



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, July 08, 2024 at 4:30 p.m.** at the Mission Council Chambers, 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters.

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

Time: **Monday, July 08, 2024 04:30 PM Central Time**

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

Meeting ID: 990 466 2781 - Password: 833227

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

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

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

INVOCATION AND PLEDGE ALLEGIANCE

DISCLOSURE OF CONFLICT OF INTEREST

PRESENTATIONS

1. Report from Mission Economic Development Corporation - Teclo Garcia
2. Report from the Greater Mission Chamber of Commerce – Brenda Enriquez
3. Departmental Reports – Perez
4. Citizen's Participation – Garza

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

5. Rezoning: Being the North 0.42 of an acre, more or less, being the North 140' of the West 150' out of Lot 18-1, West Addition to Sharyland Subdivision, (AO-I) Agricultural Open Interim to (R-1) Single Family Residential, Jose A. Flores, Jr., and Adoption of Ordinance#____ - De Luna
6. Conditional Use Permit: To Place a Mobile Home "Temporarily" for care of Health Stricken Parent, 716 Campbell Street, Lots 20 & 21, Sunset Addition, R-2, Jessie Jimenez, Adoption of Ordinance #____ - De Luna

7. Conditional Use Permit: To Designate an area as a Mobile Food Park for Operations of Mobile Food Units, 307 W. Tom Landry, Being the West ½ of Lots 7 & 8, Block 176, Original Townsite of Mission, C-4, Roberto Gonzalez, Adoption of Ordinance #____ - De Luna
8. Conditional Use Permit: Restaurant in a C-2 Zone – Lola Seafood, 800 E. 1st Street, Lots 88 & 89, Mayberry Plaza UT No. 3, C-2, Victor Guerrero Cardenas, Adoption of Ordinance #____ - De Luna
9. Conditional Use Permit: Drive-Thru Service Window – Lauris Kitchen, 3604 N. Conway Avenue, Being 0.626 acre tract out of Lot 30-7, West Addition to Sharyland Subdivision, C-3, Juan Martinez, Adoption of Ordinance #____ - De Luna
10. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – Hampton Inn & Suites, 2505 Victoria Drive, Lot 1, Hampton Inn & Suites Subdivision, C-3, Victoria Heights, LLC c/o Partiba Kasan, Adoption of Ordinance#____ & Wet Zone #____ - 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

11. Approval of Minutes – Carrillo
Regular Meeting – June 24, 2024
Special Meeting – July 3, 2024
12. Acknowledge Receipt of Minutes – Perez
Mission Economic Development Corporation – May 29, 2024
Citizen’s Advisory Committee – May 28, 2024
13. Approval of Resolution # _____ Regarding Waterline Access Agreement with Sharyland Water Supply within City of Mission’s ETJ for Town & Country McAllen, LLC – Turtle Cove Subdivision – De Luna
14. Authorization to solicit bids for Weedy Lot Abatement – De Luna
15. Approval of Interlocal Agreement between Sharyland Independent School District and City of Mission, Texas on behalf of Shary Municipal Golf Course to provide golf course and driving range usage to their respective golf teams - M. Fernuik

APPROVALS AND AUTHORIZATIONS

16. Final Plat Approval: Crystal Estates Subdivision IV, being a 14.71-acre parcel of land, out of Lot 27-1, West Addition to Sharyland, R-2, Developer: DG & GG Investments, LLC, Engineer: Ever Engineering, LLC - De Luna
17. Authorization to award bid for Chlorine Gas chemical for the Public Works Department Water Treatment Plants – Bocanegra

- [18.](#) Ratification to solicit and Authorization to Award Contracts for Employee Benefit Plans - Munguia

UNFINISHED BUSINESS

- [19.](#) TABLED 06/24/2024 - Discussion and Action to Recommend to the City Council the closure required by Union Pacific Railroad for Leonor Street being approximately 0.09 of a mile East of the intersection of Schuerbach and W. Business Hwy 83 - De Luna
- [20.](#) TABLED: 07/03/2024 - Adoption of Fee Waiver and Discounted Rate Policy for the Mission Event Center - A. Lerma

ROUTINE MATTERS

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

EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.074 (Personnel Matters) Evaluation of City Manager relating to goals and objectives
2. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to claim regarding 104 Bouganvilla Street
3. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to Black Diamond Developers, LP and CCC Operations, LLC v. City of Mission, Cause No. C-5276-23-D.

RECONVENE

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

ADJOURNMENT

CERTIFICATE

I, the undersigned City Secretary do certify that the above notice of meeting was posted on the bulletin board of City Hall, 1201 E. 8th Street, Mission, Texas on this the 5th day of July, 2024 at 3:00 p.m.



Anna Carrillo, City Secretary

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

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

Notice is hereby given that on the **08th day of July, 2024** the City Council of the City of Mission will hold a regular meeting at 4:30 p.m. at 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this Notice.

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

Texas Government Code Section:

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

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

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

On this the **05th day of July, 2024** this Notice was emailed to news media who had previously requested such Notice and an original copy was posted on the bulletin board at City Hall, 1201 E. 8th Street at 3:00 p.m. on said date.



 Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: July 8, 2024
PRESENTED BY: Mike R. Perez, City Manager
AGENDA ITEM: Departmental Reports – Perez

NATURE OF REQUEST:
 Information Technology – June 2024
 Mission Fire Prevention – June 2024
 Grants – June 2024
 Community Development – June 2024
 City Secretary – June 2024
 Civil Service – June 2024
 311 – June 2024

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

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

_____ AYES
 _____ NAYS
 _____ DISSENTING _____



Information Technology

Departmental Report June 2024

Information Technology Department Overview

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

Equip new and existing units with new Technology

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

Multifactor Authentication

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

Public Safety Application

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

Work Orders

IT goal is to close tickets within 48 hours. Priority work orders are worked on first. 463 Work orders closed June 2024.

Windows 10 End of life

Windows 10 is reaching its end of life. All city computers need to be upgraded to windows 11. About 90% Complete.

Tyler Data Archive

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

Library Patron Computers

Upgrade hard drives and RAM. Complete

Time Clocks

All time clocks have been installed and online. Complete

Library- E-rate Funding year 2024

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



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

Mission Fire Prevention

Monthly Activity Report: June 2024

FIRE INVESTIGATIONS

There was three (3) fire investigation for the month of June.

- On June 7, 2024, Captain/Assistant Fire Marshall Michael Reyes investigated a structure fire at 2808 Santa Lydia St.
Undetermined
- On June 13, 2024, Captain/Assistant Fire Marshall Michael Reyes investigated a structure fire at 3907 El Jardin St.
Undetermined
- On June 15, 2024, Lieutenant Jose Oscar Alanis investigated a structure fire at 1101 Rio Balsas St.
Accidental

Full Investigation: 3 Total

Call out to document of incident: 0 Total

Year to Date: 16 Total

SOUTH TEXAS ARSON RESPONSE TEAM FIRE INVESTIGATIONS

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

Our assistance was requested: 0 Total

Assistance Requested by us: 0 Total

Year to Date: 0 Total

INSPECTIONS

There were sixty-five (65) inspections conducted for the month of June: thirty (30) occupancy, six (6) annual and twenty-nine (29) other forms of inspections.

Year to Date: 714 Total 269 Occupancy 238 Annual 207 Other

Inspection rate to date: 14%

COMPLAINTS

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

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

Year to Date: 0 Total

SUBDIVISION REVIEWS

For the month of June there were thirteen (13) subdivision plan reviews.

Year to Date: 183 Total

SPRINKLER SYSTEM PLAN REVIEWS

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

Year to Date: 25 Total

FIRE ALARM SYSTEM PLAN REVIEWS

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

Year to Date: 25 Total

EXHAUST HOOD CANOPY PLAN REVIEWS

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

Year to Date: 6 Total

HOOD SUPPRESSION PLAN REVIEWS

For the month of June there were zero (0) hood suppression plan reviews.

Year to Date: 14 Total

LP TANK PERMITS

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

Year to Date: 5 Total

UNDERGROUND STORAGE TANK REMOVAL PERMITS

There was one (1) underground storage tank removal permits issued for the month of June.

Year to Date: 1 Total

ABOVEGROUND STORAGE TANK REMOVAL PERMITS

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

Year to Date: 4 Total

BURNING PERMITS

There were four (4) city burning permits issued for the month of June.

Year to Date: 24 Total

PLAN REVIEWS

We had eight (8) plan reviews for the month of June.

- El Pato – 819 N. Bryan Road
- Stewart Professional Center – 1512 E. Griffin Pkwy, Ste #11
- Renzo Jiu Jitsu – 1514 E. Business 83
- 4 Plex – 4011 N. Inspiration Road
- Stripes – 1800 W. Griffin Pkwy
- Loretto Plaza – 1229 E. Griffin Pkwy, Ste A, B, C, D, E
- Candlewood Suites – 101 S. Grapefruit Blvd.
- Tortilleria Aries LLC – 1300 N. Conway Ave.

Year to Date: 90 Total

HOOD SUPPRESSION PLAN REVIEWS

For the month of June there were zero (0) hood suppression plan reviews.

Year to Date: 14 Total

LP TANK PERMITS

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Year to Date: 5 Total

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- Candlewood Suites – 101 S. Grapefruit Blvd.
- Tortilleria Aries LLC – 1300 N. Conway Ave.

Year to Date: 90 Total

FIRE DRILLS

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

Year to Date: 0 Total

TRAINING

There were one (1) training in the month of June.

- June 13-14 2024 – Fire Marshall Frank Cavazos attended PEER training in Weslaco

Year to Date: 20 Total

MEETINGS ATTENDED

For the month of June there were twelve (12) meetings attended by the Fire Prevention Office.

- June 4, 2024 – Fire Marshall Frank Cavazos attended budget meeting at City Hall with City Manager and Chief Garcia
- June 4, 2024 – Fire Marshall Frank Cavazos notary at City Hall
- June 6, 2024 – Captain/Asst. Fire Marshall Joel Saenz attended SRC meeting
- June 12, 2024 – Fire Marshall Frank Cavazos attended EOC layout meeting in Training Room
- June 12, 2024 – Fire Marshall Frank Cavazos attended meeting at Station 6
- June 13, 2024 – Captain/Asst. Fire Marshall Joel Saenz attended SRC meeting
- June 17, 2024 – Fire Marshall Frank Cavazos attended Command Staff meeting at the Mission Fire Department Administration Conference room
- June 18, 2024 – Fire Marshall Frank Cavazos attended Director's meeting at City Hall
- June 19, 2024 – Fire Marshall Frank Cavazos attended EOC Operations Briefing meeting in Training Room
- June 20, 2024 – Fire Marshall Frank Cavazos attended Fire Prevention Budget Prep in Chief Garcia office
- June 24, 2024 – Fire Marshall Frank Cavazos attended Fire Prevention Budget meeting with Chief Garcia And David Flores in Chief Garcia's office
- June 26, 2024 – Fire Marshall Frank Cavazos attended meeting at Mission Police Station for July 3RD Operation Plan Event

Year to Date: 211 Total

PUBLIC EDUCATION

During the month of June there were three (3) presentations conducted.

Date	Location	Fire Extinguisher w/Simulator	Fire Safety Trailer	Tours of Stations	Fire Safety Presentation	City Events/Parade
06/05/2024	LITTLE HARVARD EDUCATIONAL CENTER DAYCARE				25	
06/21/2024	KIDS ROCK LEARNING ACADEMY				15	
06/28/2024	FORBEL LEARNING CENTER				90	

Year to Date: 68 Presentations 18,179 Audience
 Year to Date w/The Tutor 0 Presentations 0 Audience
 Year to Date w/F.S.T. 10 Presentations 1010 Audience
 Year to Date w/City Events 9 Presentations 4130 Audience
 Year to Date – Other 12 Presentations 1908 Audience
 Year to Date Grand Total 99 Presentations 25,227 Audience

Frank Cavazos, Deputy Chief/Fire Marshal



Michael Reyes / Asst Marshal

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



CITY OF
MISSION
Grants Activity Report- June 2024

Grant Name	Funding Agency	Department	Application Amount	Matching Amount	Due Date	Status
FY22 FEMA Flood Mitigation Assistance (FMA)	TWDB	Executive	\$ 320,000	25%		Submitted-Tracking
FY22 Building Resilient Infrastructure and Communities (BRIC)	TDEM	Executive	\$ 415,000	25%		Submitted-Tracking
FY25 Bullet-Resistant Shield	OOG	PD	\$ 49,219.00	None		Submitted-Tracking
FY25 Border Zone Fire Dept.	OOG	Fire	\$ 250,000	None		Submitted-Tracking
FY25 Rifle Resistant Body Armor	OOG	PD	\$ 189,505.00	None		Submitted-Tracking
FY25 Criminal Justice Program	OOG	PD	\$ 133,967.64	None		Submitted-Tracking
FY25 Project Safe Neighborhood	OOG	PD	\$ 49,680.00	None		Submitted-Tracking
FY24 SHSP-LETPA	OOG	PD	\$ 125,000	None		Submitted-Tracking
FY24 SHSP-Regular	OOG	PD	\$ 113,911.05	None		Submitted-Tracking
FY24 SHSP-Regular	OOG	Fire	\$ 133,842	None		Submitted-Tracking
FY25 Local Border Security Program	OOG	PD	\$ 190,000	None		Submitted-Tracking
FY25 Operation Lone Star Animal Welfare Organization	OOG	PD/FIRE	\$ 5,000,000	None		Submitted-Tracking
Energy Efficiency & Conservation Grant (EECBG)	Petco Love	Health	TBD	None	7/31/24	In Progress
System Assessment and Validation for Emergency Responders (SAVER)	DOE	Executive	\$ 140,450	None	10/31/24	In Progress
	Homeland Security	Fire	TBD	TBD		Under Review



Grants Activity Report- June 2024

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

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

Item 3.

