE
 MCALLEN TX 78504

R3280-00-000-0023-00 (545540)
 CORONADO BRITNEY N
 1919 SUMMER BREEZ RD
 MISSION TX 78572

R3280-00-000-0024-00 (545541)
 FLOYD KARLA & KATHERINE GARRISON IND
 409 E BLUEBIRD AVE
 MCALLEN TX 78504

R3280-00-000-0025-00 (545542)
 FLOYD KARLA & KATHERINE GARRISON
 409 E BLUEBIRD AVE
 MCALLEN TX 78504

R3280-00-000-0026-00 (545543)
 ROSALES JOSE M & JOCELYN DY
 2705 SAN CARLOS CT
 MISSION TX 78572

R3280-00-000-0027-00 (545544)
 FLOYD KARLA & KATHERINE GARRISON IND
 409 E BLUEBIRD AVE
 MCALLEN TX 78504

R3280-00-000-0028-00 (545545)
 LOPEZ JUAN F & ISMELDA
 8691 N WESTERN RD
 MISSION TX 78574

R3290-00-000-0012-00 (568724)
 WAVBP PROPERTIES LLC
 1200 S 1ST 1/2 ST
 MCALLEN TX 78501

R3290-00-000-0013-00 (568725)
 TUCUMANA LP
 1611 MERLIN DR
 MISSION TX 78572

R3290-00-000-0014-00 (568726)
 E & E FAMILY LLC
 2575 E GRIFFIN PKWY NO 9
 MISSION TX 78572

R3290-00-000-0015-00 (568727)
 SALINAS MARTIN G & TANYA J
 4807 NEVIS DR
 EDINBURG TX 78539

R3290-00-000-0016-00 (568728)
 MARTINEZ JAIME R & MARIA C
 PO BOX 515
 MISSION TX 78573

R3290-00-000-0017-00 (568729)
 JIREH SHILOH LLC
 2116 E GRIFFIN PKWY
 MISSION TX 78572

R3290-00-000-0019-00 (568731)
 RAM CULINARY GROUP LLP
 1906 E GRIFFIN PKWY
 MISSION TX 78572

R3290-00-000-0020-00 (568732)
 HUSSAIN SYED K
 864 RIDGEWOOD ST BROWNS
 BROWNSVILLE TX 78520

R3290-00-000-0021-00 (568733)
 PENG JIAN & JUAN WANG
 2310 DEVRIS LN
 PALMHURST TX 78573

R3290-00-000-0022-00 (568734)
 MOONFLOWER GROUP LLC
 2102 CRYSTAL DR
 MISSION TX 78572

R3290-00-000-0023-00 (568735)
 GARZA NOEL O & CLAUDIA A
 1916 E GRIFFIN PKWY
 MISSION TX 78572

R3290-00-000-0024-00 (568736)
 TERFAM FAMILY LTD
 2000 S MCCOLL RD
 MCALLEN TX 78503

R3290-00-000-0025-00 (568737)
 JOHNSON & HAVENER PROPERTIES LP
 1920 E GRIFFIN PKWY
 MISSION TX 78572

Started: 5:44 p.m.

Ended: 5:46 p.m.

Item #1.5

Conditional Use Permit:

Sale and On-Site Consumption of
Alcoholic Beverages – The Griffin Grill
1906 E. Griffin Parkway
Lot 19, River Oaks Plaza
C-3
Ram Culinary Group, LLC (c/o Richard L. Krauss)

Ms. De Luna went over the write-up stating the subject site is located within a commercial plaza located 1000' west of N. Glasscock Road on the south side of E. Griffin Parkway. The applicant would like to reapply for the Conditional Use Permit for the Sale and On-Site Consumption of Alcoholic Beverages. Staff notes that this restaurant includes a small bar component. The last CUP approved for the Sale & On-Site Consumption of Alcoholic Beverages for this location was on October 28, 2019 for a period of 1 year. Staff notes that this would be the applicant's 2nd renewal.

- **Hours of Operation:** Monday - Wednesday from 8 a.m. to 3 p.m., Thursday – Saturday 8 a.m. to 9 p.m. and Sunday 9 a.m. to 2 p.m.
- **Staff:** 12 Employees in different shift
- **Parking:** The 1,860 sq. ft. building has a total of 44 seating spaces for the restaurant. A total of 25 spaces are required for this site (1,860 sq. ft./75sq.ft.= 24.8 parking spaces). It is noted that a total of 348 parking spaces are held in common within the commercial development.
- Landscaping has been provided as a part of the overall commercial plaza.
- Section 1.56-3 of the Zoning Code cites that 'Bars' must be 300' from the nearest residence, church, school or publicly owned property. This site is located about 150' from River Oaks Estates, which is considered residential, therefore a waiver of the 300' separation requirements would be needed. Staff notes that P&Z and City Council have waived this separation requirement in the CUP's previous approval.

REVIEW COMMENTS: Staff mailed out 28 notices to property owners within 200' radius and staff has not received any comments in favor or against this request. It is also noted that there have not been any reported PD issues during the CUP's existing tenure. Since the restaurant is not open after 12a.m., and the sale of alcohol is not the primary item of purchase, staff does not object to an extended approval term.

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

- 1) Waiver of the 300's separation requirement from the residential neighborhood,
- 2) Compliance with all City Codes (Building, Health, Fire, etc.), and
- 3) CUP not to be transferable to others.

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

There was none.

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

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Hardison moved to the approve the conditional use permit as per staff's recommendation. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit: Drive-Thru Service Window – La Herradura Taqueria, 2310 E. Expressway 83, Ste 8, Lot 3, Cimarron Crossing Ph. 2, C-3, Gerardo Garcia, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On October 25, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located approximately 250' west of S. Road on the south side of E. U.S. Expressway 83. 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) 3 years approval in order to continue to assess this operation; 2) Must comply with all City Codes (Building, Fire, Health Codes, etc.); 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 DRIVE-THRU SERVICE WINDOW –
LA HERRADURA TAQUERIA, 2310 E. EXPRESSWAY 83, STE. 8, LOT 3, CIMARRON
CROSSING PH. 2**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of October 25, 2023, 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, November 13, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
2310 E. Expressway 83, Ste. 8 Lot 3, Cimarron Crossing Ph. 2	Drive-Thru Service Window – La Herradura Taqueria	1) 3 year approval in order to continue to assess this operation 2) Must comply with all City Codes (Building, Fire, Health Codes, etc.) 3) CUP not transferable to others

READ, CONSIDERED AND PASSED, this the 13th day of November, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.6

CONDITIONAL USE PERMIT: Drive-Thru Service Window –
 La Herradura Taqueria
 2310 E. Expressway 83, Ste. 8
 Lot 3, Cimarron Crossing Ph. 2
 C-3
 Gerardo Garcia

REVIEW DATA

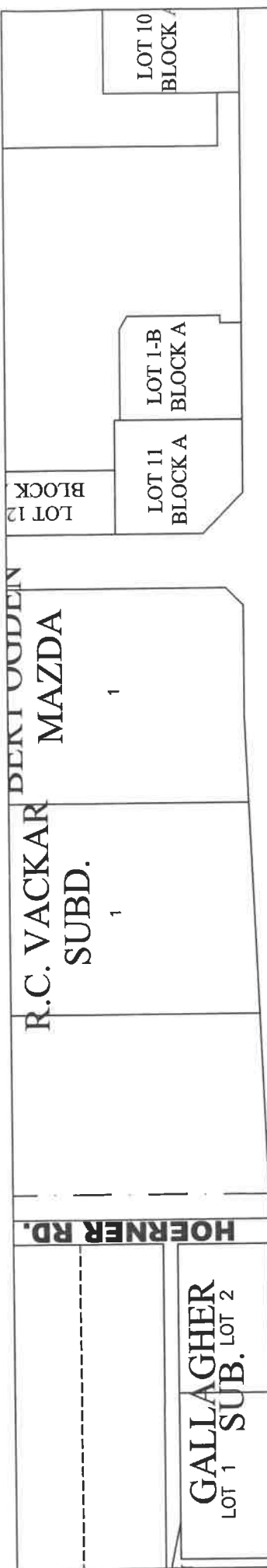
SITE: The subject site is located approximately 250' west of S. Shary Road on the south side of E. U.S. Expressway 83. La Herradura Taqueria is a family-oriented restaurant that sells a variety of tacos. The applicant would like to renew the conditional use permit to continue utilizing the existing drive-thru service window. Access to the site is provided via a common access drive that runs throughout the commercial plaza. Access to the drive-thru service window is from the south 'rear' of the plaza and allows stacking for approximately 3 vehicles. The last CUP approved for this location for the use of the Drive- Thru Service Window was on June 21, 2022 for a period of 1 year. Staff notes that this would be the applicant's 1st renewal.

- **Hours of Operation:** Sunday – Wednesday from 11:00 a.m. to 2:30 a.m. and Thursday – Saturday from 11:00 a.m. to 3:30a.m.
- **Staff:** 10 employees in different shift
- **Parking & Landscaping:** In reviewing the floor plan, the 1,380 sq.ft. building will have a total of 24 seating spaces for the restaurant. A total of 18 spaces are required for this site (1,380sq.ft./75 sq.ft.=18.4 parking spaces). It is noted that a total of 66 parking spaces are held in common within the commercial plaza. Landscaping has been provided as a part of the overall commercial plaza.
- Must comply with all Building, Fire, and Health codes, prior to obtaining a business license.

REVIEW COMMENTS: Staff mailed out 7 notices to property owners within 200' radius and staff has not received any comments in favor or against this request. Since the site has been previously used for a restaurant with the use of a drive-thru with no issues, Staff does not object to renewing their CUP.

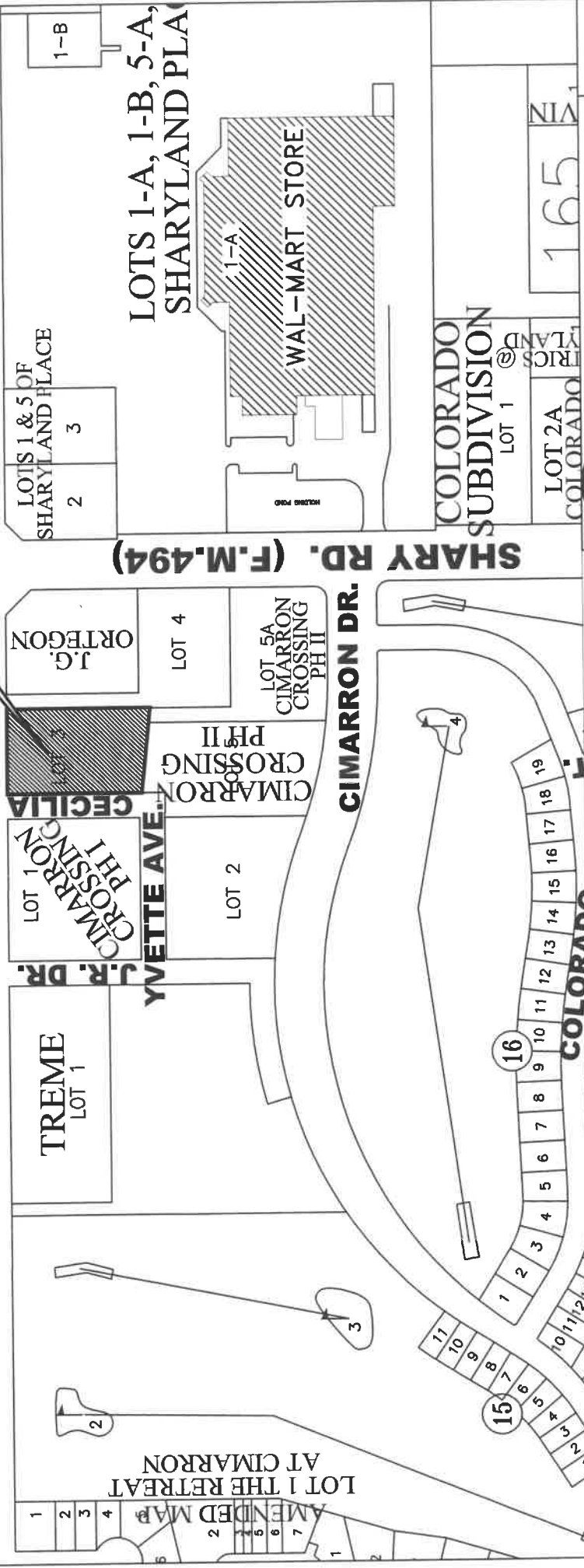
RECOMMENDATION: Staff recommends approval subject to:

- 1) 3 yr. approval in order to continue to assess this operation;
- 2) Must comply with all City Codes (Building, Fire, Health Codes, etc.) and
- 3) CUP not transferable to others.



**SITE
LOCATION**

U.S. EXPRESSWAY 83



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

No. Item 10.





Item 10.



J0675-04-000-0001-00 (605923)
2314 EAST EXPRESSWAY LLC & 2314
ATTN CVS/HEALTH NO 7193-01
1 CVS DRIVE MC 2320
WOONSOCKET RI 2895

C4443-01-000-0001-00 (629915)
SEPEC LLC
2306 E EXPRESSWAY 83 STE 5
MISSION TX 78572

C4443-01-000-0002-00 (629916)
QUIRICH0 LTD &
JOSE R & SYLVIA Y CARRERA
210 S BRYAN RD STE 5-A
MISSION TX 78572

C4443-02-000-0003-00 (629917)
OOS INVESTMENTS LLC
3107 MOSSHALL WAY
SAN JOSE CA 95135

C4443-02-000-0004-00 (629919)
ARCHLAND PROPERTY II LP
721 N WARE RD
MCALLEN TX 78501

C4443-02-000-0005-00 (629920)
QUIRICH0 LTD &
JOSE R & SYLVIA Y CARRERA
210 S BRYAN RD STE 5-A
MISSION TX 78572

C4443-02-000-005A-00 (683075)
808 SOUTH SHARY ROAD LLC
302 JUAREZ AVE
LAREDO TX 78040

Started: 5:46 p.m.

Ended: 5:49 p.m.

Item #1.6

Conditional Use Permit:

Drive-Thru Service Window –
La Herradura Taqueria
2310 E. Expressway 83, Ste. 8
Lot 3, Cimarron Crossing Ph. 2
C-3
Gerardo Garcia

Ms. De Luna went over the write-up stating the subject site is located approximately 250' west of S. Shary Road on the south side of E. U.S. Expressway 83. La Herradura Taqueria is a family-oriented restaurant that sells a variety of tacos. The applicant would like to renew the conditional use permit to continue utilizing the existing drive-thru service window. Access to the site is provided via a common access drive that runs throughout the commercial plaza. Access to the drive-thru service window is from the south 'rear' of the plaza and allows stacking for approximately 3 vehicles. The last CUP approved for this location for the use of the Drive- Thru Service Window was on June 21, 2022 for a period of 1 year. Staff notes that this would be the applicant's 1st renewal.

- **Hours of Operation:** Sunday – Wednesday from 11:00 a.m. to 2:30 a.m. and Thursday – Saturday from 11:00 a.m. to 3:30a.m.
- **Staff:** 10 employees in different shift
- **Parking & Landscaping:** In reviewing the floor plan, the 1,380 sq.ft. building will have a total of 24 seating spaces for the restaurant. A total of 18 spaces are required for this site (1,380sq.ft./75 sq.ft.=18.4 parking spaces). It is noted that a total of 66 parking spaces are held in common within the commercial plaza. Landscaping has been provided as a part of the overall commercial plaza.
- Must comply with all Building, Fire, and Health codes, prior to obtaining a business license.

REVIEW COMMENTS: Staff mailed out 7 notices to property owners within 200' radius and staff has not received any comments in favor or against this request. Since the site has been previously used for a restaurant with the use of a drive-thru with no issues, Staff does not object to renewing their CUP.

RECOMMENDATION: Staff recommends approval subject to:

- 1) 3 yr. approval in order to continue to assess this operation;
- 2) Must comply with all City Codes (Building, Fire, Health Codes, etc.) and
- 3) CUP not transferable to others.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mrs. Austin moved to close the public hearing. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre questioned on whether or not they would be fixing the roof?

Ms. De Luna Stated that the plaza owners are taking care of that.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Austin moved to the approve the conditional use permit as per staff's recommendation. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit: To Keep a Portable Building for Office Use – Medicare EMS, 511 W. 11th Street, The East tract of Lots 1 & 2, Block 178, Mission Original Townsite, C-4, Medicare EMS, Inc., and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On October 25, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located 200’ west of Kika De La Garza Loop along the south side of W. 11th 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) 6 months re-evaluation in order to assess this operation; 2) Must comply with all City Codes (Building, Fire, etc.); 3) Re-strip parking for at least 7 vehicles; 4) Add additional landscaping; and 5) 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 KEEP A PORTABLE BUILDING FOR OFFICE USE – MEDCARE EMS, 511 W. 11TH STREET, THE EAST TRACT OF LOTS 1 & 2, BLOCK 178, MISSION ORIGINAL TOWNSITE

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of October 25, 2023, 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, November 13, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
511 W. 11 th Street The East tract of Lots 1 & 2, Block 178, Mission Original Townsite	To Keep a Portable Building for Office Use – Medicare EMS	<ol style="list-style-type: none"> 1) 6 months re-evaluation in order to assess this operation 2) Must comply with all City Codes (Building, Fire, etc.) 3) Re-Strip parking for at least 7 vehicles 4) Add additional landscaping; and 5) CUP not transferable to others

READ, CONSIDERED AND PASSED, this the 13th day of November, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 2.0

CONDITIONAL USE PERMIT: To Keep a Portable Building for
Office Use – Medicare EMS
511 W. 11th Street
The East tract of Lots 1 & 2,
Block 178, Mission Original Townsite
C-4
Medcare EMS, Inc.

REVIEW DATA

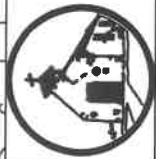
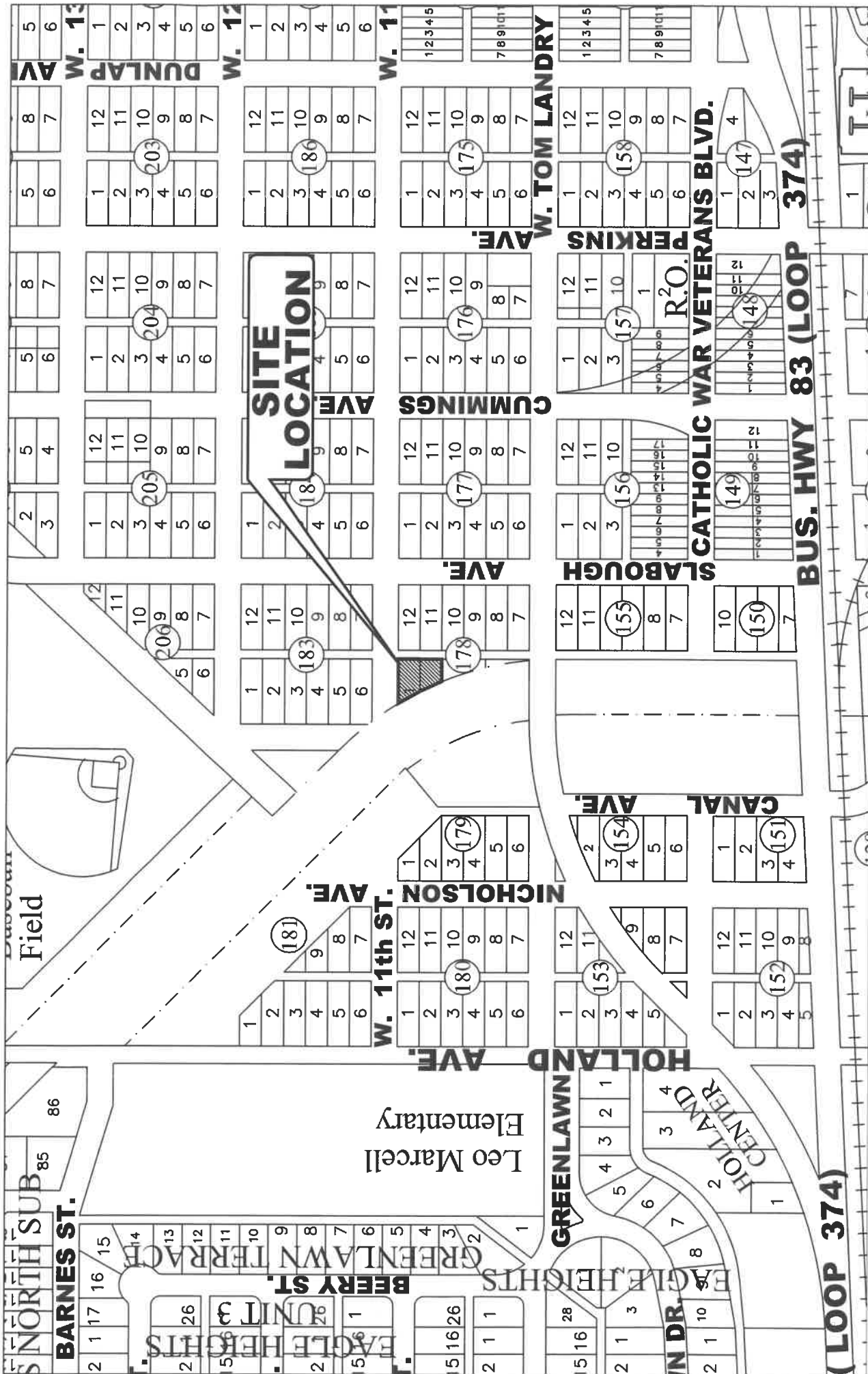
SITE: The site is located 200' west of Kika De La Garza Loop along the south side of W. 11th Street—see vicinity map. The applicant would like to keep a 76' x 20' portable building that has been used for Med Care EMS services. The applicant mentioned that this office is only used as a hub station the main office is in McAllen. Access to the site is strictly off of W. 11th Street. The last CUP for this location was approved on September 12, 2022 for a period of 1 year. This would be the applicant's 1st renewal.

- **Hours of Operation:** Monday – Sunday 24/7
- **Staff:** 7 employees will operate the business (usually in the ambulance all day)
- **Parking & Landscaping:** A business office of this size requires a minimum of 7 parking spaces. Staff notes that the applicant would need to comply with the parking requirements, whether the office is being used or not. They will need to add additional landscaping.

REVIEW COMMENTS: It is not uncommon to have portable buildings to be used as an office. Staff knows that having a portable building may not be a long-term desire of the City when considering aesthetics. Thus, perpetual (CUP) monitoring will be the norm where, one day the portable will need to be upgraded with an on-site built structure. Staff mailed out 11 notices to property owners within 200' radius and has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval subject to:

- 1.) 6-month re-evaluation in order to assess this operation.
- 2.) Must comply with all City Codes (Building, Fire, etc.)
- 3.) Portable Building to be skirted, and
- 4.) CUP not transferable to others.



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

Item 11.

No.





M5200-00-178-0001-00 (239877)
ONTIVEROS VERONICA L
303 NIGHTINGALE AVE
MCALLEN TX 78504

M5200-00-178-0003-00 (239878)
VALDEZ RAFAEL E & MARIA EMILIA
511 1/2 WEST 11TH STREET
MISSION TX 78572

M5200-00-178-0007-00 (239879)
MARTINEZ JUVENTINO V & AMALIA
604 E 28TH ST
MISSION TX 78574

M5200-00-178-0008-00 (239880)
VALDEZ JAIME A
1015 W KIKA DE LA GARZA ST
MISSION TX 78572

M5200-00-178-0010-00 (239882)
VALDEZ JAIME ANTONIO
1015 W KIKA DE LA GARZA ST
MISSION TX 78572

M5200-00-178-0011-00 (239883)
VALDEZ JAIME A
1015 W KIKA DE LA GARZA ST
MISSION TX 78572

M5200-00-183-0007-00 (239917)
J VALDEZ ENTERPRISES INC
1015 W KIKA DE LA GARZA
MISSION TX 78572

M5200-00-183-0008-00 (239918)
TREVINO PORFIRIA OLIVA
PO BOX 5785
MCALLEN TX 78502

M5200-00-183-0009-00 (239919)
VALDEZ DANIEL R
1924 N 34TH ST
MCALLEN TX 78501

M5200-00-183-0004-05 (895902)
PEREZ SANTOS & LYDIA
513 PIGEON FORGE RD
PFLUGERVILLE TX 78660

M5200-00-183-0005-05 (895901)
AVILEZ BERNARDO
506 W 11TH ST
MISSION TX 78572

Started: 5:58 p.m.

Ended: 6:03 p.m.

Item #2.0

Conditional Use Permit:

To Keep a Portable Building for
Office Use – Medcare EMS
511 W. 11th Street
The East tract of Lots 1 & 2,
Block 178, Mission Original Townsite
C-4
Medcare EMS, Inc.

Ms. De Luna went over the write-up stating the subject site is located 200' west of Kika De La Garza Loop along the south side of W. 11th Street—see vicinity map. The applicant would like to keep a 76' x 20' portable building that has been used for Med Care EMS services. The applicant mentioned that this office is only used as a hub station the main office is in McAllen. Access to the site is strictly off of W. 11th Street. The last CUP for this location was approved on September 12, 2022 for a period of 1 year. This would be the applicant's 1st renewal.

- **Hours of Operation:** Monday – Sunday 24/7
- **Staff:** 7 employees will operate the business (usually in the ambulance all day)
- **Parking & Landscaping:** A business office of this size requires a minimum of 7 parking spaces. Staff notes that the applicant would need to comply with the parking requirements, whether the office is being used or not. They will need to add additional landscaping.

REVIEW COMMENTS: It is not uncommon to have portable buildings to be used as an office. Staff knows that having a portable building may not be a long-term desire of the City when considering aesthetics. Thus, perpetual (CUP) monitoring will be the norm where, one day the portable will need to be upgraded with an on-site built structure. Staff mailed out 11 notices to property owners within 200' radius and has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval subject to:

- 1.) 6-month re-evaluation in order to assess this operation.
- 2.) Must comply with all City Codes (Building, Fire, etc.)
- 3.) Portable Building to be skirted, and
- 4.) CUP not transferable to others.

Chairwoman Izaguirre asked if there was any input in favor or against the request.
There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Hardison moved to close the public hearing. Mrs. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Mr. Hardison Stated if landscaping was going to be required?

Ms. De Luna stated yes that is one of the requirements and needs to be complied with.

Chairwoman Izaguirre Asked and if they do fix it?

Ms. De Luna stated if they do fix it we can recommend for longer use.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Hardison moved to the approve the conditional use permit as per staff's recommendation. Mr. Villarreal seconded the motion. Upon a vote, the motion passed unanimously.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – Extreme Pizza, 608 N. Shary Road, Units 4 & 5, Lot 1, Alba Plaza Subdivision, C-3, Argos Foods, LLC, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On October 25, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site is located ¼ mile south of East Business Highway 83 within a commercial plaza along the east side of N. Shary Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) CUP to be valid for a period of 4 years at which time the applicant will have to renew the TABC License and CUP; 2) Waiver of the 300' separation requirement from residential neighborhoods; 3) Continue to comply with all City Codes (Building, Fire, Health, etc.); and 4) 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 RENEWAL FOR THE SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – EXTREME PIZZA, 608 N. SHARY ROAD, UNITS 4 & 5, LOT 1, ALBA PLAZA SUBDIVISION

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of October 25, 2023, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit renewal shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, November 13, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit renewal:

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

Legal Description	Type	Conditions of Approval
608 N. Shary Road, Units 4 & 5 Lot 1, Alba Plaza Subdivision	Sale & On-Site Consumption of Alcoholic Beverages – Extreme Pizza	<ol style="list-style-type: none"> 1) CUP to be valid for a period of 4 years at which time the applicant will have to renew the TABC License and CUP 2) Waiver of the 300’ separation requirement from residential neighborhoods; 3) Continue Compliance with all City Codes (Building, Fire, Health, etc.); 4) CUP not to be transferable to others

READ, CONSIDERED AND PASSED, this the 13th day of November, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.7

CONDITIONAL USE PERMIT RENEWAL: Sale & On-Site Consumption of Alcoholic Beverages – Extreme Pizza
608 N. Shary Road, Units 4 & 5
Lot 1, Alba Plaza Subdivision
C-3
Argos Foods, LLC

REVIEW DATA

SITE: The subject site is located ¼ mile south of East Business Highway 83 within a commercial plaza along the east side of N. Shary Road—see **vicinity map**. Extreme Pizza is a family-oriented restaurant that sells pizza, chicken wings, sandwiches, salads, and desserts. They would like to renew their conditional use permit to continue offering alcoholic beverages with their meals. The last CUP approved for the Sale & On-Site Consumption of Alcoholic Beverages for this location was on October 11, 2021 for a period of 2 years. Staff notes that this would be the applicant’s 2nd renewal.

- **Hours of operation:** Tuesday through Sunday from 10a.m. to 11p.m.
- **Employees:** 9 employees
- **Parking:** Parking is held in common and is meeting code at this commercial plaza.
- **Sale of Alcohol (Section 1.56-3):** (3a) of the Zoning code requires such uses to be at least 300’ from the nearest residence, church, school or publicly owned property. There is a residential subdivision within this radius; P&Z and City Council waived this separation requirement in the CUP’s previous approval.

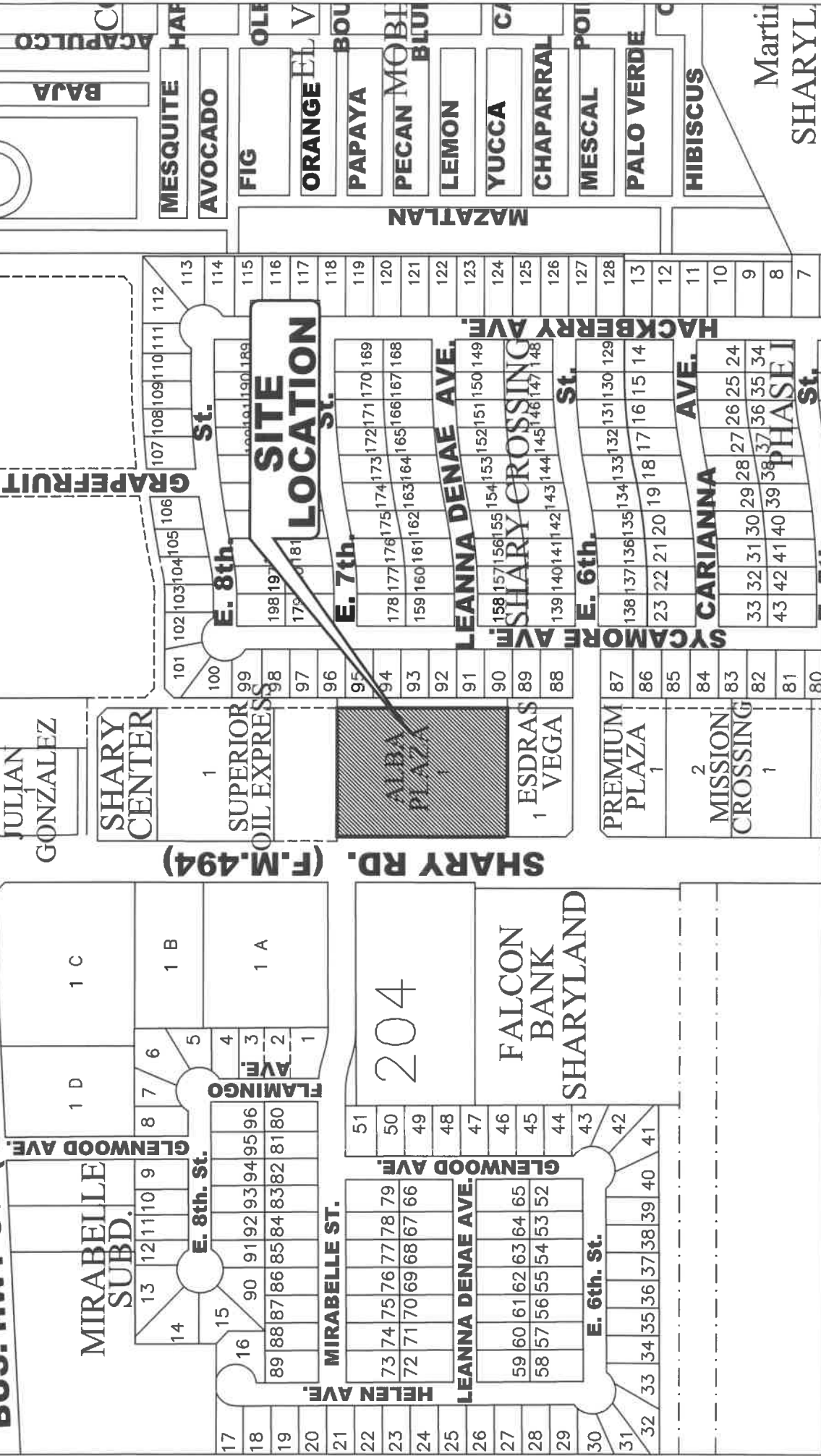
REVIEW COMMENTS: The restaurant has been in operation since 2019 with no complaints. The hours of operation are consistent with other family restaurant in the area. Staff mailed out 27 notices to property owners within a 200’ radius, and staff has not received any calls in favor or against the CUP request. It is also noted that there have not been any reported PD issues during the CUP’s existing tenure. Since the pizzeria is not open after 12a.m., and the sale of alcohol is not the primary item of purchase, staff does not object to an extended approval term.

RECOMMENDATION: Staff recommends approval subject to:

- 1) CUP to be valid for a period of 4 years at which time the applicant will have to renew the TABC License and CUP,
- 2) Waiver of the 300’ separation requirement from residential neighborhoods,
- 3) Continue Compliance with all City Codes (Building, Fire, Health, etc.), and
- 4) CUP not to be transferable to others.

BUS. HWY

BUS. HWY 83 (LOOP 374)



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



Item 12.

No.





Item 12.





EPIC SUBS

ONE SIZE

INDIVIDUAL \$7.95

THE ULTIMATE - Choice of ham or turkey, choice of fresh mozzarella, cheddar, ghostpepper, provolone or Swiss, iceberg lettuce, vine-ripened tomatoes, onions, mayo, Dijon mustard, olive oil, vinegar, salt and pepper. Ham cal range: 470-480 turkey cal range: 450-470

THE NATURAL - Choice of our traditional hummus or classic pesto, choice of fresh mozzarella or Swiss, sun-dried tomatoes, artichoke hearts, arugula, caramelized onions, roasted red peppers and fresh basil. hummus cal: 450 pesto cal: 480

THE CAPRESE - Our classic pesto, fresh mozzarella, arugula, vine-ripened tomatoes, olive oil, balsamic vinegar, salt, pepper and fresh basil. cal: 470

DOUBLE DIPSY - Spiced ham, salami, pepperoni, choice of fresh mozzarella, cheddar, ghostpepper, provolone or Swiss, iceberg lettuce, vine-ripened tomatoes, onions, olive oil, vinegar, mayo, Dijon mustard, salt and pepper. cal range: 660-680

THE BUFFALO GRIND - Breaded chicken marinated in our original Buffalo wing sauce, Swiss, Gorgonzola, tangy ranch dressing, red onions and shredded carrots. cal: 560

CHICKEN PESTO - Grilled chicken with our classic pesto, fresh mozzarella, caramelized onions, sun-dried tomatoes and fresh basil. cal: 510

BAHN IN THE USA - Shredded pork marinated in our spicy hoisin sauce, crumbled peanuts, green onions, jalapeño, shredded carrots and fresh cilantro. cal: 470

THE CRUX - Shredded pork marinated in our sweet BBQ sauce, cheddar, red onions and fresh cilantro. cal: 550

CHICKEN OR MEATBALL PARMESAN - Choice of breaded chicken, oven-roasted meatballs or plant-based vegan protein bites with our savory tomato sauce, fresh mozzarella and oregano. Chicken cal: 440 Meatball cal: 520 Plant-based vegan protein bites cal: 480

FARM FRESH SALADS

DRESSINGS - Homemade Balsamic Vinaigrette, Homemade Buttermilk Ranch, Homemade Lemon Thyme Vinaigrette, Homemade Caesar, Low-fat Red Pepper Italian, Asian Sesame, Bleu Cheese

SIDE SALAD - \$3.95 **ENTREE SALAD - \$7.95**

RAVIN' ARUGULA - Arugula, goat cheese, mini tomatoes and pine nuts. cal range: 190

GREEK SALAD - A seasonal blend of baby leaf lettuces, feta, red onions, Kalamata olives and pepperoncini. cal range: 80

CAESAR SALAD - Crisp romaine, parmesan and croutons. cal range: 120

BROKEN WEDGE - Chopped iceberg lettuce, smoked bacon, Gorgonzola, chopped mini tomatoes and bleu cheese dressing. cal range: 180

HOUSE SALAD - A seasonal blend of baby leaf lettuces, shredded carrots, mushrooms, red onions and mini tomatoes. cal range: 60

ENTREE SALAD - \$8.95

CHICKEN / CHIK'N CAESAR SALAD - Our homemade Caesar with your choice of grilled chicken, BBQ chicken or plant-based chick'n bites. Grilled cal: 190 BBQ cal: 210 plant-based protein bites cal: 260

SPINACCH SALAD - Spinach, smoked bacon, artichoke hearts, caramelized onions, fresh mushrooms, mini tomatoes and candied walnuts. cal range: 220

FRESH TRACKS - A seasonal blend of baby leaf lettuces, mozzarella, artichoke hearts, mini tomatoes, fresh mushrooms, green peppers, red onions and black olives. cal range: 120

FLYING HIGH THAI CHICKEN SALAD - Crisp romaine, grilled chicken marinated in our spicy ginger peanut sauce, Mandarin peas, green onions, shredded carrots and crispy noodles. cal range: 120

ILY STYLE SALAD

With meat (cal. range: 190-290) \$24.99 No meat (cal. range: 80-240) \$20.99

X-FACTOR WINGS

1/2 DOZEN - \$4.75 DOZEN - \$7.95 5LBS - \$29.95

WINGS: Served with carrots and celery sticks with your choice of marinade and dipping sauce

EXTREME MARINADES - Original Buffalo, hot Thai, sweet BBQ or authentic Tandoori

EXTREME DIPPING SAUCES - Homemade Tangy Buttermilk Ranch, Homemade Caesar, Bleu Cheese, Asian Sesame or Savory Tomato Sauce

BONELESS WINGS - Marinated and oven-baked. cal range/serving: 170-310

BUFFALO WINGS (BONE IN) - Marinated and oven-baked. cal range/serving: 220

VEGAN WINGS - Plant-based, vegan protein bites. Marinated and oven-baked. cal range/serving: 170-230

X-FACTOR SIDES

2 PIECES - \$2.25 4 PIECES - \$4.25

EXTREMELY TWISTED STICKS - Freshly baked dough "twisted" with a blend of Swiss and Fontina cheeses, pureed garlic and oregano. Served with dipping sauce of your choice. cal range: 160-320

ZIPLINE KNOTS - Freshly baked dough rolled with pepperoni, smoked bacon, mozzarella, pureed garlic, oregano and olive oil. cal range: 340-680

HUMMUS PLATE - Our traditional hummus with warm pizza bread. Served with carrots, celery sticks, mini heirloom tomatoes and Kalamata olives. Choice of feta or fresh mozzarella cheese. feta cal: 400 mozzarella cal: 400 \$5.50

X-FACTOR DESSERTS

POW POWS - Freshly baked dough "twisted" with hazelnut sauce, chocolate sauce and powdered sugar. cal range: 230-460 2 PIECES - \$2.25 4 PIECES - \$4.25

BIG CHEWY COOKIE - Freshly baked. cal range/serving: 440-530 \$1.75 1/2 DOZEN \$9.00

NEW YORK CHEESE CAKE - cal/serving range: 480-530 \$4.00 Add chocolate sauce - \$0.50

ENTREE SALAD: CALORIES BASED ON 2 SERVINGS. SIDE SALAD: CALORIES BASED ON 1 SERVING. DRESSINGS: 3 OZ Ranch - 400 cal, Bleu Cheese - 400 cal, Balsamic Vinaigrette - 400 cal, Lemon Thyme Vinaigrette - 400 cal, Caesar - 400 cal, Red Pepper Italian - 400 cal, Asian Sesame - 400 cal, Low-fat Red Pepper Italian - 400 cal, Sweet BBQ - 400 cal, Original Buffalo - 400 cal, Hot Thai - 400 cal, Tandoori - 400 cal. BREAD: 1 SLICE - 100 cal. PIZZA: 1 SLICE - 200 cal. WINGS: 100 cal. TWISTED STICKS: 200 cal. KNOTS: 200 cal. HUMANUS PLATE: 400 cal. FETA: 400 cal. MOZZARELLA: 400 cal. POW POWS: CALORIES BASED ON 2 SERVINGS. COOKIE: CALORIES BASED ON 2 SERVINGS. 1 TABLESPOON OF CHOCOLATE SAUCE: 50 CAL. CHEESECAKE: CALORIES BASED ON 1 SERVING.