PROGRESS REPORT CDBG	MAY, 2024 UNOFFICIAL				
AGENCY / DEPARTMENT / DESCRIPTION / BUDGET	MONTHLY EXPENDITURE	ACCOMPLISHMENT	YEAR TO DATE	%	BALANCE
AMIGOS DEL VALLE - MEALS \$17,000.00 Funds will be utilized to provide meals to homebound seniors.	\$2,102.76	Agency submitted April (\$2,102.76) request in May and has been processed. On 06/11/2024 received May's invoice for \$2,198.34 to be processed in June. YTD: 19 clients served 2676 meals	\$14,209.56	83.59%	\$2,790.44
AREA AGENCY ON AGING \$3,000.00 Funds will be utilized to provide assist seniors with minor repairs/modifications and medical supplies.	\$796.80	Agency submitted April (\$796.80) in May and has been processed. On 06/11/2024 received May's invoice for \$7.95 to be processed in June. YTD: 8 clients served	\$2,992.05	99.74%	\$7.95
C.A.M.P. UNIVERSITY \$3,000.00 Funds will be utilized to provide day habilitation providing life skills for adults with special needs.	\$0.00	Agency exhausted FY 23-24 funds.	\$3,000.00	100.00%	\$0.00
COMFORT HOUSE \$3,000.00 Funds will be utilized to provide twenty-four hour palliative care to patients who have a prognosis of four months or less to live.	\$0.00	Agency did not submit invoices in May. On 06/05/24 received February's invoice for \$2,196.54 to be processed in June and agency would have exhausted the funds. YTD: 3 clients served	\$803.46	26.78%	\$2,196.54
HOPE MEDICAL SERVICES \$3,000.00 Funds will be utilized to provide medical services to uninsured and/or low income residents.	\$0.00	Agency exhausted FY 23-24 funds.	\$3,000.00	100.00%	\$0.00
CASA OF HIDALGO COUNTY, INC. \$1,000.00 Funds will be utilized for expenses generated in advocating for abused and neglected children.	\$0.00	Agency exhausted FY 23-24 funds.	\$1,000.00	100.00%	\$0.00
CHILDREN'S ADVOCACY CENTER \$11,000.00 Funds will be utilized to provide counseling services for abused/neglected children and their families.	\$0.00	Agency continues to screen applicants. YTD: 81 clients served.	\$10,514.32	95.58%	\$485.68
EMERGENCY RENTAL ASSISTANCE PROGRAM \$15,000.00 Funding will be utilized to provide short term (no more than 3 months) emergency payments on behalf of individuals or families to prevent homelessness.	\$0.00	Program staff submitted April (\$0) request for May. On 6/11 received May's invoice for \$1670 to be processed in June. Staff continues to screen applicants for the Rental Assistance Program. YTD: 2 clients served; 1 currently approved	\$5,325.00	35.50%	\$9,675.00
SILVER RIBBON \$3,000.00 Funds will be utilized to provide assistance with rent, rent deposits, utilities, utility deposits, medications, physician/medical visits, eyeglasses, durable medical equipment.	\$0.00	Agency continues to screen applicants. YTD: 9 clients served.	\$1,410.08	47.00%	\$1,589.92
AFFORDABLE HOMES OF SOUTH TEXAS \$100,000.00 Funding will be utilized to provide direct home ownership assistance with subsidizing mortgage principal.	\$60,375.50	Agency submitted April (\$60,375.50) request in May and has been processed. YTD: 4 clients have closed on subsidy loan	\$61,816.73	61.82%	\$38,183.27
HOUSING ASSISTANCE PROGRAM					
REHABILITATION \$50,000.00	\$0.00	3 rehabs have been approved. 1 is pending floorplans, 1 is pending lead-base test results, and 1 is pending title clearance.	\$0.00	0.00%	\$50,000.00
RECONSTRUCTION \$636,209.00	\$1,750.00	5 recons approved and contracts signed (\$1750). Construction will commence within 5-10 business days.	\$147,873.35	23.24%	\$488,335.65
HOUSING ADMINISTRATION \$103,833.00	\$7,506.41	Oversight expense of the Housing Assistance Program	\$60,275.91	58.05%	\$43,557.09
PROGRAM ADMINISTRATION \$184,934.00	\$13,086.78	Oversight expense of the CDBG Program	\$101,107.60	54.67%	\$83,826.40
\$1,133,976.00	\$85,618.25		\$413,328.06	37.04%	\$720,647.94
	Community Development Department CDBG / HOUSING				
	New Applicants (HAP)	Agencies/Contractor:	Departments:	# of referrals to other agencies/departments:	Walk-ins
	11	2	0	11	0
	New Applicants (EAP)	Re-certifications:	Previously Assisted:	Incoming Calls:	Appointments
	2	0	5	51	6

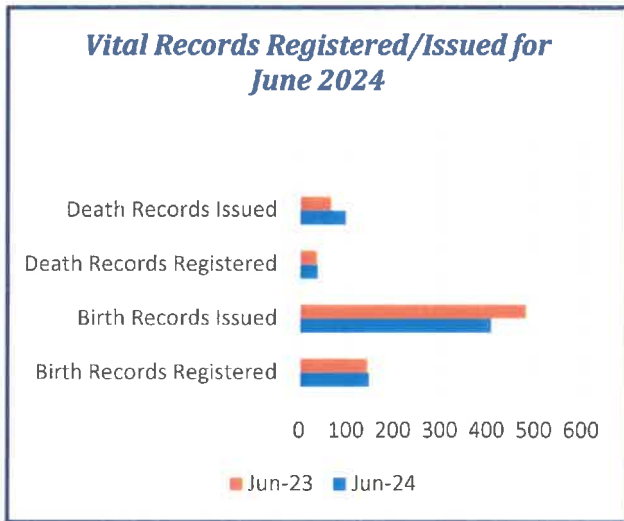
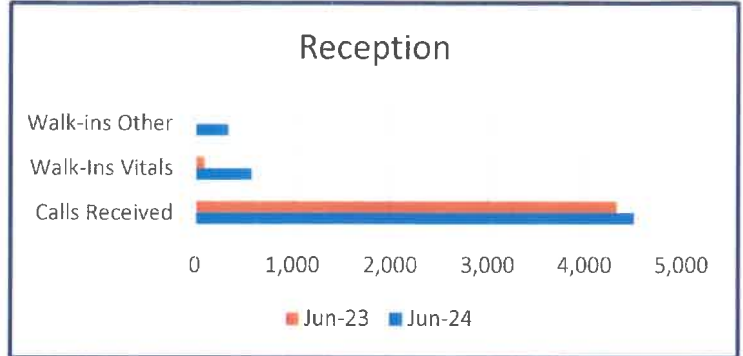
**COMMUNITY DEVELOPMENT DEPARTMENT
PROGRESS REPORT CV AND CV-3
FISCAL YEAR 2023-2024 (FUNDING THRU 07/2026)**

PROGRESS REPORT CV	MAY, 2024 UNOFFICIAL				
AGENCY / DEPARTMENT / DESCRIPTION / BUDGET	MONTHLY EXPENDITURE	ACCOMPLISHMENT	YEAR TO DATE	%	BALANCE
AMIGOS DEL VALLE - MEALS					
\$0.19					
Funds will be utilized to assist seniors affected by COVID-19 and expand services for weekend deliveries and/or drive-thru meal pickup due to social distancing.	\$0.00	Agency completed program	\$0.00	0.00%	\$0.19
EMERGENCY ASSISTANCE PROGRAM					
\$16,036.61					
Funds will be utilized to assist residents affected by COVID-19 with rent/mortgage and utility assistance.	\$0.00	Program staff submitted April (\$0) in May. In June program submitted (\$1320.23) to be processed. YTD: 3 clients served	\$14,716.38	91.77%	\$1,320.23
PROGRAM ADMINISTRATION					
\$310.00					
	\$0.00	Staff completed contract hours; program continues	\$0.00	0.00%	\$310.00
AFFORDABLE HOMES OF SOUTH TEXAS CV3					
\$62,715.88					
Funds will be utilized to provide rent and mortgage assistance to residents that have been affected by the pandemic COVID-19.	\$705.65	Agency submitted April (\$705.65) in May and was processed. YTD 3 clients served.	\$16,863.51	26.89%	\$45,852.37
FOOD BANK OF RGV CV3					
\$2.46					
Funds will be utilized to purchase food items for distribution of food baskets/boxes to individuals/families affected by COVID-19.	\$0.00	Agency completed program	\$0.00	0.00%	\$2.46
MISSION FIRE DEPARTMENT CV3					
\$43,938.89					
Funds will be utilized to purchase equipment for emergency use at the shelter during declared disasters to serve the community affected by COVID19	\$251.00	Advertisement for bids received (\$251) and contractor awarded for disaster shelter concrete pad and carport. In June FD submitted (\$37,894) invoice for completion of concrete pad and carport.	\$502.00	1.14%	\$43,436.89
\$123,004.03	\$956.65		\$32,081.89	27.25%	\$90,922.14

CITY SECRETARY MONTHLY REPORT – JUNE 2024



<i>Reception</i>			
Calls Received	4506	JUNE 2024	
Walk-Ins – Vitals	583	Calls Received	4,328
Walk- Ins Other Departments	344	Walk-Ins	98



<i>Vital Statistics</i>				
	June 2024	YTD 2024	June 2023	YTD 2023
Birth Records Registered	149	1,381	146	1424
Birth Records Issued	409	4,156	484	4,853
Death Records Registered	39	374	38	429
Death Records Issued	99	642	68	708
Funds Received	\$10,842	\$102,468	\$11,825	\$118,366

<i>Cemetery:</i>					
2023-2024	Laurel Hill	San Jose	Catholic	Baby Space	YTD 23/24
Burials	2	0	1	0	46
Sold Spaces	0	0	0	0	0
2022-2023	Laurel Hill	San Jose	Catholic	Baby Space	YTD 23/24
Burials	2	0	0	0	43
Sold Spaces	0	0	0	0	0

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: MIKE PEREZ, CITY MANAGER
FROM: JESSE LERMA, CIVIL SERVICE DIRECTOR
SUBJECT: CIVIL SERVICE REPORT, JUNE 2024
DATE: JULY 1, 2024

1. Mission Fire Department ENG's promotional examination was held on June 28, 2024. We had twelve (12) participants, with five passing. (scores attached) We are pending five-day appeal process then CS Commission approval July 11, 2024. Top four will be promoted immediately and then list will be good until June 28, 2025 or when exhausted
2. Mission Fire Department has two openings that will be filled by July 8, 2024. Once ENG's are promoted, we will need to fill those slots to be fully staffed.
3. Mission Police Departments has eight (8) openings, background checks have started and positions should be filled within thirty days.
4. Pending Hearings
 1. PO Roel Velasquez-Indefinitely Suspended June 7, 2023-pending legal
 2. PO Esteban Jara-Indefinitely Suspended March 28, 2024-Arbitrator has been selected-pending date
 3. FF Roberto Martinez-Suspended three (3) shift days without pay December 22, 2023-**RESOLVED**
 4. FF Jorge Balderas-Suspended four (4) shift days without pay December 22, 2023-Hearing set for August 15, 2024-**RESOLVED**



FIRE - CIVIL SERVICE
ENGINEER PROMOTIONAL WRITTEN EXAMINATION
Date Administered: June 28, 2024



PROMOTIONAL EXAMINATION TEST SCORES

#	EMPLOYEE NAME	JOB TITLE	WRITTEN EXAM SCORE	SENIORITY POINTS	TOTAL SCORE
1	ALVAREZ, Randy	Firefighter	91	5	96
2	GARCIA JR., Rodolfo	Firefighter	64		64
3	GRANADOS, Alex M.	Firefighter	62		62
4	LAVOIE, Evan M.	Firefighter	70	3	73
5	LERMA III, Arturo Andres	Firefighter	55		55
6	LONGORIA JR., Horacio	Firefighter	84	3	87
7	LOZA III, Joe E.	Firefighter	64		64
8	MARTINEZ, Roberto M.	Firefighter	69		69
9	REYNA, Carlissa M.	Firefighter	54		54
10	TORRES, Ricardo J.	Firefighter	78	5	83
11	VILLALON, Roberto C.	Firefighter	73	6	79
12	VILLARREAL JR., Juan J.	Firefighter	54		54

All applicants who receive a grade of at least 70 points shall be determined to have passed the examination.

*Scores are pending Appeal process and Civil Service Commission approval.

***TIEBREAKERS:**

1. Time in Civil Service
2. Seniority in rank
3. Highest Raw Score
4. Time in military
5. Best score on first thirty questions of exam



FIRE - CIVIL SERVICE ELIGIBILITY LIST - ENGINEER



Written Examination Administered: June 28, 2024

#	EMPLOYEE NAME	WRITTEN EXAM SCORE	SENIORITY POINTS	TOTAL SCORE
1	ALVAREZ, Randy	91	5	96
2	LONGORIA JR., Horacio	84	3	87
3	TORRES, Ricardo J.	78	5	83
4	VILLALON, Roberto C.	73	6	79
5	LAVOIE, Evan M.	70	3	73
6				
7				
8				
9				

Expires: 6/28/2025 or when list is exhausted.
Approved by Civil Service Commission on XX/XX/2024.