2 for TUESDAY
Buy 1 LARGE PIZZA
Get 1 FREE!

Buy one large pizza at regular price and get 2nd pizza of equal or lesser value FREE. Must mention and present coupon at time of order. Valid at participating locations only. Not valid with other offers. Min. Delivery \$20. Expires 12/31/2021. Promo Code: SMITZ4T



McALLEN

111 W Nolana Ave. | Call: 956.540.7790
McAllen.ExtremePizza.com

MISSION

608 North Shary Road | Call: 956-589-9265
Mission.ExtremePizza.com



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EXTREME • NOT MAINSTREAM



Item 12.

CREATE YOUR OWN PIZZAS

CRUST CHOICES: CLASSIC, VEGAN WHEAT, **VEGAN GLUTEN FREE** available in 8" \$2 extra & 12" \$4 extra. **CAULIFLOWER** available in 12" \$4 extra

	INDEE 8"	MEDIUM 12"	LARGE 14"	X-LARGE 16"	HUGE 18"
	Individual	1-2 people	2-3 people	3-4 people	4-6 people
Classic Cheese:	\$6.15	\$12.40	\$14.45	\$16.50	\$17.95
Includes our signature tomato sauce, mozzarella, oregano and a sprinkle of cheddar. (calorie range/serving: 180 - 410)					
each added topping	\$0.65	\$1.35	\$1.70	\$2.05	\$2.25

FREESTYLE TOPPINGS

HOMEMADE SAUCES - Savory tomato, creamy Alfredo, classic pesto, spicy hoisin, hearty black beans and salsa, traditional hummus, sweet BBQ, tangy buttermilk ranch, original Buffalo wing, authentic Tandoori, Thai peanut, spicy ginger Thai.

CHEESES - Fresh mozzarella, grated mozzarella, mascarpone, Fontina & Swiss, parmesan, Gorgonzola, cheddar, feta, ricotta, goat, vegan cheese.

MEATS - Pepperoni, Italian sausage, Andouille sausage, salami, Canadian bacon, hardwood-smoked bacon, oven-roasted beef meatball, shredded pork, anchovies, chicken (BBQ, Thai, grilled).

FRESH VEGGIES - Fresh mushrooms, spinach, arugula, broccoli, artichoke hearts, roasted red peppers, green peppers, black olives, Kalamata olives, roasted potatoes, vine-ripened tomatoes, sun-dried tomatoes, jalapeños, pepperoncini, green onions, red onions, caramelized onions, shredded carrots, roasted garlic, pureed garlic.

FRUITS & NUTS - Pineapple, Mandarin oranges, walnuts, candied walnuts, crumbled peanuts, pine nuts.

FRESH HERBS, SPICES & GARNISHES - Basil, cilantro, sage, oregano, rich balsamic glaze.

VEGAN OPTIONS - Plant-based protein bites (chik'n or sausage), vegan cheese, vegan wheat crust, vegan crust.

TAKE-N-BAKES...
we make it, you bake it!
(12 - 14" only).

GOURMET SIGNATURE PIZZAS

INDEE 8"	MEDIUM 12"	LARGE 14"	X-LARGE 16"	HUGE 18"
\$7.65	\$16.95	\$20.95	\$23.45	\$26.95

CRUST CHOICES: CLASSIC, VEGAN WHEAT, **VEGAN GLUTEN FREE** available in 8" \$2 extra & 12" \$4 extra. **CAULIFLOWER** available in 12" \$4 extra

CARNIVORE PIZZAS

UP THE CREEK - Italian sausage, our savory tomato sauce, goat cheese, mozzarella, spinach, roasted red peppers, roasted garlic and oregano. cal range/serving: 220-520

GHOST WAVE - Italian sausage, green peppers, creamy mascarpone cheese, mozzarella, ghost pepper cheese and honey. cal. range/serving: 230-530

KICKIN' CHICKEN - Grilled chicken marinated in our spicy ginger Thai sauce, Thai peanut sauce, mozzarella, Swiss & Fontina, green onions, crumbled peanuts, shredded carrots and fresh cilantro. cal range/serving: 230-530

RAILROAD GRADE - Italian sausage, pepperoni, our savory tomato sauce, mozzarella, cheddar, red onions and fresh mushrooms. cal range/serving: 230-560

PAIA PIE - Canadian bacon, our savory tomato sauce, mozzarella, a sprinke of cheddar, Hawaiian pineapple and Mandarin oranges. cal range/serving: 190-440

THE BOAR'DER - Shredded pork marinated in our sweet BBQ sauce, cheddar, mozzarella, red onions and fresh cilantro. cal range/serving: 210-480

YARD SALE - Italian sausage, pepperoni, salami, our savory tomato sauce, mozzarella, a sprinke of cheddar, green peppers, fresh mushrooms, red onions, black olives and vine-ripened tomatoes. cal range/serving: 270-660

AVEIRO - Andouille sausage, smoked bacon, our savory tomato sauce, mozzarella, roasted red peppers, pepperoncini and fresh cilantro. cal range/serving: 230-540

MONT BLANC - Smoked bacon, our creamy Alfredo sauce, mozzarella, parmesan cheese, green onions and vine-ripened tomatoes. cal range/serving: 230-550

RAGIN' ROOSTER - Grilled chicken marinated in our sweet BBQ sauce, mozzarella, cheddar, red onions and fresh cilantro. cal range/serving: 230-560

WINGIN' IT - Grilled chicken marinated in our original Buffalo wing sauce, mozzarella, Gorgonzola and celery. cal range/serving: 200-460

THE SHREDDER - Shredded pork marinated in our spicy hoisin style sauce, mozzarella, green onions, crumbled peanuts, jalapeños, shredded carrots and fresh cilantro. cal range/serving: 230-530

POULTRYGEIST - Grilled chicken marinated in our tangy buttermilk ranch sauce, Swiss & Fontina, mozzarella, Gorgonzola, broccoli, red onions and fresh sage. cal range/serving: 240-560

THE SPICE ROUTE - Grilled chicken marinated in our spicy authentic Tandoori sauce, mozzarella, green pepper, red onion and fresh cilantro. cal range/serving: 220-510

EVEREST - Italian sausage, pepperoni, salami, oven-roasted meatball, our savory tomato sauce, mozzarella and cheddar. cal range/serving: 270-670

THE MAMMOTH - Italian sausage, our savory tomato sauce, mozzarella, parmesan, roasted red peppers and caramelized onions. cal range/serving: 230-530

VEGGIN' OUT PIZZAS

THE SCREAMIN' TOMATO - Fresh mozzarella, grated mozzarella, vine-ripened tomatoes, pureed garlic and fresh basil (Balsamic glaze or our savory tomato sauce upon request). cal range/serving: 180-400

THE BUNNY SLOPE - Fresh baby wild arugula dressed with white balsamic vinegar, olive oil, salt and pepper, a light spread of our savory tomato sauce, mozzarella, goat cheese, vine-ripened tomatoes and pine nuts. cal range/serving: 200-450

MR. PESTATO HEAD - Our classic pesto sauce, feta, mozzarella, roasted potatoes, caramelized onions, oregano and fresh basil. cal range/serving: 210-470

PEACE IN THE MIDDLE EAST - Our traditional hummus, feta, mozzarella, vine-ripened tomatoes, Kalamata olives, caramelized onions, pepperoncini and fresh basil. cal range/serving: 200-460

PANDORA'S BOX - Mozzarella, feta, baby spinach, artichoke hearts, sun-dried tomatoes, minced garlic, oregano and fresh basil (our savory tomato sauce upon request). cal range/serving: 200-470

HOLY COW - Swiss & Fontina, Gorgonzola, mozzarella, roasted walnuts and fresh sage (our savory tomato sauce upon request). cal range/serving: 210-510

BAJA 1000 - Our hearty black beans and salsa, cheddar, vine-ripened tomatoes, red onions, black olives, jalapeños and fresh cilantro. cal range/serving: 220-510

GREEN WITH ENVY - Our classic pesto sauce, feta, mozzarella, vine-ripened tomatoes, oregano and fresh basil. cal range/serving: 200-440

DRAG IT THRU THE GARDEN - Our savory tomato sauce, mozzarella, cheddar, artichoke hearts, broccoli, fresh mushrooms, green peppers, red onions, vine-ripened tomatoes and fresh basil. cal range/serving: 190-420

WHITE OUT - Our savory tomato sauce, roasted red peppers, broccoli, caramelized onions, fresh mushrooms, vine-ripened tomatoes, oregano and fresh basil (our no-cheese pizza). cal range/serving: 130-290

CREATE YOUR OWN CALZONE

INDEE 8" - \$6.95 MEDIUM 12" - \$12.95
PIPELINE - Our savory tomato sauce, mozzarella, ricotta, pureed garlic and choice of up to 4 additional toppings. cal range: 435-445

SIGNATURE PIZZA: CALORIE RANGE BASED ON SERVINGS: 8" = 2 Servings, 12" = 8 Servings, 14" = 8 Servings, 16" = 8 Servings, 18" = 8 Servings
CLASSIC CHEESE PIZZA: CALORIE RANGE BASED ON SERVINGS: 8" = 2 Servings, 12" = 8 Servings, 14" = 8 Servings, 16" = 8 Servings, 18" = 8 Servings
VEGAN GLUTEN FREE: PIZZA CALORIE RANGE IS 10% HIGHER THAN REGULAR CRUST SERVINGS: 12" = 8 Servings
CALZONE: CALORIES RANGES: LARGE = 4 SERVINGS, SMALL = 2 SERVINGS.

ALLERGY ALERT: Extreme Pizza kitchens handle ingredients containing WHEAT, GLUTEN, EGGS, PEANUTS, TREE NUTS, SESAME, SOY and MILK. While never completely unavoidable, Extreme Pizza has a keen sensitivity to GF food preparation and service. While our restaurants are not Gluten Free environments every effort to handle the GF pizzas with extra care and attention to avoid sources of cross-contamination. Plant-based chik'n bites contain soy.

Back

Export to Excel

Item 12.

Print Results

Master File Id: 2100023807

Legacy CLP: BG1069065

License Type: BG

License Id: 106431183

Trade Name: EXTREME PIZZA

Owner: ARGOS FOODS LLC

Location Address: 608 N SHARY
RD STE 4 AND 5
MISSION , TX
785728367
UNITED STATES

Mailing Address: 608 N SHARY RD STE 4
MCALLEN , TX 78572
United States

County: Hidalgo

Original Issue Date: 10/15/2019

License Status: Active

Current Issued Date: 10/10/2023

Wine Percent: Upto 17%

Location Phone No.:

Status Change Date: 10/10/2023

Gun Sign: BLUE

Expiration Date: 10/14/2025

Subordinates (list):

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

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

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

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

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

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

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

S2755-02-000-0094-00 (684510)
WHLL LLC
808 N SHARY RD STE 5-216
MISSION TX 78572

S2755-02-000-0095-00 (684511)
PALACIOS CARLOS AVILA
615 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0096-00 (684512)
AVILA CARLOS & SANDRA
701 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0097-00 (684513)
GUERRERO SELENE
703 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0098-00 (684514)
ZORILLA JORGE J REVILLA GUTIERREZ
705 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0099-00 (684515)
CASTILLO FRANCISCO JAVIER ALVARADO
707 SYCAMORE AVE
MISSION TX 78572

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

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

S2755-02-000-0159-00 (684575)
NUNEZ JOSE ANTONIO OVIEDO
2421 LEANNE DENAE AVE
MISSION TX 78572

S2755-02-000-0178-00 (684594)
PENA ALEJANDRO TREVINO
REINA A LOPEZ-BAZAN
2420 E 7TH AVE
MISSION TX 78572

S2755-02-000-0179-00 (684595)
ZHENG DA MEI
2421 E 7TH AVE
MISSION TX 78572

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

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

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

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

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

S2950-00-000-0205-26 (1166603)
BRADEN & TREYTON HOLDINGS LTD
605 W JAVELINA DR
PHARR TX 78577

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

M4725-00-000-001A-00 (1308162)
AURIEL INVESTMENTS LLC
100 E NOLANA AVE STE 130
MCALLEN TX 78504

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

Started: 5:49 p.m.

Ended: 5:54 p.m.

Item #1.7

Conditional Use Permit

Renewal:

Sale & On-Site Consumption of Alcoholic
Beverages – Extreme Pizza
608 N. Shary Road, Units 4 & 5
Lot 1, Alba Plaza Subdivision
C-3
Argos Foods, LLC

Ms. De Luna went over the write-up stating the subject site is located ¼ mile south of East Business Highway 83 within a commercial plaza along the east side of N. Shary Road. Extreme Pizza is a family-oriented restaurant that sells pizza, chicken wings, sandwiches, salads, and desserts. They would like to renew their conditional use permit to continue offering alcoholic beverages with their meals. The last CUP approved for the Sale & On-Site Consumption of Alcoholic Beverages for this location was on October 11, 2021 for a period of 2 years. Staff notes that this would be the applicant's 2nd renewal.

- **Hours of operation:** Tuesday through Sunday from 10a.m. to 11p.m.
- **Employees:** 9 employees
- **Parking:** Parking is held in common and is meeting code at this commercial plaza.
- **Sale of Alcohol (Section 1.56-3):** (3a) of the Zoning code requires such uses to be at least 300' from the nearest residence, church, school or publicly owned property. There is a residential subdivision within this radius; P&Z and City Council waived this separation requirement in the CUP's previous approval.

REVIEW COMMENTS: The restaurant has been in operation since 2019 with no complaints. The hours of operation are consistent with other family restaurant in the area. Staff mailed out 27 notices to property owners within a 200' radius, and staff has not received any calls in favor or against the CUP request. It is also noted that there have not been any reported PD issues during the CUP's existing tenure. Since the pizzeria is not open after 12a.m., and the sale of alcohol is not the primary item of purchase, staff does not object to an extended approval term.

RECOMMENDATION: Staff recommends approval subject to:

- 1) CUP to be valid for a period of 4 years at which time the applicant will have to renew the TABC License and CUP,
- 2) Waiver of the 300' separation requirement from residential neighborhoods,
- 3) Continue Compliance with all City Codes (Building, Fire, Health, etc.), and
- 4) CUP not to be transferable to others.

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

There was none.

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

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Sanchez moved to the approve the conditional use permit as per staff's recommendation. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – Arelis Celebration Hall, 1905 W. Griffin Parkway, Lots 1-4, Southern Oaks, Ph. I Subdivision, C-3, Daisy A. Vela, LLC, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On October 25, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site is located 500' west of N. Inspiration Road along the south side of W. Griffin Parkway. 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) Waiver of the 300' separation requirement from residential neighborhoods; 2) Continue to comply with all City Codes (Building, Fire, Health, 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 RENEWAL FOR THE SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – ARELIS CELEBRATION HALL, 1905 W. GRIFFIN PARKWAY, LOTS 1-4, SOUTHERN OAKS, PH. I SUBDIVISION

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of October 25, 2023, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit renewal shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, November 13, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit renewal:

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

Legal Description	Type	Conditions of Approval
1905 W. Griffin Parkway Lots 1-4, Southern Oaks, Ph. I Subdivision	Sale & On-Site Consumption of Alcoholic Beverages – Arelis Celebration Hall	1) Life of Use 2) Waiver of the 300’s separation requirements from the residential neighborhood; 3) Continue to comply with all City Codes (Building, Fire, Health, etc.) 4) CUP not transferable to others

READ, CONSIDERED AND PASSED, this the 13th day of November, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.8

CONDITIONAL USE PERMIT RENEWAL: Sale & On-Site Consumption of Alcoholic Beverages – Arelis Celebration Hall
 1905 W. Griffin Parkway
 Lots 1-4, Southern Oaks, Ph. I Subdivision
 C-3
 Daisy A. Vela

REVIEW DATA

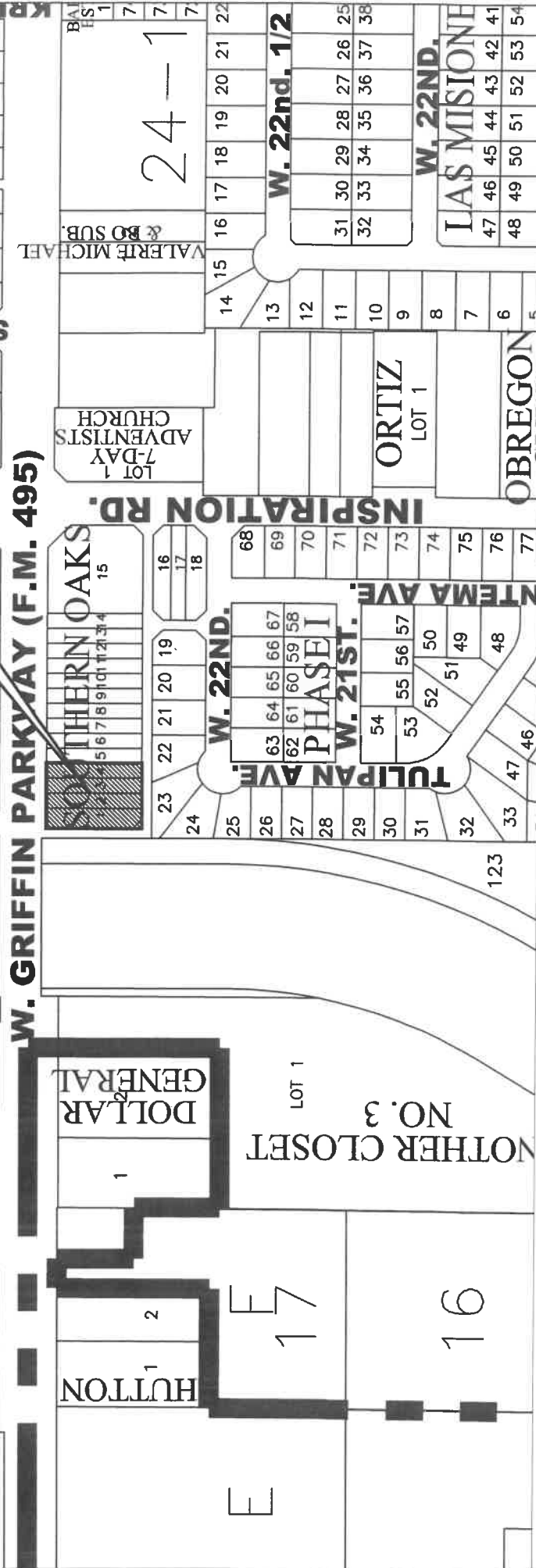
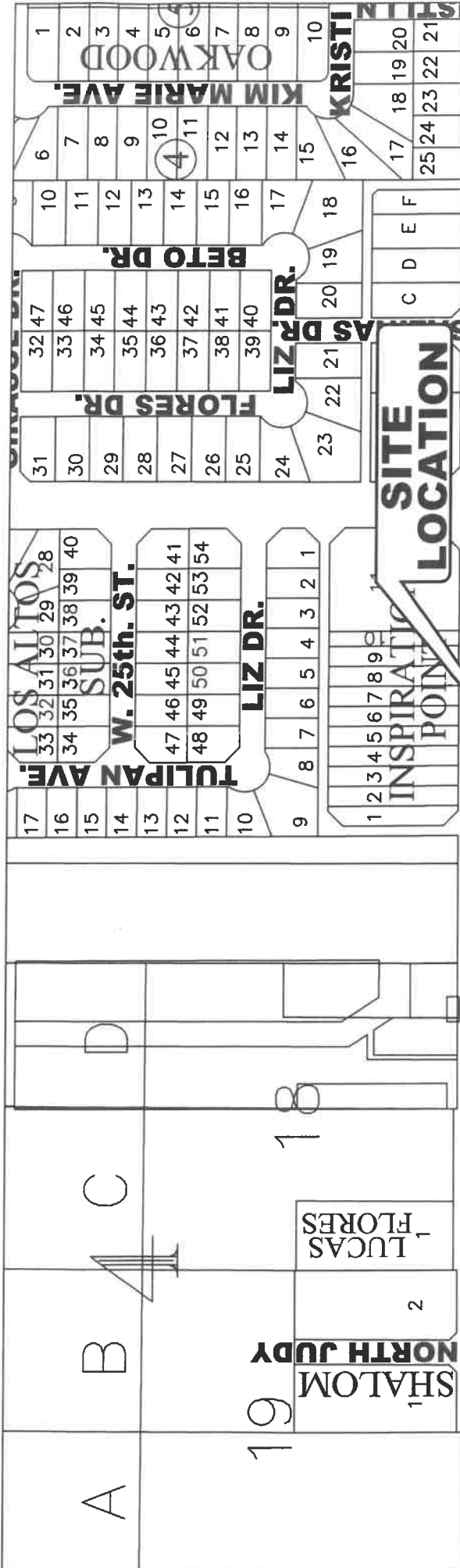
SITE: The subject site is located 500' west of N. Inspiration Road along the south side of W. Griffin Parkway — **see vicinity map**. The applicant has a Banquet/Party Hall for such activities as weddings, reunions, birthday parties, seminars, etc. The applicant has been in operation since June 2014 with no issues. The last CUP approved for the sale & on-site consumption of alcoholic beverages for this location was on September 13, 2021 for a period of 2 years. Staff notes that this would be the applicant's 4th renewal.

- **Hours of Operation:** The hours of operation vary depending on the type of activity; however, most events are during the evenings and on weekends and typically take place during the hours of 6:00 p.m. till 2:00 a.m.
- **Staff:** 2 employees & 1 security officer
- **Parking:** There are 16 tables assuming that 10 seats are proposed per table, 53 parking spaces are required for the hall (160/3 seats = 53.3). There is a total of 114 parking spaces held in common at this development. Since activities are proposed to be held at later hours and only on weekends, when most businesses at this development should be closed. There have not been any complaints regarding the number of parking.
- **Landscaping:** There is landscaping and parking lighting that has been installed by the applicant.
- **Sale of Alcohol (Section 1.56-3):** (3a) of the Zoning code requires such uses to be at least 300' from the nearest residence, church, school or publicly owned property. There is a residential subdivision within this radius; P&Z and City Council waived this separation requirement in the CUP's previous approval.

REVIEW COMMENTS: Staff mailed out 23 notices to property owners within 200' radius and staff has not received any comments in favor or against the request. Staff has asked PD for a report of incidents. Only one incident has been reported to PD for public intoxication during the CUP tenure.

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

- 1) Waiver of the 300' separation requirement from residential neighborhoods,
- 2) Continue Compliance with all City Codes (Building, Fire, Health, etc.), and
- 3) 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 13.

No.







I4049-01-000-0001-00 (582863)
 GARCIA FAUSTINO
 1801 W PALMA VISTA DR
 PALMVIEW TX 78572

I4049-01-000-0002-00 (582864)
 VALLE MARIA
 1915 FAIR OAKS DR
 MISSION TX 78574

I4049-01-000-0003-00 (582865)
 VALLE MARIA
 1915 FAIR OAKS DR
 MISSION TX 78574

I4049-01-000-0004-00 (582866)
 VALLE MARIA
 1915 FAIR OAKS DR
 MISSION TX 78574

I4049-01-000-0005-00 (582867)
 VALLE MARIA
 1915 FAIR OAKS DR
 MISSION TX 78574

I4049-01-000-0006-00 (582868)
 OK CORRAL ENTERPRISES LLC
 1812 W GRIFFIN PKWY
 MISSION TX 78572

I4049-01-000-0007-00 (582869)
 RAMIREZ GUILLERMO & LETICIA
 3421 N MOOREFIELD RD
 MISSION TX 78574

I4049-01-000-0008-00 (582870)
 RAMIREZ GUILLERMO & LETICIA
 3421 N MOOREFIELD RD
 MISSION TX 78574

S4846-01-000-0001-00 (582909)
 MARTINEZ EDUARDO & DAISY A VELA
 509 S RESPLANDOR ST
 MISSION TX 78572

S4846-01-000-0005-00 (582913)
 MARTINEZ EDUARDO
 509 S RESPLANDOR
 MISSION TX 78572

S4846-01-000-0006-00 (582914)
 ALANIZ ROBERT
 2413 LAKEHURST DR
 AUSTIN TX 78744

S4846-01-000-0007-00 (582915)
 DUQUE CESAR TREVINO
 839 RICARDO AVE
 MISSION TX 78574

S4846-01-000-0008-00 (582916)
 T FREIGHT LLC
 1901 W GRIFFIN PKWY
 MISSION TX 78572

S4846-01-000-0009-00 (582917)
 MARTINEZ EDUARDO
 509 S RESPLANDOR ST
 MISSION TX 78572

S4846-01-000-0019-00 (582927)
 VILLARREAL NESTOR ALEJANDRO
 4516 VERMONT AVE
 MCALLEN TX 78503

S4846-01-000-0020-00 (582928)
 ROBLES ELIGIO G & CLARISSA A
 1808 W 22ND ST
 MISSION TX 78572

S4846-01-000-0021-00 (582929)
 OROZCO LOURDES
 1900 W 22ND ST
 MISSION TX 78572

S4846-01-000-0022-00 (582930)
 HASKE JOSEPH D & BERTHA J
 1902 W 22ND ST
 MISSION TX 78572

S4846-01-000-0023-00 (582931)
 GUERRERO GILBERTO & LISA
 1904 W 22ND ST
 MISSION TX 78572

S4846-01-000-0024-00 (582932)
 MENDOZA JOE ANTHONY
 2109 TULIPAN AVE
 MISSION TX 78572

S4846-01-000-0025-00 (582933)
 RODRIGUEZ JUAN J
 2107 TULIPAN AVE
 MISSION TX 78572

S4846-01-000-0063-00 (582971)
 ORNELAS RAMON & SAN JUANITA
 PO BOX 1811
 MISSION TX 78573

S4846-01-000-0064-00 (582972)
 VILLARREAL ARMANDO
 5312 N MOOREFIELD RD
 MISSION TX 78574

Started: 5:54 p.m.

Ended: 5:56 p.m.

Item #1.8

Conditional Use Permit

Renewal:

Sale & On-Site Consumption of Alcoholic
Beverages – Arelis Celebration Hall
1905 W. Griffin Parkway
Lots 1-4, Southern Oaks, Ph. I Subdivision
C-3
Daisy A. Vela

Ms. De Luna went over the write-up stating the subject site is located 500' west of N. Inspiration Road along the south side of W. Griffin Parkway. The applicant has a Banquet/Party Hall for such activities as weddings, reunions, birthday parties, seminars, etc. The applicant has been in operation since June 2014 with no issues. The last CUP approved for the sale & on-site consumption of alcoholic beverages for this location was on September 13, 2021 for a period of 2 years. Staff notes that this would be the applicant's 4th renewal.

- **Hours of Operation:** The hours of operation vary depending on the type of activity; however, most events are during the evenings and on weekends and typically take place during the hours of 6:00 p.m. till 2:00 a.m.
- **Staff:** 2 employees & 1 security officer
- **Parking:** There are 16 tables assuming that 10 seats are proposed per table, 53 parking spaces are required for the hall (160/3 seats = 53.3). There is a total of 114 parking spaces held in common at this development. Since activities are proposed to be held at later hours and only on weekends, when most businesses at this development should be closed. There have not been any complaints regarding the number of parking.
- **Landscaping:** There is landscaping and parking lighting that has been installed by the applicant.
- **Sale of Alcohol (Section 1.56-3):** (3a) of the Zoning code requires such uses to be at least 300' from the nearest residence, church, school or publicly owned property. There is a residential subdivision within this radius; P&Z and City Council waived this separation requirement in the CUP's previous approval.

REVIEW COMMENTS: Staff mailed out 23 notices to property owners within 200' radius and staff has not received any comments in favor or against the request. Staff has asked PD for a report of incidents. Only one incident has been reported to PD for public intoxication during the CUP tenure.

RECOMMENDATION: Staff recommends approval for life of use subject to:
1) Waiver of the 300' separation requirement from residential neighborhoods,
2) Continue Compliance with all City Codes (Building, Fire, Health, etc.), and
3) CUP not to be transferable to others.

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

There was none.

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

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to the approve the conditional use permit as per staff's recommendation. Mr. Villarreal seconded the motion. Upon a vote, the motion passed unanimously.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – Arelis Event Center, 1809 W. Griffin Parkway, Lots 9-11, Southern Oaks Ph. I Subdivision, C-3, Daisy A. Vela, LLC, and Adoption of Ordinance#____
- De Luna

NATURE OF REQUEST:

On October 25, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site is located 500' west of N. Inspiration Road along the south side of W. Griffin Parkway. 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) Waiver of the 300' separation requirement from residential neighborhoods; 2) Continue to comply with all City Codes (Building, Fire, Health, 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 RENEWAL FOR THE SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – ARELIS EVENT CENTER, 1809 W. GRIFFIN PARKWAY, LOTS 9-11, SOUTHERN OAKS, PH. I SUBDIVISION

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of October 25, 2023, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit renewal shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, November 13, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit renewal:

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

Legal Description	Type	Conditions of Approval
1809 W. Griffin Parkway Lots 9-11, Southern Oaks, Ph. I Subdivision	Sale & On-Site Consumption of Alcoholic Beverages – Arelis Event Center	1) Life of Use 2) Waiver of the 300’s separation requirements from the residential neighborhood; 3) Continue to comply with all City Codes (Building, Fire, Health, etc.) 4) CUP not transferable to others

READ, CONSIDERED AND PASSED, this the 13th day of November, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.9

CONDITIONAL USE PERMIT RENEWAL: Sale & On-Site Consumption of Alcoholic Beverages – Arelis Event Center
1809 W. Griffin Parkway
Lots 9-11, Southern Oaks Ph. I Subdivision
C-3
Daisy A. Vela

REVIEW DATA

SITE: The subject site is located 500' west of N. Inspiration Road along the south side of W. Griffin Parkway — **see vicinity map**. This is the second of two event centers that the applicant operates at this commercial plaza. The Banquet/Party Hall is used for such activities as weddings, reunions, birthday parties, seminars, etc. The applicant has been in operation since October 2016 with no issues. The last CUP approved for the Sale & On-Site Consumption of Alcoholic Beverages for this location was on September 13, 2021 for a period of 2 years. Staff notes that this would be the applicant's 4th renewal.

- **Hours of operation:** The hours of operation vary depending on the type of activity; however, most events are during the evenings and on weekends and typically take place during the hours of 6:00 p.m. till 2:00 a.m.
- **Staff:** 2 employees & 1 security officer
- **Parking:** There are a total of 10 tables. Assuming that 10 seats are proposed per table, 33 parking spaces are required for the hall ($100/3 \text{ seats} = 33.3$). There is a total of 114 parking spaces held in common at this development. Since activities are proposed to be held at later hours and only on weekends, when most businesses at this development should be closed. Staff does not believe that there will be any complaints regarding the number of parking.
- **Landscaping:** Landscaping meets code.
- **Sale of Alcohol (Section 1.56-3):** (3a) of the Zoning code requires such uses to be at least 300' from the nearest residence, church, school or publicly owned property. There is a residential subdivision within this radius; P&Z and City Council waived this separation requirement in the CUP's previous approval.

REVIEW COMMENTS: Staff mailed out 32 notices to property owners within 200' radius and staff has not received any comments in favor or against the request. Staff has asked PD for a report of incidents. There has been no incident reported to PD for this location during the CUP tenure.

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

- 1) Waiver of the 300' separation requirement from residential neighborhoods,
- 2) Continue Compliance with all City Codes (Building, Fire, Health, etc.), and
- 3) CUP not to be transferable to others.



Item 14.



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Back

Export to Excel

Item 14.

Print Results

Master File Id: 2100020546

Legacy CLP: BG970039

License Type: BG

License Id: 105077716

Trade Name: ARELIS EVENT CENTER

Owner: Arelis Event Center LLC

Location Address: 1809 W GRIFFIN PKWY
MISSION , TX 785727352
UNITED STATES

Mailing Address: 509 RESPLANDOR ST
MISSION , TX 785729736
UNITED STATES

County: Hidalgo

Original Issue Date: 1/24/2017

License Status: Expired - Original Required

Current Issued Date: 3/12/2021

Wine Percent: Upto 17%

Location Phone No.:

Status Change Date: 2/23/2023

Gun Sign: BLUE

Expiration Date: 1/23/2023

Subordinates (list):

I4049-01-000-0002-00 (582864)
 VALLE MARIA
 1915 FAIR OAKS DR
 MISSION TX 78574

I4049-01-000-0003-00 (582865)
 VALLE MARIA
 1915 FAIR OAKS DR
 MISSION TX 78574

I4049-01-000-0004-00 (582866)
 VALLE MARIA
 1915 FAIR OAKS DR
 MISSION TX 78574

I4049-01-000-0005-00 (582867)
 VALLE MARIA
 1915 FAIR OAKS DR
 MISSION TX 78574

I4049-01-000-0006-00 (582868)
 OK CORRAL ENTERPRISES LLC
 1812 W GRIFFIN PKWY
 MISSION TX 78572

I4049-01-000-0007-00 (582869)
 RAMIREZ GUILLERMO & LETICIA
 3421 N MOOREFIELD RD
 MISSION TX 78574

I4049-01-000-0008-00 (582870)
 RAMIREZ GUILLERMO & LETICIA
 3421 N MOOREFIELD RD
 MISSION TX 78574

I4049-01-000-0009-00 (582871)
 CASTILLO AURORA & JESUS D
 1710 BARNES ST
 MISSION TX 78572

I4049-01-000-0010-00 (582872)
 CASTILLO AURORA & JESUS D
 1710 BARNES ST
 MISSION TX 78572

I4049-01-000-0011-00 (582873)
 ATCP MISSION LLC
 3578 LA PLAZA DR
 BREA CA 92823

S4846-01-000-0001-00 (582909)
 MARTINEZ EDUARDO & DAISY A VELA
 509 S RESPLANDOR ST
 MISSION TX 78572

S4846-01-000-0005-00 (582913)
 MARTINEZ EDUARDO
 509 S RESPLANDOR
 MISSION TX 78572

S4846-01-000-0006-00 (582914)
 ALANIZ ROBERT
 2413 LAKEHURST DR
 AUSTIN TX 78744

S4846-01-000-0007-00 (582915)
 DUQUE CESAR TREVINO
 839 RICARDO AVE
 MISSION TX 78574

S4846-01-000-0008-00 (582916)
 T FREIGHT LLC
 1901 W GRIFFIN PKWY
 MISSION TX 78572

S4846-01-000-0009-00 (582917)
 MARTINEZ EDUARDO
 509 S RESPLANDOR ST
 MISSION TX 78572

S4846-01-000-0012-00 (582920)
 RIO CREATIVE
 727 W PALMA VISTA DR STE A
 MISSION TX 78572

S4846-01-000-0013-00 (582921)
 SANTIAGOS SELVIN & ERIKA
 905 W B ST
 MISSION TX 78572

S4846-01-000-0015-00 (582923)
 VALERIA'S BAKERY LLC
 579 S WATERMELON DR
 PUEBLO WEST CO 81007

S4846-01-000-0016-00 (582924)
 LGAR ENTERPRISES LLC
 7250 N MILE 5 1/2
 WESLACO TX 78599

S4846-01-000-0018-00 (582926)
 GARCIA LETICIA L
 OLGA G LOPEZ
 1901 N GLASSCOCK RD LT 77
 MISSION TX 78572

S4846-01-000-0019-00 (582927)
 VILLARREAL NESTOR ALEJANDRO
 4516 VERMONT AVE
 MCALLEN TX 78503

S4846-01-000-0020-00 (582928)
 ROBLES ELIGIO G & CLARISSA A
 1808 W 22ND ST
 MISSION TX 78572

S4846-01-000-0021-00 (582929)
 OROZCO LOURDES
 1900 W 22ND ST
 MISSION TX 78572

S4846-01-000-0022-00 (582930)
 HASKE JOSEPH D & BERTHA J
 1902 W 22ND ST
 MISSION TX 78572

S4846-01-000-0023-00 (582931)
 GUERRERO GILBERTO & LISA
 1904 W 22ND ST
 MISSION TX 78572

S4846-01-000-0024-00 (582932)
 MENDOZA JOE ANTHONY
 2109 TULIPAN AVE
 MISSION TX 78572

S4846-01-000-0063-00 (582971)
 ORNELAS RAMON & SAN JUANITA
 PO BOX 1811
 MISSION TX 78573

S4846-01-000-0064-00 (582972)
 VILLARREAL ARMANDO
 5312 N MOOREFIELD RD
 MISSION TX 78574

S4846-01-000-0065-00 (582973)
 GARCIA IGNACIA M & JESUS H ZAPATA
 ESTELA G ZAPATA
 1809 W 22ND ST
 MISSION TX 78572

S4846-01-000-0066-00 (582974)
SHOCKLEY AURORA
1613 SEBASTIAN DR
MISSION TX 78572

S4846-01-000-0067-00 (582975)
DOVER HERBERT W JR & ALICIA M
1805 W 22ND ST
MISSION TX 78572

Started: 5:56 p.m.

Ended: 5:58 p.m.

Item #1.9

Conditional Use Permit

Renewal:

Sale & On-Site Consumption of Alcoholic
Beverages – Arelis Event Center
1809 W. Griffin Parkway
Lots 9-11, Southern Oaks Ph. I Subdivision
C-3
Daisy A. Vela

Ms. De Luna went over the write-up stating the subject site is located 500' west of N. Inspiration Road along the south side of W. Griffin Parkway. This is the second of two event centers that the applicant operates at this commercial plaza. The Banquet/Party Hall is used for such activities as weddings, reunions, birthday parties, seminars, etc. The applicant has been in operation since October 2016 with no issues. The last CUP approved for the Sale & On-Site Consumption of Alcoholic Beverages for this location was on September 13, 2021 for a period of 2 years. Staff notes that this would be the applicant's 4th renewal.

- **Hours of operation:** The hours of operation vary depending on the type of activity; however, most events are during the evenings and on weekends and typically take place during the hours of 6:00 p.m. till 2:00 a.m.
- **Staff:** 2 employees & 1 security officer
- **Parking:** There are a total of 10 tables. Assuming that 10 seats are proposed per table, 33 parking spaces are required for the hall (100/3 seats = 33.3). There is a total of 114 parking spaces held in common at this development. Since activities are proposed to be held at later hours and only on weekends, when most businesses at this development should be closed. Staff does not believe that there will be any complaints regarding the number of parking.
- **Landscaping:** Landscaping meets code.
- **Sale of Alcohol (Section 1.56-3):** (3a) of the Zoning code requires such uses to be at least 300' from the nearest residence, church, school or publicly owned property. There is a residential subdivision within this radius; P&Z and City Council waived this separation requirement in the CUP's previous approval.

REVIEW COMMENTS: Staff mailed out 32 notices to property owners within 200' radius and staff has not received any comments in favor or against the request. Staff has asked PD for a report of incidents. There has been no incident reported to PD for this location during the CUP tenure.

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

- 4) Waiver of the 300' separation requirement from residential neighborhoods,
- 5) Continue Compliance with all City Codes (Building, Fire, Health, etc.), and
- 6) CUP not to be transferable to others.

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

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

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Hardison moved to the approve the conditional use permit as per staff's recommendation. Mr. Villarreal seconded the motion. Upon a vote, the motion passed unanimously.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Preliminary & Final Replat Approval: A replat of Lots 33A and Lots 33B, Southwind Estates Unit II, A tract of land containing 1.01 acres of land out of Lot 33, Southwind Estates Unit II, R-1A, Developer: Carlos and Diana Lerma, Engineer: Javier Hinojosa Engineering, – De Luna

NATURE OF REQUEST:

On October 25, 2023, the Mission City Council held a Public Hearing to consider the Preliminary & Final Re-Plat Approval for Southwind Estates Unit II. The subject site is located along the west side of Don’s Drive between Merlin Drive and Terrance Drive. There was no public opposition during the City Council. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Staff recommends approval subject to payment of Capital Sewer Recovery fee and Park fee and complying with all other typical format findings.

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

Advisory Board Recommendation: P&Z Approval _____

City Manager’s Recommendation: Enter Recommendation _____

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

ITEM # 2.1**PRELIMINARY & FINAL
REPLAT APPROVAL:**

A Replat of Lots 33A and Lots 33B,
Southwind Estates Unit II
A tract of land containing 1.01 acres of land out of
Lot 33, Southwind Estates Unit II
R-1A
Developer: Carlos and Diana Lerma
Engineer: Javier Hinojosa Engineering

REVIEW DATA**PLAT DATA**

The subject property is located along the west side of Don's Drive between Merlin Drive and Terrance Drive. – see **vicinity map**. The developer is proposing this single-family lot to be developed into two single family lots. – see plat for actual dimension, square footages, and land uses.

UTILITIES

When Southwind Estates Unit II was subdivided, water and sewer services were made accessible and can be stubbed out for each lot. This replat will not affect any utility lines or the availability to connect to them upon issuance of permits. A Capital Sewer Recovery Fee will be required at \$200.00 for the new lot.

STREETS & STORM DRAINAGE

This property will have access to Don's Drive. The existing storm water runoff goes at an easterly direction based on a non-developed lot. The proposed development will increase runoff to a maximum of 5.25 cubic feet per second for an increase Q of 3.94 cubic feet per second based on a 10-yr storm event. Lot 33A shall be required to detain 1,004 cubic feet and Lot 33B shall be required to detain 2,019 cubic feet. Individual detention plan shall be submitted as part of the building permit. The City Engineer has reviewed and approved the drainage report.

OTHER COMMENTS

- Payment of Park fees (\$500/Lot) for the new lot
- Street lighting already exists
- Must comply with all other format findings

RECOMMENDATION

Staff recommends approval subject to payment of Capital Sewer Recovery fee and Park fee and complying with all other typical format findings.

MERLIN DR.

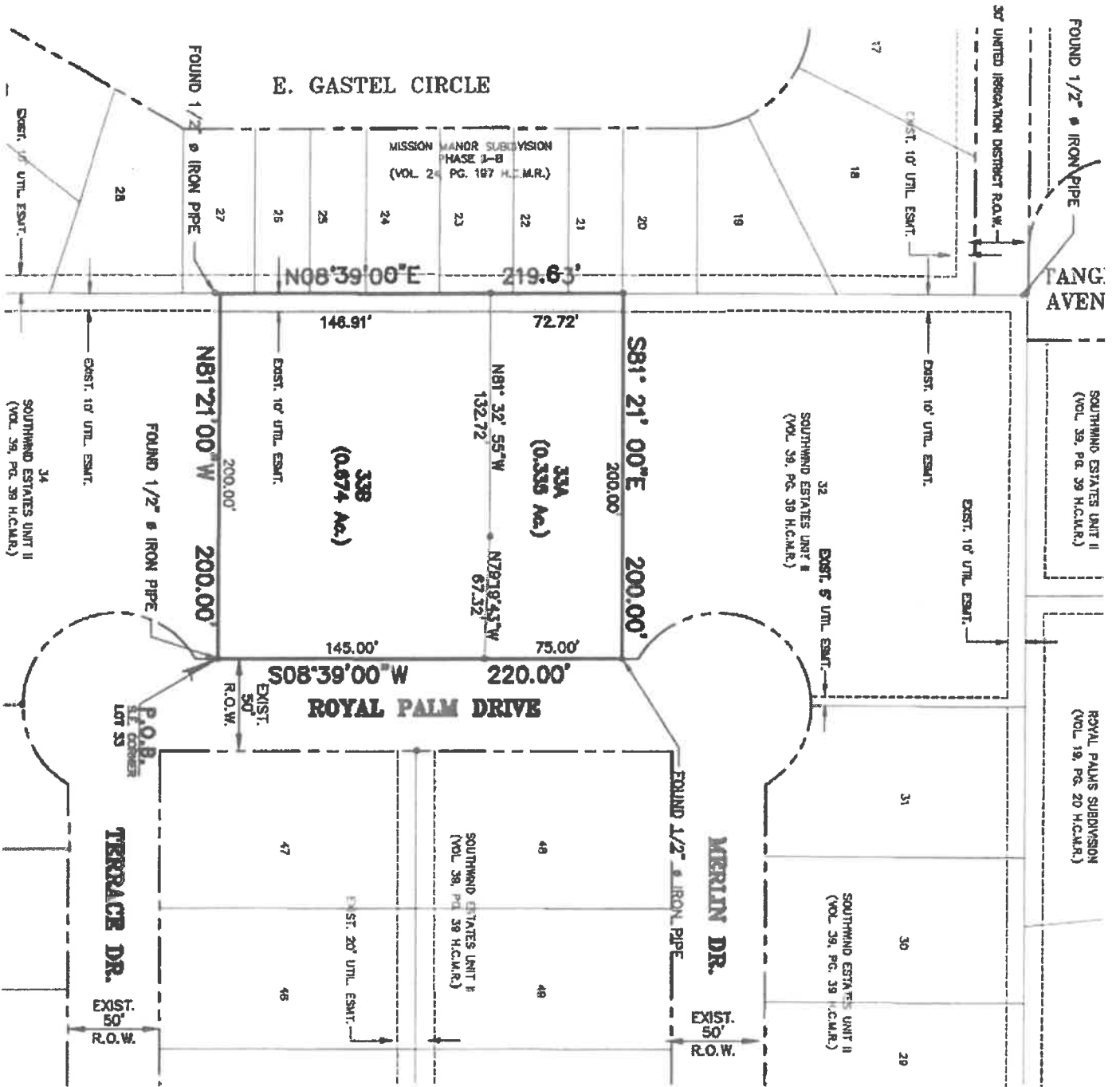
TERRACE DR.

DON'S DR.

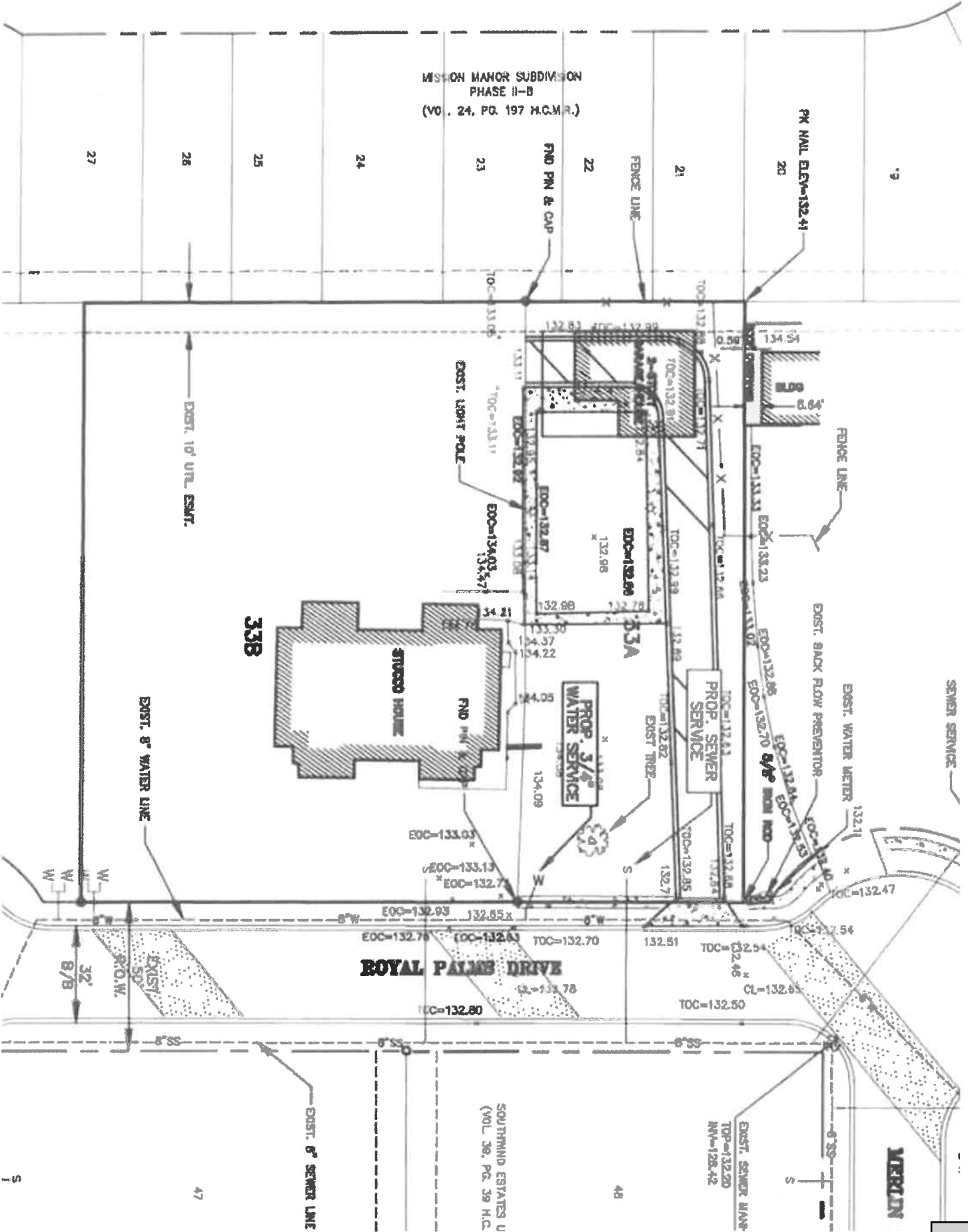


**SITE
LOCATION**

Two Park & Wildlife, East Hill Community Improvement District, Inc.



SCALE: 1" = 50'
 BASE OF BEARING AS PER
 TEXAS STATE PLANE
 COORDINATE SYSTEM
 NAD 83, SOUTH ZONE



M5110-02-000-0015-00 (238480)
 PONCE SAN JUANITA
 1802 N GASTEL CIR
 MISSION TX 78572

M5110-02-000-0017-00 (238482)
 ALGRIM NANCY & CURTIS WHATLEY
 1400 N BRYAN RD
 MISSION TX 78572

M5110-02-000-0018-00 (238483)
 WRIGHT C GORDON & LOUISE S
 1720 E GASTEL CIR
 MISSION TX 78572

M5110-02-000-0019-00 (238484)
 MORENO ANGELINA CRISTINA
 1718 E GASTEL CIRCLE
 MISSION TX 78572

M5110-02-000-0020-00 (238485)
 ROSENBLUM MICHAEL S & ANTOINE KHOURMYERS CLIFFORD S
 5802 BOB BULLOCK 328C 210
 LAREDO TX 78041

M5110-02-000-0021-00 (238486)
 MARGARET H FERNANDEZ
 1712 GASTEL CIR
 MISSION TX 78572

M5110-02-000-0023-00 (238488)
 FARRELL CHRISTIAN & DEBBIE
 1913 13TH AVE NE
 AUSTIN MN 55912

M5110-02-000-0025-00 (238490)
 LUJAN RENE MEDINA & SAN JUANA E
 1705 E GASTEL CIR
 MISSION TX 78572

M5110-02-000-0026-00 (238491)
 SOLIS DAVID RENE
 1702 EAST GASTEL CIRCLE
 MISSION TX 78572

M5110-02-000-0028-00 (238492)
 GARZA ANABELIA
 1700 E GASTEL CIR
 MISSION TX 78572

M5110-02-000-0029-00 (238493)
 RODRIGUEZ MANUEL & BEATRIZ P
 1624 E GASTEL CIR
 MISSION TX 78572

M5110-02-000-0031-00 (238495)
 RETKA THOMAS & SALLY RETKA LIVING
 1622 E GASTEL CIR
 MISSION TX 78572

M5110-02-000-0107-00 (238562)
 GUERRA ERNESTO
 PO BOX 1231
 KALAHEO HI 96741

M5110-02-000-0108-00 (238563)
 VILLARREAL RUBEN
 PO BOX 4106
 MCALLEN TX 78502

M5110-02-000-0109-00 (238564)
 BRINGAS MARGARITA
 1709 GASTEL CIR
 MISSION, TX 78572

M5110-02-000-0110-00 (238565)
 SALINAS JESUS G & BEATRIZ A
 1707 E GASTEL CIR
 MISSION TX 78572

M5110-02-000-0111-00 (238566)
 QUINTANILLA SONIA LOPEZ
 1705 E GASTEL CIR
 MISSION TX 78572

M5110-02-000-0112-00 (238567)
 ALMAGUER CHRISTINA & MARIA
 1703 E GASTEL CIR
 MISSION TX 78572

S5279-02-000-0029-00 (644232)
 TEHAN JON & DIOSDADA
 1405 MERLIN DR
 MISSION TX 78572

S5279-02-000-0030-00 (644233)
 URIBE CARLOS & DEBORAH
 1403 MERLIN DR
 MISSION TX 78572

S5279-02-000-0031-00 (644234)
 RODRIGUEZ IRENE A
 1910 W 42 1/2 ST
 MISSION TX 78573

S5279-02-000-0032-00 (644235)
 IBARRA ADRIAN & LETICIA
 1913 ROYAL PALM DR
 MISSION TX 78572

S5279-02-000-0033-00 (644236)
 LERMA DIANA T & CARLOS D
 1907 ROYAL PALM ST
 MISSION TX 78572

S5279-02-000-0034-00 (644237)
 HOWELL MICHAEL & SONIA M TREVINO
 1901 ROYAL PALM DR
 MISSION TX 78572

S5279-02-000-0035-00 (644238)
 GARCIA MONETTE
 1400 TERRACE DRIVE
 MISSION TX 78572

S5279-02-000-0036-00 (644239)
 GONZALEZ MARCELA
 1402 TERRACE DR
 MISSION TX 78572

S5279-02-000-0037-00 (644240)
 MARTINEZ ISAAC J & DIANA L
 1404 TERRACE DR
 MISSION TX 78572

Started: 6:03 p.m.

Ended: 6:05 p.m.

Item #2.1

Preliminary & Final

Replat Approval:

A Replat of Lots 33A and Lots 33B,

Southwind Estates Unit II

A tract of land containing 1.01 acres of land out of Lot 33,

Southwind Estates Unit II

R-1A

Developer: Carlos and Diana Lerma

Engineer: Javier Hinojosa Engineering

Ms. De Luna went over the write-up stating the subject site is located along the west side of Don's Drive between Merlin Drive and Terrace Drive. The developer is proposing this single-family lot to be developed into two single family lots. – see plat for actual dimension, square footages, and land uses.

UTILITIES

When Southwind Estates Unit II was subdivided, water and sewer services were made accessible and can be stubbed out for each lot. This replat will not affect any utility lines or the availability to connect to them upon issuance of permits. A Capital Sewer Recovery Fee will be required at \$200.00 for the new lot.

STREETS & STORM DRAINAGE

This property will have access to Don's Drive. The existing storm water runoff goes at an easterly direction based on a non-developed lot. The proposed development will increase runoff to a maximum of 5.25 cubic feet per second for an increase Q of 3.94 cubic feet per second based on a 10-yr storm event. Lot 33A shall be required to detain 1,004 cubic feet and Lot 33B shall be required to detain 2,019 cubic feet. Individual detention plan shall be submitted as part of the building permit. The City Engineer has reviewed and approved the drainage report.

OTHER COMMENTS

- Payment of Park fees (\$500/Lot) for the new lot
- Street lighting already exists
- Must comply with all other format findings

RECOMMENDATION

Staff recommends approval subject to payment of Capital Sewer Recovery fee and Park fee and complying with all other typical format findings.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Hardison moved to close the public hearing. Mrs. Garza seconded the motion. Upon a vote, the motion passed unanimously.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Sanchez moved to the approve the replat. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.



MINUTES

PRESENT:

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

ALSO PRESENT:

Peter Geddes
Alex Lengyel
Abraham Padron
Polo Garza
David Escalera
Luis Quintanilla
Esther Salinas
Cristina Ramirez
Irma Flores Lopez
Luis Quintanilla
Deande Balli

STAFF PRESENT:

Veronica Cedillo, Police Officer
Amy Tijerina, Events Manager
JC Avila, Fleet Director
Janie Gomez, Court Coordinator
Brad Bentsen, Parks & Recreation Director
Jose Silva, Internal Auditor

ABSENT:

STAFF PRESENT:

Anais Chapa, Assistant City Secretary
David Flores, Asst. City Manager
Adrian Garcia, Fire Chief
Juan Pablo Terrazas, Asst. City Manager
Angie Vela, Finance Director
Michael Elizalde, Grants Administrator
Susie De Luna, Planning Director
Alex Hernandez, Assistant Planning Director
Noemi Munguia, HR Director
Robert Hinojosa, Risk Management Director
Rick Venecia, Boys & Girls Club Director
Joe Enriquez, Utilities Manager
Jonathan Wehrmeister, Municipal Court Judge
Abram Ramirez, IT Director
Abel Bocanegra, P.E., City Engineer
Cesar Torres, Chief of Police
Frank Cavazos, Deputy Fire Chief
Esther Rivera, CDBG Housing Coordinator
Yenni Espinoza, Assistant Library Director
Cynthia Lopez, Museum Director
Mario Flores, Golf Director
Jesse Mares, Facilities Supervisor
Aida Lerma, Arts & Cultural Tourism Director
Roel Mendiola, Sanitation Dept. Director
Jesse Lerma Civil Service Director
Kenia Gomez, Media Relations Director
Stephen Kotsatos, Health Director
Mary Hernandez, Veterans Cemetery Director

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Garza Gonzalez called the meeting to order at 4:42 p.m.

INVOCATION AND PLEDGE ALLEGIANCE

City Manager Randy Perez led the invocation and Pledge of Allegiance.

DISCLOSURE OF CONFLICT OF INTEREST

None

PRESENTATIONS

1. Proclamation - Remember Everyone Deployed (R.E.D.) - D. Flores

Councilwoman Jessica Ortega moved to approve the Proclamation – Remember Everyone Deployed (R.E.D.) was seconded by Councilman Alberto Vela and approved unanimously 3-0.

Councilman Abiel Flores joined the meeting at 4:50 p.m.

2. Proclamation - Fentanyl Prevention and Awareness – Carrillo

Councilwoman Ortega moved to approve the Proclamation – Fentanyl Prevention and Awareness was seconded by Councilman Vela and approved unanimously 4-0.

3. Proclamation - Municipal Court Week – Wehrmeister

Councilwoman Ortega moved to approve the Proclamation – Municipal Court Week was seconded by Councilman Vela and approved unanimously 4-0.

4. Proclamation - National Animal Safety and Prevention Month – Kotsatos

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

5. Proclamation - Community Planning Month - De Luna

Councilwoman Ortega moved to approve the Proclamation – Community Planning Month was seconded by Councilman Vela and approved unanimously 4-0.

6. Report from the Rio Grande Valley Humane Society – Perez

Luis Quintanilla, Rio Grande Valley Humane Society President wanted to congratulate the City of Mission for the ultimate distinction. Mr. Quintanilla stated that the goal of a “no kill shelter” was 90%/10% with the 10% being animals that are unable to be saved. Since the RGV Humane Society had taken over the shelter, they had not had to euthanize any animals. The city was currently at a 90.53% rate. Just to put the numbers into perspective, Mr. Quintanilla stated that in 2022, the total number of animals that were adopted was 88. This year, there had been 550 animals adopted. Overall, this was a community achievement. Mr. Quintanilla thanked the community and council for leading the way and for the partnership.

7. Mission Historical Museum Dia de Los Muertos Festival – Stojanović

Cynthia Stojanovic, Mission Historical Museum Director, wanted to extend her gratitude to all those who participated in the museum’s annual Dia De Los Muertos Festival. The festival was a great success thanks to the school district, girl scout troops and Chamber of Commerce who all contributed. The alter dedicated to Mr. Norberto Salinas was very much appreciated.

8. Report from the Greater Mission Chamber of Commerce – Enriquez

Brenda Enriquez, Mission Chamber of Commerce President spoke about upcoming events such as: Ribbon Cutting for Tacos Oviedo 20th Anniversary on Tuesday, Oct 24th at 6pm, Ribbon Cutting for Scooter's Coffee on Friday, October 27th at 9am, Wednesday Oct 25th Smart Start en Espanol seminar. Ms. Enriquez reminded everyone that the 2023 Miss Mission Scholarship program was still open. The Chamber's Annual Health Fair would be hosed on December 8th at the Mission Event Center.

9. Departmental Reports – Perez

Councilwoman Ortega moved to approve the Departmental Reports. Motion was seconded by Councilman Vela and approved unanimously 4-0.

10. Citizen's Participation – Garza

Christina Ramirez, 3127 Sienna Court, stated that she lived across Veterans Memorial High School and was requesting help with traffic control in the area. There are signs posted stating that there shall not be parking during certain hours; however, citizens do not respect these signs. The past weekend, there was an incident with young students racing in the neighborhood after their Homecoming dance. She had tried reaching out to several departments previously and felt this was an issue that needed to be addressed.

Maria Esther Salinas, 715 Miller, requested that paper agendas be printed for each of the meetings being held. Ms. Salinas also stated that back in 1998 she began a lawsuit process for several residents of Mission that were affected by the chemical plant. She wanted to advise that affected residents had begun to receive their checks.

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

11. Conditional Use Permit: To Move in a Home on Property Zoned R-4 (Mobile & Modular Home), 500 N. Bryan Road (aka 1424 Carmel Drive), Lot 5, Block F, Wintergreen Estates, R-4, Joanie Martucci, and Adoption of Ordinance#5382 - De Luna

On October 11, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 134' west of Yosemite Drive on the South side of Carmel Drive within the Wintergreen Estates Mobile Home Park. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Councilman Flores moved to approve the Conditional Use Permit: To Move in a Home on Property Zoned R-4 (Mobile & Modular Home), 500 N. Bryan Road (aka 1424 Carmel Drive), Lot 5, Block F, Wintergreen Estates, R-4, Joanie Martucci, and Adoption of Ordinance#5382. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5382

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO MOVE IN A HOME ON PROPERTY ZONED R-4 (MOBILE & MODULAR HOME), 500 N. BRYAN ROAD (AKA 1424 CARMEL DRIVE), LOT 5, BLOCK F, WINTERGREEN ESTATES

12. Conditional Use Permit: La Minerva Event Center, 1416 W. Mile 2 Road, Lots B, C, D, Mountain View Ph. I Subdivision, C-3, Emmanuel Villanueva, and Adoption of Ordinance#5383 - De Luna

On October 11, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located at the NE corner of Los Ebanos Road and Mile 2. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Councilwoman Ortega moved to approve the Conditional Use Permit: La Minerva Event Center, 1416 W. Mile 2 Road, Lots B, C, D, Mountain View Ph. I Subdivision, C-3, Emmanuel Villanueva, and Adoption of Ordinance#5383. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5383

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO HAVE LA MINERVA EVENT CENTER, 1416 W. MILE 2 ROAD, LOTS B, C, D, MOUNTAIN VIEW PH. I SUBDIVISION

13. Conditional Use Permit: La Marquesa Event Center, 1410 W. Mile 2 Road, Lots E, F, G, H, Mountain View Ph. I Subdivision, C-3, Emmanuel Villanueva, and Adoption of Ordinance#5384 - De Luna

On October 11, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located at the NE corner of Los Ebanos Road and Mile 2. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Councilman Flores moved to approve the Conditional Use Permit: La Marquesa Event Center, 1410 W. Mile 2 Road, Lots E, F, G, H, Mountain View Ph. I Subdivision, C-3, Emmanuel Villanueva, and Adoption of Ordinance#5384. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5384

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT TO HAVE LA MARQUESA EVENT CENTER,
1410 W. MILE 2 ROAD, LOTS E, F, G, H, MOUNTAIN VIEW PH. I SUBDIVISION

14. Conditional Use Permit: Drive-Thru Service Window – Doña Nena Bakery, 708 N. Inspiration Road, Suites 1 & 2, Lot 1, Rivalsebas Subdivision, C-3, Lucy C. De Leon, and Adoption of Ordinance#5385 - De Luna

On October 11, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located 400' south of E. Expressway 83 Frontage road along the east side of Inspiration Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Garza inquired about the previous conditional use permit for this business being approved for three years and the request was only for one year.

Susie De Luna, Planning Director, stated that the business was changing owners which is why they requested a one-year re-evaluation period.

Councilwoman Ortega moved to approve the Conditional Use Permit: Drive-Thru Service Window – Doña Nena Bakery, 708 N. Inspiration Road, Suites 1 & 2, Lot 1, Rivalsebas Subdivision, C-3, Lucy C. De Leon, and Adoption of Ordinance#5385. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5385

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR A DRIVE-THRU SERVICE WINDOW –
DOÑA NENA BAKERY, 708 N. INSPIRATION ROAD, SUITES 1 & 2, LOT 1 RIVALSEBAS
SUBDIVISION

15. Conditional Use Permit: Drive-Thru Service Window, 722 E. 8th Street, Lots 11 & 12 & 20' strip adj. to Lots, Block 113, Mission Original Townsite, C-3, Noe Salinas & Julian Arrellano, and Adoption of Ordinance#5386 - De Luna

On October 11, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located on the Southwest corner of N. Mayberry road and E. 8th 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 Councilman Vela seconded by Councilwoman Ortega and approved unanimously, the public hearing was closed.

Councilwoman Ortega moved to approve the Conditional Use Permit: Drive-Thru Service Window, 722 E. 8th Street, Lots 11 & 12 & 20' strip adj. to Lots, Block 113, Mission Original Townsite, C-3, Noe Salinas & Julian Arrellano, and Adoption of Ordinance#5386. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5386

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT DRIVE-THRU SERVICE WINDOW, 722 E. 8TH
STREET, LOTS 11 & 12 & 20' STRIP ADJ. TO LOTS, BLOCK 113, MISSION ORIGINAL
TOWNSITE

16. Conditional Use Permit: Drive-Thru Service Window – Starbucks Coffee Shop, 307 E. Expressway 83, Lot 6-D, El Pueblo Subdivision Ph. I, C-3, Kaylee Hurych, and Adoption of Ordinance#5387 - De Luna

On October 11, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located between Conway Avenue and Mayberry Road along the north side of 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 Councilman Vela seconded by Councilwoman Ortega and approved unanimously, the public hearing was closed.

Councilwoman Ortega moved to approve the Conditional Use Permit: Drive-Thru Service Window – Starbucks Coffee Shop, 307 E. Expressway 83, Lot 6-D, El Pueblo Subdivision Ph. I, C-3, Kaylee Hurych, and Adoption of Ordinance#5387. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5387

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR A DRIVE-THRU SERVICE WINDOW –
STARBUCKS COFFEE SHOP, 307 E. EXPRESSWAY 83, LOT 6-D, EL PUEBLO
SUBDIVISION PH. I

17. Conditional Use Permit Renewal: To keep a Portable Building for Office Use, 302 S. Taylor Road, being a 0.102 of one-acre tract of land out of a tract of land adjacent to Lot 176 & 186, John H. Shary Subdivision, C-3, Best Assets, LLC (c/o Ryan Stauffer), and Adoption of Ordinance#5388 - De Luna

On October 11, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site was located on the northwest corner of Victoria Avenue and Taylor Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Councilman Flores asked if they were meeting the landscape requirements to which Ms. De Luna replied yes.

Mayor Garza suggested they could possibly add more greenery/landscaping to the area.

Councilman Flores moved to approve the Conditional Use Permit: To keep a Portable Building for Office Use, 302 S. Taylor Road, being a 0.102 of one-acre tract of land out of a tract of land adjacent to Lot 176 & 186, John H. Shary Subdivision, C-3, Best Assets, LLC (c/o Ryan Stauffer), and Adoption of Ordinance#5388 with the condition that additional landscaping be added to the area. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5388

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT RENEWAL TO KEEP A PORTABLE BUILDING
FOR OFFICE USE, 302 S. TAYLOR ROAD, BEING A 0.102 OF ONE ACRE TRACT OF
LAND OUT OF A TRACT OF LAND ADJACENT TO LOT 176 & 186, JOHN H. SHARY
SUBDIVISION

18. Request by Jose A. & Juana Machuca to have the City dedicate a 24' access easement from a City drain ditch out of Lot 47, Melba Carter Subdivision (aka Lot 47, Earnhardt Subdivision U/R) - De Luna

On October 11, 2023 the Planning and Zoning Commission held a Public Hearing to consider the request to have the city dedicate a 24' access easement.

On September 27, 2023 staff received a letter from San Juanita Machuca on behalf of Jose Atanacio & Juana Machuca requesting a 24' access easement from the property adjoining theirs that belongs to the City of Mission. Mr. & Mrs. Machuca have lived at 408 Melba Carter Street for the last 30 years. They currently own a property that is considered to be landlocked since they don't have any access to a public street. Since then, Mr. & Mrs. Machuca have been using the City's drain ditch that adjoins their property to get in and out of their property. They have applied for CDBG assistance but in order to be eligible they need access to a public 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.

San Juanita Machuca, daughter of Mr. and Mrs. Machuca, recited the City of Mission's mission statement. Her parents were considered landlocked, and in the event that their property gets closed off, they will not be able to leave. The State of Texas does not allow for anyone to be landlocked. They have reached out to their neighbors to acquire access; however, they do not give them access. This was their last resort and are asking the council to approve this request to give them the much needed access.

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

Councilwoman Ortega moved to approve the Request by Jose A. & Juana Machuca to have the City dedicate a 24' access easement from a City drain ditch out of Lot 47, Melba Carter

Subdivision (aka Lot 47, Earnhardt Subdivision U/R). Motion was seconded by Councilman Vela and approved unanimously 4-0.

At 5:57 p.m., Councilwoman Ortega stepped out of the meeting.

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

19. Approval of Minutes – Carrillo

Regular Meeting – October 9, 2023

20. Acknowledge Receipt of Minutes – Perez

Parks & Recreation Board – September 12, 2023

Citizen’s Advisory Committee – October 10, 2023

21. Authorization to solicit bids for Boys and Girls Club Athletic League Uniforms – Venecia

Staff was seeking authorization to solicit bids for the purchase and delivery of Athletic League Uniforms for the Boys and Girls Club. Uniforms were needed by the Boys and Girls Club for seasonal athletic leagues. This would be done in an effort to secure fair and reasonable pricing for one year base with two-one year renewal options.

22. Authorization to execute agreement with CINTAS for Rental of City of Mission Employee Uniforms, Floor Mats, Mops and Related Services via Omnia Partners Cooperative Contract #001299 – Flores

Staff was seeking authorization to enter into a rental lease agreement with Cintas for employee uniforms by way of Omnia Partners Cooperative Contract #001299 for Parks & Recreation, Meter Readers, Sanitation, Public Works, Facilities, Veterans Cemetery and Golf Course. Uniforms, replacement and wash service would be provided under the contract. Attached was the proposal with the projected estimated cost and unit value per uniform piece. Rental of uniforms will be on an as needed basis.

23. Authorization to purchase tires from Southern Tire Mart via BuyBoard Contract 636-21 for the Sanitation Department for the 2023-2024 Fiscal Year- Mendiola

Staff was seeking authorization to purchase tires from Southern Tire Mart via BuyBoard Contract 636-21 for the Sanitation Department’s fleet and special equipment for the 2023-2024 fiscal year.

24. Authorization to enter into a contract between the City of Mission and GrantWorks, Inc. for Grant Administrative Services. – Elizalde

The city received a grant award from the Texas General Land Office, for the 2018 Community Development Block Grant Disaster Recovery Program. The grant total was \$997,236.75 which

would be used for the city's La Cuchilla Drainage Project. The grant allowed support of Grant Administrative Services, which had been budgeted as part of the grant award in the amount of \$77,014.40 and awarded to GrantWorks, Inc following bid proposals. The services would include consulting, preparing, and submitting grant related reporting and reimbursements on behalf of the city.

25. Authorization to enter into a contract between the City of Mission and Perez Consulting Engineers, LLC, for Engineer Services. – Elizalde

The city received a grant award from the Texas General Land Office, for the 2018 Community Development Block Grant Disaster Recovery Program. The grant total was \$997,236.75 which would be used for the city's La Cuchilla Drainage Project. The grant allowed support of Professional Engineer Services, which had been budgeted as part of the grant award in the amount of \$76,807.35 and awarded to Perez Consulting Engineers, LLC following bid proposals.

26. Authorization to submit a grant application to the U.S. Department of Agriculture, Forest Service for the Community Wildfire Defense Grant – Elizalde

The Mission Fire Department was seeking authorization to submit a grant application to the U.S. Department of Agriculture, Forest Service for the Community Wildfire Defense Grant. Intended to help at-risk local communities plan for and reduce the risk of wildfire, the Mission Fire Department sought to develop a Community Wildfire Protection Plan (CWPP). The total grant request would not exceed \$250,000 and the City of Mission would request a waiver of its 10% match as a nationally recognized underserved community.

27. Authorization to submit grant for the Wal Mart Foundation for the Local Community Grant Program. – Elizalde

The Mission Fire Department was requesting authorization to submit a grant to the Walmart Foundation for the Local Community Grant Program. The funds would be used to assist first responders with supplies and equipment needed for community outreach efforts pertaining to public education. The total amount request was \$1,000 and required no match.

28. Approval of Resolution No. 1862 authorizing the Mission Police Department to submit an Agreement for the Temporary Closure of State Right-of-Way to the Texas Department of Transportation for the City of Mission Veterans Day Parade – Torres

The parade was scheduled for November 11, 2023. For the safety of the parade participants, Business 83 eastbound lanes from Canal avenue to Conway Avenue (SH 107) would be closed for float line-up, check-in & loading from 8:00 am to 11:00 am. The parade would commence at approximately 11:00 am at the 100 block of west Business 83, continue eastbound passing through major intersections such as Conway Avenue (SH 107), Mayberry street & Bryan road (FM 396), and end at the 1500 block of East Business 83. Some parade traffic would be routed south on Bryan Road (FM 396) near the end of the parade. The Mission Police Department would request road closures, from TXDOT, for U.S. Business 83 from Canal avenue to Stewart road, Conway Avenue from Tom Landry to 8th street, and Bryan road (F.M. 396) from Elm Street to Matamoros street. Traveling traffic would be re-routed through alternate routes for safety purposes. The Mission Police Department would be responsible for securing the Veterans Day Parade route to ensure the safety of both motorists and pedestrians alike. Road closures are expected to be from 8:00 am to 7:00 pm.

RESOLUTION NO. 1862

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AUTHORIZING THE SUBMITTAL TO THE TEXAS DEPARTMENT OF TRANSPORTATION BY THE MISSION POLICE DEPARTMENT OF AN AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY OF EASTBOUND LANES ON U.S. BUSINESS 83 FROM CANAL AVENUE TO STEWART ROAD, SOUTHBOUND LANES ON CONWAY AVENUE FROM TOM LANDRY TO 8TH STREET, AND SOUTHBOUND LANES ON BRYAN ROAD (FM 396) FROM ELM STREET ONLY FOR THE PURPOSE OF THE CITY OF MISSION VETERANS DAY PARADE AND AUTHORIZING THE ISSUANCE OF A PUBLIC PERMIT THEREFORE.

29. Authorization to purchase (20) 9mm Glock 45 MOS 7 with lights for the Mission Police Department's SWAT team from GT Distributors, Inc. via BuyBoard contract #698-23 – Torres

The Mission Police Department was seeking authorization to purchase (20) 9mm Glock 45 MOS 7 with lights for the Mission Police Department's SWAT team from GT Distributors, Incorporated. Purchase cost in the amount of \$24,010.11, via buy board contract # 698-23.

30. Authorization to purchase Structural Fire Fighting gear for new personnel from NAFECO via Buy Board Contract #698-23 – Garcia

The Mission Fire Department was seeking authorization to purchase Structural Fire Fighting gear from NAFECO for new personnel utilizing ARPA funds via Buy Board Contract # 698-23 for FY 2023-2024.

Annual purchases were estimated to exceed the \$25,000.00 threshold requiring City Council Approval.

31. Authorization to purchase uniforms for new and current personnel from Webb Uniforms via Buy Board Contract # 670-22 – Garcia

The Mission Fire Department was seeking authorization to purchase uniforms for daily operations for current and new personnel from Webb Uniforms via Buy Board Contract # 670-22 for FY 2023-2024.

Annual purchases are estimated to exceed the \$25,000.00 threshold requiring City Council Approval.

32. Authorization to approve first, one-year renewal option for the purchase of direct internet access services from Smartcom – Ramirez

Authorization to approve the first one-year renewal option for the purchase of direct internet access services from Smartcom Bid No. 21-00-11-02 at a cost of \$695 per month. The contract terms were for three years with option to renew for additional two consecutive years.

33. Authorization to solicit bids for Tierra Dorada Lift Stations – Terrazas

Authorization to solicit bids for Tierra Dorada Lift Stations.

34. Board Appointment: Ambulance Board – Carrillo

Ambulance Board: appoint Kane Dawson to replace Oscar Tijerina term to expire 12/31/2023.

35. Authorization to Purchase Radiation Detection Equipment through the FY23 SHSP Regular Project Grant from Safeware, Inc via OMNIA Contract # 4400008468 – Garcia

Authorization to purchase Radiation Detection Equipment in the amount of \$61,903.01 through the FY2023 SHSP Regular Project Grant from Safeware, Inc. via Omnia Contract#4400008468. This request was for the office of the Governor of the Texas State Homeland Security program and regular project grant. The equipment requested to be purchased is Radiation Detection equipment which would upgrade and increase our departments Hazardous Response Teams and provide them the capability on locating and detecting of Alpha, Beta and Gamma radiation.