Jesse Lerma Jr.
Civil Service Director

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: MIKE PEREZ, CITY MANAGER
FROM: JESSE LERMA, 311 COORDINATOR/CIVIL SERVICE DIRECTOR
SUBJECT: 311 REPORT, JUNE 2024
DATE: JULY 1, 2024

We have a total of 674 submission for June of 2024 with a total of 8692 since we began. The system is fully functional and very user friendly. We are able to customize the system to meet the needs of our daily operations. Our staff has bought into the system and working on improvements every day. We are able to find problematic areas using the system and it allows for us to attend to the needs of those areas in a timely manner. We try to contact as many residents as possible and are getting feedback from them to improve the system.

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

Thank you!

Topic Counts of Opened Requests
For Date Period From 06/01/2024 Through 06/30/2024

Item 3.

Topic	Count
<i>Health</i>	
Animal Control	515
Mosquitoes	21
Total - Health	536
<i>Obstructions - Tree/Branches</i>	
MOWING	8
Total - Obstructions -Tree/Branches	8
<i>Parks & Rec</i>	
Graffiti	2
Mowing (Drainage & Alleys)	1
Parks	4
Restrooms	0
Right of way (mowing)	0
Trails	0
Total - Parks & Rec	7
<i>Planning</i>	
Construction Concerns	2
Dilapidated Home/Structure	1
Garage Sales	0
Health & Sanitation	3
Illegal Dumping	8
Junked Vehicle on private property	2
Sewer Concerns	9
Unsafe Building	0
Weedy Lot	20
Total - Planning	45
<i>Police Department</i>	
Illegal Parking	2
Total - Police Department	2
<i>Public Works</i>	
Flooded area/Roadway and streets	5
Foul smell	1
Junk Vehicle	1
Lift Station	0
Lift Stations	0
Low Water Pressure	3
Obstruction Tree Signs/Tree Trimming	6
Pot Holes	12
Sandbag (Elderly And Disabled)	1
Side Walk	1
Street Light	18
Streets/Signs	4
Tires	3
Traffic Signals	0
Water Leaks	6
Total - Public Works	61
<i>Sanitation</i>	
Brush	8
Bulky Items	1
Garbage	4
Obstruction/ Brush	2
Trash	0
Total - Sanitation	23

TOTAL 674



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: July 8, 2024

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Rezoning: Being the North 0.42 of an acre, more or less, being the North 140' of the West 150' out of Lot 18-1, West Addition to Sharyland Subdivision, (AO-I) Agricultural Open Interim to (R-1) Single Family Residential, Jose A. Flores, Jr., and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On July 3, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located approximately 142' South of W. 2nd Street along the east side of N. Inspiration Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING BEING THE NORTH 0.42 OF AN ACRE, MORE OR LESS, BEING THE NORTH 140’ OF THE WEST 150’ OUT OF LOT 18-1, WEST ADDITION TO SHARYLAND SUBDIVISION, (AO-I) AGRICULTRUAL OPEN INTERIM TO (R-1) SINGLE FAMILY RESIDENTIAL

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of July 3, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, July 8, 2024, in the Council Chambers of the City Hall to consider the following rezoning:

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

Legal Description	From	To
Being the North 0.42 of an acre, more or less, being the North 140’ of the West 150’ out of Lot 18-1, West Addition to Sharyland Subdivision	AO-I	R-1

READ, CONSIDERED AND PASSED, this the 8th day of July, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.1

REZONING:

Being the North 0.42 of an acre,
more or less, being the North 140'
of the West 150' out of Lot 18-1,
West Addition to Sharyland Subdivision
AO-I to R-1
Jose A. Flores, Jr.

REVIEW DATA

The subject site is located approximately 142' South of W. 2nd Street along the east side of N. Inspiration Road. – see vicinity map.

SURROUNDING ZONES:

N: R-4 - Mobile & Modular Home
E: R-1 - Single Family Residential
W: R-1 - Single Family Residential
S: R-1 - Single Family Residential

EXISTING LAND USES:

N: Mobile Homes
E: Residential Homes
W: Residential Homes
S: Residential Homes
Site: Home

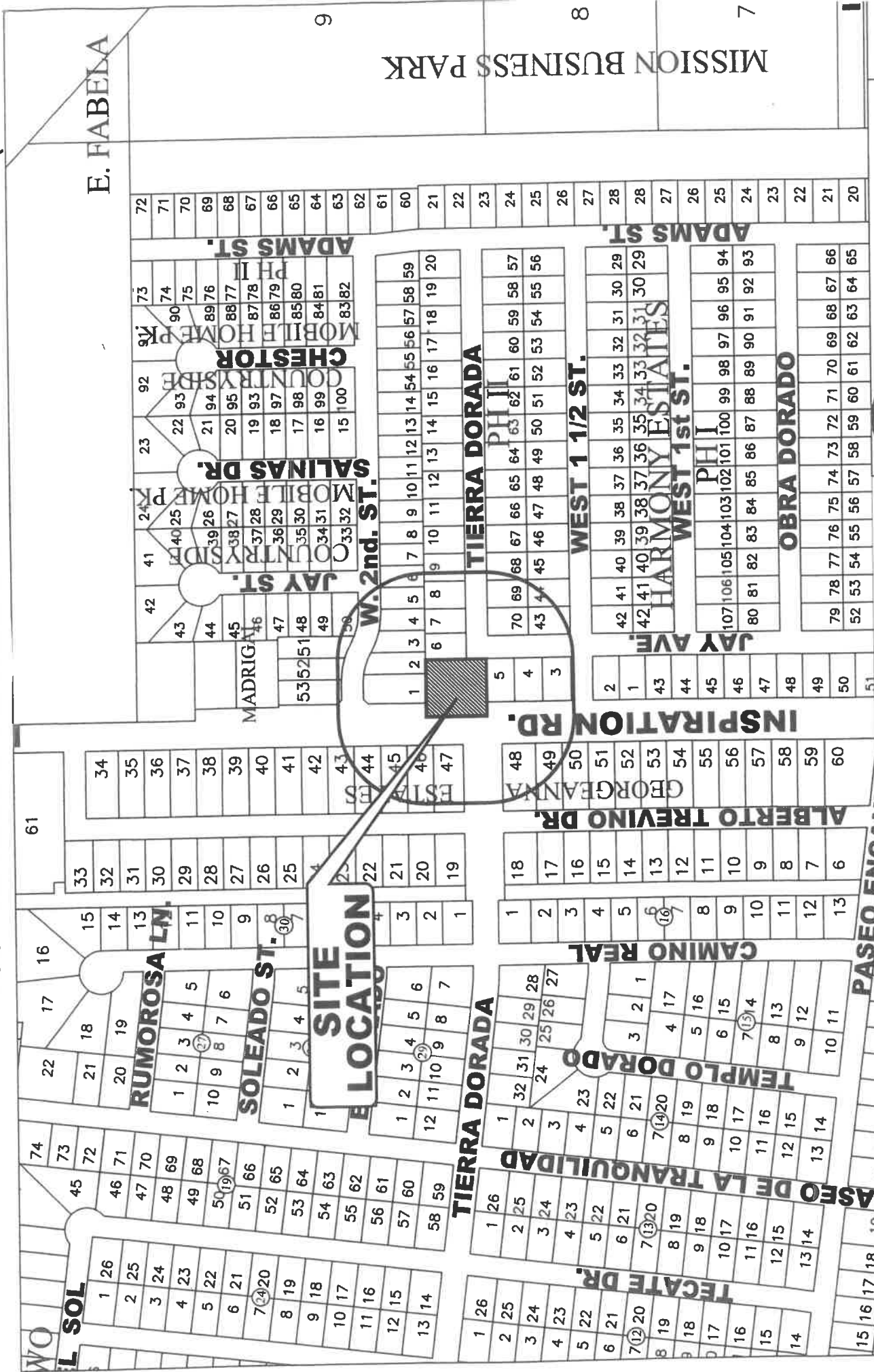
FLUM:

Low Density Residential (LD)

REVIEW COMMENTS: The proposed zone complies with the City's Future Land Use Map, and surrounding land uses. The R-1 would be a better neighbor for this area. Staff mailed 30 notices to property owners within a 200' radius of the site to solicit comments in favor or against this request. As of the date of this write-up, staff has not received any comments.

RECOMMENDATION: Staff recommends approval.

200' RADIUS MAIL OUT MAP



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 580-8672
 FAX: (956) 380-8680

Item 5.



G3185-00-000-0043-00 (534544)
SALGADO ADRIANA
208 ALBERTO TREVINO ST
MISSION TX 78572

G3185-00-000-0044-00 (534545)
RAMIREZ SILVESTRE & GRACIELA
206 ALBERTO TREVINO ST
MISSION TX 78572

G3185-00-000-0045-00 (534546)
VILLARREAL RUBEN & OLGA N
202 ALBERTO TREVINO ST
MISSION TX 78572

G3185-00-000-0047-00 (534548)
ESQUIVEL ALBERTO & JULISA C
200 ALBERTO TREVINO ST
MISSION TX 78572

G3185-00-000-0048-00 (534549)
TORRES DAVID & ELVIA
116 CAMINO REAL
MISSION TX 78572

G3185-00-000-0049-00 (534550)
ALANIS LUIS A CASTRO & MAYRA CAVA
122 ALBERTO TREVINO ST
MISSION TX 78572

G3185-00-000-0050-00 (534551)
PENA RENE
120 ALBERTO TREVINO ST
MISSION TX 78572

W0100-00-018-0001-00 (316677)
IJN INVESTMENTS LLC
415 N INSPIRATION
ALTON TX 78573

C9045-01-000-0001-00 (599010)
GUERRERO JANETTE EUNICE
2302 OCASO RD
MISSION TX 78572

C9045-01-000-0002-00 (599011)
RIVAS EDWIN A & SANTA ELVIRA G CASTROCANTU PORFIRIO & LICETH R
2109 W 2ND ST
MISSION TX 78572

C9045-01-000-0003-00 (599012)
C9045-01-000-0003-00 (599012)
2107 W 2ND ST
MISSION TX 78572

C9045-01-000-0004-00 (599013)
OLVERA MARIA L
2105 W 2ND ST
MISSION TX 78572

C9045-01-000-0005-00 (599014)
HERNANDEZ ANGELICA
PO BOX 1269
MCALLEN TX 78505

C9045-01-000-0006-00 (599015)
SALDANA MIGUEL A
2101 W 2ND ST
MISSION TX 78572

C9045-01-000-0050-00 (599059)
PENA RAUL & ELIZABETH
201 MINA DE ORO ST
MISSION TX 78572

C9045-01-000-0051-00 (599060)
PENA JOEL R & YESENIA N RAMIREZ
2106 W 2ND ST
MISSION TX 78572

C9045-01-000-0052-00 (599061)
RODRIGUEZ MARITZA A
PO BOX 1269
MCALLEN TX 78505

C9045-01-000-0053-00 (599062)
BARRIERE CARLOS
2110 W 2ND ST
MISSION TX 78572

H1230-02-000-0003-00 (647067)
REYES MIGUEL A
109 JAY AVE
MISSION TX 78572

H1230-02-000-0004-00 (647068)
MUNIZ CARLOS A
SAN JUANA RINCON
111 S JAY AVE
MISSION TX 78572

H1230-02-000-0005-00 (647069)
STONEHAVEN DEVELOPMENT INC
PO BOX 3549
EDINBURG TX 78540

H1230-02-000-0006-00 (647070)
DIAZ MARIA
2106 TIERRA DORADA BLVD
MISSION TX 78572

H1230-02-000-0007-00 (647071)
GARCIA LETICIA DE GARCIA
2104 TIERRA DORADA RD
MISSION TX 78572

H1230-02-000-0008-00 (647072)
GARCIA LETICIA GARCIA
2104 TIERRA DORADA RD
MISSION TX 78572

H1230-02-000-0009-00 (647073)
CASTILLO JOSE O & DELFINA R
2100 TIERRA DORADA BLVD
MISSION TX 78572

H1230-02-000-0043-00 (647107)
TREVINO RAMONA & GILBERTO
RUBY M CANTU TREVINO
2104 W 1ST 1/2 ST
MISSION TX 78572

H1230-02-000-0044-00 (647108)
GONZALEZ SANTIAGO V JR & JUANITA
MARIA GONZALEZ
2102 W 1ST 1/2 ST
MISSION TX 78572

H1230-02-000-0068-00 (647132)
VALDEZ MARIO & MARIA
2101 TIERRA DORADA BLVD
MISSION TX 78572

H1230-02-000-0069-00 (647133)
BAEZ JUAN DANIEL
11001 N TAYLOR RD
MCALLEN TX 78504

H1230-02-000-0070-00 (647134)
PEREZ JONATHAN JAAMAR
100 S CONWAY AVE
MISSION TX 78572



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: July 8, 2024

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Conditional Use Permit: To Place a Mobile Home “Temporarily” for care of Health Stricken Parent, 716 Campbell Street, Lots 20 & 21, Sunset Addition, R-2, Jessie Jimenez, Adoption of Ordinance #_____ - De Luna

NATURE OF REQUEST:

On July 3, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located on the southeast corner of Business Hwy 83 and Campbell Avenue. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to:

- 1.) 3 years re-evaluation to assess the need
- 2.) Recording a document on removal of mobile home when need for second residence expires
- 3.) Mobile home cannot be used as a rental structure; and
- 4.) The mobile home must meet the minimum building codes

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT TO PLACE A MOBILE HOME
“TEMPORARILY” FOR CARE OF HEALTH STRICKEN PARENT, 716 CAMPBELL
STREET, LOTS 20 & 21, SUNSET ADDITION**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of July 3, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, July 8, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
716 Campbell Street Lots 20 & 21, Sunset Addition	To Place a Mobile Home “Temporarily” for care of Health Stricken Parent	<ol style="list-style-type: none"> 1. 3 years re-evaluation to assess the need 2. Recording a document on removal of mobile home when need for second residence expires 3. Mobile home cannot be used as a rental structure; and 4. The mobile home must meet the minimum building codes.