36. Authorization to purchase computers and accessories from Dell via DIR-TSO-3763 contract to outfit the new public safety building – Ramirez

Authorization to purchase computers and accessories to outfit new public safety #6 building from Dell at a cost of \$31,380.94 utilizing DIR-TSO-3763.

37. Authorization to purchase Cisco endpoint security renewal, Cisco DUO MFA, and Barracuda office 365 protection from Insight, via OMNIA #23-6692-03, and DIR-TSO-4167 contracts – Ramirez

Authorization to purchase Cisco endpoint security renewal, Cisco DUO MFA, and Barracuda office 365 protection from Insight at a cost of \$126,352.80 utilizing OMNIA #23-6692-03 and DIR-TSO-4167.

38. Authorization to purchase server and storage from Insight via DIR-TSO-4160, DIR-TSO-3763 and DIR-CPO-5030 contracts – Ramirez

Authorization to purchase server and storage from Insight at a cost of \$64,439.47 utilizing DIR-TSO-4160, DIR-TSO-3763 and DIR-CPO-5030. Server and storage were requirements for public safety software and database migration.

39. Authorization to approve Office 365 contract renewal and purchase from SHI via DIR-TSO-4092 contract – Ramirez

Authorization to approve Office 365 three-year contract renewal with a purchase cost of \$63,194\year plus \$94.32 yearly for additional users from SHI utilizing DIR-TSO-4092.

40. Authorization to purchase Aruba Clearpass network access control from Telepro, via TIPS #230105 contract – Ramirez

Authorization to purchase Aruba Clearpass that would serve as network access control platform to strengthen the City's security posture from Telepro at a cost of \$41,054.44 utilizing TIPS #230105.

Councilman Flores asked to remove item 25 from the list and be discussed individually.

Councilman Flores moved to approve all consent agenda items 19 thru 24 and 26 thru 40 as presented. Motion was seconded by Councilman Vela and approved unanimously 3-0.

At 6:00 p.m., Councilwoman Ortega rejoined the meeting.

Councilman Flores moved to approve item 25. Motion was seconded by Councilman Vela and approved unanimously 4-0.

APPROVALS AND AUTHORIZATIONS

41. Final Plat Approval: Western Meadows Subdivision, A 16.00 acre tract of land, more or less, being all of Lot 18, Block 7, Texan Gardens Subdivision, Rural ETJ, Developer: Nordhausen Utility Construction, LLC, Engineer: Nain Engineering, LLC, – De Luna

On February 27, 2023, the Mission City Council held a Public Hearing to consider the Preliminary Plat Approval for Western Meadows Subdivision. The subject site was located at the southwest corner of the intersection of Mile 5 North and Western Road. There was no public opposition during the City Council. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Councilman Vela moved to approve the Final Plat: Western Meadows Subdivision, A 16.00 acre tract of land, more or less, being all of Lot 18, Block 7, Texan Gardens Subdivision, Rural ETJ, Developer: Nordhausen Utility Construction, LLC, Engineer: Nain Engineering, LLC. Motion was seconded by Councilman Flores and approved unanimously 4-0.

42. Authorization to engage TEDSI Infrastructure Group for engineering and surveying services for the HSIP – TxDOT Traffic Signal Design Project – Bocanegra

The purpose of the HSIP – TxDOT Traffic Signal Design Project was 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. Total cost of the proposal was \$164,152.40.

Staff and City Manager recommended approval.

Councilman Flores moved to authorize engaging TEDSI Infrastructure Group for engineering and surveying services for the HSIP – TxDOT Traffic Signal Design Project. Motion was seconded by Councilman Vela and approved unanimously 4-0.

43. Approval of the August 2023 Financial Statements – Vela

August 2023 Adjusted Financials.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve the August 2023 Financial Statements. Motion was seconded by Councilman Vela and approved unanimously 4-0.

44. September 2023 Tax Collection Report – Vela

Acceptance of monthly property tax report for the month of September 2023.

The 2022 total adjusted tax levy for taxes was \$29,020,006.93 and the amount of the collections as of September 30, 2023 is \$28,239,495.37 which represents 97.31% of the total 2022 tax levy.

The total adjusted tax levy for delinquent taxes was \$2,335,148.03 and the amount of collections as of September 30, 2023 is \$717,444.22 which represents 30.72% of the total tax levies from previous years.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve the September 2023 Tax Collection Report. Motion was seconded by Councilman Vela and approved unanimously 4-0.

45. Approval of Work Authorization for Professional Services #23 with Melden and Hunt, Inc. for the Construction of Mission Northwest Colonias Project – Terrazas

Professional Services for Work Authorization #23 entails professional services related to the construction of the Northwest Colonias Project, including funding application, project bidding, construction administration, inspection, construction staking, and materials testing. Estimated cost was \$680,000.00.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve the work authorization for professional services #23 with Melden and Hunt, Inc. for the construction of Mission Northwest Colonias Project. Motion was seconded by Councilman Vela and approved unanimously 4-0.

46. Approval of Ordinance #5389 authorizing the issuance, sale and delivery of City Of Mission, Texas Waterworks and Sewer System Revenue Bonds, Series 2023 in the aggregate principal amount of \$4,255,000 providing for the payment of the bonds from a lien on and pledge of the net revenues of the City's waterworks and sewer system to the payment of the principal of and interest on such bonds; providing for the terms and conditions of such bonds; resolving other matters incident and relating to the issuance, payment, security, sale, and delivery of the bonds; and making other provisions regarding such bonds and matters incident thereto – Vela

The Texas Water Development Board had approved a maximum loan to the City in the maximum amount of \$4,255,000 upon the terms and conditions as outlined in the Texas Water Development Board's Resolution adopted on June 6, 2023.

Staff and City Manager recommended approval.

Councilman Vela moved to approve Ordinance #5389 authorizing the issuance, sale and delivery of City Of Mission, Texas Waterworks and Sewer System Revenue Bonds, Series 2023 in the aggregate principal amount of \$4,255,000 providing for the payment of the bonds from a lien on and pledge of the net revenues of the City's waterworks and sewer system to the payment of the principal of and interest on such bonds; providing for the terms and conditions of such bonds; resolving other matters incident and relating to the issuance, payment, security, sale, and delivery of the bonds; and making other provisions regarding such bonds and matters incident thereto. Motion was seconded by Councilman Flores and approved unanimously 4-0.

ORDINANCE NO. 5389

AN ORDINANCE AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF CITY OF MISSION, TEXAS WATERWORKS AND SEWER SYSTEM REVENUE BONDS, SERIES 2023 IN THE AGGREGATE PRINCIPAL AMOUNT OF \$4,255,000 PROVIDING FOR THE PAYMENT OF THE BONDS FROM A LIEN ON AND PLEDGE OF THE NET REVENUES OF THE CITY'S WATERWORKS AND SEWER SYSTEM TO THE PAYMENT OF THE PRINCIPAL OF AND INTEREST ON SUCH BONDS; PROVIDING FOR THE TERMS AND CONDITIONS OF SUCH BONDS; RESOLVING OTHER MATTERS INCIDENT AND RELATING TO THE ISSUANCE, PAYMENT, SECURITY, SALE, AND DELIVERY OF THE BONDS; AND MAKING OTHER PROVISIONS REGARDING SUCH BONDS AND MATTERS INCIDENT THERETO

At 6:08 p.m. Mayor Pro Tem Ruben Plata joined the meeting.

47. Approval of Resolution #1863 by the City Council of the City of Mission, Texas authorizing execution of a grant and loan agreement with the Texas Water Development Board and other matters related thereto – Vela

The Texas Water Development Board made a commitment to provide financial assistance for TWDB Project No. 10461 in the form of a loan in the amount of \$4,255,000 and a grant in the amount of \$4,255,000 to the City to finance the wastewater system improvements upon execution of the agreement.

The Grant Agreement set out the terms and conditions of the financial assistance. Resolution authorized the City Manager, or the Mayor of the City, each a Designated Representative of the City, to execute the Grant Agreement with the Texas Water Development Board for TWDB Project No. 10461 along with the Escrow Agreement.

Staff and City Manager recommended approval.

Councilman Vela moved to approve Resolution #1863 by the City Council of the City of Mission, Texas authorizing execution of a grant and loan agreement with the Texas Water Development Board and other matters related thereto. Motion was seconded by Councilman Flores and approved unanimously 5-0.

48. Approval of Resolution No.1864 requesting financial assistance from the Texas Water Development Board (TWDB); authorizing the filing of an application for such assistance and designating the Mayor as the authorized representative – Terrazas

Staff was requesting to amend the amount of financial assistance from the Texas Water Development Board (TWDB); authorizing the filing for an application for such assistance and designating the Mayor as the authorized representative. The application would be filed and authorized with TWDB in the amount not to exceed \$4,100,000 to provide for the cost of the Planning, Acquisition and Design of a 6 MGD Water Treatment Plant and any related appurtenances.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Resolution No.1864 requesting financial assistance from the Texas Water Development Board (TWDB); authorizing the filing of an application for such assistance and designating the Mayor as the authorized representative. Motion was seconded by Councilman Flores and approved unanimously 5-0.

49. Approval of Work Authorization for Professional Services #24 with Melden and Hunt, Inc. for the City of Mission 6.0 MGD Water Treatment Plant – Terrazas

Professional Services for Work Authorization #24 entailed professional services related to the City of Mission's 6.0 MGD Water Treatment Plant, for the planning, acquisition and design. Estimated cost was \$1,966.00.00.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Work Authorization for Professional Services #24 with Melden and Hunt, Inc. for the City of Mission 6.0 MGD Water Treatment Plant. Motion was seconded by Councilman Flores and approved unanimously 5-0.

50. Authorization to approve Change Order No. 1 for Shary Business Park, Phase 1 with Posillico Civil, Inc. – Terrazas

Change Order No. 1 was regarding the construction services related to the Shary Village Business Park located South of Military and West of the Anzalduas Bridge. This project was being funded by an Economic Development Administration (EDA) grant with matching funds

being provided by Cascade Real Estate Operating LP. Cascade Real Estate Operating LP has agreed to pay the additional \$1,429,400.25.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to authorize the approval of Change Order No. 1 for Shary Business Park, Phase 1 with Posillico Civil, Inc. Motion was seconded by Councilman Flores and approved unanimously 5-0.

51. Approval of Resolution #1865 accepting the resignation of Council Member Abiel Flores, Place 3 – Carrillo

On October 19, 2023, Council Member Abiel Flores, in order to run for a Hidalgo County District Court Judge position, publicly shared notice of his resignation as Council Member for Place 3.

As prescribed by the Texas Constitution, the announcement to run for another elected office immediately triggered the resignation of Abiel Flores for Mission City Council Place 3. Councilman Flores would continue to service in his capacity until his successor is duly elected and qualified.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Resolution #1865 accepting the resignation of Council Member Abiel Flores, Place 3. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

RESOLUTION NO. 1865

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, ACCEPTING THE RESIGNATION OF COUNCIL MEMBER ABIEL FLORES, PLACE 3, AS PRESCRIBED UNDER STATE LAW; AND ACKNOWLEDGING AN EFFECTIVE DATE AS IMPOSED BY THE TEXAS CONSTITUTION.

52. Approval of Resolution # 1866 calling a Special Election in Mission, Texas to fill a the vacancy of Councilmember for Place Three; providing for polling places and other matters relating to said election – Carrillo

Aprobación de Resolución No.1866 convocar una Elección Especial en Mission, Texas para cubrir la vacante de Concejal para el lugar Tres; proporcionar lugares de votación y otros asuntos relacionados con dicha elección – Carrillo

Attached Resolution provided for the city's Special Election to be held on Saturday, December 9, 2023 as authorized by the Texas Election Code. Due to the resignation of Councilman, Place 3 Abiel Flores.

Candidate filing will be from Tuesday, October 24, 2023 and before 5:00 p.m. on Monday, October 30, 2023

Early voting by personal appearance would be conducted at Mission Parks & Recreation Conference Room, 721 N. Bryan Road and Mission Boys & Girls Club Gym at Bannworth Park, 1822 N. Shary Road from Wednesday, November 22, 2023 thru Saturday, December 2 from 8 a.m. – 6 p.m. and Monday, December 4 and Tuesday, December 5 from 7 a.m. to 7 p.m. Polling locations would be closed on Thursday, November 23, 2023 – and Friday, November 24, 2023 for Thanksgiving Holiday.

Election Day polling locations would be conducted at Mission Parks & Recreation Conference Room, 721 N. Bryan Road and Mission Boys and Girls Club Gym at Bannworth Park from 7 a.m. – 7 p.m.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Resolution # 1866 calling a Special Election in Mission, Texas to fill a the vacancy of Councilmember for Place Three; providing for polling places and other matters relating to said election. Motion was seconded by Councilman Vela and approved unanimously 5-0.

RESOLUTION NO. 1866

AN RESOLUTION CALLING A SPECIAL ELECTION IN MISSION, TEXAS, TO FILL THE VACANCY OF COUNCILMEMBER FOR PLACE THREE; PROVIDING FOR POLLING PLACES AND OTHER MATTERS RELATING TO SAID ELECTION.

At 6:21 p.m., Mayor Garza called for a two-minute recess.

53. Approval to enter into an Election Services Contract with the Hidalgo County Elections Administrator for the December 9, 2023 City of Mission Special Election – Carrillo

Contract for election services between the City of Mission and Hidalgo County Elections Administrator to conduct and supervise the Special Election to be held on December 9,2023.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve enter into an Election Services Contract with the Hidalgo County Elections Administrator for the December 9, 2023 City of Mission Special Election. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

UNFINISHED BUSINESS

54. TABLED 10/09/2023: Approval of pre-negotiated service agreements for hourly labor rates and parts mark ups for fleet repairs on all city units to include special equipment and Sanitation units for FY 2023-2024 – Avila

Councilman Vela moved to un-table this item. Motion was seconded by Councilman Flores and approved unanimously 5-0.

Staff was requesting approval of pre-negotiated service agreements with: Tellus Equipment Solutions, Diesel Fleet Care, Border Engine Rebuilders, Mission Paint & Body Shop, Lino's Automatic Transmission, Doggett Freightliner, Regio Machining, Holt Cat, Bert Ogden Chevrolet, Spikes Ford, Desperado Harley Davidson, Andy's Marine, D&R Glass Etc., Bobcat of the RGV, South Texas GMC, Action Hydraulic Hoses, Anderson Equipment Co. and Amigo Power and Equipment. Service agreements included fleet repair hourly labor rates and parts mark-ups for all the City's Fleet and special equipment to also include the Sanitation units and are valid from 10/01/2023 through 09/30/2024. Services and parts would be acquired on an as needed basis and will be determined solely by the City of Mission. Attached are the hourly labor rates and percentage mark ups on parts.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve pre-negotiated service agreements for hourly labor rates and parts mark ups for fleet repairs on all city units to include special equipment and Sanitation units for FY 2023-2024. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

55. TABLED 10/09/2023: Approval of pre-negotiated service agreements for hourly labor rates and parts mark ups for fleet repairs on all city units to include special equipment and Sanitation Units for FY 2023-2024 – Mendiola

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

Staff was requesting approval of pre-negotiated service agreements with J's Hydraulics, Rush Truck Center, Superior Oil Express, French Ellison Truck Center, AG Fleet Services, Kyrish Truck Center, and South Texas Truck Center. Service agreements include repair hourly labor rates and parts mark-ups for all the City's Fleet and Special Equipment included the Sanitation Units and are valid for the 2023-2024 Fiscal Year. Services and parts would be acquired on an as needed basis and will be determined solely by the City of Mission. Attached are the hourly labor rates and percentage mark ups on parts.

Staff and City Manager recommended approval.

Councilman Vela moved to approve pre-negotiated service agreements for hourly labor rates and parts mark ups for fleet repairs on all city units to include special equipment and Sanitation units for FY 2023-2024. Motion was seconded by Councilman Flores and approved unanimously 5-0.

ROUTINE MATTERS

City Manager Comments – Retirement Luncheon for Investigator Ezequiel Navarro on Tuesday October 24th from 12:00-1:00p.m. at Mission Parks & Recreation, Employee Kickball Tournament on Thursday, October 26th at 6pm at the CWV Park, Scooters Coffee Ribbon Cutting Ceremony on October 27th at 9:00am, Diaz Ordaz Sister City Signing Ceremony on Friday, October 27th at 11:30 a.m. at the City Hall Council Chambers, Miss Mission Pageant on November 5th at the Event Center, NABA Butterfly Festival on November 6th at 6pm at the National Butterfly Center, Veterans Day Events: Golf Tournament on November 5th at Shary Golf Course, Appreciation BBQ on November 10th at Parks & Recreation, Parade on November 11th and 5K on November 11th, City of Mission Offices will be closed on Friday, November 10th in Observance of Veterans Day.

Mayor's Comments – Mayor Garza thanks Councilman Flores for his dedicated service as a council member and stated he was a great asset the council. She also thanked all the staff who worked hard at all of last week's events. The State of the City event far exceeded her expectations and was a tremendous success. She also spoke about the success of the United in Kindness event and reminded everyone to choose kindness.

City Council Comments – Councilwoman Ortega said she had a very busy weekend participating in all of our events. She was very proud of all the employees who worked hard to organize everything. She thanked Mr. Bentsen for the special rock that was given to her at the United in Kindness event. She also attended the Dia De Los Muertos event and congratulated Mayor Garza on the first ever State of the City event.

Mayor Pro Tem Plata thanked Councilman Abiel Flores for his contribution to the council.

Councilman Vela also thanked Councilman Flores for his service with city council.

ADJOURNMENT

At 6:37 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilman Flores and approved unanimously 5-0.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023

PRESENTED BY: Randy Perez, City Manager

AGENDA ITEM: Acknowledge Receipt of Minutes – Perez
Ambulance Board – August 25, 2023
Keep Mission Beautiful – September 5, 2023
Civil Service Commission – September 20, 2023
Youth Advocacy Advisory Board – September 12, 2023
Planning & Zoning – October 11, 2023
Shary Golf Advisory Board – August 30, 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 _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Authorization to Execute 1st One-Year Renewal Option with CVQ Land Surveyors, LLC for Land Surveying Services – De Luna

NATURE OF REQUEST:

On October 24, 2022, the City of Mission entered into a contractual agreement with CVQ Land Surveyors, LLC for Land Surveying Services. Surveys would be on “as needed” basis to include topographic, boundary, platting preliminary and all other necessary land surveying tasks. The term of this contract is for one year with two one-year renewal options. Per attached renewal letter, there will be no changes to the original proposal for CVQ Land Surveyors, LLC. Staff is seeking authorization to extend contract for 1st one-year renewal option with CVQ Land Surveyors, LLC.

BUGETED: Yes **FUND:** General **ACCT. #:** 01-414-34499

BUDGET: \$15,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$15,000

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Authorization of one-year renewal with CVQ Land Surveyors, LLC

Departmental Approval: Finance, Purchasing _____

Advisory Board Recommendation: N/S _____

City Manager’s Recommendation: Approval *RP* _____

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

_____ AYES
_____ NAYS
_____ DISSENTING _____



October 18, 2023

City of Mission
Planning Department
Susie De Luna – Planning Director
1201 E. 8th Street
Mission, TX 78572

Ref.: Land Surveying Services Contract No.: 22-541-09-01

Dear Susie

Please allow this letter from CVQ Land Surveyors, LLC to serve as a request to exercise the 1st of two 1 year extensions from our current contract #22-541-09-01 for Land Surveying Services with the City of Mission for an additional year. The term of the contract would be from December 16, 2023 to December 15, 2024.

If you Have any questions, please do not hesitate to call me at (956) 618-1551 or Fax (956) 618-1547.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Carlos Vasquez', written over a faint blue circular stamp or watermark.

Carlos Vasquez, R.P.L.S.
President



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Authorization to Execute 1st One-Year Renewal Option with Leonel Garza Jr. & Associates, LLC for Appraisal Services – De Luna

NATURE OF REQUEST:

On October 24, 2022, the City of Mission entered into a contractual agreement with Leonel Garza Jr. & Associates, LLC for Appraisal Services. The term of this contract is for one year with two one-year renewal options. Per attached renewal letter, there will be no changes to the original proposal for Leonel Garza Jr. & Associates, LLC. Staff is seeking authorization to extend contract for 1st one-year renewal option with Leonel Garza Jr. & Associates, LLC.

BUGETED: Yes FUND: General ACCT. #: 01-417-34499
BUDGET: \$230,000 EST. COST: \$ CURRENT BUDGET BALANCE: \$142,150

BID AMOUNT: \$

STAFF RECOMMENDATION: Authorization of one-year renewal with Leonel Garza Jr. & Associates, LLC.

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE: APPROVED:
DISAPPROVED:
TABLED:

AYES
NAYS
DISSENTING



REAL ESTATE APPRAISAL SERVICES
1419 Dove Avenue, McAllen, Texas 78504
(956) 687-7295 / leonel3@garza-associates.com

November 2, 2023

City of Mission – Planning Department
Susie De Luna, Planning Director
1201 E. 8th Street, Mission, Texas 78572
Office: (956) 580-8671
missionplanning@missiontexas.us

RE: Property Appraisal Services

Mrs. De Luna:

Please allow this letter to exercise the 1st of two one (1) year extension from our current contract #22-542-09-01 for Property Appraisal Services with the City of Mission for an additional year.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Leonel Garza III', is written over a horizontal line.

Leonel Garza III
General Real Estate Appraiser
TX-1328375-G



3780 N. ABRAM RD.
MISSION, TX 78572
TECL# 28217
956-501-6170 / osciel@oclelectric.com

November 23 2023

City of Mission
Eduardo Belmarez / Purchasing Director
1201 E. 8TH STREET
Mission, TX 78572

RE: Weedy Lot Abatement Contract #22-009-10-18

Mr. Belmarez:

Please allow this letter to serve as a notice that we are increasing the Price Schedule, based on the Fixed Maximum Percentage of Escalation Term of 5% from the original price as established on Contract.

OCL Enterprises, LLC is willing to continue to work on BID No: 22-009-10-18 Weedy Lot Abatement contract with the City of Mission for another year from November 23, 2023 to November 22, 2024.

Attached we are including the Updated Price List for your review.

Thank you, if you have any questions in regards to this please do not hesitate to call me at 956-501-6170.

Sincerely,

A handwritten signature in black ink, appearing to read 'Osciel Garcia', with a long horizontal flourish extending to the right.

Osciel Garcia
President

ORDINANCE NO. 5239

AN ORDINANCE CREATING A KEEP MISSION BEAUTIFUL BEAUTIFICATION COMMITTEE; SPECIFYING THE TERMS OF OFFICE; SPECIFYING THE QUALIFICATIONS FOR MEMBERSHIP; AND ORDAINING OTHER PROVISIONS RELATED TO THE SUBJECT MATTER THEREOF.

13. Authorization to accept grant award FY22 Better Cities for Pets Grant Program

The City of Mission had been awarded the FY22 Better Cities for Pets Grant Program. The city was amongst four other nationally selected programs for awarding. The grant would allow the city to assist low-income families with pet rental deposit assistance. The grant funds would afford to assist about 70 families with rental deposit for their pets. The total grant award was in the amount of \$20,000 and did not required a match.

14. Authorization to purchase maintenance, repair, operating supplies, industrial supplies, and related products from Home Depot utilizing US Communities Contract # 16154

The City of Mission, Purchasing Dept., was seeking authorization to purchase maintenance, repair, operating supplies, industrial supplies and related products and service from Home Depot via US Communities Contract #16154 (Omnia Contract Number: 16154) for FY 2022-2023.

Annual spending is estimated to be \$90,000 exceeding the \$25,000 threshold requiring City Council approval.

15. Authorization to Award Contract for Land Surveying Services

The City of Mission had accepted bid responses for Land Surveying Services. Staff recommended awarding to CVQ Land Surveyors, LLC the lowest responsible bidder meeting all specifications. Surveys would be on an "as needed" basis to include topographic, boundary, platting preliminary, and all necessary land surveying tasks, as specified by the City.

16. Authorization to Award Contract for Property Appraisal Services

The City of Mission had accepted bid responses for Property Appraisal Services. Staff recommended awarding to Leonel Garza Jr. & Associates, LLC the lowest responsible bidders meeting all specifications. Appraisal services would be on an "as needed" basis and were required for the purpose of determining fair market values associated with land purchases, for temporary or permanent easement acquisition for the construction of improvements, and for right-of-way for road construction.

17. Authorization to Execute First One-Year Renewal Option with Conde's Landscaping, OCL Enterprises, LLC, and TDL Properties for Weedy Lot Abatement

On November 23, 2021, the City of Mission entered into a contractual agreement with Conde's Landscaping, OCL Enterprises, LLC and TDL Properties for weedy lot abatement. The terms for the contract were for one year with two one-year renewal options. Per renewal letters, there would be no increase to the original proposal for Conde's Landscaping, OCL Enterprises, LLC and TDL Properties, LLC. Staff was seeking authorization to extend contract for first one-year renewal option.

18. Approval to Purchase Lawn Maintenance Equipment via State Approved Buy Board Contract

Lawn Maintenance Equipment would include: three (3) Tiger Cat 48" Velocity Plus Kawasaki Zero Turn Mowers, one (1) Tiger Cat II 52" Yamaha Zero Turn Mower and one (1) Scag Tiger

Conde's Landscaping

3103 E Jefferson Ave Alton, TX 78573
Ph. (956) 400-2094~ condeslandscaping.com



Item 20.

October 17, 2023

~

City of Mission

1201 E 8th St. Mission, Tx. 78572

Dear City of Mission,

This is a request to renew the contract for Weedy Lot Abatement Contract #22-009-10-18 for an additional year.

It would be to our delight to continue providing our exceptional services for the City of Mission for this coming year. The conditions and specifications listed in Weedy Lot Abatement Contract #22-009-10-18 would continue as before if granted the renewal.

Everyone at Conde's Landscaping LLC is extremely great full for the staff at City of Mission contributing to this project.

Sincerely,

Raul Conde

Conde's Landscaping LLC



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023

PRESENTED BY: Adrian L. Garcia, Fire Chief

AGENDA ITEM: Approval of a Memorandum of Understanding between the City of Mission Fire Department and U.S. Customs and Border Protection for their use of clinical sites – A. Garcia

NATURE OF REQUEST:

The Mission Fire Department is seeking authorization to approve a Memorandum of Understanding with U.S. Customs and Border Protection as they seek to obtain a program of clinical education or field work experience at the City of Mission Fire Department for its Emergency Medical Technicians and Emergency Medical Technician students. The clinical site shall provide the U.S. Customs and Border Protection students with practical experience in EMS – based patient care activities through the clinical’s site’s owned entities and the U.S. Custom and Border Protection shall provide the student with academic experience.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Memorandum of Understanding
Between:
City of Mission Fire Department
and
U.S. Customs and Border Protection,
Office of Border Patrol, Rio Grande Valley Sector

I. PARTIES. The parties to Memorandum of Understanding (“Agreement”) are the Department of Homeland Security, U.S. Customs and Border Protection, Office of Border Patrol, Rio Grande Valley Sector (“Border Patrol”) and *City of Mission, a Texas home-rule municipal corporation, by and through its Mission Fire Department (hereinafter, “City of Mission Fire Department”)*.

II. PURPOSE. The purpose of this Agreement is to set forth the terms by which the Border Patrol seeks to obtain a program of clinical education or field work experience at *City of Mission Fire Department* for its Emergency Medical Technicians and Emergency Medical Technician students and by which the *City of Mission Fire Department* is willing to provide such experiences. Both the Border Patrol and *City of Mission Fire Department* hereby agree to cooperate and work in good faith with each other to provide program(s), whereby Border Patrol students may obtain certifications as Emergency Medical Technicians, or enhance their skills as Emergency Medical Technicians, as a result of the clinical work or field experience gained at *City of Mission Fire Department*.

III. RESPONSIBILITIES.

A. JOINT RESPONSIBILITIES.

1. The clinical training provided in the Program shall include those services, which are mutually agreed upon between the parties in writing.
2. Consideration for this Agreement shall consist of the mutual promises contained herein, the parties agreeing that monetary compensation shall neither be expected nor received by either party.

B. BORDER PATROL. The Border Patrol agrees to fulfill the following obligations during the term of this Agreement:

1. Comply with the educational standards of the appropriate accreditation bodies.
2. Communicate with *City of Mission Fire Department*, through the *City of Mission Fire Department* Program Supervisor, on all items pertinent to the Program.
3. Notify *City of Mission Fire Department* Program Supervisor, of the planned schedule of Border Patrol student assignments, including the names of the students, each student’s

level of academic preparation, and length and dates of each student's assignment in the Program.

4. Refer to *City of Mission Fire Department* only Border Patrol students who have satisfactorily completed the prerequisite didactic portion of the curriculum applicable to *City of Mission Fire Department*.

5. Ensure that each Border Patrol student has provided proof of vaccination for, or serologic immunity to Measles, Mumps, Rubella, annual negative TB skin test or chest x-ray; and Tetanus/Diphtheria inoculation within previous ten years.

6. Ensure that each Border Patrol student provide evidence of being immunized for Hepatitis B/Chickenpox or provide a written formal refusal of the vaccine.

7. Ensure that the Border Patrol students and the Border Patrol faculty support and follow *City of Mission Fire Department* policies, rules and regulations.

8. Require that the Border Patrol students and Border Patrol faculty dress in a professional manner and wear a visible name tag identifying their level of training and name.

9. Implement a mechanism to notify *City of Mission Fire Department* if a student is unable for any reason to report for training.

10. Provide faculty that are approved by the certifying or accrediting agencies to supervise the clinical aspects of the Program. Such faculty member(s) retain(s) the ultimate responsibility of monitoring and supervising the students.

11. Make provisions for the Border Patrol faculty to engage in continuing communication and periodic evaluation and planning meetings with *City of Mission Fire Department* personnel involved with student learning, including preceptors, if assigned. Any problems arising from student training and the involvement of preceptors will be handled as they arise by the supervising Border Patrol faculty member and *City of Mission Fire Department* staff member(s). In the event of continued difficulty, the problem will be referred to the appropriate *City of Mission Fire Department* administrator and the Border Patrol Administrator or equivalent.

12. Instruct the Border Patrol students and Border Patrol faculty to maintain the confidentiality of all information about *City of Mission Fire Department's* patients/customers, including information about *City of Mission Fire Department's*, diagnosis, evaluation, treatment of such patients, financial condition, or services rendered as required by applicable State and Federal laws and *City of Mission Fire Department's* bylaws, rules and regulations. If, during the course of the Program and in conjunction with the Program requirements, employees and agents of *City of Mission Fire Departments* are informed of or possess records of any Border Patrol student, *City of Mission Fire Department* shall comply with the confidentiality requirements of all federal and State laws and regulations in the handling of such records.

C. ***City of Mission Fire Department*** agrees to fulfill the following obligations during the term of this Agreement:

1. Maintain standards for appropriate health care services that are conducive to sound educational experiences for the Border Patrol students.
2. Assign a designee, with the required credentials, who will be responsible for facilitating the fieldwork/clinical experience of the Border Patrol students.
3. Make available to the Border Patrol students and Border Patrol faculty library facilities, appropriate records and equipment, classroom and conference space.
4. Provide orientation for the Border Patrol students and Border Patrol faculty to the physical facilities, policies and procedures of the ***City of Mission Fire Department***.
5. Provide emergency medical care for Border Patrol students and Border Patrol faculty in the event of an illness or accident during his/her participation in the Program, the costs of which shall be borne by the individual Border Patrol student or Border Patrol faculty member or such individual's worker's compensation carrier, as applicable.
6. Advise the Border Patrol of any deficits noted in the ability of an assigned Border Patrol student to progress toward achievement of stated Program objectives in writing and assist the Border Patrol and the student in attempting to correct these deficits. It will be the mutual responsibility of the Border Patrol student, the Border Patrol faculty, the fieldwork/clinical educator, and the academic fieldwork/clinical coordinator to develop a plan by which the student may be assisted to achieve the stated Program objectives.
7. Permit, upon written request from the Border Patrol, the inspection of the facilities, fieldwork, and services by the accrediting agencies.
8. ***City of Mission Fire Department*** shall notify the Border Patrol of the number of students it can accommodate during a given period of time.
9. ***City of Mission Fire Department*** has the right to recommend termination of any Border Patrol student's participation in the Program when such student's health or performance is a detriment to a patient's well-being, or to the achievement of the stated objectives of the Program. ***City of Mission Fire Department*** shall provide written documentation specifying the facts and circumstances necessitating such request for recommending termination of the student. The Border Patrol shall have the opportunity to review and to evaluate said student's health or conduct necessitating the termination.
10. ***City of Mission Fire Department*** shall encourage and support, when required by the Border Patrol's accrediting agency, continuing education and professional development of ***City of Mission Fire Department*** staff member(s) who is/are responsible for the supervision of Program.

IV. POINTS OF CONTACT. All notices or other communications provided for in this Agreement shall be directed to the parties at the addresses below. Either party may change this address by providing written notice to the other party at the address listed below.

United States Border Patrol:

City of Mission Fire Department

V. LIABILITY INSURANCE. *City of Mission Fire Department* acknowledges that the Border Patrol is a government agency within the Department of Homeland Security and that, as such, the Border Patrol is self-insured under the Federal Tort Claims Act with respect to liability for property damage, personal injuries, or accidents caused by its employees in the course of official business. This Includes medical training, which has been assigned to specific agents as part of their job description and/or collateral duty. In addition, Border Patrol employees are covered by the U.S. Department of Labor’s Office of Worker’s Compensation Programs with respect to injuries suffered in the course of federal employment or training. Such Border Patrol student will be responsible for providing the required documentation directly to *City of Mission Fire Department*.

VI. PARTIES’ RELATIONSHIP. It is understood and agreed that the parties are independent contractors, and this Agreement shall not create any relationship of agency, partnership, joint venture or create an employment relationship between *City of Mission Fire Department*, the Border Patrol students or the Border Patrol faculty. It is understood and agreed that *City of Mission Fire Department* retains the ultimate responsibility for patient record keeping and for patient care while the Border Patrol and the students retain the obligations and limitations expressly stated in this Agreement.

VII. OTHER PROVISIONS. Nothing in this Agreement is intended to conflict with current law or regulation or the directives of the Department of Homeland Security, U.S. Customs and Border Protection, Border Patrol or *City of Mission Fire Department*. If a term of this Agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this Agreement shall remain in full force and effect.

VIII. EFFECTIVE DATE. This Agreement will become effective on the date on which it is mutually entered into by the Border Patrol and *City of Mission Fire Department* (the “Effective Date”).

IX. TERM. The initial term of this Agreement shall be for one (1) year from the Effective Date. At the end of the initial term, this Agreement shall automatically renew for one (1) additional term of two (2) years, unless terminated as hereinafter provided. Notwithstanding the terms specified herein, this Agreement may be terminated by either party as provided in Section XI of this Agreement. This Agreement is subject to annual review as required by both parties and external licensing entities.

X. MODIFICATION. This Agreement contains the entire understanding of the parties and shall be modified only by an instrument in writing signed on behalf of each party.

XI. TERMINATION. This Agreement may be terminated prior to the expiration of the term hereof by mutual agreement of the parties; or by either party, without cause, upon thirty (30) days written notice to the other party; however, no such termination shall be effective upon any Border Patrol student enrolled in the Program, until the expiration of the then current course for such student.

XII. GOVERNING LAW AND JURISDICTION. This Agreement shall be governed in all respects by, and be construed in accordance with, the laws of the United States. It is collectively agreed by the Parties that this Agreement will (1) be performed in Hidalgo County, Texas, and (2) jurisdiction and venue shall be in a court of competent jurisdiction where the Agreement was performed.

XIII. CLAIMS OR ACTIONS. That with respect to any claim or action arising out of any activities performed under or pursuant to this Agreement, pursuant to paragraph V, each party shall be liable for payment of that portion of any and all claims, liability, costs, expenses, demands, settlements, or judgments resulting from the negligence, actions, or omissions of itself or its own directors, representatives, and employees. The parties agree to notify each other, in writing, immediately upon receipt of any incident, occurrence, or claim arising out of or in connection with this Agreement, which could result in a liability or claim of liability to the other party.

XIV. COUNTERPART SIGNATURE. This Agreement may be executed in one or more counterparts (facsimile transmission or otherwise), each counterpart shall be deemed an original and all of which shall constitute but one Agreement.

XV. NO WAIVER. No waiver of a breach of any provision of this Agreement shall be construed to be a waiver of any breach of any other provision. No delay in acting with regard to any breach of any provision of this Agreement shall be construed to be a waiver of such breach.

XVI. RIGHTS IN PROPERTY. All title to *City of Mission Fire Department* supplies, equipment, furnishings, fiscal records, client charts, and client records shall remain the sole property of the *City of Mission Fire Department*.

XVII. AUTHORIZATION OF AGREEMENT. Each party represents and warrants to the other that the execution of this Agreement has been duly authorized and that this agreement constitutes a valid and enforceable obligation of such party according to its terms.

XVIII. SECTION HEADINGS. The headings of sections contained in this Agreement are for convenience only and they shall not, expressly or by implication, limit, define, extend, or construe the terms or provisions of the sections of this Agreement.

XIX. NO PRIVATE RIGHT CREATED. This document is an internal agreement between *City of Mission Fire Department* and the Border Patrol and does not create or confer any right or benefit on any other person or party, private or public. Nothing in this Agreement, addenda, attachments or other associated documents restricts the authority of either party to act as provided by law, statute, or regulation, nor does it restrict either party from enforcing any laws or taking any action within its authority or jurisdiction.

XX. NO PUBLICATION. Neither the Border Patrol nor *City of Mission Fire Department* shall submit for publication any material relating to the Program without prior written approval of the non-submitting party.

XXI. NON-EXCLUSIVITY. Each party shall have the right to enter into similar agreements with other parties.

XXII. NON-DISCRIMINATION. The Border Patrol and *City of Mission Fire Department* mutually agree to make no distinction among students, on the basis of race, color, sex, creed, age, sexual orientation, marital status, or national origin. For the purpose of this Agreement, in addition to the aforementioned, a student shall not be denied any service or benefit that is different, is provided in a different manner or at a different time from the service provided to other students under this Agreement. A student may not be subjected to segregation or separate treatment in any manner related to receipt of any advantage or privilege enjoyed by others receiving the same service or benefit; or any other requirement or condition that individuals must meet in order to be provided any service or benefit.

XXIII. WAIVER OF CONSTRUCTION AGAINST DRAFTER. Both parties have contributed to the review and drafting of this Agreement, with the assistance of their respective legal counsel. Therefore, both parties waive the rule of construction against the drafter.

City of Mission Fire Department and the Border Patrol hereby agree that all oral or written agreements between them that were made prior to the execution of this Agreement have been reduced to writing and are contained herein. By signing below, each party acknowledges they are executing an interagency agreement based on the conditions and definitions contained in this Agreement.

IN WITNESS WHEREOF, *City of Mission Fire Department* and the Border Patrol have executed this Agreement, in multiple originals, to be effective as of the date on which this Agreement is fully executed.

UNITED STATES BORDER PATROL,
RIO GRANDE VALLEY SECTOR

Gloria I. Chavez, Chief Patrol Agent
U.S. Border Patrol, Rio Grande Valley Sector

Date_____

City of Mission Fire Department.

Date_____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13,2023

PRESENTED BY: Abel Bocanegra, P.E., City Engineer

AGENDA ITEM: Authorization to Solicit Request for Qualifications for FMA & BRIC Program Development, Grant Administration, Civil Engineering, and Project Management Services - Bocanegra

NATURE OF REQUEST:

Staff is seeking authorization to Solicit a Request for Qualifications for Program Development, Grant Administration, Civil Engineering, and Project Management Services pertaining to the Flood Mitigation Assistance program (FMA), administered by the Texas Water Development Board and the Building Resilient Infrastructure and Communities Grant Program (BRIC) administered by the Texas Department of Emergency Management. The purpose of these programs is to provide support to communities for hazard mitigation activities, such as drainage improvements, that promote climate adaptation and resilience with respect to the growing hazards associated with climate change. Each program requires a 25% match with the potential for a reduced match of 10% if the projects meets the FEMA definition of repetitive loss structures.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023

PRESENTED BY: Abel Bocanegra, P.E., City Engineer

AGENDA ITEM: Authorization to enter into a Memorandum of Agreement between The Lower Rio Grande Valley TPDES Stormwater Task Force Partnership, Inc. and the City of Mission – Bocanegra

NATURE OF REQUEST:

Memorandum of Agreement by and between City of Mission and The Lower Rio Grande Valley TPDES Stormwater Taskforce Partnership, Inc. for Representative Appointment to the Regional Lower Rio Grande Valley TPDES Stormwater Tark Force MOA #R-RGV-TF-2023-00051. It is formed to respond and aid compliance with the Texas Commission on Environmental Quality Phase II Stormwater Rules and other pertinent issues as needed. This MOA commences on 11/1/23, will be effective for exactly five (5) calendar days and will terminate 10/31/28. Membership contribution is \$19,051.20.

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** 16-410-94700

BUDGET: \$18,000 **EST. COST:** \$19,051.20 **CURRENT BUDGET BALANCE:** \$18,000

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 _____

MEMORANDUM OF AGREEMENT
by and between
CITY OF MISSION
and
THE LOWER RIO GRANDE VALLEY TPDES STORMWATER TASK
FORCE PARTNERSHIP, INC.
for Representative Appointment to the Regional Lower Rio Grande Valley
TPDES Stormwater Task Force
MOA #R-RGV-TF-2023-00051

This Memorandum of Agreement (hereafter termed “**MOA**”) is entered into by and between the **CITY OF MISSION** (hereafter referred to as “**CITY**”), and **THE LRGV TPDES STORMWATER TASK FORCE PARTNERSHIP, INC.** (hereafter referred to as “**STFP**”), a 501(c)(3) Not-for-Profit formed to promote and coordinate the collaborative and cooperative use of technology by and among colleges, high schools, community school districts, public and school libraries, health care facilities, government offices, businesses, health and educational professionals other educational and community services organizations and community residents for the benefit of the collaborating organizations, their clients, and community residents of the Rio Grande Valley.

SECTION 1
PURPOSE

- 1.01** **CITY** and **STFP** agree to enter into this MOA as a manner by which **CITY** and **STFP** can actively participate in a regional LRGV TPDES Stormwater Task Force (hereafter referred to as **Task Force**) formed to respond and aid compliance with the *Texas Commission on Environmental Quality Phase II Stormwater Rules* (“**Rules**”) and other pertinent issues as needed.
- 1.02** **CITY** and **STFP** desire to accomplish the goals of responding and complying with the **Rules** through the formation of a regional **Task Force**, established and managed by **STFP**.
- 1.03** **STFP** desires to participate in the establishment and management of the regional **Task Force**, since such participation will provide **STFP** with an avenue for students to:
- A. Gain knowledge and experience in the process and procedures of governmental environmental regulation, rule making, and committee process;
 - B. Gain supervisory, organizational, and executive skills through the creation of the **Task Force** body, the implementation of the **Task Force** by-laws and policies, creation and submission of **Task Force** agenda and minutes, and budget creation;
 - C. Gain experience about the interfacing, communication, and interaction between **STFP** and local governments; thus, aiding the students in being at ease publicly speaking, presenting issues, and expounding opinions.

SECTION 2 TERM

- 2.01** *Fixed Term:* This MOA commences on **11/01/23**, will be effective for exactly five (5) calendar years, and will terminate **10/31/28**, unless extended according to section 2.02 of this MOA.
- 2.02** *Extension:* Upon written, mutual consent of **CITY** and **STFP**, this MOA may be extended for a maximum of one (1) calendar year, after the date of expiration of the Fixed Term.
- 2.03** *Cancellation:* This MOA may be cancelled prior to the expiration of the Fixed Term of any Extension Term, upon thirty (30) calendar days written notice to the other party, sent to the address indicated in Section 5.01 of this MOA.

SECTION 3 CONSIDERATION

- 3.01** *Fee:* **CITY** agrees to pay to **STFP** a **Task Force** membership contribution of **\$19,051.20**. Payment of contribution is due in one single payment, tendered by check or wired transfer, payable to **STFP** and delivered to the address indicated in Section 5.01 of this MOA. Initial payment must be made within ten (10) days after execution of this MOA. Subsequent payments shall be made by the 10th day of October of each calendar year. Failure of **CITY** to make such payment within the subscribed time, and without a written extension from **STFP**, may result in this MOA terminating.

SECTION 4 RIGHTS AND DUTIES

- A.01** The following rights and duties will be held or performed by **CITY**:
- A. **CITY** will provide one representative to the **Task Force**. Such a representative must be chosen by majority vote of the Board, as evidenced by an adopted resolution or other evidence of the appointment acceptable to **STFP**.
- B. The **CITY**'s representative will serve a term that commences on the date of execution of final signature and will terminate exactly five (5) calendar years from date of execution, unless extended according to section 2.02 of this **Agreement**. A replacement representative may be appointed by the **CITY** through written notification at any time during the performance period.
- C. The **CITY**'s representative will be subject to the bylaws, policies, rules and procedures of the **Task Force**. Any breach or violation of such bylaws, etc., may result in expulsion of the representative from the **Task Force**. If expulsion occurs,

the **CITY** will appoint another representative no later than thirty (30) calendar days after notice of the expulsion.

- D. The **CITY**'s representative will act as the liaison between the **CITY** and the **Task Force**, apprising each entity of the other's objectives. The representative will brief the Board, or other municipal entity responsible for **Task Force** participation, a minimum of once quarterly.
- E. Each **CITY** having representation on the **Task Force** will be responsible for paying a membership fee as detailed in Section 3.01 of this Agreement.
- F. The **CITY** may make recommendations to the **Task Force** regarding the fee assessment, expenditures, or other financial matters; however, the **Task Force** is not bound by such recommendations.

4.02 The following rights and duties will be held or performed by **STFP**:

- A. **STFP** will formulate and facilitate the bylaws, policies, rules and procedures by which the **Task Force** will be governed. **STFP** will provide **CITY** with a copy of such by-laws, policies, rules and procedures, as warranted.
- B. **STFP** will formulate and propose to the **Task Force**, methods and approaches for compliance with the *Texas Commission on Environmental Quality Phase II Stormwater Rules*. For each method or approach proposed, **STFP** will assist with educational outreach, training, and information to facilitate compliance.
- C. **STFP** will assist with research and educational services and technical support to the **Task Force**, and for any adopted methods and approaches for compliance. **STFP** will not participate in the implementation of the **CITY**'s stormwater management program (SWMP) unless otherwise specified in **Section 4.03**.
- D. **STFP** will manage the **Task Force** administration, including meetings, and efforts pertaining to the methods and approaches for assisting in complying with the *Texas Commission on Environmental Quality Phase II Stormwater Rules*.
- E. The **Task Force** will oversee the establishment and operation of all financial policies, requirements, and expenditures. As overseer of the **Task Force**, **STFP** will assist with the financial management and policy of the **Task Force**.
- G. **STFP** will assist the **Task Force** with the management of any funding acquired by the **Task Force**. This does not apply to the funding provided by this MOA. The management of **Task Force** funding will adhere to the by laws of the organization.
- H. Membership fees paid to **STFP** will be earmarked in a separate **STFP** account for use only by **STFP** for the **Task Force**. Any unappropriated funds will be carried

over.

- I. Membership fees paid to **STFP** will be utilized by **STFP** for costs associated with but not necessarily limited to staffing, travel, training, equipment and materials, recruiting, scholarships, meal and food expenses associated with meetings and events, and communication related expenses.
 - J. **STFP** is authorized to utilize membership fees to leverage grant funds, for conference planning, travel expenses, staff training, to support outreach events, and for sponsorships for environmental and educational events.
 - K. **STFP** is authorized to utilize membership fees to accomplish tasks included in **Section 4.03**, if any.
 - L. **STFP** is authorized to provide funding to the Arroyo Colorado Watershed Partnership, the Laguna Madre Estuary Program, or similar organizations on behalf of **CITY**. This funding, if any, shall be provided at the discretion of **STFP**.
- 4.03** *SWMP Implementation:* **STFP** will support the **CITY** in implementing a portion of its SWMP by assisting with research and educational services and technical support with specific Best Management Practices (BMPs). The overall completion of the BMPs is the sole responsibility of the **CITY**.

SECTION 5 MISCELLANEOUS

- 5.01** *Addresses:* Fee payment or notices required under this MOA may be sent by United States Postal Service regular surface mail, certified mail, registered mail, overnight delivery, or hand delivery. Written notice delivery is deemed made when the notice is deposited into a USPS mail receptacle, or deposited with an overnight carrier, or hand delivered. **CITY** and/or **STFP** can change the notice address by sending to the other party written indication of the new address. Notices should be addressed as follows:

CITY:

City of Mission
Abel Bocanegra
 1201 E. 8th St.
 Mission, Texas 78572
abocanegra@missiontexas.us

STFP: TASK FORCE
C/O Javier Guerrero
P.O. Box 557
Elsa, TX 78543
jguerrero@lrgvstormwatertaskforce.org
956-929-7189

- 5.02** Force Majeure: Any and all duties, obligations, and covenants of this MOA will be suspended during time of natural disaster, war, acts of terrorism, or other “Acts of God”, which prevent a party from fulfilling any and all duties, obligations, and/or covenants of this MOA. If a party is prevented from fulfilling a duty, obligation, and/or covenant of this MOA, due to Force Majeure, the party prevented from fulfilling will notify the other party in writing, sent pursuant to Section 5.01 MOA, within fourteen (14) calendar business days of the Force Majeure event.
- 5.03** Parties Relationship: Nothing in the MOA should be construed as creating a partnership, joint venture, agency relationship, or any other relationship other than, between **CITY** and **STFP**.
- 5.04** Applicable Law: This MOA is construed under and in accordance with the laws of the State of Texas.
- 5.05** Cumulative Rights: All rights, options, and remedies contained in this MOA and held by **CITY** and **STFP** are cumulative and the exercising of one will not exclude exercising another. **CITY** and **STFP** each have the right to pursue any remedy or relief which may be provided by law, in equity, or by the stipulations of this MOA.
- 5.06** Non-waiver: A waiver by either **CITY** or **STFP**, or both, of any obligation, duty, or covenant of this MOA will not constitute a waiver of any other breach of any obligation, duty, or covenant of this MOA.
- 5.07** Counterparts: This MOA can be executed in multiple counterparts, each of which is declared an original.
- 5.08** Severability: If any clause or provision of this MOA is illegal, invalid or unenforceable under present or future law, **CITY** and **STFP** intend that the remaining clauses or provisions of this MOA will not be affected and will remain in full force and effect.
- 5.09** Entire MOA: This MOA contains the final and entire agreement between **CITY** and **STFP**, and will not be amended, explained, or superceded by any oral or written communications; unless done so in a subsequent, written, and mutually agreed upon amendment.
- 5.10** Successors and Assigns: All the obligations, duties, covenants, and rights contained in this MOA and performable by **CITY** will be applicable and binding upon respective successors and assigns, including any successor by merger or consolidation; however, nothing in this

provision shall be construed to be consent of Assignment of this MOA.

5.11 Nondiscrimination: **CITY** and **STFP**, and their agents or employees, are prohibited from discriminating on the basis of race, color, sex, age, religion, national origin, or handicap, in the performance of the terms, conditions, covenants and obligations of this MOA.

5.12 Dispute Resolution:

- A. Any controversy claim or dispute between **CITY** and **STFP** relating to the provisions of this MOA or the breach, termination or validity thereof shall upon written request of either party, immediately be referred jointly for resolution of the controversy by non-binding mediation.
- B. The mediation must be concluded within any period mutually agreed upon by the parties but in no event later than within forty-five (45) days after written notice is given by any party of its intent to proceed to mediation. Unless the parties expressly agree otherwise, each party shall bear its own costs, legal and expert fees incurred in the mediation, and evenly share the costs of the mediator. If after proceeding in good faith the parties, with the assistance of a neutral mediator, do not resolve the dispute within the forty-five (45) day period, the parties may proceed in accordance with paragraph (C) below.
- C. After exhausting the procedures set forth above, either party may initiate litigation to resolve the dispute. The Law of the State of Texas shall control the matter in controversy. Venue is mandatory in Hidalgo County, Texas. Any notice of dispute tendered by **CITY** should be addressed to Javier Guerrero, Executive Director, **STFP**.

EXECUTED the _____ day of _____, 2023, by **CITY**, by its duly authorized agent, as evidenced by authorization by the City Council.

**“CITY”
CITY OF MISSION**

By: _____
Norie Gonzalez Garza
Mayor

ATTEST:

By: _____
Anna Carrillo
City Secretary

ACKNOWLEDGMENT

EXECUTED the _____ day of _____, 2023, by **SWTF**, by its duly authorized officer.

**“SWTF”
LOWER RIO GRANDE VALLEY TPDES
STORMWATER STFP PARTNERSHIP, INC.**

By: _____
Javier Guerrero
Executive Director



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: November 13, 2023
PRESENTED BY: Abel Bocanegra, P.E., City Engineer
AGENDA ITEM: Authorization to award bid for Ready Mix Concrete for Public Works Department-Bocanegra

NATURE OF REQUEST:

The City of Mission has accepted and opened one (1) Bid response for Ready Mix Concrete for the Public Works Department. Staff recommends awarding bid to 57 Concrete, LLC who is the lowest responsible bidder meeting all specifications. Recommendation is based solely on estimated quantities and orders will be placed on an as needed basis. BID # 24-042-10-30

BUGETED: <u>Yes</u>	FUND: <u>General</u>	ACCT. #: <u>01-440-64370</u>
BUDGET: <u>\$ 600,000</u>	EST. COST: <u>\$ 20,000</u>	CURRENT BUDGET BALANCE: <u>\$ 386,828</u>
BUGETED: <u>Yes</u>	FUND: <u>General</u>	ACCT. #: <u>01-461-64360</u>
BUDGET: <u>\$ 100,000</u>	EST. COST: <u>\$ 10,000</u>	CURRENT BUDGET BALANCE: <u>\$ 70,746</u>
BUGETED: <u>Yes</u>	FUND: <u>Utility</u>	ACCT. #: <u>02-412-64370</u>
BUDGET: <u>\$ 50,000</u>	EST. COST: <u>\$ 10,000</u>	CURRENT BUDGET BALANCE: <u>\$ 44,190</u>

BID AMOUNT: \$52,275.00

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		

BID NAME/NUMBER: 24-042-10-30 / Ready Mix Concrete

OPEN DATE: October 30, 2023 2:00 PM CST



Vendor Name:	57 Concrete, LLC.
Street address:	4877 Western Rd.
City, State:	Mission, TX 78574
Phone:	(956) 638-1068
Fax:	
Contact:	Eliud R. Cavazos
Email:	sales@57concrete.com

DESCRIPTION:	UOM in Cubic Yards	Estimated Qty.	Unit Price	Total Extended Price
1 Ready Mix Concrete	Cubic Yards	425	\$123.00	\$52,275.00
ADDENDUMS				None
Number of Hours/Days to Deliver Product				24 hours

Note:



BID NAME/NUMBER: 24-042-10-30 / Ready Mix Concrete

OPEN DATE: October 30, 2023 2:00 PM CS

Vendor Name: 57 Concrete, LLC.
Street address: 4877 Western Rd.
City, State: Mission, TX 78574
Phone: (956) 638-1068
Fax:
Contact: Eliud R. Cavazos
Email: sales@57concrete.com

DESCRIPTION of FORMS:		
Solicitation Signed		Yes
Terms & Conditions Included		Yes
Non-Collusive		Yes
Pricing Schedule		Yes
Addenda(s)		None
Gen. Business Questionare		Yes
References		Yes
CIQ		



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Abel Bocanegra, P.E., City Engineer
AGENDA ITEM: Authorization to extend second one-year renewal option for Liquid Polymer Chemical with Polydyne, Inc. for the Public Works Department North and South Water Treatment Plants - Bocanegra

NATURE OF REQUEST:

The City of Mission entered into an agreement with Polydyne, Inc. for the purchase of Liquid Polymer Chemical. The contract term was for one year with two one-year renewal options. Orders will be placed on an as needed basis throughout the one-year base term at (\$ 0.65/lb). This will extend Bid No. 22-005-10-14 from November 15, 2023 thru November 14, 2024.

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

BUDGET: \$ 900,000 **EST. COST:** \$ 150,000 **CURRENT BUDGET BALANCE:** \$ 900,000

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

BUDGET: \$ 800,000 **EST. COST:** \$ 75,000 **CURRENT BUDGET BALANCE:** \$ 800,000

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 _____



WATER SCIENCE

polydyneinc.com

Email to: pgeddes@missiontexas.us

September 5, 2023

Peter Geddes
Procurement Director
City of Mission
1201 E. 8th Street
Mission, TX 78572

Subject: Contract Renewal Proposal – Bid No. 22-005-10-14 – Liquid Polymer for the Public Works Department North & South Water Treatment Plants

Dear Mr. Geddes,

The contract between Polydyne Inc. and the City of Mission is set to expire on November 14, 2023. At this time, Polydyne Inc. is pleased to offer the City of Mission an extension of the referenced contracts for an additional year. The product and price will remain unchanged and is as follows:

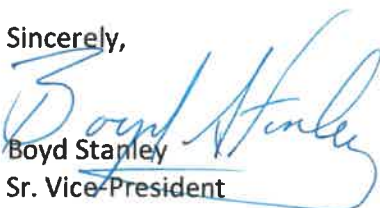
PRODUCT	PRICE	PACKAGE
FBS 588C	\$0.65/LB. DELIVERED	45000 LB. TANKER

The renewal Contract term will be effective November 15, 2023 through November 14, 2024.

All other terms and conditions will remain the same.

We thank you for your business and look forward to continuing our valued partnership. If you have any questions regarding this proposal, please feel free to contact Marcus Ortiz, Technical Sales Representative at (281) 633-6086 or by email to mortiz@polydyneinc.com. If this offer is acceptable, please send notification via email to bids@polydyneinc.com.

Sincerely,



Boyd Stanley
Sr. Vice-President



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Abel Bocanegra, P.E., City Engineer
AGENDA ITEM: Authorization to extend second one-year renewal option for Liquid Emulsion Polymer Chemical for the Public Works Department Wastewater Treatment Plants - Bocanegra

NATURE OF REQUEST:

The City of Mission entered into an agreement with Polydyne, Inc. for the purchase of Liquid Emulsion Polymer Chemical. Orders will be placed on an as needed basis throughout the one-year base term. This will extend Bid No. 22-006-10-14.

BUGETED: Yes **FUND:** Utility -Waste Water Plant **ACCT. #:** 02-414-64220

BUDGET: \$ 100,000 **EST. COST:** \$ 64,800 **CURRENT BUDGET BALANCE:** \$ 80,100

BUGETED: Yes **FUND:** Utility -Industrial Pre-Treatment **ACCT. #:** 02-415-64220

BUDGET: \$ 3,000 **EST. COST:** \$ 32,400 **CURRENT BUDGET BALANCE:** \$ 3,000

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 _____



Email to: mlopez@missiontexas.us

September 12, 2023

Mosies Lopez
City of Mission
1201 E. 8th Street
Mission, TX 78572

Subject: Contract Renewal Proposal – Bid No. 22-006-10-14

Dear Mr. Lopez,

Polydyne Inc. would like to thank the City of Mission for your interest in renewing the current contract for an additional year. Polydyne Inc. is pleased to extend this agreement at the current pricing and terms. The product and price will remain unchanged and is as follows:

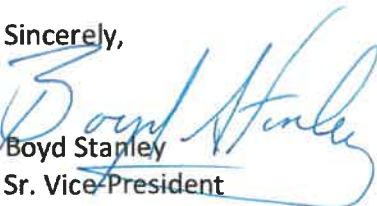
PRODUCT	PRICE	PACKAGE
FBS C1683	\$1.61/LB. DELIVERED	2300 LB. TOTES

The renewal Contract term will be effective November 15, 2023 through November 14, 2024.

All other terms and conditions will remain the same.

We thank you for your business and look forward to continuing our valued partnership. If you have any questions regarding this proposal, please feel free to contact Marcus Ortiz, Technical Sales Representative at (281) 633-6086 or by email to mortiz@polydyneinc.com. If this offer is acceptable, please send notification via email to bids@polydyneinc.com.

Sincerely,



Boyd Stanley
Sr. Vice President



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Cesar Torres, Chief of Police
AGENDA ITEM: Authorization to purchase one (1) Harley Davidson Police motorcycle from Longhorn Harley Davidson via BuyBoard contract #601-19 - Torres

NATURE OF REQUEST:

Authorization to purchase one (1) Harley Davidson Police motorcycle with emergency equipment from Longhorn Harley Davidson via BuyBoard contract #601-19. The total price for the (1) Harley Davidson Police motorcycle is \$46,740.16. The City of Mission was previously issued a TML re-imbursement claim check for \$37,525.91, which will be applied to the total price. Funds from Acct. 11-410-74950 will be utilized to pay the remainder amount for this purchase. Total price of the purchase will be \$9,214.25.

BUGETED: No **FUND:** Police Federal Sharing **ACCT. #:** 11-410-74950

BUDGET: \$ _____ **EST. COST:** \$46,740.16 **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 _____



City of Mission

1201 E. 8th Street Mission, TX 78572

10/03/2023

Invoice# 10032023-1

BUYBOARD STATE CONTRACT #601-19

2023 Harley-Davidson FLHTP Electra Glide Purchase Option Turn Key

Pay to: Vendor: 99-56325 – Longhorn Harley-Davidson 2830 West I-20 Grand Prairie Texas 75052

Motor:

**\$18,424.00 2019 Harley-Davidson Police FLHTP Electra Glide 114 Security Included BLACK
(Setup, Shipping, VIF, State Inspection & Doc Fee Included)**

\$1,000.00 2023 Current Year Model Surcharge – 36mo Factory Police Warranty Included

Motorcycle Total \$19,424.00

Equipment:

\$75.55 1 Harley-Davidson Chrome Tie Down Brackets 93500011 \$83.95

\$215.95 1 Primary Cover Guard Skid Plate PDSKID \$239.95

\$102.24 1 Harley-Davidson 5.0 Amp Dual-Mode Battery Charger 66000309 \$113.61

\$305.95 1 Harley-Davidson Saddlebag Guard Rails 90201903 \$339.95

\$39.55 1 Harley-Davidson Front Fender Skirt 61400312 \$43.95

\$12.15 1 Harley-Davidson JUMPER PLUG Replaces Wig-Wag Flasher constant power 68437-99 \$13.49

\$3,126.38 Harley-Davidson Screaming Eagle Milwaukee-Eight 114 – Stage II Torque:

\$1,133.00 @ \$103hr Labor 11hrs \$1,375.00 @ \$125hr

\$181.75 1 H-D 27300167 SE Extreme-Flow 55MM Intake Manifold \$201.95

\$177.25 1 H-D 29400246A SE High Flow-Filter \$196.95

\$404.96 1 H-D 41001141 SE Pro Street Tuner \$449.95

\$458.95 92500047 Stage II Torque Cam \$509.95

\$6.50 1 H-D 25566-06 Sprocket Retention Kit \$7.23

\$13.46 1 H-D 25928-06 TC96 Spacer Kit \$14.95

\$30.56 1 H-D 37000286 H-D Kit CL SE 1275N Spring \$33.95

\$719.95 1 1801-1075 S&S Performance Muffler Thruster CHROME W/ BLACK END CAP \$799.95

\$287.95 1 Harley-Davidson Coolflow Fan FLHTP 26800128 \$319.95
 \$62.01 1 Harley-Davidson Coolflow Switch Pack 69200173 \$68.89
 \$10.03 2 Harley-Davidson Switches Blanks for Pack 71400031 \$5.57

\$1,323.20 2 Whelen SA350MH Siren Speaker \$827.00
 \$190.40 2 Whelen SA350MB1 Siren Speaker Bracket \$119.00
 \$1,213.86 2 Harley-Davidson Siren Amplifier 76000853 \$674.37
 \$214.26 2 Harley-Davidson Amplifier Bracket Kit 69200597 \$119.03
 \$10.26 12 Terminal Socket #18-20 AW 72168-07 \$0.95
 \$5.27 3 72473-07 Seal Pin \$1.95
 \$9.86 1 72487-07BK Housing 12 Way Socket \$10.95
 \$25.00 Custom – on/off toggle switch second siren power
 \$412.00 4hrs @ \$103hr Labor 11hrs \$1,375.00 @ \$125hr Dual Siren

\$160.00 1 TLI2KX T-Ion Duo Red/Amber Front Fender Side Surface Mount – Amber to Turns \$200.00
 \$160.00 1 TLI2MX T-Ion Duo Blue/Amber Front Fender Side Surface Mount – Amber to Turns \$200.00

\$751.20 1 M08DTJ Whelen Windshield DUO Array Electra Glide EEJDD BC/BC/RB/RC/RC \$939.00

\$250.40 1 FDFP11RR Whelen 4" Extended LED drive/warn R/C (front par36 emergency lights) \$313.00
 \$250.40 1 FDFP11BR Whelen 4" Extended LED drive/warn B/C (front par36 emergency lights) \$313.00

\$49.60 2 IONHD3FM Whelen Electra-Glide® Fork Mounting Kit for 1 Surface Mount ION™ \$31.00
 \$277.60 1 IONSV3RC Whelen ION V Surface Mount Red (Fork Mount Side Chrome) \$347.00
 \$277.60 1 IONSV3BC Whelen ION V Surface Mount Blue (Fork Mount Side Chrome) \$347.00

\$412.80 2 Whelen NP3BB Pioneer Nano (Front Take Down Driving / WigWag Lights) \$258.00
 \$237.60 1 Whelen SLFLASH Smart Flasher – run front emergency light off of \$297.00
 \$97.15 1 Billet Foot Peg Mount 50957-02c (Front Take Down Driving / WigWag Lights) \$107.95

\$80.80 1 Whelen ULF44 LED Flasher – Flash White on TP \$101.00
 \$1,936.07 1 Harley-Davidson Police Tour-Pak Carrier System Black, Pre Drilled 53000712DH \$2,151.19
 \$110.65 1 Harley-Davidson Tour-Pak carrier mounting adaptor plate 53196-09 \$122.95
 \$94.31 1 Harley-Davidson Tour-Pak carrier wiring harness adaptor kit 68000137 \$104.79
 \$836.86 3 Harley-Davidson TRIPLESTACK LIGHTHEAD, MULTICOLOR (RWB) 68000277 \$309.95
 \$593.82 4 Harley-Davidson MEGA-THIN LIGHTHEAD, MULTICOLOR (RWB) 68000286 \$164.95
 \$110.07 2 Harley-Davidson LIGHTHEAD SPLITTER 69201092 \$61.15
 \$131.35 1 Harley-Davidson Top Box Battery 65989-97E \$145.95

\$76.80 2 OSB00SCR Whelen Blue Steady-Burn and Clear Lens Rear LP Run Authority Blue LED \$48.00
 \$35.20 1 M2KTHD1 Whelen license plate mounting bracket \$44.00
 \$344.00 2 M2J Whelen series LED R/B Split license plate \$215.00

\$104.00 2 TIONHDSS Whelen Side Saddle Bag Mounting Kit for use with 3 ION T \$65.00

\$907.20 6 TL12J Whelen ION™ T-Series™ DUO™ Color, R/B Side & Rear Bag Mounted \$189.00
 \$260.80 2 TL1R Whelen ION™ T-Series™ Red Side Bag Mounted Center Hooked to Turn Signal \$163.00
 \$68.80 2 TIONHTRS Whelen Rear Crash Bar Mounting Kit \$43.00

\$489.95 1 Setcom MWH-31 Motorcycle PTT Unit
 \$280.00 1 Setcom ***** Helmet Kit Full Modular Helmet
 \$925.00 1 Setcom ***** Liberator Wireless SuperMic System Motorola APX 6000

\$3,695.00 1 Stalker DSR Micro Display H-D Front/Rear Radar Unit

\$3,914.00 Labor 38hrs @ \$103hr Emergency Vehicle Equipment Installation \$4,750.00 @ \$125hr

\$431.96 4 RokForm PRO SERIES MOTORCYCLE PERCH MOUNT 334201P \$119.99

\$269.96 4 ciro3d BLACK DRINK HOLDERS WITH ALUMINUM CLAMP MOUNT 50613 \$74.99

\$325.00 1 Custom Emergency Wiring Harness Parts / Shop Supplies

\$175.00 1 Equipment Shipping

\$303.34 Deliver Unit to Mission Texas 523 miles @ .58 x 2

\$250.00 Overnight Trip Charge

\$27,316.16 Emergency Equipment Total

Unit total \$46,740.16

\$400.00 BuyBoard State Contract Vehicle Fee

\$47,140.16 Grand Total for One (1) Unit Payment Processed Though BuyBoard

Harley-Davidson Parts & Accessories 10% off MSRP per BuyBoard State Contract

Whelen Emergency Equipment 20% off MSRP per BuyBoard State Contract

David Magers Police & Fleet Account Manager
Longhorn & Maverick Harley-Davidson
Harley-Davidson Police Advisory Board Member
Texas Master Peace Officer & Motor Officer Est 2004
972-935-6904 motorofficer@longhornhd.com
Police Motorcycles Since 1908





Vendor Contract Information Summary

Item 27.

Vendor Longhorn Harley-Davidson
Contact David Magers
Phone 9729356904
Email motorofficer@longhornhd.com
Vendor Website www.longhornhd.com
TIN 20-2250822
Address Line 1 2830 West I-20
Vendor City Grand Prairie
Vendor Zip 75052
Vendor State TX
Vendor Country USA
Delivery Days 90
Freight Terms FOB Destination
Payment Terms Net 30 days
Shipping Terms Pre-paid and added to invoice
Ship Via Common Carrier
Designated Dealer No
EDGAR Received Yes
Service-disabled Veteran Owned No
Minority Owned No
Women Owned No
National Yes
No Foreign Terrorist Orgs Yes
No Israel Boycott Yes
MWBE No
ESCs All Texas Regions
States Arkansas, Louisiana, Oklahoma, Texas
Contract Name Vehicles, Heavy Duty Trucks, Police Motorcycles, Parts, and Service Labor
Contract No. 601-19
Effective 12/01/2019
Expiration 11/30/2023
Accepts RFQs Yes
Service Fee Note Vehicle purchase orders are subject to a \$400 service fee
Quote Reference Number 060419-1
Return Policy Special order no return



Vendor Contract Information Summary

Item 27.

Additional Dealers Maverick Harley-Davidson, Carrollton, TX

**MEMORANDUM OF UNDERSTANDING BETWEEN
CITY OF MISSION AND
CITY OF PALMVIEW**

This 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:

This Agreement shall be effective as of November 1, 2023 and terminate on February 28, 2023, unless otherwise extended by both Parties in writing. 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 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 HEREINAFTER 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: _____

Title: _____

ATTEST:

By: _____

Anna Carrillo, City Secretary

CITY OF PALMVIEW

By: _____

Name: _____

Title: _____

ATTEST:

By: _____

Name: _____

Title: _____



Uniting Neighbors in Drug Abuse Defense Coalition

A Hidalgo County coalition effort of the Behavioral Health Solutions of South Texas

Eluterio Blanco Jr,
Chair

Mayra Reyes,
Vice-Chair

Maura Torres,
Secretary

Aileen Garza,
Treasurer

Allisoun Brenner,
Coalition Coordinator

5510 N. Cage Blvd., Ste. R
Pharr, TX 78577
Phone: (956) 783-7897
Ext. 224
Fax: (956) 781-2233

Memorandum of Understanding 2023-2024

The Uniting Neighbors in Drug Abuse Defense (UNIDAD) Coalition's mission is to promote a drug free environment in Hidalgo County by bringing communities together through collaborative efforts. The UNIDAD Coalition and **Partner Organization** (representing the _____ sector) agree to collaborate to increase prevention efforts focusing on reducing tobacco, underage drinking, prescription drug abuse, synthetic, and marijuana use in Hidalgo County. Our collaborative efforts will serve to enhance community-planned and implementation of comprehensive prevention activities.

Our commitment to this collaboration will consist of the following:

1. UNIDAD Coalition Staff will coordinate with UNIDAD Coalition members to conduct monthly coalition meetings; notify members in advance of coalition meeting schedule;
2. UNIDAD Coalition Staff will coordinate and provide training specific to coalition functions and focus;
3. **Partner Organization** agrees to participate in implementing the Strategic Prevention Framework in an effort to ensure successful prevention activities are rendered. Activities to be completed by **Partner Organization** include:
 - Attending all meetings related to monthly and sub-committee involvement
 - Provide assistance with epidemiological and planning efforts
 - Provide assistance with media and education efforts
4. The UNIDAD Coalition Staff and **Partner Organization** will cooperate fully by:
 - Notifying each other of local events such as health fairs, conferences, and/or celebrations that relate to or are aligned with coalition efforts.
 - Offer networking assistance to strengthen prevention efforts in the community.
 - Refer individuals and/or agencies to each other for presentations and other prevention-related activities, and/or applicable resources.
5. All Behavioral Health Solutions of South Texas staff will maintain confidentiality requirements in accordance to Federal Confidentiality rules (42CFR 2).

- 6. Funding for these services is provided by a grant from the Texas Health and Human Service Commission and no other fees or cost will be incurred by the **Partner Organization**.
- 7. This collaborative agreement will be enforced from September 1, 2022 through August 30, 2024 and may be amended or terminated by either party by submitting a written request at any time.

Print Name: Cesar Torres
 Position: Chief of Police
 Partner organization: Mission Police Department
 Email: chiefcortorres@missiontexas.us

X 

 Signature

10-16-23

 Date

X _____
 Eluterio Blanco, PhD
 Chairperson
 UNIDAD Coalition

 Date

X _____
 Allisoun Brenner
 UNIDAD Coalition Coordinator
 Behavior Health Solutions of South Texas

 Date



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Cesar Torres, Chief of Police
AGENDA ITEM: Authorization to allow the purchase of a firearm to Honorably Retired Peace Officer, Samuel Segura for the Mission Police Department, in accordance with Texas Government Code, Section 614.051- Torres

NATURE OF REQUEST:
 Honorably Retired Peace Officer, Samuel Segura has requested to purchase his Glock 17/Generation 4, 9mm service weapon, serial # BACG-544 from the Mission Police Department.

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 _____

AMENDMENT NO. 5 TO REIMBURSEMENT AGREEMENT

This Amendment No. 5 to Reimbursement Agreement (this “Amendment”), effective as of _____, 2023, is made by and between MISSION REDEVELOPMENT AUTHORITY (the “Authority”), a local government corporation created and organized under the provisions of the Texas Transportation Corporation Act, Chapter 431, Transportation Code, and authorized and approved by the City of Mission, Texas pursuant to Resolution No. 1021 adopted on November 26, 2001, acting by and through its governing body, the Board of Directors (the “Authority Board”), REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS (the “TIRZ”), a tax increment reinvestment zone created by the City of Mission, Texas pursuant to Chapter 311, Texas Tax Code, as amended, acting by and through its governing body, the Board of Directors (the “TIRZ Board”), and THE CITY OF MISSION, TEXAS (the “City”), a Texas home-rule city.

RECITALS

WHEREAS, the Authority, the TIRZ and the City entered into that certain Reimbursement Agreement, dated as of March 11, 2019, as amended (the “Agreement”), relating to the financing, design and construction of South Conway Lift Station and Bentsen Palm Development Sanitary Sewer Line improvements within the TIRZ; and

WHEREAS, the parties wish to amend the costs of the Public Improvements to reflect a additional costs from the contractor relating to increased material costs and required dewatering due to soil conditions to the project described in the Agreement; now therefore

AGREEMENT

For and in consideration of the mutual promises, covenants, obligations, and benefits contained herein, the Authority, the TIRZ, and the City contract and agree as follows:

1. Definitions. Capitalized terms used herein shall have the meanings provided for them in the Agreement, unless otherwise defined, or the context clearly requires otherwise.
2. Amendment to Agreement. The Project Costs attributable to the South Conway Lift Station and the 12-inch water line extension adding the costs relating to increased material costs and dewatering, are hereby approved and shall be added to the eligible Project Costs relating to such Public Improvements. Section 3.1(b), Section 5.1, and Exhibit A of the Agreement are hereby amended

consistent with the increased amount, to wit: reimbursable Project Costs attributable to the South Conway Lift Station and the 12-inch water line extension shall be increased to a total of \$2,842,658.69.

- 3. Agreement effective. Except as otherwise amended hereby, the Agreement remains in full force and effect as of the original date thereof.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment to be duly executed as of the ____ day of _____, 2023.

MISSION REDEVELOPMENT AUTHORITY

By: _____
Name: _____
Title: _____

ATTEST:

By: _____
Name: _____
Title: _____

REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS

By: _____
Name: _____
Title: _____

ATTEST:

By: _____
Name: _____
Title: _____

CITY OF MISSION, TEXAS

Mayor

City Secretary

Approved as to form:

City Attorney

SOUTH CONWAY LIFT STATION PROJECT

			TIRZ	CITY	
			REIMB.	ACTUAL	VARIANCE
	Quantity	Price	TOTAL	TOTAL	
Construction			-		-
Water Improvements			464,185.99	464,185.99	-
Sanitary Sewer Improvements			694,409.35	694,409.35	-
Lift station & site improvement	1	365,750.52	365,750.52	365,750.52	-
8" PVC SDR 26 (0-6 cut)	2376	10.11	24,021.36	24,021.36	-
Trench excavation protection	2360	2.56	6,041.60	6,041.60	-
2" Air Release Valves	4	2,328.65	9,314.60	9,314.60	-
8" 45 degree elbow	18	1,054.83	18,986.94	18,986.94	-
Bore 16" steel casing	50	151.00	7,550.00	7,550.00	-
Bore 16" casing SDR26	425	119.55	50,808.75	50,808.75	-
Pavement Repair	425	88.82	37,748.50	37,748.50	-
Demolition & disposal	1	27,180.00	27,180.00	27,180.00	-
Dewatering	1	445,000.00	445,000.00	445,000.00	-
Temporary Chain Link Fence	1	5,085.00	5,085.00	5,085.00	-
240LF Additional Bore	240	439.57	105,496.80	105,496.80	-
2 Gravel Entrance & Caliche Repair	1	15,000.00	15,000.00	15,000.00	-
Price Increase Related to PVC Pipe	90%	202,037.28	181,999.55	202,037.28	(20,037.73)
Coffer Dams	2	3,750.00	7,500.00	7,500.00	-
Sheet Piles	1	35,000.00	35,000.00	35,000.00	-
Well Points	1	15,000.00	15,000.00	15,000.00	-
6" Pumps	2	6,250.00	12,500.00	12,500.00	-
Contingency #1	1	50,000.00	50,000.00	26,000.00	24,000.00
Engineering					
Surveying	1	7,500.00	7,500.00	7,500.00	-
Survey & M&B's	8	2,500.00	20,000.00	20,000.00	-
Appraisal's	8	2,400.00	19,200.00	19,200.00	-
Negotiations/Easement Recording	8	2,000.00	16,000.00	16,000.00	-
Engineering Design #1	8%	1,518,150.00	121,452.00	121,452.00	-
Project Inspection and Co. Mgmt.	2%	1,518,150.00	30,363.00	28,844.85	1,518.15
CMT	3%	1,518,150.00	45,544.50	36,435.60	9,108.90
Additional Services - Expense				72.00	(72.00)
Additional Services - Construction Staking				14,651.25	(14,651.25)
Rounding Error			0.69	-	0.69
Additional Services - Construction Testing				3,886.30	(3,886.30)
			<u>2,838,639.15</u>	<u>2,842,658.69</u>	<u>(4,019.54)</u>
To date TIRZ has paid:			2,838,639.15		

RESOLUTION AUTHORIZING SIGNATORIES

A RESOLUTION BY THE CITY COUNCIL OF CITY OF MISSION DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL DOCUMENTS AND DOCUMENTS FOR REQUESTING FUNDS PERTAINING TO THE COMMUNITY DEVELOPMENT BLOCK GRANT – DISASTER RECOVERY PROGRAM (CDBG-DR) GENERAL LAND OFFICE (GLO) STATE CONTRACT NUMBER 24-067-006-E193.