READ, CONSIDERED AND PASSED, this the 8th day of July, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.2

CONDITIONAL USE PERMIT: To Place a Mobile Home “Temporarily”
for care of Health Stricken Parent
716 Campbell Street
Lots 20 & 21, Sunset Addition
R-2
Jessie Jimenez

REVIEW DATA

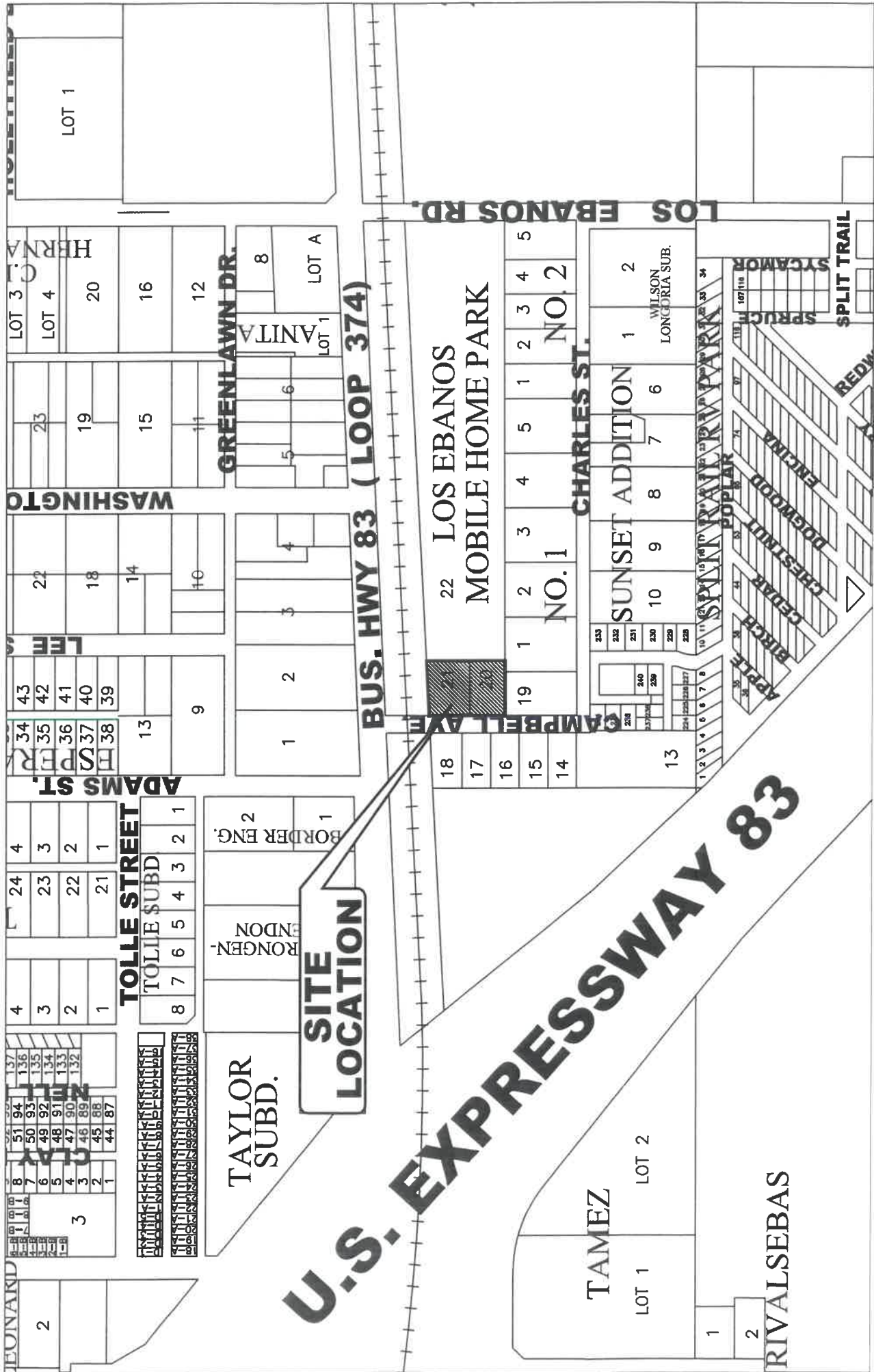
The subject site is located on the southeast corner of Business Hwy. 83 and Campbell Avenue. Mr. Jessie Jimenez is requesting that a mobile home be allowed to be moved in to the property as they provide care to his elderly mother. His mother, Mrs. Lourdes Jimenez has her main residence thereon. Mrs. Jimenez physical and mental health has deteriorated significantly, exacerbated by multiple surgical operations due to kidney failure and respiratory issues and requires general assistance and care. Her primary caretaker was his brother David but he passed away in 2022. Recognizing the urgent need for proper care he decided to move his family from San Antonio to provide the necessary support and improve her quality of life. Upon arrival they were residing on Lot 20, which had a single wide mobile home that was no longer habitable for him or his family. Mr. Jimenez would like the Board to consider replacing the mobile home to provide a better healthy living environment for his family. The request would be for a period of 3 years.

REVIEW COMMENTS: Staff notes that the board has approved other similar requests. Staff mailed out 17 notices to property owners within 200’ radius to get any comments in favor or against the request. Staff has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval subject to:

- 1) 3-year re-evaluation to assess the need,
- 2) Recording a document on removal of mobile home when need for second residence expires,
- 3) Mobile home cannot be used as a rental structure, and
- 4) The mobile home must meet the minimum building codes

SITE LOCATION MAP



**SITE
LOCATION**

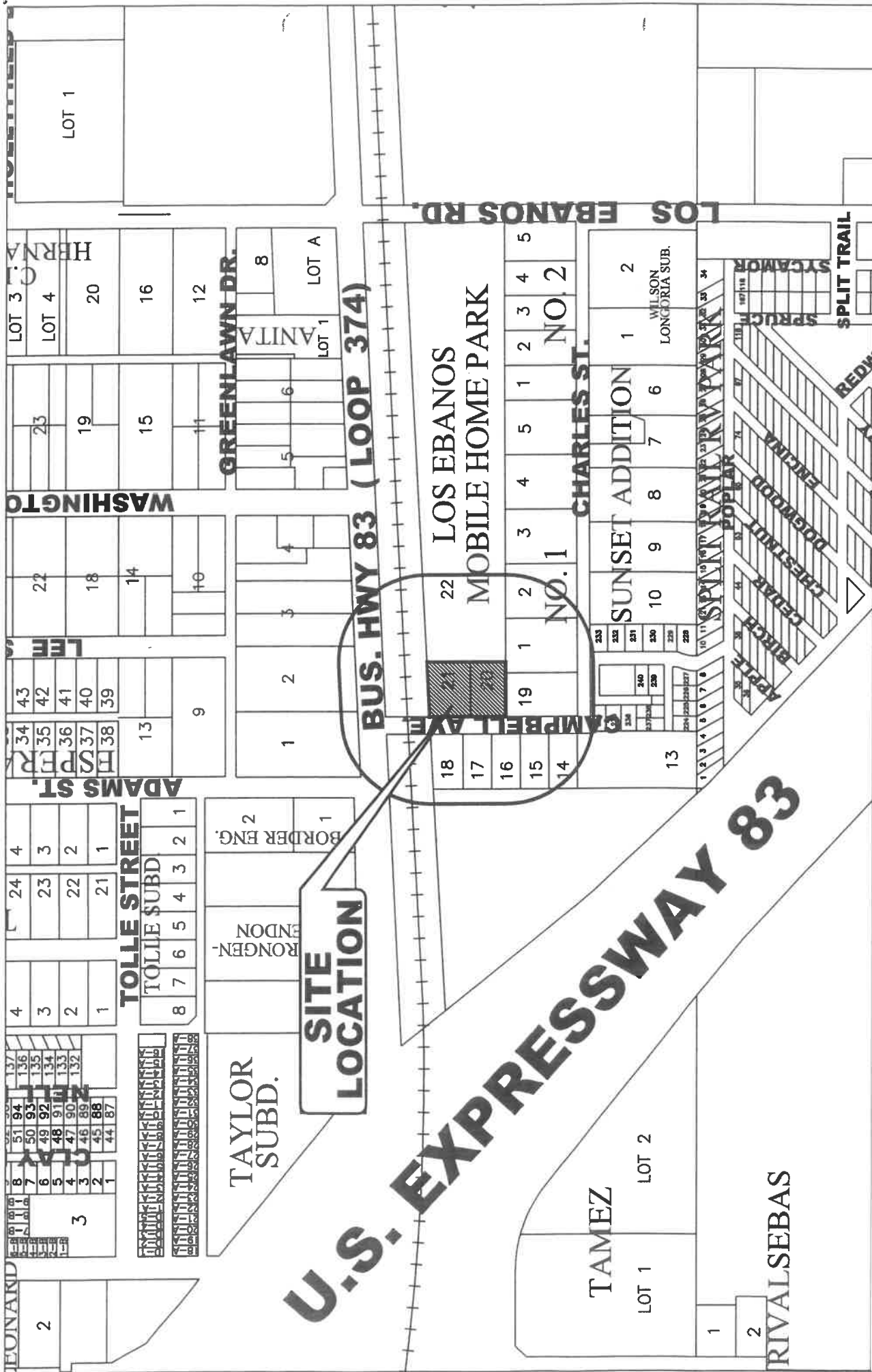


CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 580-8672
 FAX: (956) 580-8680

Item 6.

No.

200' RADIUS MAILOUT MAP



**SITE
LOCATION**

Item 6.

No.



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



M4900-00-000-0001-00 (237824)
 MNTEX ENTERPRISES LTD
 1628 W BUSINESS HIGHWAY 83
 MISSION TX 78572

M4900-00-000-0003-00 (237826)
 CARRANZA SERGIO
 2019 PENA ST
 MISSION TX 78572

M4900-00-000-0003-02 (237826)
 IGLESIA DE CRISTO WEST 83
 1618 W BUSINESS 83
 MISSION TX 78572

S7500-00-000-0001-00 (292830)
 OCHOA OLGA
 1134 ADAMS ST
 MISSION TX 78572

S7500-00-000-0001-01 (292831)
 TREVINO MIGUEL ERIC
 1518 CHARLES ST
 MISSION TX 78572

S7500-00-000-0002-00 (292832)
 CRUZ MARIA G
 1516 CHARLES ST
 MISSION TX 78572

S7500-00-000-0011-00 (292846)
 MISSION SPLIT RAIL
 R V PARK INC
 513 N LOS EBANOS RD
 MISSION TX 78572

S7500-00-000-0013-00 (292847)
 MILOFLO LLC
 2206 MONACO DR
 MISSION TX 78573

S7500-00-000-0014-00 (292848)
 PENA MARIA ROSARIO
 707 S CAMPBELL
 MISSION TX 78572

S7500-00-000-0015-00 (292849)
 OVANDO HECTOR
 709 CAMPBELL AVE
 MISSION TX 78572

S7500-00-000-0016-00 (292850)
 PEDROZA JOSE LUIS & MARIA V
 1312 N CONWAY AVE
 MISSION TX 78572

S7500-00-000-0017-00 (292851)
 LOSOYA MARIA LUCIA AKA LUCY
 FIAMA L GARCIA ET AL
 713 CAMPBELL ST
 MISSION TX 78572

S7500-00-000-0019-00 (292852)
 PALOMAR RAMON & OLIVA
 1522 CHARLES ST
 MISSION TX 78572

S7500-00-000-0019-01 (292853)
 RODRIGUEZ JORGE A
 710 CAMPBELL ST
 MISSION TX 78572

S7500-00-000-0020-00 (292854)
 JIMENEZ JESSIE ROBERT & ISRAEL JU/

S7500-00-000-0022-00 (292855)
 LAS VIAS TRAILER PARKS LLC
 9601 N 10TH UNIT 1
 MCALLEN TX 78504

W0100-00-020-0001-01 (316745)
 SKLOSS HERMAN A & CAROL
 2302 N BRYAN RD
 MISSION TX 78574



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: July 8, 2024
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit: To Designate an area as a Mobile Food Park for Operations of Mobile Food Units, 307 W. Tom Landry, Being the West ½ of Lots 7 & 8, Block 176, Original Townsite of Mission, C-4, Roberto Gonzalez, Adoption of Ordinance # _____ - De Luna

NATURE OF REQUEST:

On July 3, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located 75' West of N. Perkins Avenue along the north side of W. Tom Landry. 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.) Compliance 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 *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT TO DESIGNATE AN AREA AS A
MOBILE FOOD PARK FOR OPERATIONS OF MOBILE FOOD UNITS, 307 W. TOM
LANDRY, BEING THE WEST ½ OF LOTS 7 & 8, BLOCK 176, ORIGINAL TOWNSITE
OF MISSION**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of July 3, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, July 8, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
307 W. Tom Landry Being the West ½ of Lots 7 & 8, Block 176, Original Townsite of Mission	To Designate an area as Mobile Food Park for Operations of Mobile Food Units	<ol style="list-style-type: none"> 1. 1 year re-evaluation in order to assess this new operations; 2. Compliance with all City Codes (Building, Fire, Health, etc.) 3. Must acquire a business license prior to occupancy.