WHEREAS, City of Mission has received a Community Development Block Grant - Disaster Recovery award to provide Storm Sewer Improvements; and

WHEREAS, it is necessary to appoint persons to execute contractual documents and documents requesting funds from the Texas General Land Office and;

WHEREAS, an original signed copy of the CDBG-DR Depository/Authorized Signatories Designation Form is to be submitted with a copy of this Resolution, and;

WHEREAS, City of Mission acknowledges that in the event that an authorized signatory changes (elections, illness, resignations, etc.) the following will be required:

- a resolution stating the new authorized signatory (A new resolution is not required if this original resolution names only the title and not the name of the signatory); and
- a revised CDBG-DR *Depository/ Authorized Signatories Designation Form*.

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

SECTION 1: The Mayor and City Manager be authorized to execute contractual documents between the Texas General Land Office and the City for the Community Development Block Grant Disaster Recovery Program.

SECTION 2: The Mayor, City Manager, Finance Director, and Director of Grants & Strategic Development be authorized to execute the *State of Texas Purchase Voucher* and *Request for Payment Form* documents required for requesting funds approved in the Community Development Block Grant Disaster Recovery Program.

SECTION 3: The Mayor and City Engineer be authorized to execute environmental review and related documents as the responsible entity (RE) for the Community Development Block Grant Disaster Recovery Program.

PASSED AND APPROVED BY THE City Council OF City of Mission, TEXAS, on _____, 2023.

APPROVED:

Mayor

ATTEST:

City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Teclo J. Garcia, MEDC CEO
AGENDA ITEM: Authorization to approve Change Order #001 with Noble Texas Builders LLC, related to roof repairs for the Center for Education and Economic Development Building – Garcia

NATURE OF REQUEST:

Mission Economic Development Corporation (MEDC) CEO Teclo J. Garcia is requesting authorization for approval of Change Order #001, in the amount of \$39,928.00, with Noble Texas Builders, LLC. The additional amount is for unforeseen additional work needed to repair the roof at the Center for Education and Economic Development (CEED) building. The CEED Building, located at 801 N. Bryan Road, suffered extensive roof damage during an April 2023 hail and wind storm. The roof and the parapet on the northwest side of the building must be repaired as soon as possible. The building sustained roof and structural damage.

BUGETED: No **FUND:** MEDC **ACCT. #:** 21-412-44610

BUDGET: \$95,000 **EST. COST:** \$39,928.00 **CURRENT BUDGET BALANCE:** -\$85,822

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: Mission Economic Development Corporation

City Manager’s Recommendation: Approval *RP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____



PCO #001

Noble Texas Builders, LLC
108 S Main St
La Feria , Texas 78559
Phone: 956-277-0708

Project: 23-0444-00 - MEDC Mission Parapet Wall Rpr
801 Bryan Rd.
Mission, Texas 78572

Prime Contract Potential Change Order #001: CE #001 - Decking and Steel

TO:		FROM:	
PCO NUMBER/REVISION:	001 / 0	CONTRACT:	23-0444-00 - MEDC Mission Parapet Wall Rpr
REQUEST RECEIVED FROM:	John Martinez (Acero Fab, INC.)	CREATED BY:	Hector Ortega (Noble Texas Builders, LLC)
STATUS:	Pending - In Review	CREATED DATE:	11/1/2023
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	#001 - CE #001 - Decking and Steel
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	10 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$39,928.00

POTENTIAL CHANGE ORDER TITLE: CE #001 - Decking and Steel

CHANGE REASON: Existing Condition

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*


CE #001 - Decking and Steel

Included:

Two Weeks of additional supervision, temp restrooms, dumpster, and overhead and profit
Steel tube frame TS2 1/2 x 1 1/2 x 3/16 (appr. 194' long)
New 1.5B22 galvanized roof deck (3' x 194')
Standard shop coat
Cleaning and priming existing roof deck and installing new roof deck over existing deck
Erection of steel tube frame

ATTACHMENTS:

[Noble_Mission CEED Roof Edge Renovation_RFI 2-cg3102723.pdf](#)

 11/2/23
SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE



Request for Information (RFI)

108 S. Main Street
La Feria, TX 78559

Phone: (956) 277-0708
Fax: (956) 277-0705

Project: 23-0444-00
Request For Information
No. 2
Date: 10/19/2023

SUBJECT: Roof Existing Conditions
PROJECT: 23-0444-00 Mission CEED Roof Edge Renovation

To:	Cost Impact:	Date Required:
Herman Mendez		Yes: <input type="checkbox"/> 10/23/2023
CG5 Architect Senior PM		No: <input type="checkbox"/>
956-650-9362	To Be Determined: <input checked="" type="checkbox"/>	

REQUEST:

Request for information regarding the existing conditions on the roof. To see the condition of the current metal deck, we uncovered a piece of the roof and removed insulation. We discovered that the deck is patchy and rusty. An unmentioned 3x3 existing angle situated on top of the existing joist, obstructs our path to install the new parapet and is situated approximately one inch from the wall. This angle is not included in the blueprints. See pictures below. Please advise how to proceed. Thank you

Requested by: Marco Galvan
Noble Texas Builders, LLC

ANSWER:

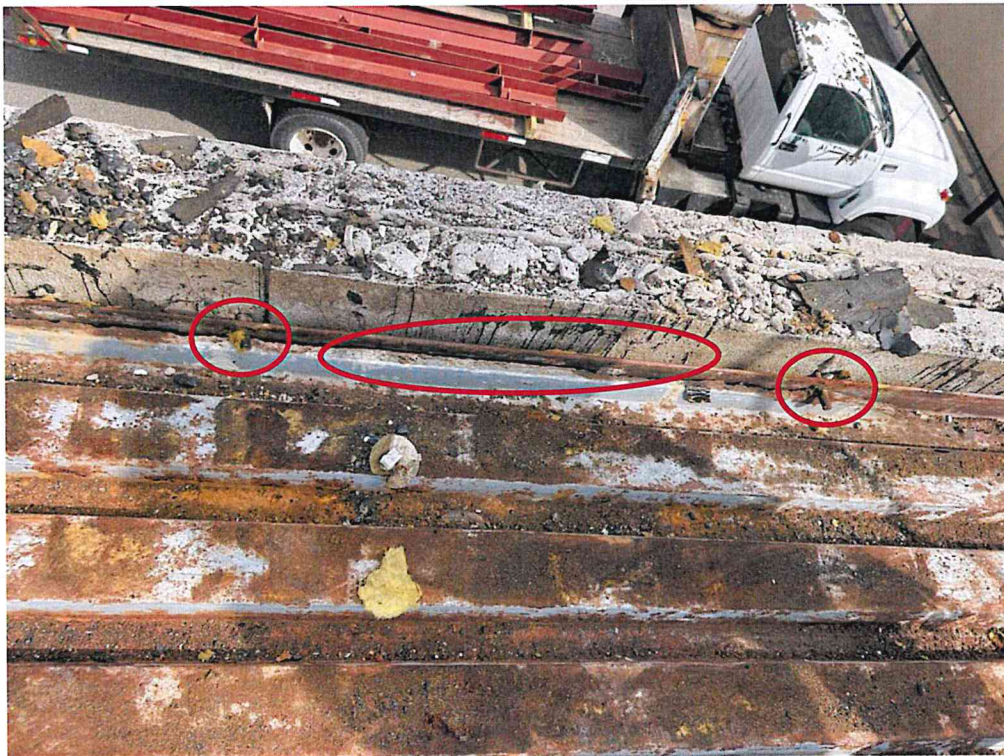
CG5 RESPONSE:

1. SEE ATTACHED REVISED SHEETS FROM TURBO ENGINEERING FOR STEEL DECK AND DISCOVERED 3"x3" STEEL ANGLE COORDINATION.
2. AT EXISTING RUSTED DECK, PROVIDE A COATING OF RUST INHIBITOR PAINT AT ALL EXPOSED RUSTED SURFACES AND THEN PROVIDE NEW METAL DECK OVER THE EXISTING DECK AS PER STRUCTURAL INSTRUCCION AND DIRECTION ON THE ATTACHED SHEETS.

CHARLIE GARCIA III, RA, AIA
CG5 ARCHITECT LLC
10/27/23

Answered by: _____

Date: _____



TURBO ENGINEERS, PLLC
1202 ERBE AVE, SUITE F
MCKINNEY, TEXAS 75069
281.565.9240
trobetter@turboengineers.net

TBPE FIRM # 21737

801 BRYAN RD MISSION, TX 78672

MISSION CEED BUILDING

PARAPET FRAMING

REV.	EXCEPTION	DATE
1	STEEL DECK	10/20

GENERAL NOTES

NO. 50

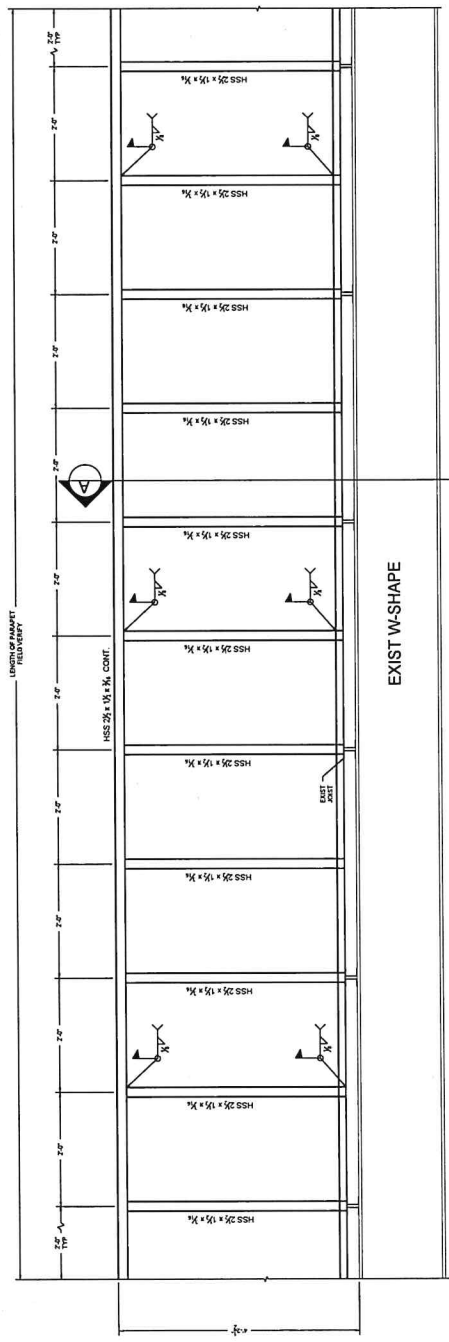
MATERIALS	
CONCRETE/GROUT	
ITEM	REMARKS
28 DAY COMPRESSIVE CONCRETE STRENGTH	5000 PSI
3000 PSI	4000 PSI
GRADE BEAMS AND FLOOR SLAB ROOF DECK	CONCRETE
STEEL	
ASTM DESIGNATION	
ITEM	REMARKS
A36	MINIMUM YIELD STRESS
36	50
48	60
58	70
68	80
78	90
88	100
98	110
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158	170
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308	320
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708	720
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728	740
738	750
748	760
758	770
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778	790
788	800
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808	820
818	830
828	840
838	850
848	860
858	870
868	880
878	890
888	900
898	910
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1008	1020
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2098	2110
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2118	2130
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4358	4370
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4378	4390
4388	4400
4398	4410
4408	4420
4418	4430

REV.	DESCRIPTION	DATE
1	FRAMING	APRIL 25, 2023

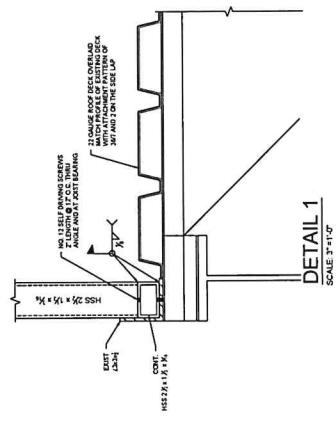
REVISIONS	
REV.	DESCRIPTION
1	FRAMING

801 BRYAN RD MISSION, TX 78572
MISSION CEED BUILDING
PARAPET FRAMING

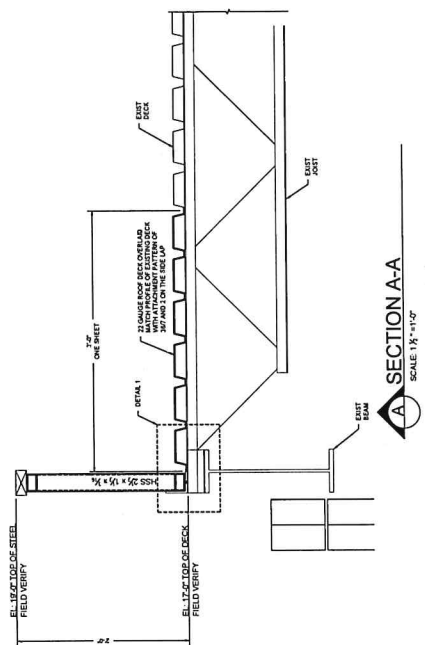
TURBO
 ENGINEERS, PLLC
 roberto@turboengineers.net
 1203 ERIE AVE, SUITE F
 McALLEN, TEXAS 78501
 956.558.2940



FRONT ELEVATION
 SCALE 1/8"=1'-0"



DETAIL 1
 SCALE 3/4"=1'-0"



SECTION A-A
 SCALE 1/8"=1'-0"

BAD DEBT WRITE OFF

BILLING YEAR	WATER	SEWER	GARBAGE	TOTAL
FY 2020 - 2021	\$ 12,349,466	\$ 7,388,594	7,702,430	27,440,490
TOTAL BILLING BY SERVICE	<u>\$ 12,349,466</u>	<u>\$ 7,388,594</u>	<u>\$ 7,702,430</u>	<u>\$ 27,440,490</u>
WRITE-OFF FOR				
FY 2020 - 2021	\$ 100,703	\$ 70,319	\$ 76,509	\$ 247,531
TOTAL BAD DEBT FOR FY 2020-21	<u>\$ 100,703</u>	<u>\$ 70,319</u>	<u>\$ 76,509</u>	<u>\$ 247,531</u>
Bad Debt % (Uncollectible)	<u>1%</u>	<u>1%</u>	<u>1%</u>	<u>1%</u>

10-20-2023 02:54 PM
 G/L POSTING DATE: 9/30/2023
 PACKET: 44780
 POSTING TYPE: BOTH
 COMMENT CODE: B DEB-BAD DEBT
 FLAG ACCOUNT: NO

WRITE OFF AUDIT REGISTER
 ** TRANSFER TO BAD DEBT **

Item 35.

ACCOUNT NO	NAME	BALANCE LAST BILL						
61-0228-01-0	THE PLANTATION APTS	58.84	100-WATER	31.75	200-SEWER	16.65	400-DRAINA	10.44
	** LAST PAYMENT MADE: 2/19/2021	3/09/2021						
61-0232-01-0	THE PLANTATION APARTMENTS	555.92	100-WATER	65.22	200-SEWER	21.91	310-GARCOM	385.64
	** LAST PAYMENT MADE: 2/19/2021	3/09/2021	400-DRAINA	51.33	700-SALES	31.82		
61-0238-01-0	THE PLANTATION APARTMENTS	553.51	100-WATER	55.27	200-SEWER	19.19	310-GARCOM	394.08
	** LAST PAYMENT MADE: 2/19/2021	3/09/2021	400-DRAINA	52.46	700-SALES	32.51		
61-0250-01-0	THE PLANTATION APARTMENTS 913	1,597.29	100-WATER	114.83	200-SEWER	17.36	310-GARCOM	1,275.04
	** LAST PAYMENT MADE: 3/05/2021	3/09/2021	400-DRAINA	84.86	700-SALES	105.20		
61-0254-01-0	THE PLANTATION APARTMENTS 913	45.03	100-WATER	21.67	200-SEWER	7.15	400-DRAINA	16.21
	** LAST PAYMENT MADE: 3/05/2021	3/09/2021						
61-0450-03-0	HERMAN, LINDA	72.30	100-WATER	35.12	200-SEWER	27.90	300-GARBAG	6.46
	** LAST PAYMENT MADE: 5/13/2021	6/11/2021	400-DRAINA	1.05	500-BRUSH	1.14	700-SALES	0.63
61-0490-04-0	ESCOBAR, BOSCO	37.59	100-WATER	11.57	200-SEWER	15.59	300-GARBAG	7.17
	** LAST PAYMENT MADE: 1/04/2021	2/12/2021	400-DRAINA	1.30	500-BRUSH	1.26	700-SALES	0.70
61-0808-00-0	BUCK'S PIZZA	536.93	100-WATER	386.82	104-WATER	3.88	200-SEWER	104.98
	** LAST PAYMENT MADE: 4/20/2020	6/11/2021	400-DRAINA	41.25				
61-1000-01-0	WEISS, CRYSTAL	120.04	100-WATER	74.98	200-SEWER	19.67	300-GARBAG	17.81
	** LAST PAYMENT MADE: 9/24/2020	11/12/2020	400-DRAINA	2.72	500-BRUSH	3.14	700-SALES	1.72
98-1916-00-0	VALDEZ, JOHN	377.24	300-GARBAG	296.20	500-BRUSH	52.36	700-SALES	28.68
	** LAST PAYMENT MADE: 5/06/2021	9/30/2021						
98-4072-00-0	CARDENAS, ELIZABETH	52.65	104-WATER	1.71	200-SEWER	25.91	300-GARBAG	19.65
	** LAST PAYMENT MADE: 7/13/2021	9/30/2021	500-BRUSH	3.47	700-SALES	1.91		
99-0001-01-0	SALINAS, SAN JUANITA	160.11	104-WATER	3.08	200-SEWER	157.03		
	** LAST PAYMENT MADE: 10/07/2020	9/30/2021						
TOTALS	NUMBER OF ACCOUNTS: 1,055	247,530.64	100-WATER	99,006.64	103-WATER	246.38	104-WATER	918.81
			105-NSF FE	190.00	115-WATER	338.40	200-SEWER	60,031.80
			215-SEWER	576.46	300-GARBAG	50,959.92	310-GARCOM	10,540.15
			315-GARBAG	229.23	400-DRAINA	9,677.60	415-DRAINA	32.89
			500-BRUSH	9,003.51	515-BRUSH	40.53	700-SALES	5,736.01
			999-Refund	2.31				

ACCOUNT	SOURCE NAME	AMOUNT
02 -11100	A/R WA & SW CONTROL	161,308.49CR
02 -11400	ALLOWANCE FOR BAD DEBTS	161,310.80
02 -20050	DEPOSIT REFUNDS PAYABLE	2.31CR
05 -11100	ACCOUNTS RECEIVABLE - GARBAGE	61,729.30CR
05 -11110	ACCOUNTS RECEIVABLE - BRUSH	9,044.04CR
05 -11300	ACCOUNTS RECEIVABLE - SALES TA	5,736.01CR
05 -11400	ALLOWANCE FOR BAD DEBTS	76,509.35
16 -10400	ACCOUNTS RECEIVABLE-DRAINAGE	9,710.49CR



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023

PRESENTED BY: Anna Carrillo, City Secretary

AGENDA ITEM: Approval of Resolution # _____ amending Resolution 1866 Section 7 Election Day Polling Locations – Carrillo
Aprobación de Resolución No. _____ que modifica la Resolución 1866 Sección 7 Lugares de votación el día de las elecciones – Carrillo

NATURE OF REQUEST:

Resolution 1866 called for Election Day polling locations to be conducted at Mission Parks & Recreation Conference Room. Due to a previously scheduled event to be held at the Parks and Recreation facility, we are requesting to change the polling location on Election Day only from Parks and Recreation to Mission City Hall Community Room.

Chapter 43, Section 43.062 of the Election Code states if the location of the polling place for an election is different from the location used for the preceding election ordered by the same authority, the authority responsible for giving notice of the election shall, if possible, post notice at the entrance to the previous polling place stating that the location has changed and providing the location of the new polling place. All proper signage will be posted.

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. _____

**A RESOLUTION AMENDING RESOLUTION 1866, SECTION 7
ELECTION DAY POLLING LOCATIONS.**

WHEREAS, On October 23, 2023, the City of Mission ordered a Special Election to be held on Saturday, December 9, 2023; and

WHEREAS, Section 7 stated the polling locations for Election Day; and

WHEREAS, Chapter 43, Section 43.062 of the Texas Election Code states if the location of the polling place for an election is different from the location used for the preceding election ordered by the same authority, the authority responsible for giving notice of the election shall, if possible, post notice at the entrance to the previous polling place stating that the location has changed and providing the location of the new polling place.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS TO AMEND SECTION 7 AS FOLLOWS:

SECTION 7: The polls will be open Election Day from 7:00 a.m. – 7:00 p.m. on Saturday, December 9, 2023 at the following locations:

- Mission City Hall Community Room, 1201 E. 8th Street
- Mission Boys & Girls Club Gym at Bannworth Park, 1822 N. Shary Road

READ, CONSIDERED AND APPROVED by the City Council at a regular council meeting on the 13th day of November, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

Victor A. Flores, City Attorney

RESOLUCIÓN NO. _____**UNA RESOLUCIÓN QUE MODIFICA LA RESOLUCIÓN 1866, SECCIÓN 7 LUGARES DE VOTACIÓN EL DÍA DE LAS ELECCIONES.**

POR CUANTO, el 23 de octubre de 2023, la Ciudad de Mission ordenó la celebración de una Elección Especial el sábado 9 de diciembre de 2023; y

POR CUANTO, la Sección 7 establece los lugares de votación para el día de las elecciones; y

POR CUANTO, el Capítulo 43, Sección 43.062 del Código Electoral de Texas establece que si la ubicación del lugar de votación para una elección es diferente de la ubicación utilizada para la elección anterior ordenada por la misma autoridad, la autoridad responsable de notificar la elección deberá, Si es posible, coloque un aviso en la entrada del lugar de votación anterior indicando que la ubicación ha cambiado y proporcionando la ubicación del nuevo lugar de votación.

POR LO TANTO, EL CONCEJO MUNICIPAL DE LA CIUDAD DE MISSION, TEXAS RESUELVE ENMENDAR LA SECCIÓN 7 DE LA SIGUIENTE MANERA:

SECCIÓN 7: Las urnas estarán abiertas el día de las elecciones de 7:00 a. m. a 7:00 p. m. el sábado 9 de diciembre de 2023 en las siguientes ubicaciones:

- Salón Comunitario del Ayuntamiento de Mission, 1201 E. 8th Street
- Gimnasio Mission Boys & Girls Club en Bannworth Park, 1822 N. Shary Road

LEÍDO, CONSIDERADO Y APROBADO por el Ayuntamiento en sesión ordinaria del día 13 de noviembre de 2023.

Norie González Garza, Alcaldesa

ATTEST:

Anna Carrillo, Secretaria de la Ciudad

APROBADO EN FORMA:

Víctor A. Flores, Abogado Municipal



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Final Plat Approval: Garden Path Subdivision, A tract of land containing 8.887 acres, Being a part or portion out of Lot 266, John H. Shary Subdivision, R-1T, Developer: Deka Investments, LLC, Engineer: M2 Engineering, PLLC, – De Luna

NATURE OF REQUEST:

On August 22, 2022, the Mission City Council held a Public Hearing to consider the Preliminary Plat Approval for Garden Path Subdivision. The subject site is located along the West side of Taylor Road approximately 500' North of E. 25th Street. There was no public opposition during the City Council. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Staff recommends approval subject to: 1) Payment of Capital Sewer Recovery Fee's and Park Fee's; 2) Provide Water District Exclusion; and 3) Comply with all other format findings.

Departmental Approval: Fire Marshal, Public Works, City Engineer

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ITEM# 4.2**PRELIMINARY & FINAL
PLAT APPROVAL:**

Garden Path Subdivision
 A tract of land containing 8.887 acres,
 Being a part or portion out of
 Lot 266, John H. Shary Subdivision
 R-1T
 Developer: Deka Investments, LLC
 Engineer: M2 Engineering, PLLC

REVIEW DATA**PLAT DATA**

The proposed subdivision is located along on the West side of Taylor Road approximately 500' North of E. 25TH Street. — **see vicinity map.** The developer is proposing an (88) Eighty-Eight Lot Private Townhome development with (2) Two lots to be designated for storm water detention purposes — see plat for actual dimensions, square footages, and land uses.

WATER

The developer is proposing to connect from an existing water line located along the west side of Taylor Road and looped with a proposed 8" water line to service each lot. They are proposing 5 fire hydrants via direction of the Fire Marshal's office. — **see utility plan**

SEWER

The developer is proposing an internal 8" sewer line system to provide sewer service to all the lots as it ties into an existing 8" sanitary sewer system located on the West side of this development. The Capital Sewer Recovery Fee will be required at \$200.00/Lot which equates to \$17,200.00 (\$200.00 x 86 Lots).

STREETS & STORM DRAINAGE

The proposed internal street is a 32' Back-to-Back within a 50' Right of Way. Access will be from Taylor Road. The proposed drainage system shall consist of 9 Inlets within the streets to collect surface runoff from the lots and streets. Storm pipe ranges from 24" to 36" RCP and shall discharge into 2 onsite detention ponds situated at the entrance of the subdivision. From thereon, the detention pond will connect to the existing 36" main trunk line aligned along the ROW of Taylor Rd. The required detention for a 50-year frequency storm event for this development is 1.22 acre feet (53,195 CF) at a combined peak runoff rate of 36.70 CFS. The designed onsite detention ponds are proposed to provide a combined 1.22 acre feet (53,292 CF) of volume. The City Engineer has reviewed and approved the drainage report.

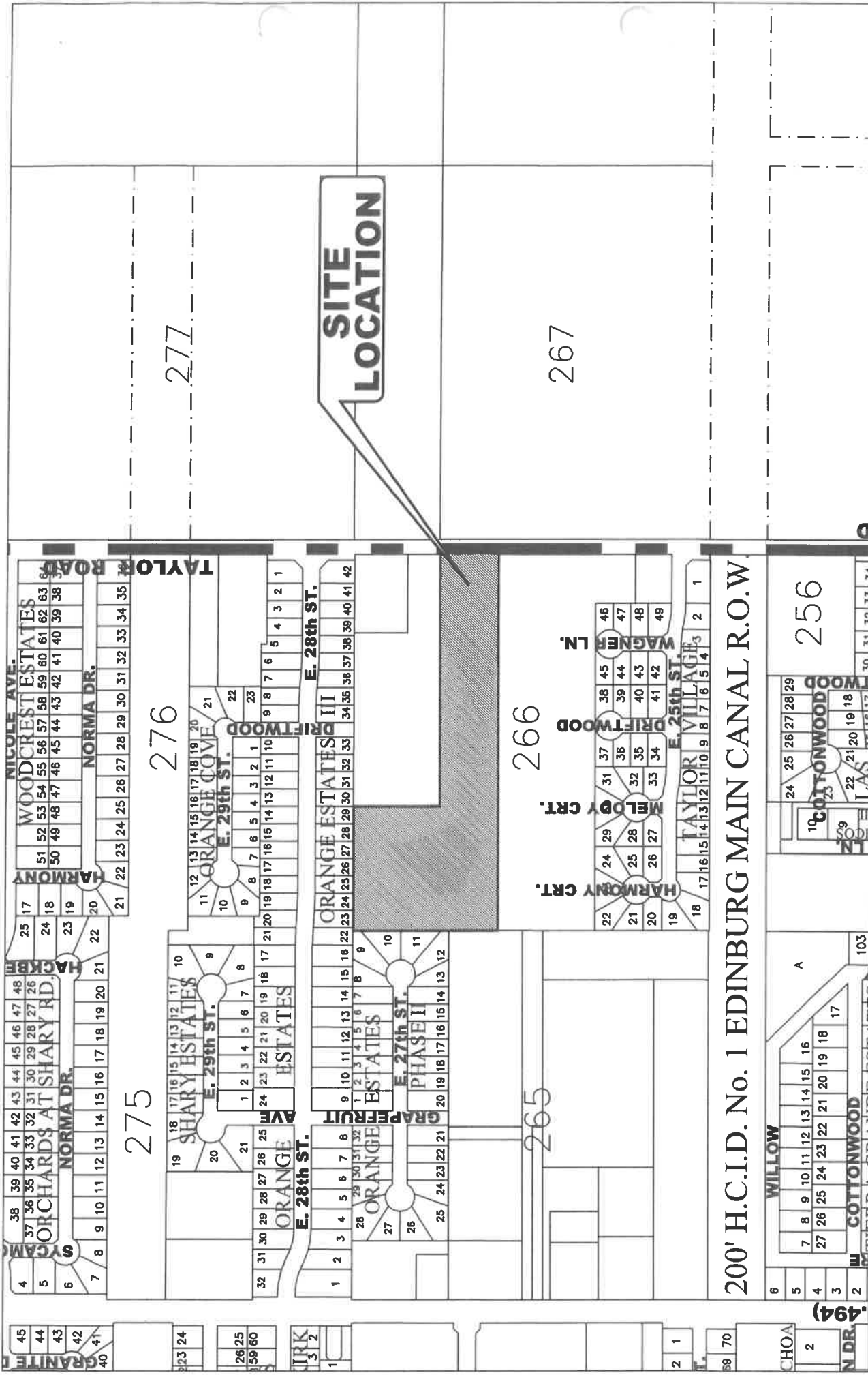
OTHER COMMENTS

Water District Exclusion
 Escrow Park fees (86 lots x \$500 = 43,000.00)
 Installation of Street Lighting as per City Standards
 Must Comply with all other format findings

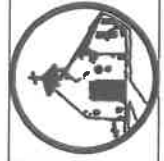
RECOMMENDATION

Staff recommends approval subject to:

1. Payment of Capital Sewer Recovery Fee's and Park Fee's
2. Provide Water District Exclusion
3. Comply with all other format findings.



**SITE
LOCATION**

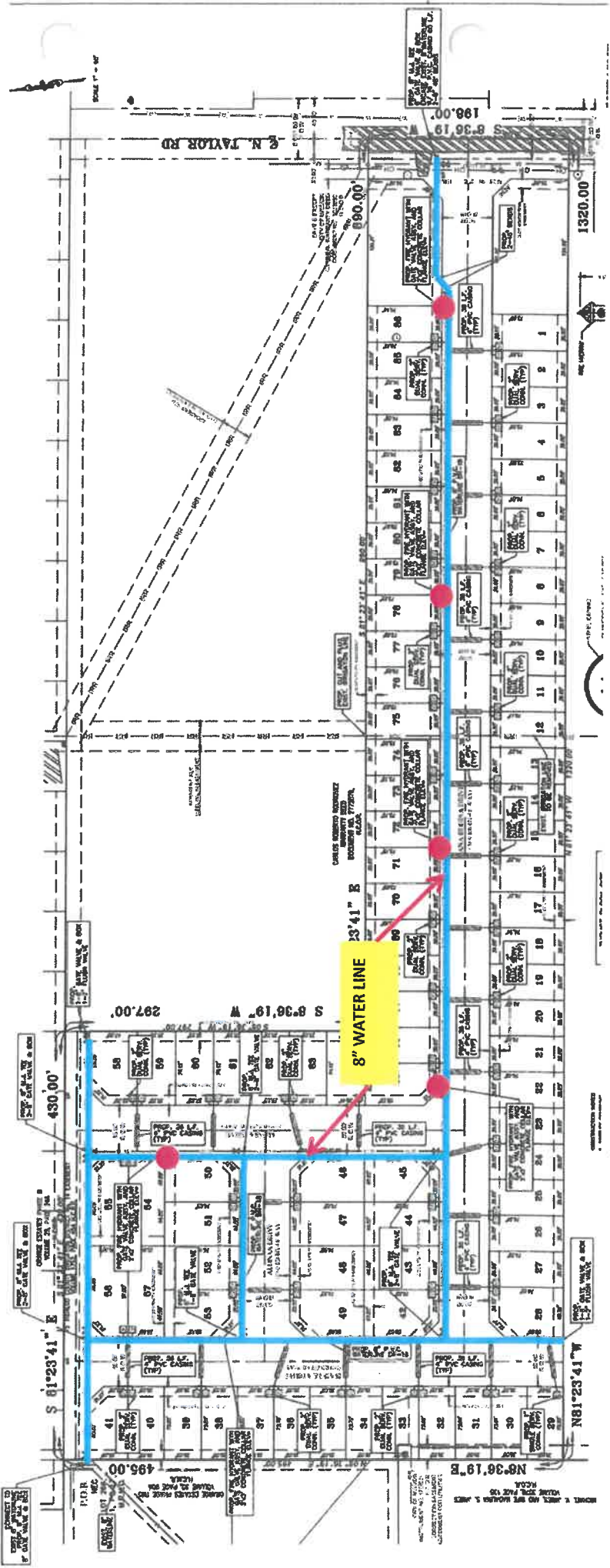


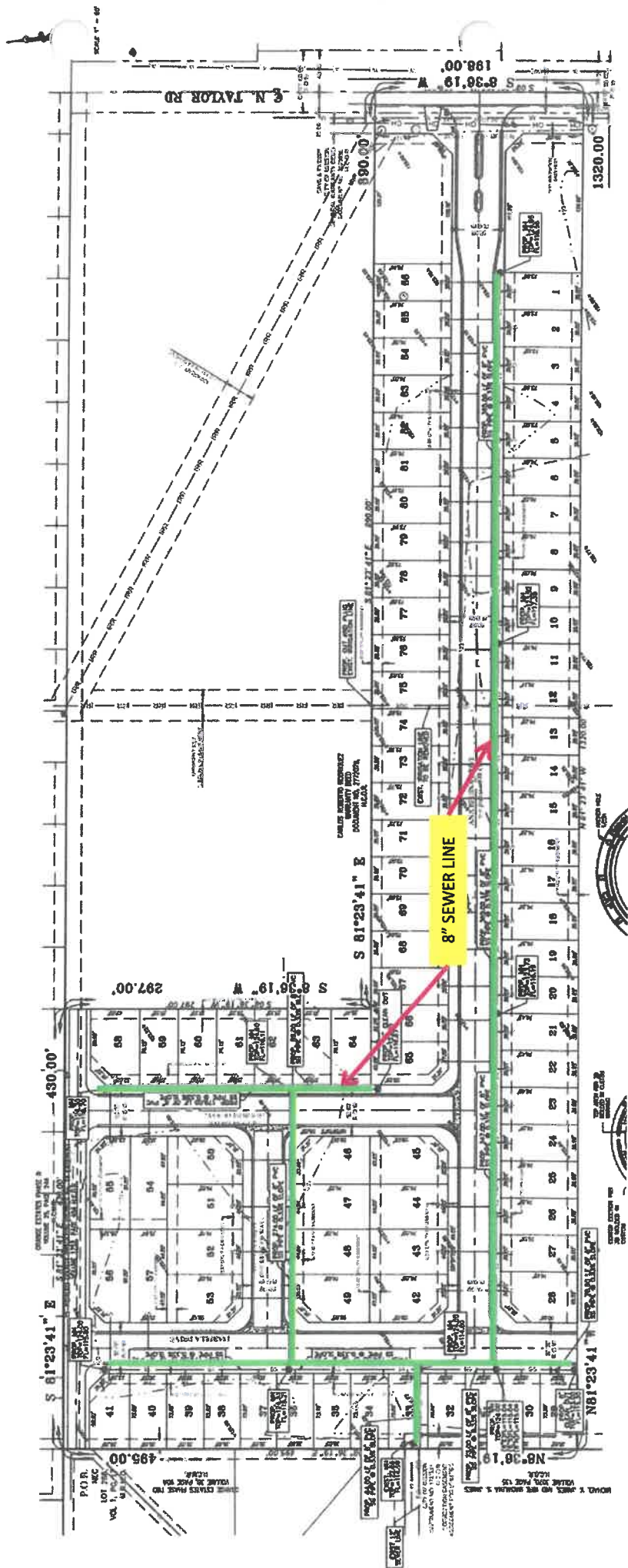
CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 880-8672
 FAX: (956) 360-8680

Item 37.

No.

248

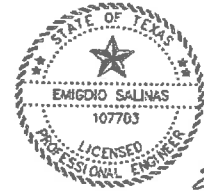




REJECTED
 APPROVED FOR SUBMITTAL
 TO H.C. PLANNING DEPT.
 TO CITY
 DISCHARGE PERMIT REQUIRED
 DISTRICT FACILITY
 CITY FACILITY
 OTHER *City of Mission*
Alexis Lopez
 H.C.D.D. NO. 1



Drainage Statement
Garden Path Subdivision



3/7/2022

Emigdio Salinas

Project Location

A tract of land being out of the composite of those properties conveyed to Alfred T. Denham and S. Denise Denham, recorded in Warranty Deed recorded in Document No. 679954 and General Warranty Deed recorded in Document No. 1610023, all in the Official Records of the County Clerk of Hidalgo County, Texas, and being 8.887 acres out of the North 15.00 acres of Lot 266, John H. Shary Subdivision, Hidalgo County, Texas, according to the map thereof recorded in Volume 1, Page 17, Map Records, Hidalgo County, Texas.

Flood Plain

The site is located within Zone "C", Areas of minimal flooding; (No Shading). Based on Community FIRM Panel No. 480334 0400C, Map Revised November 16, 1982.

Soils Information

According to the Soil Survey map for Hidalgo County, issued by the USDA Natural Resource Conservation Service, the site consists of Hidalgo Sandy Clay Loam; 0 to 1 percent slopes. Soil is classified as well drained and belongs to Hydrologic Group B.