READ, CONSIDERED AND PASSED, this the 8th day of July, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM # 1.3

CONDITIONAL USE PERMIT: To Designate an area as a Mobile Food Park for Operations of Mobile Food Units
 307 W. Tom Landry
 Being the West ½ of Lots 7 & 8,
 Block 176, Original Townsite of Mission
 C-4
 Roberto Gonzalez.

REVIEW DATA

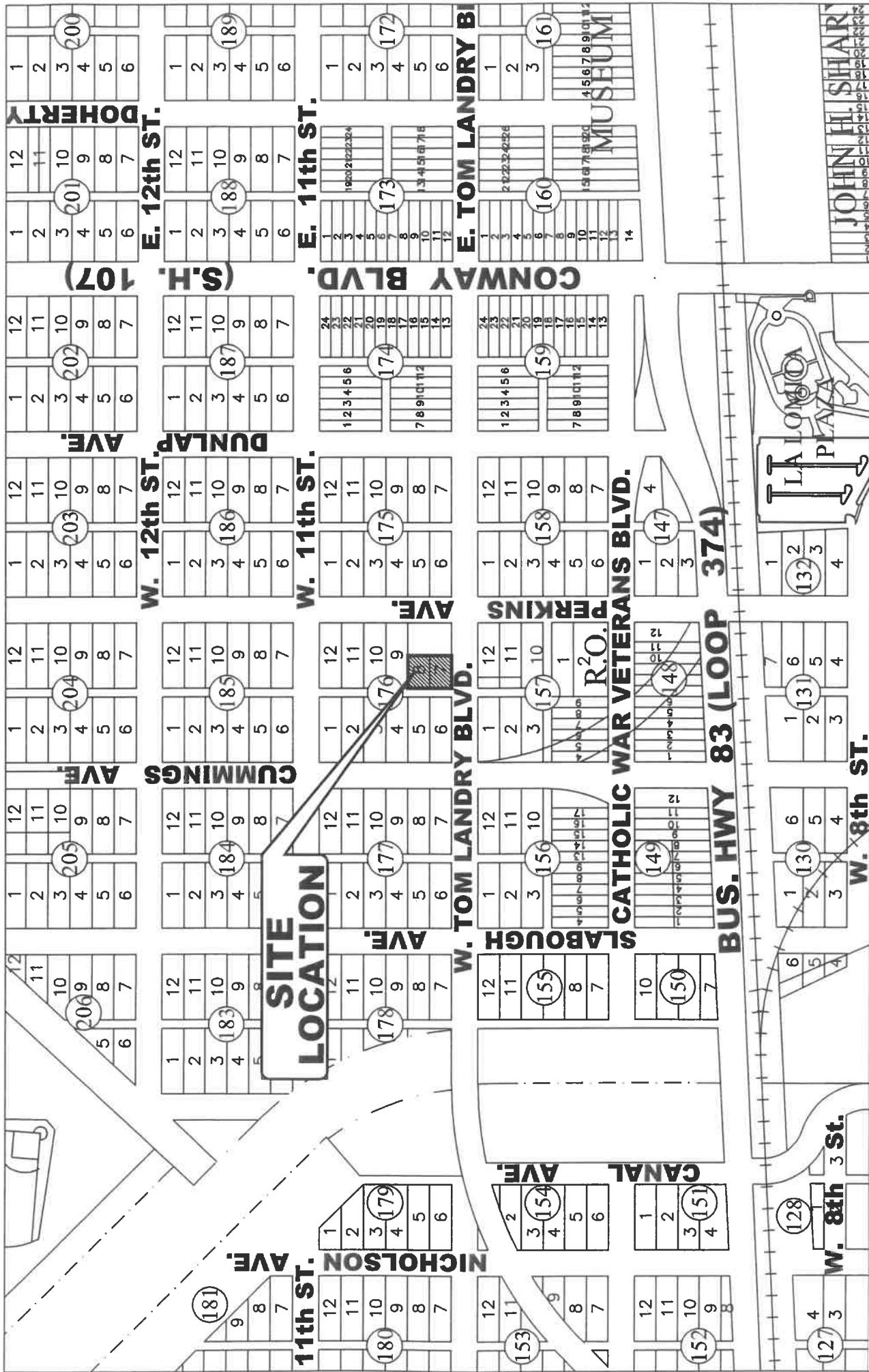
The site is located 75' West of N. Perkins Avenue along the north side of W. Tom Landry. The applicant is proposing to have a mobile food park to offer truck owners the opportunity to offer their products. The applicant proposes to have 4 mobile food trucks, built a unisex-restroom, an office, and a 26'x33' canopy for seating area. The seating area will have 4 picnic tables under the canopy in case anyone would like to dine in. Access to the site will be off W. Tom Landry. If approved, based on the current ordinance, each mobile food truck operator would still need to apply for their own CUP to operate within the mobile food park.

- **Hours of operation:** Sunday thru Saturday 10am to 12am
- **Staff:** 1 employee.
- **Parking:** Based on the site plan, there is a total of 24 seating spaces, which required 8 parking spaces and 3 for each mobile food unit for a total of 20 parking spaces. The applicant is proposing 13 parking spaces for the entire site and has secured a written agreement with the property owner from West Side Liquor Store to use his parking lot in case of any overflow. Staff notes that this property is located within the Mission Central Business District; thus, exempt from parking requirements.
- **Landscaping:** The landscaping requirements would need to be complied with.

RECOMMENDATION: Approval subject to:

1. 1 year re-evaluation in order to assess this new operation;
2. Compliance with all City Codes (Building, Fire, Health, etc.)
3. Must acquire a business license prior to occupancy.

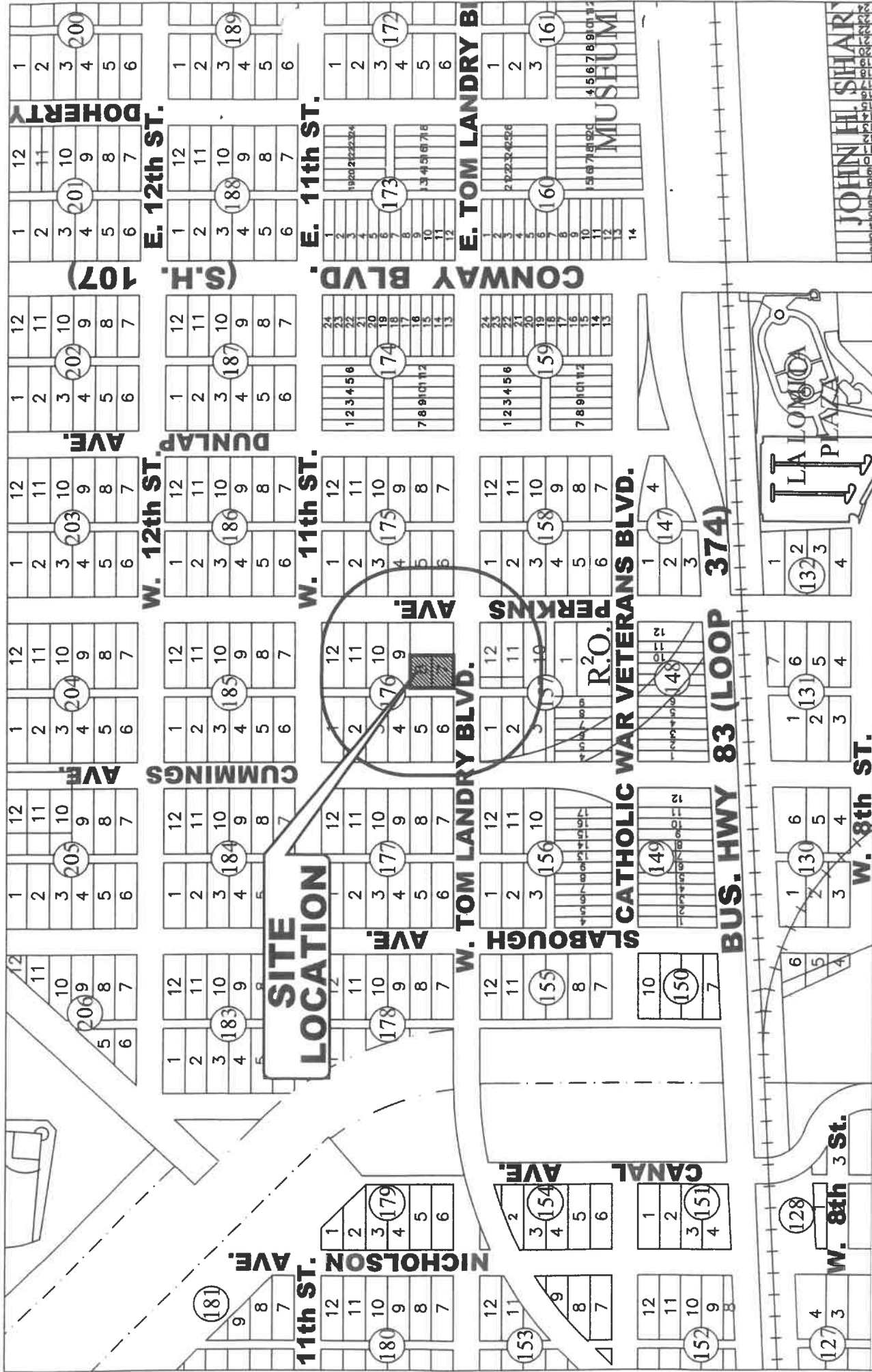
SITE LOCATION MAP



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 380-3672
 FAX: (956) 380-8680

Item 7.

200' RADIUS MAILOUT MAP



**SITE
LOCATION**

Item 7.



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78372
 PH: (956) 380-3672
 FAX: (956) 380-3680



Robert Gonzalez
956-566-3314
3-5-24

DATE:
1-2-24

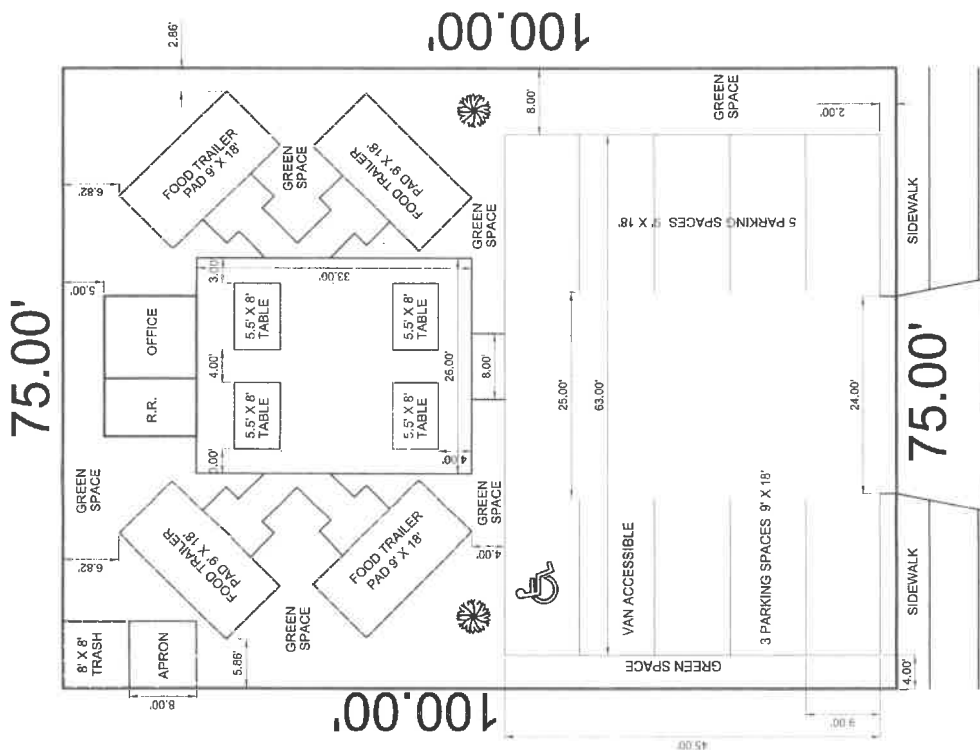
DRAWN BY: FRANK X. CASTANEDA
CONTACT NUMBER: 956 225 - 4191
EMAIL: frankxcastaneda@yahoo.com
APPROVED BY:
APPROVED BY:
APPROVED BY:

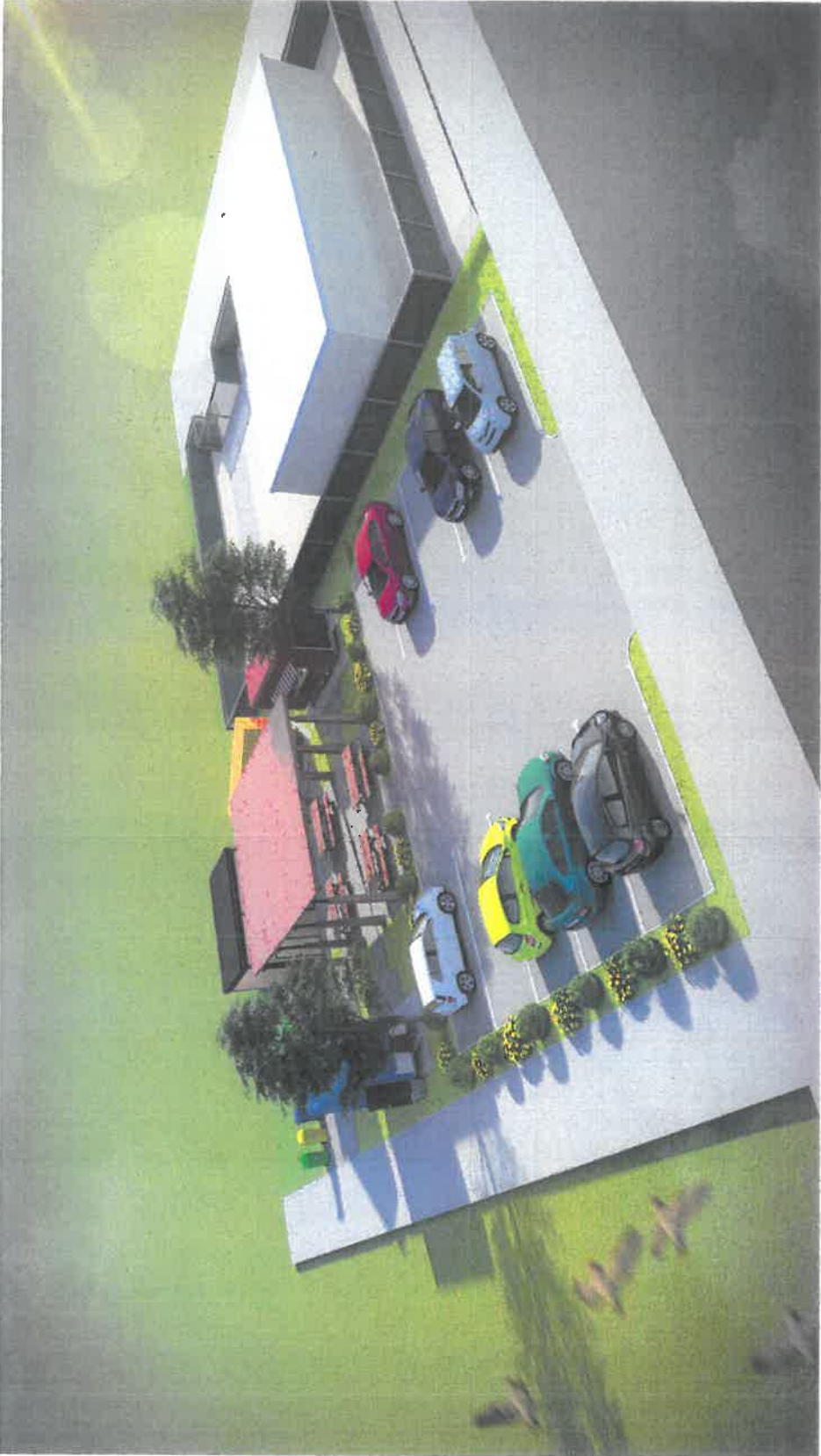
PLAN DESIGN FOR:
ROBERTO GONZALEZ

PLAN ID# FT PARK
307 W. TOM LANDRY ST.
MISSION, TEXAS 78572

SHEET:
Site Plan


SITE PLAN
SCALE: 1" = 15'-0"






Robert Gonzalez
958-588-3314

May 22, 2024

To Whom It May Concern,

I, Sergio Mulas, owner of West Side Liquor Store located on 311 W. Tom Landry, give Roberto Gonzalez, future Food Truck business owner at 307 W. Tom Landry permission to have OVERFLOW customers park on my store's parking lot. ONLY the 3 rear parking spaces will be available near grass area. If you have any questions or need additional information, please contact me.



Signature

West Side Liquor Store
311 W. Tom Landry
Mission, TX 78572
956-585-9184

M5200-00-157-0001-00 (239681)
CITY OF MISSION
1201 E 8TH ST
MISSION TX 78572

M5200-00-157-0010-00 (239685)
D L LIGHTING & AUDIO LLC
3616 N 43RD ST
MCALLEN TX 78501

M5200-00-157-0011-00 (239686)
DOLIFKA LAND COMPANY
PO BOX 444
BRIGHTON CO 80601

M5200-00-157-0012-00 (239687)
GONZALEZ RUBEN
1803 AZALEA ST
MISSION TX 78573

M5200-00-158-0000-00 (239689)
SEGLER INTERESTS LLC
20212 CHAMPIONS FOREST DR STE 700-369
SPRING TX 77379

M5200-00-175-0001-00 (239850)
RICH BARBRA RAHAB & ADLEMY G RICI
2217 E GRIMES APT 7
HARLINGEN TX 78550

M5200-00-175-0002-00 (239851)
VELA MARIA GUADALUPE & JOSE ANTONIO
JOSE LUIS VELA
217 W 11TH ST
MISSION TX 78572

M5200-00-175-0002-10 (239852)
MARTINEZ CARLOS & CRUZ OLIVIA
1016 PERKINS AVE
MISSION TX 78572

M5200-00-175-0003-00 (239853)
PASCUAL JORGE A & SILVIA B SCUDELI
PASCUAL FAMILY TRUST
4109 SAN GERARDO
MISSION TX 78572

M5200-00-176-0001-00 (239860)
CANTU JORGE LUIS & MARIA DE LA LUZ
901 PERKINS AVE STE A
MISSION TX 78572

M5200-00-176-0005-00 (239861)
SALINAS GUADALUPE
319 WEST TOM LANDRY
MISSION TX 78572

M5200-00-176-0005-10 (239863)
RIVAS RUBEN
313A W TOM LANDRY ST
MISSION TX 78572

M5200-00-176-0005-15 (239864)
WEST LIQUOR
WSLS INC
311 W TOM LANDRY ST
MISSION TX 78572

M5200-00-176-0006-00 (239865)
WSLS INC
311 W TOM LANDRY ST
MISSION TX 78572

M5200-00-176-0007-00 (239866)
GONZALEZ ROBERTO & TERESA C
1714 N BRYAN RD
MISSION TX 78572

M5200-00-176-0008-00 (239867)
TIME WARNER COMMUNICATIONS RGV
PO BOX 7467
CHARLOTTE NC 28241

M5200-00-176-0009-00 (239868)
GUERRA LITA ANNE
2214 REBEL RD
AUSTIN TX 78704

M5200-00-176-0010-00 (239869)
CANTU ROSA SALINAS
1015 PERKINS AVE
MISSION TX 78572

M5200-00-176-0011-00 (239870)
ROCHA ESTEVAN GABRIEL
1015 PERKINS
MISSION TX 78572

M5200-00-176-0012-00 (239871)
HERNANDEZ JAVIER
1111 W NOLANA AVE
MCALLEN TX 78504

M5200-00-176-0012-10 (239872)
GARCIA FRANKE
2119 LIBERTY ST
MISSION TX 78573



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: July 8, 2024

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Conditional Use Permit: Restaurant in a C-2 Zone – Lola Seafood, 800 E. 1st Street, Lots 88 & 89, Mayberry Plaza UT No. 3, C-2, Victor Guerrero Cardenas, Adoption of Ordinance #_____ - De Luna

NATURE OF REQUEST:

On July 3, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is at the SE corner of Mayberry Road and E. 1st 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.) Acquisition of a business license prior to occupancy
- 3.) Must comply with all City Codes (Building, Fire, etc.); and
- 4.) CUP not to be transferable to others

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ITEM# 1.4

CONDITIONAL USE PERMIT: Restaurant in a C-2 Zone – Lola Seafood
 800 E. 1st Street
 Lots 88 & 89, Mayberry Plaza UT No. 3
 C-2
 Victor Guerrero Cardenas

REVIEW DATA

The subject site is at the SE corner of Mayberry Road and E. 1st Street. The property currently has a commercial building with a nail shop within. The applicant is proposing to open a Seafood Restaurant on the property. The property is currently zoned Neighborhood Commercial (C-2 zone). Section 1.42(3)(e) of the Zoning Code states that restaurants require a CUP if in a Neighborhood Commercial Zone (C-2). Since, CUP's are not transferable, the applicant would like to apply for the conditional use permit for his restaurant. The last CUP for the restaurant at this location was approved on April 3, 2024 for a period of 3 years.

- **Days/Hours of Operation:** Monday - Sunday from 11:00 a.m. to 9:00 p.m.
- **Number of Employees:** 4
- **Parking:** The restaurant will have a total of 36 seats which require 12 parking spaces (36 seats/3 = 12 spaces). Currently the property has a total of 17 parking spaces that are held in common with the other business. The parking lot will need to be re-striped.
- **Landscaping:** The site has minimal green space. Staff would ask for them to install additional landscaping and that once installed it be maintained and irrigated.

REVIEW COMMENTS: P&Z has seen previous requests for restaurants in a C-2 zone without creating a negative impact to the surrounding areas. Staff mailed out 19 notices to property owners within 200' radius to get any comments in favor or against the request. Staff has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval subject to:

- 1) 1 yr. re-evaluation in order to assess this new operation,
- 2) Acquisition of a business license prior to occupancy,
- 3) Must comply with all City Codes (Building, Fire, etc.), and
- 4) CUP not to be transferable to others

SITE LOCATION MAP



SITE LOCATION

DATE

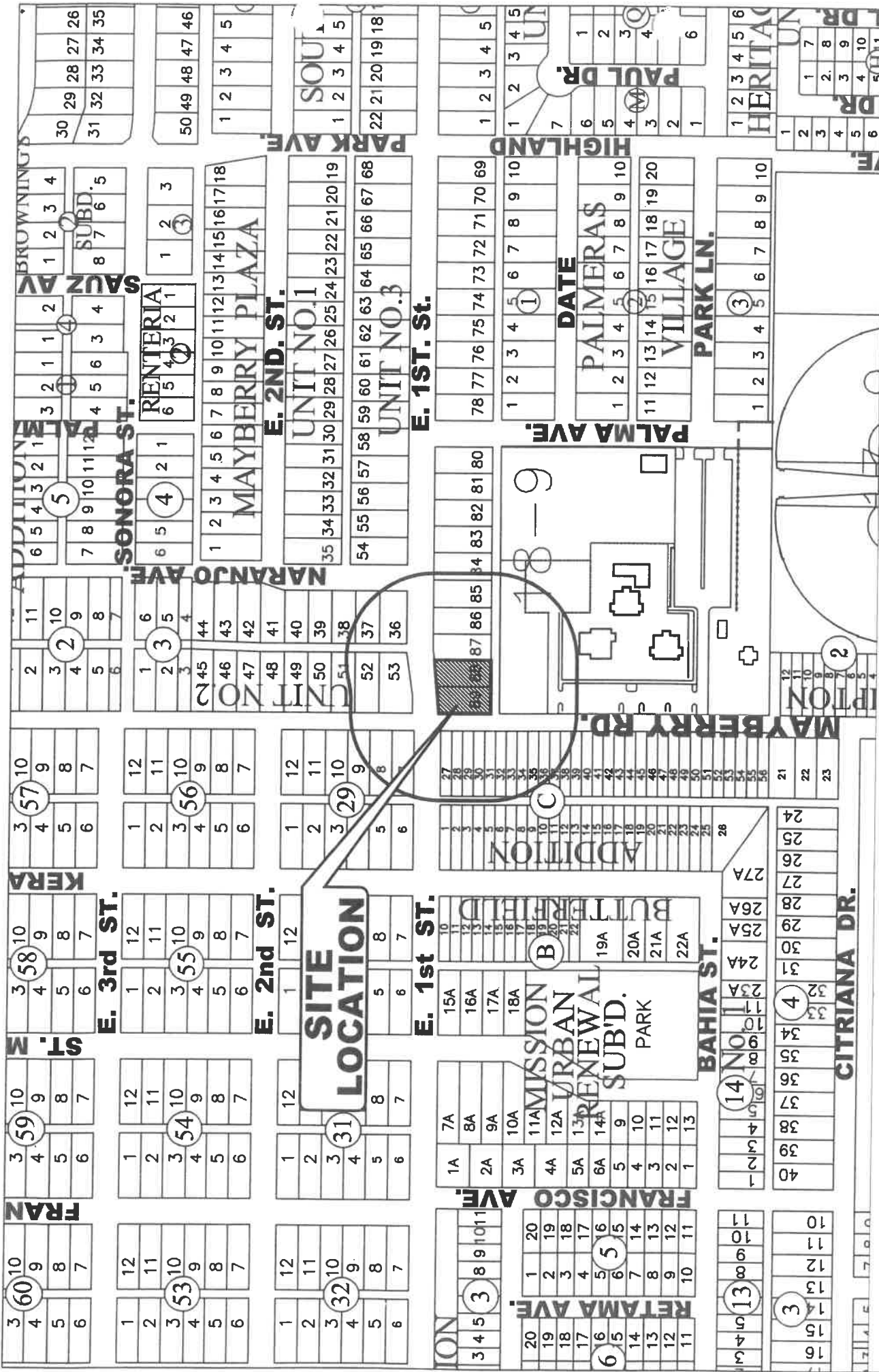


CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 380-6672
 FAX: (956) 380-6680

Item 8.