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
28	Hidalgo sandy clay loam, 0 to 1 percent slopes	9.8	100.0%
Totals for Area of Interest		9.8	100.0%

Undeveloped Conditions

The featured project site consists of an 8.887-acre tract of land located on the West side of Taylor Road approximately 500-feet North of Sycamore Avenue. Presently the site has non uniform drainage patterns over a practically flat terrain. The site currently inhabits a single-family dwelling with a storage shed located along the front of the property (East Side of Tract). The undeveloped flow drains at a rate of 5.40 CFS for a 10-year frequency storm.

Developed Conditions

The City of Mission and Hidalgo County Drainage criteria require that the storm water runoff generated from the developed property including runoff from upstream drainage areas shall be detained for a 50-year frequency storm event, and released into the receiving downstream system at the pre-developed peak discharge rate for a 10-year storm event.

Exhibit "A" details the proposed drainage calculations and drainage area maps for the featured site. The Garden Path Subdivision will feature eighty-eight multi-family residential townhomes over an 8.887-acre tract of land found along the West side of Taylor Road in the City of Mission, Texas. The proposed drainage infrastructure is an internal enclosed pipe system consisting of nine (9) curb inlets that will collect and convey the residual storm water runoff towards onsite drainage detention areas situated at the entrance of the subdivision. From thereon, the onsite detention pond will connect to the existing 36-inch main trunk line aligned along the East ROW of Taylor Road (property side) owned and maintained by the City of Mission. The required detention for a 50-year frequency storm event for the development is 1.22 acre-feet (53,195 CF) at a combined peak runoff rate of 36.70 CFS. The designed onsite detention ponds are proposed to provide a combined 1.22 acre-feet (53,292 CF) of volume.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Request by Union Design Developers, LP to establish a letter of credit or pay escrow for the Anzalduas Industrial Park Ph I Subdivision to enable recording process of the subdivision without having all the infrastructure completed – De Luna

NATURE OF REQUEST:

On October 13, 2023, staff received a request by Bruno M. Castillo president of Union Design Developers, LP to have the City Council consider allowing him to establish a letter of credit or pay escrow for the Anzalduas Industrial Park Ph I Subdivision to enable the recording process of the subdivision without having all the infrastructure completed. The sole purpose of getting the plat recorded is for the sale of lots. Mr. Castillo is also requesting the City's participation in sharing 1/3 of the cost of the improvements totaling \$284,229.86 thru TIRZ Board. If request is approved, Mr. Castillo would be submitting the remaining balance.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Staff is seeking direction.

Departmental Approval: Enter Department Name _____

Advisory Board Recommendation: Enter Recommendation _____

City Manager's Recommendation: Enter Recommendation _____

RECORD OF VOTE: **APPROVED:** _____

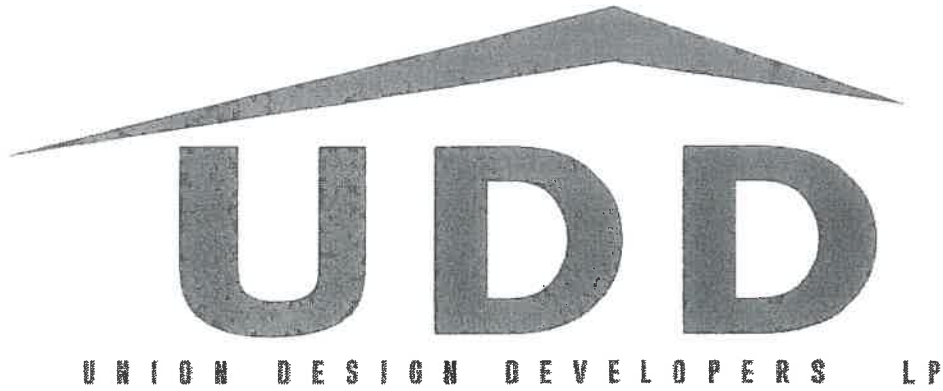
DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



October 13, 2023

Mr. Randy Perez, CPM, MPA, City Manager
1201 E. 8th Street
Mission, TX 78572

Dear Mr. Perez,

I am writing to request establishing a letter of credit or pay escrow for the Anzalduas Industrial Park Ph I Subdivision improvements. This will enable the recording process of the subdivision without having all the infrastructure completed. We are also seeking the City's participation in sharing One-Third(1/3) of the cost of the Improvements.

Enclosed, you will find a comprehensive construction cost estimate outlining the improvements for this project. See below a summary of the estimate:

Total Construction Estimate for this project:	\$852,689.59
One-Third(1/3) participation City of Mission:	\$284,229.86

Thank you for your attention to this matter. I am eager to work together to enhance our City's infrastructure and make Mission an even better place to live.

Respectfully submitted,

Bruno Maximiliano Castillo, President
Union Design Developers

SOUTH TEXAS INFRASTRUCTURE GROUP

FIRM REG. No. F-15000
CIVIL ENGINEERING

PHONE; (956) 424-3335 FAX: (956) 583-7116

DATE PREPARED: OCTOBER 12, 2023	SHEET 1 OF 3
PROJECT: ANZALDUAS INDUSTRIAL PARK PH I	PROJECT STATUS <input type="checkbox"/> NO DESIGN COMPLETE <input type="checkbox"/> PRELIMINARY DESIGN <input checked="" type="checkbox"/> FINAL DESIGN
LOCATION: MISSION, TEXAS	
CLIENT: UNION DESIGN DEVELOPERS	
DESCRIPTION: PRICING SCHEDULE	
BY: VICTOR TREVINO, P.E.	

ITEM	DESCRIPTION	TOTAL
1	WATER DISTRIBUTION SYSTEM	\$212,029.70
2	SANITARY SEWER COLLECTION SYSTEM	\$69,875.44
3	STREET IMPROVEMENTS	\$393,567.07
4	DRAINAGE IMPROVEMENTS	\$156,205.08
5	STORM WATER POLLUTION PREVENTION PLAN	\$21,012.30

TOTAL: \$852,689.59

Notes: This is an Engineer's Opinion of probable cost of construction and fees.
 These costs are subject to change when further design is completed.
 Rollback Taxes and Easement Acquisition Fees are not part of this estimate.

SOUTH TEXAS INFRASTRUCTURE GROUP

FIRM REG. No. F-15000
CIVIL ENGINEERING

PHONE; (956) 424-3335 FAX: (956) 583-7116

DATE PREPARED: OCTOBER 12, 2023	SHEET 2 OF 3
PROJECT: ANZALDUAS INDUSTRIAL PARK PH I	PROJECT STATUS
LOCATION: MISSION, TEXAS	
CLIENT: UNION DESIGN DEVELOPERS	
DESCRIPTION: PRICING SCHEDULE	
BY: VICTOR TREVINO, P.E.	
	<input type="checkbox"/> NO DESIGN COMPLETE <input type="checkbox"/> PRELIMINARY DESIGN <input checked="" type="checkbox"/> FINAL DESIGN

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1	WATER DISTRIBUTION SYSTEM				
	8 IN PVC C-900 (DR 25)	LF	3009	\$43.80	\$131,794.20
	CONNECT TO EXIST. WATERLINE	EA	2	\$5,775.00	\$11,550.00
	16" GATE VALVE WITH BOX ASSEMBLY	EA	1	\$4,675.00	\$4,675.00
	8" GATE VALVE WITH BOX ASSEMBLY	EA	3	\$2,964.50	\$8,893.50
	90 ELBOW	EA	2	\$1,000.00	\$2,000.00
	16 IN X 8 IN MJ TEE	EA	2	\$4,000.00	\$8,000.00
	FIRE HYDRANT ASSEMBLY	EA	3	\$7,500.00	\$22,500.00
	2 IN SERVICE CONN. SHORT SINGLE	EA	3	\$1,500.00	\$4,500.00
	16" STEEL CASING	LF	122	\$148.50	\$18,117.00
				SUBTOTAL:	\$212,029.70
2	SANITARY SEWER COLLECTION SYSTEM				
	8 IN PVC (SDR-35)	LF	887	\$45.60	\$40,465.44
	4 IN SEWER SERVICE LONG SINGLE	EA	3	\$1,170.00	\$3,510.00
	48" SAN-SEWER MH	EA	3	\$7,800.00	\$23,400.00
	CONN. TO EXISTING SANITARY SEWER	EA	1	\$2,500.00	\$2,500.00
				SUBTOTAL:	\$69,875.44
3	STREET IMPROVEMENTS				
	3 IN HMAC (TY D)	SY	4,979	\$31.10	\$154,845.52
	12 IN FLEX BASE (CALICHE)	SY	5,531	\$17.84	\$98,651.54
	6 IN LIME SUBGRADE PREP	SY	5,531	\$3.84	\$21,212.07
	EXCAVATION AND GRADING	SY	5,531	\$3.30	\$18,252.89
	LIME STABILIZATION LABOR (DEPENDING ON RESULTS)	SY	5,531	\$3.00	\$16,593.53
	LIME MATERIAL (3%) (DEPENDING ON LAB RESULTS)	TON	69	\$354.00	\$24,495.04
	CURB & GUTTER 18 IN	LF	2,346	\$16.19	\$37,975.88
	HANDICAP RAMPS	EA	2	\$1,125.00	\$2,250.00
	REMOVE STAB BASE & ASPHALT PAVEMENT 0-6"	SY	1718	\$2.70	\$4,638.60
	VALLEY GUTTER 6 FT	LF	132	\$111.00	\$14,652.00
				SUBTOTAL:	\$393,567.07

SOUTH TEXAS INFRASTRUCTURE GROUP

FIRM REG. No. F-15000
CIVIL ENGINEERING

PHONE; (956) 424-3335 FAX: (956) 583-7116

DATE PREPARED: OCTOBER 12, 2023			SHEET 3 OF 3		
PROJECT: ANZALDUAS INDUSTRIAL PARK PH I			PROJECT STATUS		
LOCATION: MISSION, TEXAS			<input type="checkbox"/> NO DESIGN COMPLETE		
CLIENT: UNION DESIGN DEVELOPERS			<input type="checkbox"/> PRELIMINARY DESIGN		
DESCRIPTION: PRICING SCHEDULE			<input checked="" type="checkbox"/> FINAL DESIGN		
BY: VICTOR TREVINO, P.E.					
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
4	DRAINAGE IMPROVEMENTS				
	24 IN. RCP CL III (RUBBER GASKET)	LF	64.0	\$82.50	\$5,280.00
	30 IN. RCP CL III (RUBBER GASKET)	LF	386.0	\$117.50	\$45,355.00
	36 IN. RCP CL III (RUBBER GASKET)	LF	297.0	\$182.50	\$54,202.50
	CURB INLET TY A	EA	4	\$6,675.00	\$26,700.00
	DISCHARGE STRUCTURE	EA	1	\$9,750.00	\$9,750.00
	EXCAVATION FOR REMAINING VOLUME FROM BRYAN RD	CY	579	\$8.93	\$5,167.58
	48 IN STORM MH	EA	1	\$9,750.00	\$9,750.00
				SUBTOTAL:	\$156,205.08
5	STORM WATER POLLUTION PREVENTION PLAN				
	CONSTRUCTION ENTRANCE INSTALL (50' X 20')	EA	2	\$2,160.00	\$4,320.00
	FILTER FABRIC FENCE INSTALL	LF	4,157	\$3.90	\$16,212.30
	CONTROL LOG INSTALL WITH SAND BAGS	EA	4	\$120.00	\$480.00
				SUBTOTAL:	\$21,012.30



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023

PRESENTED BY: Anna Carrillo, City Secretary

AGENDA ITEM: Approval of Resolution # _____ distributing 140 authorized votes for the election of Appraisal District Board of Directors for 2024-2025 – Carrillo

NATURE OF REQUEST:

The City of Mission may cast all of their 140 authorized votes for one candidate or distribute the votes among any number of candidates. The candidates are as follows: Eddie Betancourt, Albert Cardenas, Fernando Castillo, Mario Chapa, Pete Garcia, Richard A. Garza, Uvaldo Gutierrez, Antonio Lozano, Joe D. Olivares, Amador Requenez and Ruben Saldana.

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. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION,
TEXAS DISTRIBUTING 140 AUTHORIZED VOTES FOR THE ELECTION OF
APPRAISAL DISTRICT BOARD OF DIRECTORS FOR 2024-2025**

WHEREAS, the Chief Appraiser of Hidalgo County Appraisal District has called for the election of the Hidalgo County Appraisal District Board of Directors; and

WHEREAS, the City of Mission is entitled to cast a total amount of 140 votes in said election; and

WHEREAS, ballots must be returned before December 15, 2023 which is the deadline for accepting votes.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Mission that the City hereby casts its votes as follows for Hidalgo County Appraisal District Board of Directors.

____ Votes for _____

READ, CONSIDRED AND APPROVED on this the 13th day of November, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

HIDALGO COUNTY APPRAISAL DISTRICT

Item 39.

ADMINISTRATION

Rolando Garza, Chief Appraiser
 Jorge Gonzalez, Asst. Chief Appraiser
 Brent E Cavazos, Associate Chief Appraiser
 PO Box 208
 Edinburg, TX 78540-0208
 (956) 381-8466 (956) 565-2461



www.hidalgoad.org

BOARD OF DIRECTORS

Albert D. Cardenas	Chairman
Joe D. Olivarez	Vice-Chairman
Amador Requenez	Secretary
Richard A. Garza	Member
Eddy Betancourt	Member
Pablo "Paul" Villarreal, Jr.	Member

Hidalgo County Appraisal District 4405 S. Professional Drive PO Box 208 Edinburg TX 78540-0208 OFFICIAL BALLOT Election 2024-2025 Appraisal District Board of Directors	
Entity: City of Mission	Authorized Votes: 140
Nominee	# of Votes
Betancourt, Eddle	
Cardenas, Albert	
Castillo, Fernando	
Chapa Mario	
Garcia, Pete	
Garza, Richard A.	
Gutierrez, Uvaldo	
Lozano, Antonio	
Olivarez, Joe D.	
Requenez, Amador	
Saldana, Ruben	

 Date Resolution Passed (attach resolution)

 Authorized Representative

cc: Finance Director of each entity

EDDY BETANCOURT
805 N Ware Rd
McAllen, TX 78501
(956) 789-8891

Overview

Results-driven construction and project manager with over 30 years of expertise as a superintendent, construction manager and construction business owner. History of concurrently directing multiple projects to successful completion through effective management and team collaboration. Continually strives to produce high quality Industrial, Commercial, Institutional, and Residential projects while adhering to a tight schedule and budget. Advanced understanding of customer needs with diligent attention to detail results in superior customer service and high levels of client satisfaction.

Project Management / Budget & Finances / Personnel Acquisition & Training /

Team Management / Design & Development / Customer Relations / Multi-Site Management /

New Business Development

Industry

- Commercial Construction
- Commercial / Residential Real Estate
- Retail Automotive Accessories

Project Management/Leadership

- Large Scale Construction management and implementation.
- Small Business Owner

WORK EXPERIENCE

Aug 1984 to Present

R & B General Construction Co, Inc., President
McAllen TX.

Administer construction budgets and supervise a staff of 60 full-time employees. Plan & design industrial warehouses and commercial ventures. Assist in the development of industrial facilities in various industrial parks. Coordinate development of residential homes and Multi project of renovations for commercial projects. Work closely with city municipalities, Engineers, Architects. Often present viable projects to city and county entities, and city officials to obtain necessary variances and permits for various private projects to meet city ordinances and overall governmental building codes. Development and Management of multi-million-dollar investment projects, specializing in the Cold Storage warehouse industry.

Oct 2015 to Dec. 2022

National Tire and Wheel, LLC Co-Owner and President.
McAllen, TX

Purchased existing business on 10/22/2015.
Current sales have exceeded historical sales.

Feb 2012 to Present

E2H Investments, LLC, General Retail Partner Manager.
McAllen, TX

Manage a Rent to Own Business.
Account Management
Sales
Marketing
Grew business to 8 locations in 48 months.

January 1992 - 1998

Century Forwarding Agency, Inc, Vice President
Hidalgo, Texas

Manage export operation of the Agency specializing in exporting general goods for various Mexican and American corporations as well as managing. Just In-Time inventories for various fortune 500 companies. Successfully implemented all logistics for Wal-Mart Mexico and Wal-Mart USA specializing in their produce sector through various U.S and Mexican custom brokers with strict adherence to the NAFTA rules and regulations.

Aug 1987 - 1992

Technics Construction of Texas Inc.
McAllen, TX.

Vice-President Administered construction budgets and supervised a staff of 30 full-time employees. Designed and Build warehouse storage facilities. Assisted in the Development of Industrial facilities. Coordinated all aspects of construction for residential homes and renovations of commercial projects.

COMMUNITY SERVICES:

Appointed to Texas Facilities Commission by Texas Governor Sept. 2020 to term expiring in 1/31/2023.

Most Recent Re-Appointment by Texas Governor as Commissioner for the Texas Facilities Commission and Confirmed by the Texas Senate with term Expiring in 1/31/2029.

Appointment as Member of Board of Directors Hidalgo County Appraisal District. By Hidalgo County Entities Terms 2020-22, 2022-2023

Appointed Member to Hidalgo County Appraisal District Review Board 2007 - 2012

Board Held Positions

- Member
- Secretary
- Chairman

PROFESSIONAL DEVELOPMENT:

University of Texas Pan-American - School of Business Continuing Education Real Estate, Appraisals, Marketing, Real Estate principles, Law and Contracts Mathematics, and Finance.

State Licensed in Real Estate # 0440351(1994)

Fluent in Reading and Writing Spanish

EXTRA CURRICULAR ACTIVITIES:

- ENACTUS Advisory Board (Students In Free Enterprise early 90's Alumni)
- Chairman entrepreneurship workshops,
- Small business development conference Invitee speaker
- Active supporter of Higher Education
- Golfing Activities, Fishing,
- Active in Daughter's School Outreach Programs
- Enjoy Family Trips

FORMAL EDUCATION

BBA (94)– Marketing and International Business, University of Texas Pan American

OTHER

Bilingual - Spanish/English.

**Albert Cardenas
McAllen**



Current Board member of McAllen Public Utility Board

Current member Boys & Girls Club

Vice-President Easton Construction, dealing mainly with commercial projects with offices in McAllen and San Antonio

Served 6 years on the McAllen Planning & Zoning Board

Board Member Hidalgo County Appraisal District Board of Directors 2014-Current

Mario Chapa

956-358-7796

Email: Mario@mchapa.com

SUMMARY OF QUALIFICATIONS

- 40 years experience in engineering and aviation environments, including domestic and international project management, system engineering, network management, installation and testing of airport/aviation communications systems.
- Experience in baggage system design and installation, including the acceptance testing of the integration of inline and stand alone baggage security systems at DFW, LAX, BOS, ORD, PHL, MFE, IAH, DAL, SJU, AUS, MIA, and TPA airports and contributed to problem resolution on those systems.
- Demonstrated ability to build rapport and resolve complex issues among multiple entities with conflicting interest including a telephone central office design problem, which had gone unresolved for 25 years.
- Extensive hands-on experience throughout career, including problem solving difficult technical issues.
- Self motivated, Can-Do-Attitude presenting integrity and professionalism to problem resolution.

PROFESSIONAL EXPERIENCE MANAGEMENT

- Supervised the successful ACARS Upgrade project enhancing data radio communication between US airports and enroute aircraft. Resolved a firmware design problem with control unit. Identified a hardware design flaw in the proposed control equipment preventing unnecessary delay and expense.
- Managed the installation of a 400 position San Jan Puerto Rico Reservation Center on schedule and within budget including the integration of additional capacity and enhanced network management.
- Responsible for the procurement/shipping and maintenance of \$18 million dollars worth of communications equipment annually.
- Directed the procurement, installation and test check-out for material/baggage handling and cargo systems. Reviewed and revised technical specifications and related project drawings. Presented information to management on cost, schedule and budget.
- Lead design team of a governmental ship to shore HF project. Designed system from the ground up including basic control circuit board design and build, procurement of all parts, prototype development and testing, training manuals, operating procedures and installation.
- Supervised engineering staff to plan, develop and design complex communications networks including network management. This included responses and presentations to RFPs and RFQs.

Mario Chapa Resume Cont'd

ENGINEERING

- Designed T1 carrier span lines and provided field assistance for problem solving. Assisted Bell Labs engineers with the testing and problem resolution of the first T3 carrier system in Texas.
- Lead test teams with hands on involvement, including microwave path profile calculations, to upgrade performance of approximately 35 sites of the USAF Kanto Plains Microwave System near Tokyo Japan.
- Provided engineering expertise in problem solving issues of the Motorola Trunk Radio System and Centracom consoles, which provided mobile communications to DFW airport personnel.
- Established field support of the secure/non-secure HF voice/data network supporting Air Force One. Performed diagnostic testing and maintenance.
- Introduced to Sabre at American Airlines the IBM network computer. Upon my technical analysis and recommendation, the IBM network computer was installed and utilized by American Airlines travel agencies, airport ticket counters and other airline office environments.

WORK HISTORY

Communications Officer	US Air Force
Engineer	SW Bell Telephone, Dallas, TX
Engineer	Rockwell International, Richardson, TX
Communications Director	Braniff International Airlines, Dallas, TX
Sr. Communications Engineer	Aeronautical Radio Inc, Annapolis MD
Regional Engineering Manager	General DataComm, Waterbury, CT
Communications Consultant	Self employed
International Communications	American Airlines, DFW Airport, TX
Project Manager	American Airlines, DFW Airport TX
Project Manager	BNP Associates, Danbury, CT
Project Manager	Ciara Associates, Herndon, VA

EDUCATION

B.S. Electrical Engineering
Texas A&I University – Now Texas A&M University-Kingsville

OTHER

Private Pilot (Commercial and Instructment Ratings)

MEET RICHARD. A. GARZA,

Richard A. Garza is a lifelong resident of the Rio Grande Valley. He first received his real estate license at the age of 18 then continued on to graduate with a BBA in Finance from Pan American University in Edinburg, TX. He first joined BIC Realty in 1977. As Richard continues working on sales in residential and commercial real estate, he has also represented many banks in selling REO properties. His knowledge of over 46 years of experience in the Real Estate Industry allows him to provide clients with versatile, multi-market expertise. In the mid 80's, Richard began purchasing tracts of land and developed them into residential/ranch-type subdivisions and has since developed and sold over 10,000 acres. As a Real Estate developer, his job entails coordinating the development with engineers, city officials, city staff, utility contractors, paving contractors, water suppliers, and surveyors creating robust loyal industry relationships. Over the years Richard has also founded and participates in BIC Investments, GR Land Corporation, Garco, LTD, BIC Development, Goldstar Holdings, Ice House Ranches, GR Inversiones, and Anacahuillas companies. He is the previous Chairman of the Hidalgo County Appraisal District Board of Directors, Current Director of the Texas Land Developers Association, Current Member of the Santa Gertrudis Breeders International, Current Member of the Edinburg Chamber of commerce, Current Member of the McAllen Chamber of Commerce, Current Member of the McAllen Hispanic Chamber of Commerce and has participated/served his community in so many ways over his time in the Real Estate Industry.



10-23-2023

Antonio Lozano Jr.

Bio information for nomination as a candidate for the Board of Directors of the Hidalgo County Appraisal District

I am a retired educator with 36 years of experience. I graduated from Mercedes High School in 1970 and then earned my teaching certificate from Pan American University in 1976. While teaching for 8 years I continued my education and earned a Master's Degree in Educational Administration from Pan American University. While in Mercedes I worked at both the local Jr. High and High School as an asst. principal. After those experiences I was appointed as an Elementary Principal at Taylor Elementary. As my tenure continued in Mercedes I was also appointed to lead as Director of several local and federal programs. In Mercedes I spent 4 years as an elected City Commissioner and Mayor Pro Tem. After that I was appointed to the Mercedes Housing Authority where I spent 4 years as a member and Chair. In 1993 my family and I became residents of Pharr and I started serving my community as a Boys and Girls Club Director and later was appointed to the Pharr Housing Board where I served for 15 years as a member and Chair of the Board. After 25 years with Mercedes ISD, I started working with the PSJA ISD for a total of 11 years. While working for PSJA ISD I was appointed Principal of Buell Alternative High School for 4 years, Principal of North High School for 4 years and then finished my last 3 years as the Director of the newly established Energy Department. My family and I have been active members of St. Anne's Church in Pharr for over 20 years. I have been an active member of the Knights of

Columbus for over 40 years in Mercedes and now currently an active member with the Knights of Columbus in Edinburg. My wife and I are proud home owners and taxpayers to our City, our School District and our County. We are proud to say we have never failed with that obligation. Though retired we believe it is our responsibility to continue to serve our Community, our Schools and our Church. Thank you for your consideration.

Joe Daniel Olivarez

LNR Apartments

614 North Texas

956-463-5656

joe@LNRapts.com

OBJECTIVE

As a member of the Weslaco community I would like to be known as a leader. Someone who inspires and motivates other to achieve their goals.

EDUCATION —

University of Texas Austin
Bachelors of Arts in
Business Administration

EXPERIENCE

January 1999-Present
Owner • Olivarez Company

Manage, rent, renovate, build apartments and commercial offices.

LEADERSHIP

Weslaco Economic Development Corporation
10 years to present
Hidalgo County Subdivision Review Board
10 years to present
Hidalgo County Appraisal District Review Board
12 years
Hidalgo County Appraisal District Board of Directors
4 years

REFERENCES

[Available upon request.]

**Amador Requenez
Mission**

Item 39.



Owner & operator of Valley Welding Steel & Steel Fabrication in Mission since 1970
Owner & Operator of Valley Crane Service since 1970
Member of the (AGC) Associated General Contractors of America for 43 years
Member of Mission Chamber of Commerce for 20 and Director for 4 years
Member of Mission Rotary for 20 years
Served on Board of Hidalgo County Water District #6
Served on the Hidalgo PIC (Private Industry Council)
Served on Hidalgo County Appraisal District Board of Directors from 1992 to 2009
Current Secretary Hidalgo County Appraisal District Board of Directors 2012 to Present

Dr. Ruben J. Saldaña
District Extension Administrator
Texas A&M AgriLife Extension



Academic Background

Ed.D. Agricultural Education, Texas A&M University/Texas Tech University, 2004
 M.P.A. Public Administration, University of Texas - Pan American, Edinburg, Texas 1998.
 B.S. Agricultural Education, Texas A&M University, 1988.
 Graduate Mercedes High School, 1984.

Professional & Academic Appointments

District Extension Administrator, Southern District (12), 2006 - present
 County Extension Director, El Paso County, 1998 - 2006
 Project Manager, South Texas AmeriCorps Initiative, TCE, 1994 - 1998
 County Extension Agent - Agriculture (Program Leader; County Coordinator) Willacy County, TCE, 1991-1994.
 County Extension Agent - Agriculture, Webb County (Laredo), 1989-1991.
 Professional Educator, Mercedes Jr. High School, Mercedes I.S.D., 1988-89.

Biographical Sketch

Dr. Ruben Saldaña serves as the District Extension Administrator for the Southern District of Texas. He provides leadership for 20 counties and the Texas A&M Agricultural Research & Extension Center at Weslaco. He began his career as a science teacher at Mercedes ISD then moved into Extension working as an agricultural agent, a specialist for the AmeriCorps program, and as the Director of El Paso County office before moving into his current position in 2006. He is responsible for all programming and operations for the Southern District including Extension operations at the Texas A&M AgriLife Research & Extension Center at Weslaco. He has spent his entire career working along the border of Texas from Brownsville to El Paso, working with youth, commercial agriculture, environmental issues, and most recently with Healthy South Texas, a food and health initiative of the Texas A&M University System launched by Texas A&M System Chancellor John Sharp. He was recognized in 2019 by Chancellor Sharp and agency director Rick Avery as a Texas A&M University System Regents Fellow and is a 34-year veteran of the agency.

He serves on the Advisory Board for Texas A&M University's Department of Agricultural Leadership, Education, and Communications, the Mercedes PD's Crimestoppers Board, on the MISD CTE advisory committee, Our Lady of Mercy Building Committee, and numerous other boards and organizations.

In 2022, he ran for the Mercedes City Commission and was elected in the Place 4 seat. In 2023, he was elected by the Commission as Mayor Pro-Tem.

He is married to the former Dahlia Guajardo from Mercedes. He has two college students at Texas State University, one at Angelo State University, and a son and daughter-in-law that are commercial and military pilots, respectively, in Las Vegas. He has two granddaughters.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Consideration to modify 2023 City of Mission Thanksgiving and New Year's holiday schedule – Carrillo

NATURE OF REQUEST:

City of Mission offices are currently closed beginning at 12 noon on Wednesday, November 22. Consideration is being requested to close City Hall offices all day on November 22 for the Thanksgiving Holiday.

Offices are also scheduled to be closed beginning at 12 noon on Friday, December 29 for New Year's. Consideration is being requested to modify the New Year's holiday schedule as follows offices will be open all day on Friday, December 29, 2023 and close on Monday, January 1 and all day on Tuesday, January 2, 2024.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Seeking Council Consideration

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Seeking Council Consideration

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023

PRESENTED BY: J.P. Terrazas, Assistant City Manager

AGENDA ITEM: Authorize Mayor to execute a Sixth Amendment to Reimbursement Agreement between Mission Redevelopment Authority, Reinvestment Zone No. One, and the City of Mission, related to the Bentsen Palm Lift Station Phase III Project - Terrazas

NATURE OF REQUEST:

Authorize Mayor to execute a Sixth Amendment to Reimbursement Agreement between Mission Redevelopment Authority, Reinvestment Zone No. One, and the City of Mission, related to the Bentsen Palm Development Lift Station Phase III Project. The project involves the decommissioning of two lift stations and tie-in the facilities in to the Phase III. This amendment is to pay a shortage amount of \$80,242.00 related to additional expenses. Original amount of the project was \$1,921,012.50. Upon approval of this amendment, the total project amount will increase to \$2,001,254.50.

BUGETED: No **FUND:** Utility **ACCT. #:** 02-414-74937

BUDGET: \$ _____ **EST. COST:** \$80,242.00 **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval of Sixth Amendment to Reimbursement Agreement

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: Mission Redevelopment Authority

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

SIXTH AMENDMENT TO REIMBURSEMENT AGREEMENT

This Fifth Amendment to Reimbursement Agreement (this "Amendment"), effective as of _____, is made by and between MISSION REDEVELOPMENT AUTHORITY (the "Authority"), a local government corporation created and organized under the provisions of the Texas Transportation Corporation Act, Chapter 431, Transportation Code, and authorized and approved by the City of Mission, Texas pursuant to Resolution No. 1021 adopted on November 26, 2001, acting by and through its governing body, the Board of Directors (the "Authority Board"), REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS (the "TIRZ"), a tax increment reinvestment zone created by the City of Mission, Texas pursuant to Chapter 311, Texas Tax Code, as amended, acting by and through its governing body, the Board of Directors (the "TIRZ Board"), and THE CITY OF MISSION, TEXAS (the "City"), a Texas home-rule city.

RECITALS

WHEREAS, the Authority, the TIRZ and the City entered into that certain Reimbursement Agreement, as amended (the "Agreement"), relating to the financing and construction of a Lift Station Project for Bentsen Palm Development and a Military Waterline Loop Project, more particularly described in the Agreement, for the benefit of the TIRZ; and

WHEREAS, the parties wish to amend the Agreement to provide for the additional expenses; now therefore,

For and in consideration of the mutual promises, covenants, obligations, and benefits contained herein, the Authority, the TIRZ, and the City contract and agree as follows:

1. Recitals. The facts contained in the recitals to this Amendment are hereby found to be true and correct.
2. Definitions. Capitalized terms used in this Amendment shall have the meanings assigned to them in the Agreement, unless otherwise defined or the context clearly requires otherwise.
3. Amendment to the Agreement.
 - a. Section 3.2 of the Agreement is hereby amended to read add the following to the existing text thereof:

'Project Costs shall include "Bentsen Palm

Development Lift Station Phase III Project plus the costs of decommissioning two lift stations and to tie the facilities in to the Phase 3 project, in the amount not to exceed \$2,001,254.50, is hereby authorized and shall be considered a Public Improvement, and is an authorized Project Cost.”

4. Agreement in effect. Except as specifically provided herein, the Agreement remains in full force and effect as of its original date.

[EXECUTION PAGES FOLLOW]

IN WITNESS WHEREOF, the Parties hereto have caused this Reimbursement Agreement to be duly executed as of the date first written above.

MISSION REDEVELOPMENT AUTHORITY

By: _____

Name:

Title:

ATTEST:

By: _____

Name:

Title:

REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS

By: _____

Name:

Title:

ATTEST:

By: _____

Name:

Title:

CITY OF MISSION, TEXAS

Mayor

City Secretary

Approved as to form:

City Attorney

BENTSEN PALM PHASE III

		TIRZ	CITY	
		REIMB.	ACTUAL	VARIANCE
	Price	TOTAL	TOTAL	
Construction				
Sanitary Sewer Improvements Segment 1	536,675.00	536,675.00	536,675.00	-
Sanitary Sewer Improvements Segment 2	958,670.00	958,670.00	958,670.00	-
Sanitary Sewer Improvements Segment 3	307,860.00	307,860.00	307,860.00	-
Allowances	50,000.00	-	-	-
Change Order #1	61,400.60	61,400.60	61,400.60	
Change Order #2		21,616.90	21,616.90	
Engineering				
Engineering Design Phase	87,464.00	87,464.00	87,464.00	-
Construction Administration	21,868.00	21,868.00	21,868.00	-
Design Survey	3,200.00	3,200.00	3,200.00	-
Easement Preperation	2,500.00	2,500.00	2,500.00	-
Original Shortage Amount		(80,242.00)	-	(80,242.00)
		<u>1,921,012.50</u>	<u>2,001,254.50</u>	<u>(80,242.00)</u>
To date TIRZ has paid:		1,945,074.05		
Variance:		(24,061.55)		



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023

PRESENTED BY: J.P. Terrazas, Assistant City Manager

AGENDA ITEM: Authorize Mayor to execute Second Amendment to Reimbursement Agreement between Mission Redevelopment Authority, Reinvestment Zone No. One, and the City of Mission, related to the Inspiration Road & Military Road Phase I Project - Terrazas

NATURE OF REQUEST:

Authorize Mayor to execute a Second Amendment to Reimbursement Agreement between Mission Redevelopment Authority, Reinvestment Zone No. One, and the City of Mission, related to the Inspiration Road & Military Road Phase I Project. The project involves the financing and construction of the first phase of the widening and improvement of Inspiration Road and Military Road Phase I. This amendment is due to additional expenses of \$174,375.37 (includes an overcharge of \$12,677.37) involving TxDOT City Share of Direct State Costs. Original amount of the project was \$1,358,777.31. Upon approval of this amendment, the total project cost will increase to \$1,533,152.68.

BUGETED: No **FUND:** Capital Project **ACCT. #:** 09-414-74910

BUDGET: \$ _____ **EST. COST:** \$174,375.37 **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval of Second Amendment to Reimbursement Agreement

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: Mission Redevelopment Authority

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

SECOND AMENDMENT TO REIMBURSEMENT AGREEMENT

This Second Amendment to Reimbursement Agreement (this “Amendment”), effective as of _____, 2023, is made by and between MISSION REDEVELOPMENT AUTHORITY (the “Authority”), a local government corporation created and organized under the provisions of the Texas Transportation Corporation Act, Chapter 431, Transportation Code, and authorized and approved by the City of Mission, Texas pursuant to Resolution No. 1021 adopted on November 26, 2001, acting by and through its governing body, the Board of Directors (the “Authority Board”), REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS (the “TIRZ”), a tax increment reinvestment zone created by the City of Mission, Texas pursuant to Chapter 311, Texas Tax Code, as amended, acting by and through its governing body, the Board of Directors (the “TIRZ Board”), and THE CITY OF MISSION, TEXAS (the “City”), a Texas home-rule city.

RECITALS

WHEREAS, the Authority, the TIRZ and the City entered into that certain Reimbursement Agreement, dated November 28, 2016, as amended (the “Agreement”), relating to the financing and construction of the first phase of the widening and improvement of Inspiration Road and Military Road, and connecting roads within the TIRZ, more particularly described in the Agreement, for the benefit of the TIRZ; and

WHEREAS, the parties have determined that the costs of the project have changed, and the parties wish to amend the Agreement to provide to provide therefor; now therefore,

For and in consideration of the mutual promises, covenants, obligations, and benefits contained herein, the Authority, the TIRZ, and the City contract and agree as follows:

1. Recitals. The facts contained in the recitals to this Amendment are hereby found to be true and correct.
2. Definitions. Capitalized terms used in this Amendment shall have the meanings assigned to them in the Agreement, unless otherwise defined or the context clearly requires otherwise.
3. Amendment to the Agreement.
 - a. Section 3.2 of the Agreement is hereby amended to read in its entirety as follows:

“3.2 Project Costs. The Project Costs eligible under this Agreement shall be the City’s actual design and construction costs of the Public

Improvements that are eligible for financing by the Authority under the Project and Financing Plan, not to exceed \$1,533,152.68, and shall not include interest.”

- b. Section 5.1 of the Agreement is hereby amended to change “\$1,358,777” to \$1,533,152.68.”
 - c. Any references inconsistent with this Amendment Agreement are hereby confirmed as may be required to be consistent therewith.
4. Agreement in effect. Except as specifically provided herein, the Agreement remains in full force and effect as of its original date.

[EXECUTION PAGES FOLLOW]

IN WITNESS WHEREOF, the Parties hereto have caused this Reimbursement Agreement to be duly executed as of the date first written above.

MISSION REDEVELOPMENT AUTHORITY

By: _____
Name: _____
Title: _____

ATTEST:

By: _____
Name: _____
Title: _____

REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS

By: _____
Name: _____
Title: _____

ATTEST:

By: _____
Name: _____
Title: _____

CITY OF MISSION, TEXAS

Mayor

City Secretary

Approved as to form:

City Attorney

INSPIRATION & MILITARY PHASE 1

			TIRZ	CITY	
			REIMB.	ACTUAL	VARIANCE
	Code	Price	TOTAL	TOTAL	
Engineering					
Prel Loc Study	10204	45,000.00	45,000.00	45,000.00	-
Comp Utilities	11005	36,000.00	36,000.00	36,000.00	-
Rdwy Pre Owner	11006	45,000.00	45,000.00	45,000.00	-
Outfal Pre Own	11007	18,000.00	18,000.00	18,000.00	-
Schematic rdwy	11008	502,483.00	502,483.00	483,539.39	18,943.61
Update Schemat	11009	30,000.00	30,000.00	28,260.00	1,740.00
EA Reports	12001	270,000.00	270,000.00	226,935.00	43,065.00
Pub Invmt (PM)	12002	72,000.00	72,000.00	63,648.00	8,352.00
Pub Invmt (PH)	12003	27,000.00	27,000.00	19,170.00	7,830.00
Arch & Hist	12007	12,630.00	23,357.04	20,426.88	2,930.16
Eng/Pub Mtgs	12008	31,500.00	31,500.00	24,648.75	6,851.25
Eng/Pub Hearing	12009	22,500.00	22,500.00	15,975.00	6,525.00
Arch/Hist/SUB	12070	47,370.00	66,236.75	52,499.45	13,737.30
Hydro Map	16101	72,000.00	72,000.00	68,868.00	3,132.00
Traffic Warrant	16203	45,000.00	45,000.00	32,602.50	12,397.50
Original Overage Amount		23,517.00	23,517.00	-	23,517.00
Traffic Evaluation	11002	60,331.67		59,456.86	(59,456.86)
Traffic Evaluation	11020	79,668.33		79,291.33	(79,291.33)
Mngmt Permit	16403	30,000.00		27,000.00	(27,000.00)
Wetland Deliniation	12011	29,183.52	29,183.52	29,183.52	-
Additional Expense - TxDot City Share of Direct State Cost				157,648.00	(157,648.00)
			<u>1,358,777.31</u>	<u>1,533,152.68</u>	<u>(174,375.37)</u>
			To date TIRZ has paid: 1,371,454.68		
			Variance: (12,677.37)		



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Cesar Torres, Chief of Police
AGENDA ITEM: Authorization to purchase (21) SigMPX 9mm short barrel rifles with red dot sights & (91) SigM400 AR15 rifles with compact red dot sights from CTC Gunworks, LLC – Torres

NATURE OF REQUEST:

The Mission Police Department is seeking authorization to purchase (21) SigMPX 9mm short barrel rifles with Romeo red dot sights, for school resource officers, from CTC Gunworks, LLC. The Mission Police Department is also seeking authorization to purchase (91) SigM400 AR15 rifles with Romeo compact red dot sights, for patrol officers, from CTC Gunworks, LLC. The initial total cost was \$158,202.45, however, costs were reduced after trading in unutilized vault firearm inventory. The purchase cost amount is \$105,977.45, via OMNIA contract # 12-19.

BUGETED: Yes **FUND:** General **ACCT. #:** 01-430-64390

BUDGET: \$85,317 **EST. COST:** \$83,317 **CURRENT BUDGET BALANCE:** _____

BUGETED: No **FUND:** Police Federal Sharing **ACCT. #:** 11-410-74950

BUDGET: _____ **EST. COST:** \$22,660.45 **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 _____



CTC Gunworks, LLC
 3200 North Freeway
 Houston, TX 77009
 FFL: 5-76-201-07-3D-06570 CAGE: 9HCJ1

Item 43.

Estimate

Date	Estimate #
10/6/2023	2297

info@ctcgunworks.com 713-936-1970

Name / Address
Mission Police Department 1200 E. 8th Street, Mission, TX 78572

Ship To

Item	Description	Qty	Rate	Total
WRM400-556N-1...	SIGM400, 5.56 NATO, RIFLE, 16IN, PRO, BLK, SEMI, FOLD SIGHTS, TELE STOCK, AL MLOK HG, (1) 30RD MAG	91	968.47	88,130.77
WRMPX-4B-9-SBR	SIGMPX, 9MM, SBR, 4.5IN, BLK, SEMI, FOLD TELE, AL MLOK HG, PDW, (1) 30RD MAG // 8 in Handguard	21	1,660.36	34,867.56
SOR43032	ROMEO4T RED DOT SIGHT, BALLISTIC CIRCLE QUADPLEX, SOLAR, 0.5 MOA ADJ, SIDE BATTERY, HEX BOLT MOUNT, SPACER, BLACK	21	415.83	8,732.43
MODX-9 SLNCR...	SLNCR, MODX-9, 9MM, TI, 1/2X28 AND M13.5X1LH, MODULAR	21	699.00	14,679.00
SOR52001	ROMEO5 COMPACT RED DOT SIGHT, 1X20MM, 2 MOA RED DOT, 0.5 MOA ADJ, M1913, BLACK	91	129.59	11,792.69
Trade-in Firearms	Agency firearms trade -in - Bushmaster M4 16"	-20	300.00	-6,000.00
Trade-in Firearms	Agency firearms trade -in - Carl Gustaf M45 9mm select fire	-3	11,500.00	-34,500.00
Trade-in Firearms	Agency firearms trade -in - Ruger MP9 Sub-Gun select fire	-5	500.00	-2,500.00
Trade-in Firearms	Agency firearms trade -in - Bushmaster "11 select fire	-5	300.00	-1,500.00
Trade-in Firearms	Agency firearms trade -in - BOTACH Galil select fire	-3	500.00	-1,500.00
Trade-in Firearms	Agency firearms trade -in - Remington 870	-21	200.00	-4,200.00
Trade-in Firearms	Agency firearms trade -in - Ruger Revolver .357 mag	-1	200.00	-200.00
Trade-in Firearms	Agency firearms trade -in - Winchester Speed Pump 12 ga shotgun	-3	150.00	-450.00

Subtotal

Sales Tax (8.25%)

Total



CTC Gunworks, LLC
 3200 North Freeway
 Houston, TX 77009
 FFL: 5-76-201-07-3D-06570 CAGE: 9HCJ1

Item 43.

Estimate

Date	Estimate #
10/6/2023	2297

info@ctcgunworks.com 713-936-1970

Name / Address
Mission Police Department 1200 E. 8th Street, Mission, TX 78572

Ship To

Item	Description	Qty	Rate	Total
Trade-in Firearms	Agency firearms trade -in - Ruger M77 .308 rifle with scope	-1	575.00	-575.00
Trade-in Firearms	Agency firearms trade -in - S&W Mod 29-2 .44 mag	-1	525.00	-525.00
Trade-in Firearms	Agency firearms trade -in - S&W .38 spl revolver	-1	275.00	-275.00
NCPA/OMNIA	Pricing is based on OMNIA Partners/NCPA contract # 12-19 for questions or verification please contact Madison Hueimmer Director – Strategic Supplier Relations madison.hueimmer@omniapartners.com NOTE, select items on this estimate and the offered trade-in value of those items is contingent upon the following terms: Carl Gustaf M45, Ruger MP9, BOTACH Galil, and Bushmaster 11" select fire firearms are all transferable under ATF/NFA regulations. Firearms that are not transferable will be omitted from this estimate.			0.00T

Subtotal			\$105,977.45
Sales Tax (8.25%)			\$0.00
Total			\$105,977.45

All Sales Are Final. Quote is valid for 90 days.
 Texas Comptroller CMBL # 18432955625
 All Credit Card Purchases to incur a 3% additional fee

event we believe re-registration is necessary for any reason, OMNIA Partners let you know.

Item 43.

Ammunition, Weapons, and Police Gear

Region 14 ESC - TX

Contract Number: 12-19

April 19, 2022 - April 30, 2025

Option to renew for two (2) additional one (1) year periods through April 30, 2027

Master Agreement Documents

- [Official Signed Contract](#)
- [Contract Award Letter](#)

Response Evaluation

- [Supplier Response to RFP](#)
- [Evaluation Documents](#)

Solicitation Process

- [Original RFP Document](#)
- [Proof of Publication](#)





Open-End (Equity) Lease Quote

Quote: 22416

Prepared For: City of Mission, TX - PD # 3

Date: 11/03/2023

Unit#: 22416

Unit: 2023 Chevrolet Trucks TAHOE 2WD 4dr Wgn Premier

Order Type: Ordered

Term: 12

State: TX

Customer#: 6606

Schedule#: 0.00

\$ 79,608.00	Capitalized Cost of Vehicle ¹
\$ 0.00	Up Front Sales Tax Rate <u>6.25%</u> State <u>TX</u>
\$ 21.75	Initial License and Registration Fees
\$ 0.00	Added Equipment (See Page 2)
\$ 250.00	Acquisition Fee
\$ 400.00	Other Capitalized Fees Tax
\$ 0.00	on Gain on Prior Vehicle
\$ 0.00	Inventory Tax Extended
\$ 0.00	Service Contract Gross
\$ 80,279.75	Capitalized Cost LESS:
\$ 0.00	Cash Down
\$ 0.00	Trade Equity
\$ 4,900.00	Rebate
\$ 75,379.75	Total Capitalized Cost (Delivered Price)

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

Order Information
Driver
Ext Color
Int Color
License
GVWR <u>0</u>

\$ 6,281.56	Depreciation Reserve @ <u>8.333%</u>
\$ 115.32	Monthly Lease Charge (Based on Rate - Subject to a Floor) ²
\$ 6,396.88	Total Monthly Rental Excluding Additional Services

Additional Fleet Management and Services

\$ 0.00	Full Maintenance Program ³	Contract Miles <u>0</u>	Over Mileage Charge <u>\$ 0.0000</u> / Mile
\$ 0.00	Miscellaneous	Incl: #Brake Sets (1 set = 1 axle) <u>0</u>	#Tires <u>0</u> Loaner Vehicle Not Incl
\$ 0.00	Additional Services Sub Total		

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

\$ 0.00	Monthly Sales Tax <u>0.00%</u>
\$ 0.00	Total Monthly Insurance
\$ 6,396.88	Total Monthly Rental Including Additional Services

\$ 1.00	Reduced Book Value at <u>12</u> Months
\$ 250.00	Service Charge Due at Lease Termination

Quote based on estimated annual mileage of 15,000 and a Security Deposit of \$ 0.00

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

(Quote is Subject to Customer's Credit Approval)

Terms:

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

LESSEE City of Mission, TX - PD # 3

BY _____ TITLE _____ DATE 11/03/2023

* INDICATES ITEMS TO BE BILLED ON DELIVERY.

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

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

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



Open-End (Equity) Lease Quote

Quote: 22414

Prepared For: City of Mission, TX - PD

Date: 11/03/2023

Unit#: 22414

Unit: 2023 Chevrolet Trucks TAHOE 2WD 4dr Wgn Premier

Order Type: Ordered

Term: 12

State: TX

Customer#: 6606

Schedule#: 0.00

\$ 68,695.00	Capitalized Cost of Vehicle ¹
\$ 0.00	Up Front Sales Tax Rate <u>6.25%</u> State <u>TX</u>
\$ 21.75	Initial License and Registration Fees
\$ 0.00	Added Equipment (See Page 2)
\$ 250.00	Acquisition Fee
\$ 400.00	Other Capitalized Fees Tax
\$ 0.00	on Gain on Prior Vehicle
\$ 0.00	Inventory Tax Extended
\$ 0.00	Service Contract Gross
\$ 69,366.75	Capitalized Cost LESS:
\$ 0.00	Cash Down
\$ 0.00	Trade Equity
\$ 0.00	Rebate
\$ 69,366.75	Total Capitalized Cost (Delivered Price)

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

Order Information
Driver
Ext Color
Int Color
License
GVWR <u>0</u>

\$ 5,780.48 Depreciation Reserve @ 8.333%
 \$ 106.12 Monthly Lease Charge (Based on Rate - Subject to a Floor)²

\$ 5,886.60 Total Monthly Rental Excluding Additional Services

Additional Fleet Management and Services

\$ 0.00 Full Maintenance Program³
 \$ 0.00 Miscellaneous

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

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

\$ 0.00 Additional Services Sub Total

\$ 0.00 Monthly Sales Tax 0.00%
 \$ 0.00 Total Monthly Insurance

\$ 5,886.60 Total Monthly Rental Including Additional Services

\$ 1.00 Reduced Book Value at 12 Months
 \$ 250.00 Service Charge Due at Lease Termination

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

Quote based on estimated annual mileage of 15,000 and a Security Deposit of \$ 0.00

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

(Quote is Subject to Customer's Credit Approval)

Terms:

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

LESSEE City of Mission, TX - PD

BY _____ TITLE _____ DATE 11/03/2023

* INDICATES ITEMS TO BE BILLED ON DELIVERY.

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

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



Open-End (Equity) Lease Quote

Quote: 22415

Prepared For: City of Mission, TX

Date: 11/03/2023

Unit#: 22415

Unit: 2023 Chevrolet Trucks TAHOE 2WD 4dr Wgn RST

Order Type: Ordered

Term: 12

State: TX

Customer#: 6606

Schedule#: 0.00

\$ 82,260.00	Capitalized Cost of Vehicle ¹
\$ 0.00	Up Front Sales Tax Rate <u>6.25%</u> State <u>TX</u>
\$ 21.75	Initial License and Registration Fees
\$ 0.00	Added Equipment (See Page 2)
\$ 250.00	Acquisition Fee
\$ 400.00	Other Capitalized Fees Tax
\$ 0.00	on Gain on Prior Vehicle
\$ 0.00	Inventory Tax Extended
\$ 0.00	Service Contract Gross
\$ 82,931.75	Capitalized Cost LESS:
\$ 0.00	Cash Down
\$ 0.00	Trade Equity
\$ 4,900.00	Rebate
\$ 78,031.75	Total Capitalized Cost (Delivered Price)

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

Order Information
Driver
Ext Color
Int Color
License
GVWR <u>0</u>

\$ 6,502.56	Depreciation Reserve @ <u>8.333%</u>
\$ 119.38	Monthly Lease Charge (Based on Rate - Subject to a Floor) ²
\$ 6,621.94	Total Monthly Rental Excluding Additional Services

Additional Fleet Management and Services

\$ 0.00	Full Maintenance Program ³	Contract Miles <u>0</u>	Over Mileage Charge <u>\$ 0.0000</u> / Mile
\$ 0.00	Miscellaneous	Incl: #Brake Sets (1 set = 1 axle) <u>0</u>	#Tires <u>0</u> Loaner Vehicle Not Incl
\$ 0.00	Additional Services Sub Total		

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

\$ 0.00	Monthly Sales Tax <u>0.00%</u>
\$ 0.00	Total Monthly Insurance
\$ 6,621.94	Total Monthly Rental Including Additional Services

\$ 1.00	Reduced Book Value at <u>12</u> Months
\$ 250.00	Service Charge Due at Lease Termination

Quote based on estimated annual mileage of 15,000 and a Security Deposit of \$ 0.00

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

(Quote is Subject to Customer's Credit Approval)

Terms:

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

LESSEE City of Mission, TX

BY _____ TITLE _____ DATE 11/03/2023

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Open-End (Equity) Lease Quote

Quote: 22411 Item 44.

Prepared For: City of Mission, TX

Date: 11/03/2023

Unit#: 22415

Unit: 2023 Chevrolet Trucks TAHOE 2WD 4dr Wgn RST

ADDED EQUIPMENT / OTHER TOTALS

Description	(B)illed or (C)apped	Price
Total Charges (B)illed		\$ 0.00
Total Charges (C)apitalized		\$ 0.00
Total of All Added Equipment and Other Charges		\$ 0.00



Vendor Contract Information Summary

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



On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you the Office of Community Oriented Policing Services (the COPS Office) has approved the application submitted by CITY OF MISSION for an award under the funding opportunity entitled 2023 FY23 COPS Hiring Program. The approved award amount is \$1,000,000.

Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance. For COPS Office and OVW funding the Award Offer also includes any Other Award Documents.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by the COPS Office, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.

HUGH CLEMENTS
COPS Director



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Noemi Munguia, Human Resources Director
AGENDA ITEM: Approval of Ordinance # _____ Amending Personnel Policy Manual Policy 500.02 Holidays - Munguia

NATURE OF REQUEST:

In reviewing the City’s Personnel Policy Manual, staff has proposed a revision to the Holiday policy to add an Optional Holiday. Staff would be able to elect one of the following Holidays as their Optional Holiday: Cesar Chavez, Juneteenth or Columbus Day. The proposed ordinance would amend and restate the PPM effective 11-13-2023. Staff reviewed said revision, and concurs with the recommendation to approve said policy revision. Staff recommends approval of the proposed revision for Policy 500.02 Holidays.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING ORDINANCE NO. 5264 TO AMEND AND RESTATE THE PERSONNEL POLICY MANUAL FOR EMPLOYEES OF THE CITY OF MISSION, TEXAS; PROVIDING FOR A PUBLICATION CLAUSE AND AN EFFECTIVE DATE

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

1. Ordinance No. 5264 of the City of Mission, Texas, is hereby amended to provide that the Personnel Policy Manual for the City of Mission, Texas, shall read as provided in the Exhibit attached hereto and made a part hereof for all purposes.
2. The caption of this ordinance shall be published in the City's official newspaper according to law.
3. This ordinance shall be effective on November 13, 2023.

READ, CONSIDERED AND APPROVED ON NOVEMBER 13, 2023.

Norie Gonzalez-Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

Policy: Holidays	Policy No. 500.02
Chapter: 500.00 Benefits and Services	Effective Date: 11/13/2023

STATEMENT OF PURPOSE:

The City of Mission provides **sixteen (16)** paid holidays to eligible City employees.

The following official holidays will be observed:

- New Year's Day (January 1st)
- Martin Luther King Jr.
- Day President's Day
- Good Friday
- Memorial Day
- Independence Day (July 4th)
- Labor Day (September 1th for service)
- Veteran's Day
- Day Before Thanksgiving 4 Hours
- Thanksgiving Day
- Day After Thanksgiving
- Christmas Eve (December 24th)
- Christmas Day (December 25th)
- New Year's Eve (December 31st) 4 Hours

DRAFT

Optional Holiday One day within calendar year

One additional Optional Holiday (select one):

- Cesar Chavez Day
- Juneteenth
- Columbus Day

PROCEDURES:**A. HOLIDAY COMPENSATION**

1. For *regular full-time employees* a holiday is a period of four (4) or eight (8) hours, paid at the employee's regular rate of pay, except in the case of 24-hour Fire Department shift employees where the holiday is twelve (12) work hours.
2. *Regular part-time employees* will receive pay for holidays on a pro-rata basis based on a percentage of their normal authorized weekly hours.

B. SCHEDULING OF HOLIDAY (Weekend/Christmas)

1. Holidays that fall on a Saturday will be observed on the preceding Friday and those that fall on a Sunday will be observed on the following Monday.
2. Special Provisions for Christmas Eve/Christmas Day - When either or both of these adjacent holidays fall on a Saturday or Sunday they will be observed as follows: if Christmas Day falls on a Monday, the following Tuesday will also be a holiday; if Christmas Day falls on a Saturday, then the following Monday will be observed as a holiday; and if Christmas Day falls on a Sunday, then the Christmas Eve holiday will be observed on Friday and the Christmas Day will be observed on a Monday.

C. EMPLOYEES REQUIRED TO WORK ON AN OFFICIAL CITY HOLIDAY

1. Non-exempt employees who work on Thanksgiving Day and/or Christmas Day shall be compensated at 1 1/2 times their regular rate for hours worked on that or those days.
2. Employees who are scheduled to work on an official City holiday (excluding Thanksgiving and/or Christmas Day) will take holiday leave at a later date, but no later than the current fiscal year.
3. Non-exempt employees called in on an emergency basis to work a holiday for which they are not scheduled to work will be paid for all hours worked on the holiday at regular rate of pay (excluding Thanksgiving and/or Christmas Day), in addition to being paid for the holiday.

D. INELIGIBILITY FOR HOLIDAY PAY

1. Employees on unpaid leave, or utilizing sick leave sharing hours, are not eligible for holiday pay.
2. Non-exempt employees, including Civil Service, who are absent without authorized leave on the day preceding and/or following a holiday may not receive the compensation for the holiday. A Department Director may request a doctor's excuse from an employee for any sick leave utilized.
3. Temporary/Seasonal employees do not qualify for holiday pay.
4. An employee on Workers' Compensation leave, who is not on salary continuation, will not receive holiday pay.

E. EMPLOYEES SCHEDULED "OFF DUTY" ON A HOLIDAY

When a holiday and an employee's regularly scheduled day off occur on the same day, the employee will be given holiday leave at a later date when mutually convenient for the department and the employee.

F. HOLIDAY OCCURRING DURING VACATION LEAVE

A holiday that falls while an employee is on vacation leave will be paid as a holiday in lieu of vacation leave they would have received at the time of the holiday.

G. OPTIONAL HOLIDAYS

Employees may only use **TWO** Optional Holidays per calendar year at the discretion of the Department Director who is responsible for continued departmental operations.

DRAFT



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: 11/13/2023
PRESENTED BY: Angie Vela, Finance Director
AGENDA ITEM: Approval of the Certified 2023 Tax Roll Totals - Vela

NATURE OF REQUEST:

Approval of the Certified 2023 Tax Roll for the City of Mission as per section 26.09(e) of the Texas Property Code.

Total Taxable Value: \$6,379,901,680
 Total Tax Levy: \$ 32,462,336.25

	<u>City of Mission</u>	<u>TIRZ*</u>	<u>Total</u>
M&O	\$ 24,266,129.91	\$ 3,390,845.34	\$27,656,975.25
I&S	\$ 4,216,206.34	\$ 589,154.66	\$ 4,805,361.00
	\$28,482,336.25	\$ 3,980,000.00	\$32,462,336.25

*estimate

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ENTITY	CITY OF MISSION (CMS)		2023
JURISDICTION	32		
EXEMPT VALUE (EXXV)		TOTAL PARCELS	33,725
AG EXCLUSION	122,053,671	TOTAL MARKET VALUE	6,654,282,658
HS CAPPED AMOUNT	225,233,513	TOTAL EXEMPT PROPERTY	- 1,031,120,192
VET CHARITABLE HS DP	131,426	TAXABLE VALUE	= 5,623,162,466
FREEPORT VALUE	43,976,997	TAX RATE PER \$100	* 0.5299
HB366 VALUE	279,373	LEVY (Before Frozen Levy Loss)	= 29,797,137.91
POLLUTION VALUE	8,110,900	LEVY LOSS DUE TO FREEZE	- 933,525.39
SOLAR	298,636	2525D	+ 335.50
		LATE AG	+ 157.23
CHDO EXEMPTION	2,030,045	LATE RENDITION	+ 46,845.90
PRO CHARITABLE ORG	1,035,224	LEVY	= 28,910,951.15
100% EXEMPT VET OVER 65 HOMESTEAD EXEMPTION	69,272,574	TOTAL LEVY (From TC502)	= 28,910,952.02
OVER 65 HOMESTEAD SURVIVING SPOUSE	50,073,900	VARIANCE	+/- -0.87
DISABLED	3,850,000		
VETERAN EXEMPTIONS	5,167,023		
EXEMPT	11,144,330		
PRORATED EXXV SURVIVNING SPOUSE 1ST RESPONDER	483,962,123		
	1,048,131		
PRO MISC EXEMPTS	917,740		
PRO NON PROFIT	74,586		
TOTAL EXEMPT PROPERTY	1,031,120,192		

CITY OF MISSION

ENTITY

The Following information is furnished as requested.

NOTE: IT IS IMPORTANT YOU COMPLETE EACH SECTION SEPARATELY.

Itemized 2023 Tax Rate (per \$100 valuation):

(A) Maintenance and Operation (M and O) \$ 0.4495

(B) Debt Service (I and S) \$ 0.0781

Total TAX RATE (A + B) FOR 2023 \$ 0.5276

Total TAX LEVY FOR 2023 \$ 32,462,336.25

No-New-Revenue Rate 2023 \$ 0.4746

Voter-Approval Rate 2023 \$ 0.5276

De Minimis Rate 2023 \$ 0.5027

Average Residential Value 2023 \$ 194,367

10/16/2023

DATE

SIGNATURE

HIDALGO COUNTY TAX ASSESSOR-COLLECTOR

TITLE

PLEASE RETURN AS SOON AS POSSIBLE TO:

HIDALGO COUNTY APPRAISAL DISTRICT
Attn: Lydia Elizondo, Finance/Personnel Director
PO BOX 208
EDINBURG, TX 78540-0208
FAX: (956) 289-2120

CERTIFIED TAX ROLL AS OF OCTOBER 1, 2023

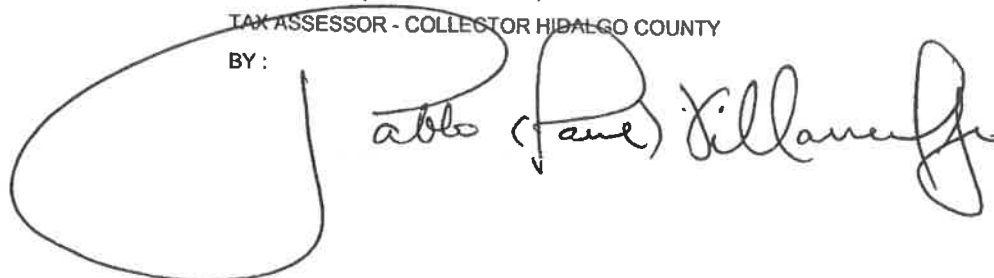
TAX ASSESSMENT ROLLS OF CITY OF MISSION FOR THE YEAR 2023 SHOW THE FOLLOWING SUMMARIES:

ROLL	NUMBER ACCTS	MARKET VALUE	TAXABLE VALUE	FREEZE LOSS	TOTAL LEVY
REAL PROPERTY	31,088	6,888,544,366	5,808,785,714	1,220,236.73	29,426,916.92
PERSONAL PROPERTY	2,248	687,954,666	571,115,966	.00	3,035,419.33
MOBILE HOME PROPERTY	0	0	0	.00	.00
MINERAL PROPERTY	0	0	0	.00	.00
OTHER PROPERTY	0	0	0	.00	.00
TOTAL	33,336	7,576,499,032	6,379,901,680	1,220,236.73	32,462,336.25

RATE OF TAXATION ASSESSMENT RATIO 100%
TOTAL TAX RATE 00.527600

PABLO (PAUL) VILLARREAL JR., PCC
TAX ASSESSOR - COLLECTOR HIDALGO COUNTY

BY :



The signature block contains a large, empty circular stamp on the left and a handwritten signature on the right that reads "Pablo (Paul) Villarreal Jr." in cursive.

Tax Collection System - HIDALGO COUNTY

Certified Roll Jurisdiction Summary

Processing For Tax Year: 2023 County Code: 108 Tax Unit: ALL Roll Codes: ALL

Jurisdiction		32	CITY OF MISSION	
Total Parcels:		33,336	Tax Rate:	0.5276000
Market Value:		7,576,492,032	State Hom:	0
			State O65:	0
			Disabled:	0
			Opt Hom:	0.0000000
			Opt O65:	10,000
			Opt Disabled:	10,000
AG Exclusion Count:		297	AG Exclusion Amt:	124,044,435
Timber Exclusion Count:		0	Timber Exclusion Amt:	0
HS Capped Count:		11,924	HS Capped Amt:	312,265,860
Assessed Value:		7,140,188,737		
Exempt Count/Amt:		4	7,912,061	Surviving Spouse First Responder Count/Amt:
Pollution Control Count/Amt:		2	7,995,600	3
Hb366 Count/Amt:		198	253,513	Pro Misc Exempts Count/Amt:
Prorated-Exxx Count/Amt:		653	478,743,697	3
100% Exempt Vet Count/Amt:		400	90,501,702	Freeport Count/Amt:
Immed Residential Homestead Count/Amt:		84	0	12
Chdo Count/Amt:		101	6,364,581	Solar Exemption Count/Amt:
				10
				2
				1
				144,569
State Homestead Count:		14,801	State Homestead Amt:	0
Local Homestead Count:		0	Local Homestead Amt:	0
State Over 65 Count:		0	State Over 65 Amt:	0
Local Over 65 Count:		5,274	Local Over 65 Amt:	51,008,134
Surviving Spouse Count:		263	Surviving Spouse Amt:	2,440,000
State Disabled Count:		0	State Disabled Amt:	0
Local Disabled Count:		364	Local Disabled Amt:	3,480,000
Total VET Count:		495	Total VET Amt:	5,423,319
*VET Surviving Spouse Count:		23	*VET Surviving Spouse Amt:	214,638
*included in the Total VET Count/Amt				
Partial Exempt Values:		62,351,453		
Taxable Value:		6,379,901,680		
Total Levy Amt:		32,462,336.25		
Late Rendition Penalty Count:		1,019	Late Rendition Penalty Amt:	22,211.53
Frozen Account Count:		5,614		
Frozen Homesite Value:		819,036,285		
Frozen Taxable Value:		726,912,497		
Unfrozen Levy Amt:		3,835,190.08		
Frozen Levy Amt:		2,614,953.35		
Frozen Levy Loss Amt:		1,220,236.73		
Total Non-Exempt Parcel Count:		33,332		



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: Angie Vela, Finance Director
AGENDA ITEM: Acceptance of Quarterly Report of Investments for the Quarter ending September 30, 2023 and Interest Earned for Twelve Months Ending September 30, 2023 - Vela

NATURE OF REQUEST:

Acceptance of quarterly report required by the Public Funds Investment Act Section 2256.023 of the Texas Government Code on the total investments for the quarter ending September 30, 2023. The total increases to investment balances for the period were \$130,800.67 and total decreases were \$4,244,002.74, leaving a total of \$16,377,439.28 in outstanding investments for the quarter ending September 30, 2023. The total interest earned on all funds year to date was \$596,094.58.

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

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 _____

Interest Earned as of on September 2023-YTD

Fund Number	Fund Description	Interest On Investments	Interest On Demand Accounts	Total Interest
01	General Fund	\$ 16,291.23	\$ -	\$ 16,291.23
02	Utility Fund	41,331.37	8,353.41	\$ 49,684.78
05	Solid Waste Fund	9,387.52	-	\$ 9,387.52
08	Debt Service	373.49	-	\$ 373.49
10	Police Dept. Special Fund	1,432.11	-	\$ 1,432.11
11	Police Federal Sharing US	198.35	-	\$ 198.35
15	Designated Purpose Fund	-	40,440.98	\$ 40,440.98
16	Drainage Assessment Fund	6,097.09	-	\$ 6,097.09
19	Group Health -Employee	204.89	-	\$ 204.89
24	Hotel/Motel Tax Fund	244.98	-	\$ 244.98
25	Muni.Crt Bldg.Security Fund	198.36	-	\$ 198.36
30	PEG Capital Fund	617.50	-	\$ 617.50
41	MEDC Debt Service Fund	4,622.86	256.66	\$ 4,879.52
75	2018 CO	185,768.77	3,926.67	\$ 189,695.44
76	2021 CO	258,081.20	18,267.14	\$ 276,348.34

Total All Funds \$ 524,849.72 \$ 71,244.86 \$ 596,094.58

Approved By: 
Randy Perez, City Manager

Approved By: 
Ezeiza Garcia, Assistant Finance Director

Approved By: 
Angie Vela, Finance Director

City of Mission, Texas
Quarterly Investment Report-Summary
For the Quarter Ending September 30, 2023

	<u>TEXPOOL</u> <u>(Detail Attached)</u>	<u>Agencies</u> <u>(Detail Attached)</u>	<u>Total</u>
Market Value			
Beginning of Period	\$ 9,985,641.35	\$ 10,465,000.00	\$ 20,450,641.35
Change during Period	\$ (3,115,202.07)	\$ (998,000.00)	\$ (4,113,202.07)
End of Period	<u>\$ 6,870,439.28</u>	<u>\$ 9,467,000.00</u>	<u>\$ 16,337,439.28</u>
Book Value			
Beginning of Period	\$ 9,985,641.35	\$ 10,481,142.78	\$ 20,466,784.13
Change during Period	\$ (3,115,202.07)	\$ (997,493.67)	\$ (4,112,695.74)
End of Period	<u>\$ 6,870,439.28</u>	<u>\$ 9,483,649.11</u>	<u>\$ 16,354,088.39</u>
Net Change during Period			
Purchases	\$ 130,800.67	\$ -	\$ 130,800.67
Maturities	\$ 3,246,002.74	\$ 998,000.00	\$ 4,244,002.74
Increase (Decrease) in Accrued Interest	\$ -	\$ 506.33	\$ 506.33
Net Change during Period	<u>\$ (3,115,202.07)</u>	<u>\$ (997,493.67)</u>	<u>\$ (4,112,695.74)</u>

Prepared By: 
 Angie Vela, Finance Director

Approved By: 
 Ezeiza Garcia, Assistant Finance Director

Approved By: 
 Randy Perez, City Manager

CITY OF MISSION, TEXAS
MATURED INVESTMENTS BY FUND
 For the Quarter Ending September 30, 2023

Item 48.

<u>SECURITY NUMBER</u>	<u>TYPE</u>	<u>DATE PURCHASED</u>	<u>MATURITY DATE</u>	<u>DAYS INVESTED</u>	<u>INTEREST RATE</u>	<u>AMOUNT INVESTED</u>	<u>INTEREST @ MATURITY</u>	<u>INVESTMENT ACCOUNT NO.</u>
	Texpool					1,000,000.00		75-10200
	Texpool					2,246,002.74		76-10200
Total Texpool						3,246,002.74		
633368FA8	Agency	03/30/21	09/05/23	889	0.250	249,000.00	1,516.17	02-10200
3134GYEQ1	Agency	01/30/23	09/01/23	214	5.000	500,000.00	14,657.53	02-10210
33651JAB7	Agency	04/28/21	09/05/23	860	0.150	249,000.00	880.03	76-10200
Total Agency						998,000.00		
Total Matured	Investments					4,244,002.74		

CITY OF MISSION, TEXAS
 INVESTMENTS **PURCHASED** BY FUND
 For the Quarter Ending September 30, 2023

<u>SECURITY NUMBER</u>	<u>TYPE</u>	<u>DATE PURCHASED</u>	<u>MATURITY DATE</u>	<u>DAYS INVESTED</u>	<u>INTEREST RATE</u>	<u>AMOUNT INVESTED</u>	<u>INTEREST @ MATURITY</u>	<u>INVESTMENT ACCOUNT NO.</u>
	Texpool		Interest			340.48		01-10200
	Texpool		Interest			2,114.25		02-10210
	Texpool		Interest			1,573.86		02-10215
	Texpool		Interest			361.16		02-10230
	Texpool		Interest			2,244.60		02-10250
	Texpool		Interest			1,300.44		02-10370
	Texpool		Interest			424.11		10-10200
	Texpool		Interest			60.74		19-10200
	Texpool		Interest			54,594.98		75-10200
	Texpool		Interest			67,786.05		76-10200
Total Texpool						130,800.67		
Total Purchased Investments						130,800.67		



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 13, 2023
PRESENTED BY: David Flores, Assistant City Manager
AGENDA ITEM: Authorization to enter into a First Amendment to the Personal Services Contract with De Saro Public Relations Firm for services related to the City of Mission State of The City Address – D. Flores

NATURE OF REQUEST:

Authorization to enter into a First Amendment to the Personal Services Contract with De Saro Public Relations Firm for services related to the City of Mission State of The City Address, previously entered on September 13, 2023, accounting for payment of remaining balance requested from sponsorship sales received by the City of Mission

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing _____

Advisory Board Recommendation: N/A _____

City Manager's Recommendation: Approval *RP* _____

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

FIRST AMENDMENT TO
CONTRACT BY AND BETWEEN
CITY OF MISSION, TEXAS AND
DE SARO PUBLIC RELATIONS FIRM

This **FIRST AMENDMENT to Contract by and between City of Mission, Texas and De Saro Public Relations Firm** (the “First Amendment”) is, now, entered between the City of Mission, Texas, a home-rule Texas municipal corporation (the “City”) and De Saro Public Relations Firm (the “Contractor”), and is effective as of the November ____, 2023.

WHEREAS, the City and Contractor entered into the Contract by and between City of Mission, Texas and De Saro Public Relations Firm on September 13, 2023 (the “Original Agreement”) for the Mayor’s State of the City Address, including but not limited to event coordination, event design, management services, sponsorship sales, and visual content, see **Exhibit A-1**, attached hereto and incorporated herein by reference; and

WHEREAS, under the Original Agreement the parties had contemplated that all Sponsorship Sales Deposits would have been submitted on or after October 18, 2023; and

WHEREAS, since execution of the Original Agreement, the parties have still been receiving Sponsorship Sales Deposits after October 18, 2023, and the City of Mission retains a remaining fund balance in the approximate amount of \$21,915.00; and

WHEREAS, the Contractor has asserted that she has not been paid the remaining balance requested for payment under the Original Agreement; specifically, \$21,000.00; and

WHEREAS, the City and Contractor desire to further amend the Original Agreement, to allow the Contractor to be paid the remaining balance of the \$21,000.00 previously requested from Sponsorship Sales Deposits received by the City of Mission after October 18, 2023; and

WHEREAS, the City and Contractor desire to amend the Original Agreement as is set forth in this First Amendment.

NOW, THEREFORE, for and in consideration of the premises and mutual agreements and covenants set forth herein, the City and Contractor agree as follows:

AGREEMENTS AND COVENANTS

1. The foregoing recitals are incorporated into this First Amendment by reference as findings of fact as if expressly set forth herein.

2. Amendments to the Original Agreement:

A. Under Section 2 of the Original Agreement, City and Contractor agree to amend this clause to read as follows:

SECTION 2:

TERM OF CONTRACT

The Term of this Contract shall commence upon the Effective Date provided herein and shall expire upon completion of the Scope of Services provided herein, but not later than October 19, 2023. Notwithstanding the foregoing, all outstanding Sponsorship Sales Deposits, as defined below, must still be promptly submitted to the City of Mission.

B. Under Section 4 of the Original Agreement, City and Contractor agree to amend this clause to read as follows:

SECTION 4:

PAYMENT

Payment hereunder by the City for services provided by Contractor shall only be made according to the following:

1. Contractor, as part of its obligations under the Contract, shall provide "Sponsorship Sales" services.
2. All monies received by Contractor from the Sponsorship Sales shall be promptly deposited with the City of Mission's Finance Department ~~on or before October 18, 2023~~. These deposits shall be referred to as "Sponsorship Sales Deposits".
3. All of Contractor's requests for payment(s) of services rendered under this Contract shall *only* be paid from Sponsorship Sales Deposits, ~~as of the date of Contractor's payment request~~. All of Contractor's requests for payment(s) shall be submitted on or before October 18, 2023. Any requests by Contractor for payment submitted after that date shall not be eligible for payment from the City and shall be considered waived by the Contractor.
4. The Contractor agrees that the City will not be obligated to pay Contractor for any services rendered under this Contract from any city funds, other than Sponsorship Sale Deposits received by the City of Mission.
5. In all cases, Contractor agrees that the total compensation and consideration for its performance of the terms prescribed under this Contract shall not exceed \$62,000.00.
6. The Contractor agrees that upon the expiration of the Term of this Contract, ~~should the Sponsorship Sales Deposits be less than Contractor's requested payment(s) for services rendered under this Contract~~, then Contractor thereby waives all such remaining balances owed to Contractor (not

otherwise covered by the remaining Sponsorship Sales Deposits) and the City shall not be obligated for any other payments to Contractor thereafter.

3. Representations and Warranties: The City and Contractor each represent and warrant to each other respectively that they have the requisite power and authority to enter into this Agreement; that all necessary and appropriate approvals, authorizations and other steps have been taken to effect the legality of this First Amendment; that signatories executing this First Amendment on behalf of such party has been duly authorized and empowered to execute this First Amendment on behalf of such party; and that this First Amendment is valid and shall be binding upon and enforceable against the Parties and their successors and assigns and shall inure to the benefit of the parties and their successors and assigns.

4. Ratification of Agreement: Except as specifically modified by this First Amendment, all the terms and conditions of the Original Agreement remain in full force and effect and are hereby ratified by the City and Contractor. Notwithstanding the foregoing, in the event there is any conflict between the terms and provisions of the Original Agreement and this First Amendment, the terms and provisions of this First Amendment shall control.

5. No Oral Modification: This First Amendment and the Original Agreement cannot be further modified in any manner other than by written modification executed by the City and Contractor.

6. Counterparts: This First Amendment may be executed in any number of counter parts, each of which shall be deemed an original. Electronic (email) copies of the signature pages to this First Amendment shall be deemed to be originals for all purposes of this First Amendment.

EXECUTED, THIS FIRST AMENDMENT IS EFFECTIVE AS OF THE DATE SET FORTH ABOVE.

CONTRACTOR:

DE SARO PUBLIC RELATIONS FIRM

EDNA DE SARO, PRESIDENT

CITY OF MISSION:

RANDY PEREZ, CITY MANAGER