No.

200' RADIUS MAILOUT MAP



Item 8.

No.

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



MENU

Eat Tasty

Lola

Seafood



•SALMON ON MANGO SAUCE.....\$15.00
(stewed in butter with mango and spices).

•SALMON AL GUACAMOLE.....\$18.00
(buttered salmon placed on a bed of avocado, dipped in a sauce of your choice).



OCTOPUS

•OCTOPUS MARINATED IN GARLIC.....\$15.00
(Stewed with garlic and butter sauce).

•OCTOPUS IN GARLIC.....\$15.00
(Sautéed with bell pepper, cascabel chili, onion and spices).

•OCTOPUS WITH BUTTER\$15.00
(Steamed with butter and spices).

•OCTOPUS ANS SHRIMP IN GARLIC.....\$18.00
(Sautéed with bell pepper, cascabel chili, onion and spices).

•OCTOPUS IN CHIPOTLE SAUCE.....\$18.00
(Stewed in butter with chipotle chili and spices).

•OCTOPUS A LA DIABLA.....\$15.00
(Octopus sautéed in butter, tree chilli sauce, tomato, onion and spices).



SHRIMPS

•EMPANIZADOS.....\$12.00
(With salad and rice).

•COSTA AZUL SHRIMPS.....\$15.00
(Bacon wrapped, cheese stuffed and breaded).

•PHILADELPHIA SHRIMPS.....\$18.00
(Filled with Philadelphia cheese and breaded).

•CHEF'S SHRIMPS.....\$18.00
(Wrapped in bacon, stuffed with Philadelphia cheese, bathed in a 3-cheese sauce).

•GUACAMOLE SHIMPS.....\$18.00
(Butter shrimp with a touch of white wine, placed on a bed of guacamole).

•BACON SHRIMPS.....16.00
(Grilled shrimp in bacon, served with salad, potatoes and rice).

•SHRIMPS IN GARLIC.....\$12.00
(Stewed in butter with garlic sauce and spices).

•SHRIMPS A LA DIABLA.....\$12.00
(Sautéed with butter, tree chilli sauce, tomato, onion and spices).

•IN CHIPOTLE SAUCE\$12.00
(Stewed in butter, with tomato sauce, onion, chipotle and spices).

•IN GARLIC.....\$12.00
(Sautéed with bell pepper, cascabel chili, onion and a touch of white wine).

•RANCHEROS.....\$11.00
(Stewed in tomato sauce, onion, chili and spices).

•AL MADRAZO.....\$18.00
(Stewed in cream with chard, manchego cheese, chipotle and a touch of white wine).

•BOSTON SHRIMPS,\$18.00
(Shrimp wrapped in bacon, bathed in 3 cheese cream).

•AL MAR DE PLATA.....\$18.00
(Sautéed in butter, with pieces of Manchego cheese, bathed in a 3-cheese cream, with a touch of white wine).

•GRATIN.....\$18.00
(Sautéed in butter, with pieces of bacon and bathed in 3 cheeses).

BUFFET

•.....\$35.00

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

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

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

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

M1900-02-000-0036-00 (228135)
 TREVINO FELIX M & ESTHER
 101 NARANJO ST
 MISSION TX 78572

M1900-02-000-0037-00 (228136)
 OCHOA CESARIA
 101 NARANJO ST
 MISSION TX 78572

M1900-02-000-0038-00 (228137)
 GARZA DOMINGA
 109 NARANJO ST
 MISSION TX 78572

M1900-02-000-0051-00 (228150)
 RODRIGUEZ MANUEL & BEATRIZ
 1624 E GASTEL CIR
 MISSION TX 78572

M1900-02-000-0052-00 (228151)
 RODRIGUEZ MANUEL & BEATRIZ
 1624 E GASTEL CIR
 MISSION TX 78572

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

M1900-03-000-0084-00 (228183)
 SALINAS MIRNA TRUSTEE
 2500 S 26 1/2 ST
 MCALLEN TX 78503

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

M1900-03-000-0086-00 (228185)
 YEWELL MICHAEL
 806 E 1ST ST
 MISSION TX 78572-5904

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

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

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

M5200-00-029-0008-00 (238763)
 DE ANDA MARIA DE JESUS
 MARIA DE ANDA
 711 W STONEGATE DR
 MISSION TX 78574

M5200-00-029-0009-00 (238764)
 SANCHEZ MIGUEL A & MARIA M
 105 N MAYBERRY AVE
 MISSION TX 78572

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



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: July 8, 2024

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Conditional Use Permit: Drive-Thru Service Window – Lauris Kitchen, 3604 N. Conway Avenue, Being 0.626 acre tract out of Lot 30-7, West Addition to Sharyland Subdivision, C-3, Juan Martinez, Adoption of Ordinance #____ - De Luna

NATURE OF REQUEST:

On July 3, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located in the SE area of Victory and Conway Blvd. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval 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.) Acquisition of a business license prior to occupancy; and
- 4.) CUP not to be transferable to others

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ITEM# 1.5

CONDITIONAL USE PERMIT: Drive-Thru Service Window
 - Lauris Kitchen
 3604 N. Conway Avenue
 Being 0.626 acre tract out of Lot 30-7,
 West Addition to Sharyland Subdivision
 C-3
 Juan Martinez

REVIEW DATA

The subject site is located in the SE area of Victory and Conway Blvd. The applicant is proposing to open a Mexican Restaurant with a drive-thru service window. The restaurant will be adjacent to an existing propane store. Access to the site will be provided off Conway Blvd., through an existing 40' driveway. There is an existing billboard sign located on the property that causes the drive-thru lane to swerve towards the south most limits of the property. The drive-thru window is located along the south side of the billboard. Customers would exit the drive-thru to Victory Street. Since, CUP's are not transferable to others and this is a new applicant, therefore the need to re-apply. The last CUP for the drive-thru service window at this location was approved for Banana Leaf Jarocho's Restaurant on February 24, 2018 for life of use.

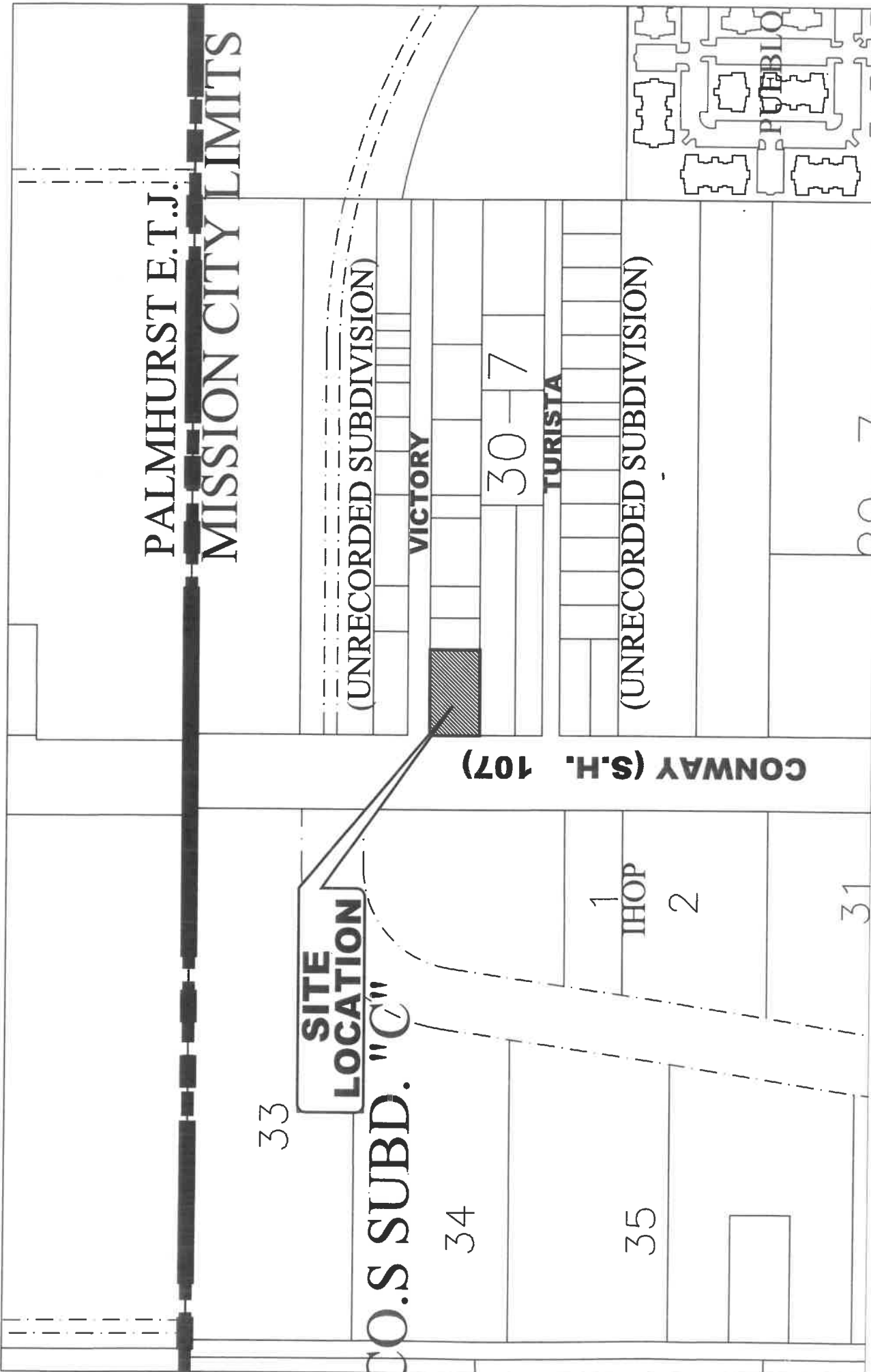
- **Hours of Operation:** Open every day for 6:00 a.m. to 10:00 p.m.
- **Staff:** 5 employees
- **Parking:** There are a total of 32 seating spaces which require 11 parking spaces (32/3seats = 10.6 spaces). There is a total of 19 parking spaces being provided. The parking will need to be re-stripped and directional arrows re-painted for the drive-thru service lane.
- **Landscaping:** There are a few existing trees within the property, however none along Conway Blvd. This site has an existing building with existing pavement throughout the front. Planters will be required along the front of the building.

REVIEW COMMENTS: Staff mailed out 11 notices to property owners within 200' radius to get any comments in favor or against the request. Staff has not received any comments in favor or against this 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) Acquisition of a business license prior to occupancy, and
- 4) CUP not to be transferable to others

SITE LOCATION MAP

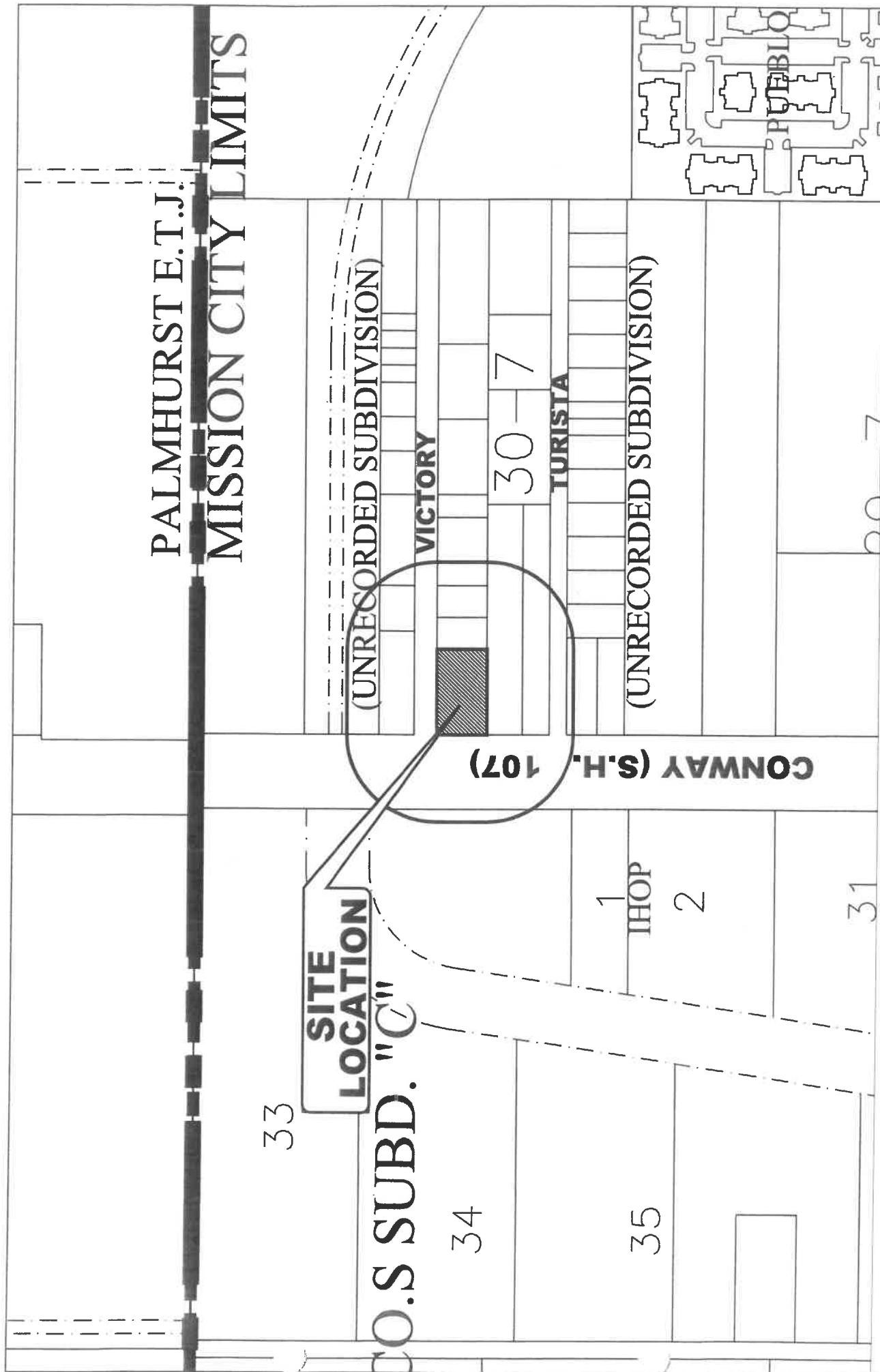


CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th Street
MISSION, TX 78572
PH: (956) 380-8672
FAX: (956) 380-8680

Item 9.

No.

200' RADIUS MAILOUT MAP



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

Item 9.

No.





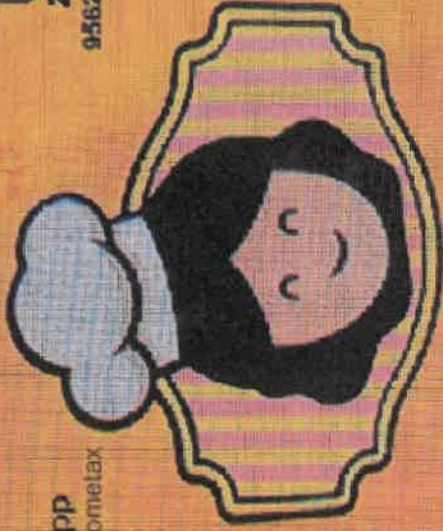
Check us out and like us on FACEBOOK for Specials and Promotions!



Zelle
9562396023



Cash App
Smartinezincometax



LAURI'S KITCHEN

A little bit of everything!

Tamales - Tacos- Gorditas
Lunch Plates and more..



3604 N. Conway Mission, TX 78573
[956] 620-6384



Night Menu 3PM-10PM

PAPAS ASADAS

- Sencilla
- Con Carne

TACOS

- Bistec
- Deshebrada
- Picadillo
- Chicharron

TORTAS

- Bistec
- Deshebrada
- Picadillo
- Chicharron

BRISKET SANDWICH

TOSTADAS

3X \$10.00

Tamales

Chicken
Pork

\$3.00



Tacos y Gorditas
\$1.00 **\$2.00**

Papa a la Mexicana
Papa con Chorizo
Bacon and Egg
Machacado
Huevo a la Mexicana
Potato and Egg
Chorizo and Egg
Nopalitos and Egg



Chicharron
Barbacoa
Desebrada
Brisket
Picadillo

\$2.00



Drinks

Mexican Coke
Coke, Ponche, Fresa, Durazno, Manzana
Cofee
Orange Juice
Apple Juice

\$2.50

\$1.50

\$2.00

\$2.00



Lunch Plates

*Menu Subject to Change

\$8.00 - \$10.00



MONDAY - Bistec Ranchero
TUESDAY - Chiles Rellenos
WEDNESDAY - Puerco or Costillas en Salsa
THURSDAY - Pollo Guisado
FRIDAY - Bistec



Everyday

Brisket Plate **\$10.00**
Brisket Sandwich **\$8.00**



Drinks

Can Sodas
Coke, Sprite, Dr Pepper, Diet Coke, Manzanita
Orange, Squirt

\$1.00

Agua Frescas
Limon, Mango, Jamaica

\$3.00





Item 9.



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

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

W0100-00-030-0007-09 (317369)
VELA ENRIQUE ET AL
114 E TURISTA ST
MISSION TX 78573

W0100-00-030-0007-17 (317377)
ORDAZ RIGOBERTO FELIX & HILDA ESTER
3602 N CONWAY AVE
MISSION TX 78573

W0100-00-030-0007-21 (317381)
GARCIA NOEMI
5201 N LA HOMA RD
MISSION TX 78574

W0100-00-030-0007-22 (317382)
RESENDEZ SAN JUANITA LONGORIA
114 E VICTORY ST
MISSION TX 78573

W0100-00-030-0007-29 (317389)
SALINAS OLGA LIDIA OLVERA ETAL
109 E VICTORY ST
MISSION TX 78573

W0100-00-030-0007-30 (317390)
SALINAS MANUEL
C/O ABEL & ISABEL MONTEMAYOR
103 E VICTORY ST
MISSION TX 78573

W0100-00-030-0007-31 (317391)
MENDEZ JOSE LUIS
103 E VICTORY ST
MISSION TX 78573

W0100-00-030-0007-36 (317394)
ORNELAS DAVID
106 VICTORY ST
MISSION TX 78573

W0100-00-030-0007-37 (317395)
ORNELAS JUAN
PO BOX 1344
MISSION TX 78573



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: July 8, 2024

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – Hampton Inn & Suites, 2505 Victoria Drive, Lot 1, Hampton Inn & Suites Subdivision, C-3, Victoria Heights, LLC c/o Partiba Kasan, Adoption of Ordinance#____ & Wet Zone #____ - De Luna

NATURE OF REQUEST:

On July 3, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located 1,320' East of S. Shary Road along the North side of Victoria Drive. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to:

- 1.) 2 year re-evaluation at which time the applicant will have to renew his CUP and TABC license
- 2.) Waiver of the 300' separation requirement from residential homes
- 3.) Compliance with all City Codes (Building, Fire, Health, and Sign Codes)
- 4.) CUP not be transferable to others; and
- 5.) Wet Zone

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – HAMPTON INN & SUITES, 2505 VICTORIA DRIVE, LOT 1, HAMPTON INN & SUITES SUBDIVISION

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of July 3, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, July 8, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
2505 Victoria Drive Lot 1, Hampton Inn & Suites Subdivision	Sale & On-Site Consumption of Alcoholic Beverages –Hampton Inn & Suites	<ol style="list-style-type: none"> 1. 2 year re-evaluation at which time the applicant will have to renew his CUP and TABC license 2. Waiver of the 300’ separation requirement from residential homes; 3. Compliance with all City Codes (Building, Fire, Health, and Sign Codes) 4. CUP not be transferable to others; and 5. Wet zone

READ, CONSIDERED AND PASSED, this the 8th day of July, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
AMENDING ORDINANCE NO.780 DESIGNATING PLACES WHERE BEER
AND OTHER ALCOHOLIC BEVERAGES MAY BE SOLD WITHIN THE
CORPORATE LIMITS OF THE CITY OF MISSION TO INCLUDE THE
PREMISES LOCATED AT
2505 VICTORIA DRIVE, LOT 1 – HAMPTON INN & SUITES**

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

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

2505 VICTORIA DRIVE, LOT 1
HAMPTON INN & SUITES

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

1. The property located at 2505 Victoria Drive, Lot 1 – Hampton Inn & Suites, is designated as "wet area".
2. Said property located at 2505 Victoria Drive, Lot 1 – Hampton Inn & Suites, shall be included in the designated areas where alcoholic beverages may be sold within the city.

READ, CONSIDERED AND APPROVED this 8th day of July, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.6

CONDITIONAL USE PERMIT: Sale & On-Site Consumption of Alcoholic Beverages – Hampton Inn & Suites
 2505 Victoria Drive
 Lot 1, Hampton Inn & Suites Subdivision
 C-3
 Victoria Heights, LLC
 c/o Partiba Kasan

REVIEW DATA

The subject site is located 1,320' East of S. Shary Road along the North side of Victoria Drive. The applicant has a 4-story hotel, with 108 rooms, 2 meeting rooms, & 111 parking stalls that has been in business since October, 2008. Victoria Heights, LLC would like to incorporate the sale & on-site consumption of alcoholic beverages to the business. Access to the site will be off of two 26' driveways of Victoria Drive.

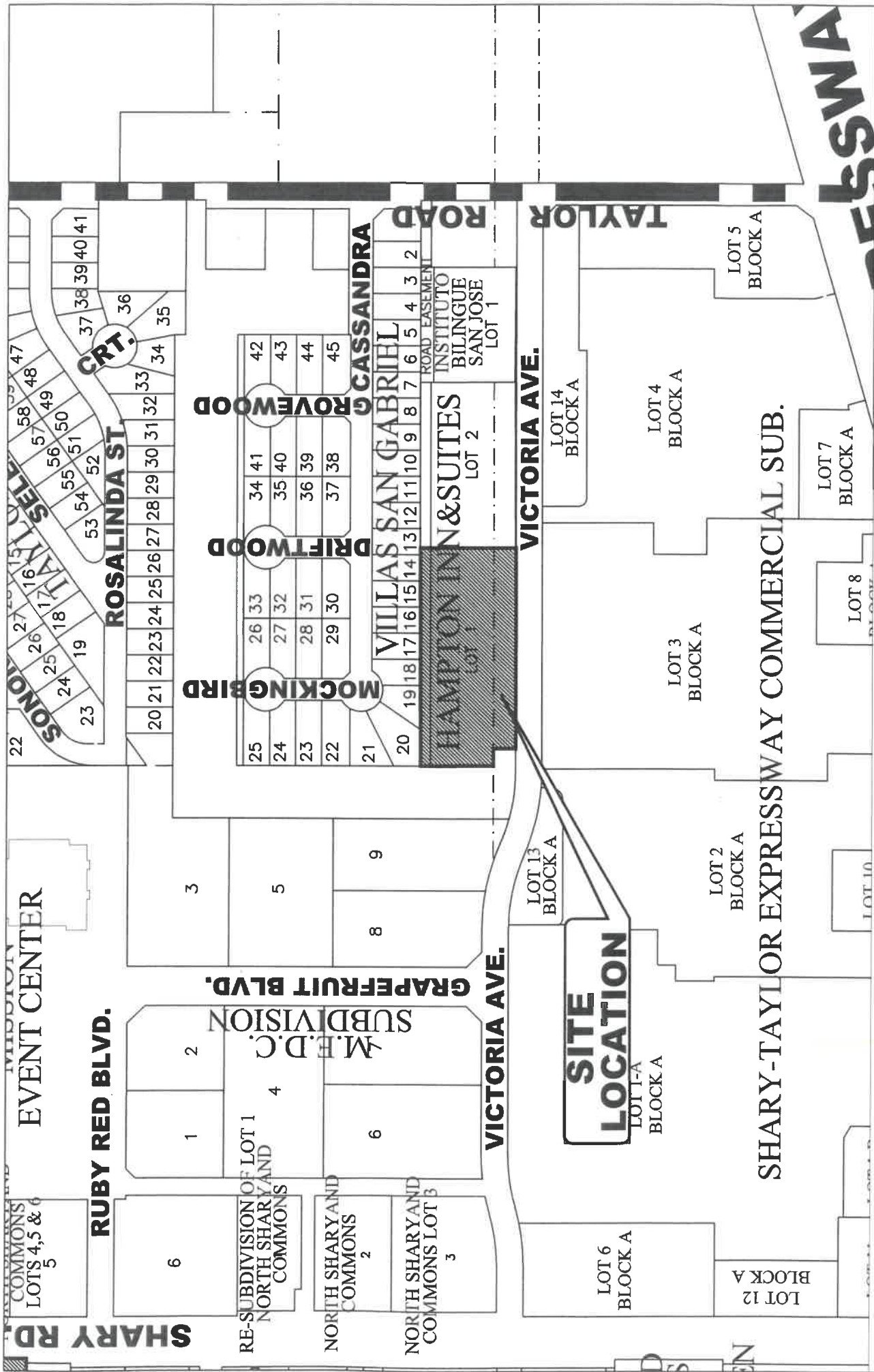
- **Hours of Operation:** Hotel hours of operation are 24 hours a day seven days a week, and Alcohol will be sold during state allowable hours.th
- **Staff:** 22 employees
- **Parking & Landscaping:** In reviewing the site plan, the 4-story building has 108 rooms, which requires 108 parking spaces (1 parking space x per room). The hotel has a total of 111 parking spaces, thus exceeding code. Landscaping is meeting code.
- **Sale of Alcohol (Section 6-4):** of the Zoning code requires such uses to be 300' from the nearest residence, church, school or publicly owned property. There are residential homes directly behind the alley that fall within the 300'; however, P&Z and City Council have waived this separation requirement in other similar CUP's approval.

REVIEW COMMENTS: Staff mailed 26 notices to property owners within a 200' radius of the site to solicit comments in favor or against this request. As of the date of this write-up, staff has not received any comments.

RECOMMENDATION: Staff recommends approval subject to:

- 1) 2-year re-evaluation at which time the applicant will have to renew his CUP and TABC license,
- 2) Waiver of the 300' separation requirement from residential homes,
- 3) Compliance with all City Codes (Building, Fire, Health, and Sign Codes),
- 4) CUP not be transferable to others, and
- 5) Wet zone

SITE LOCATION MAP

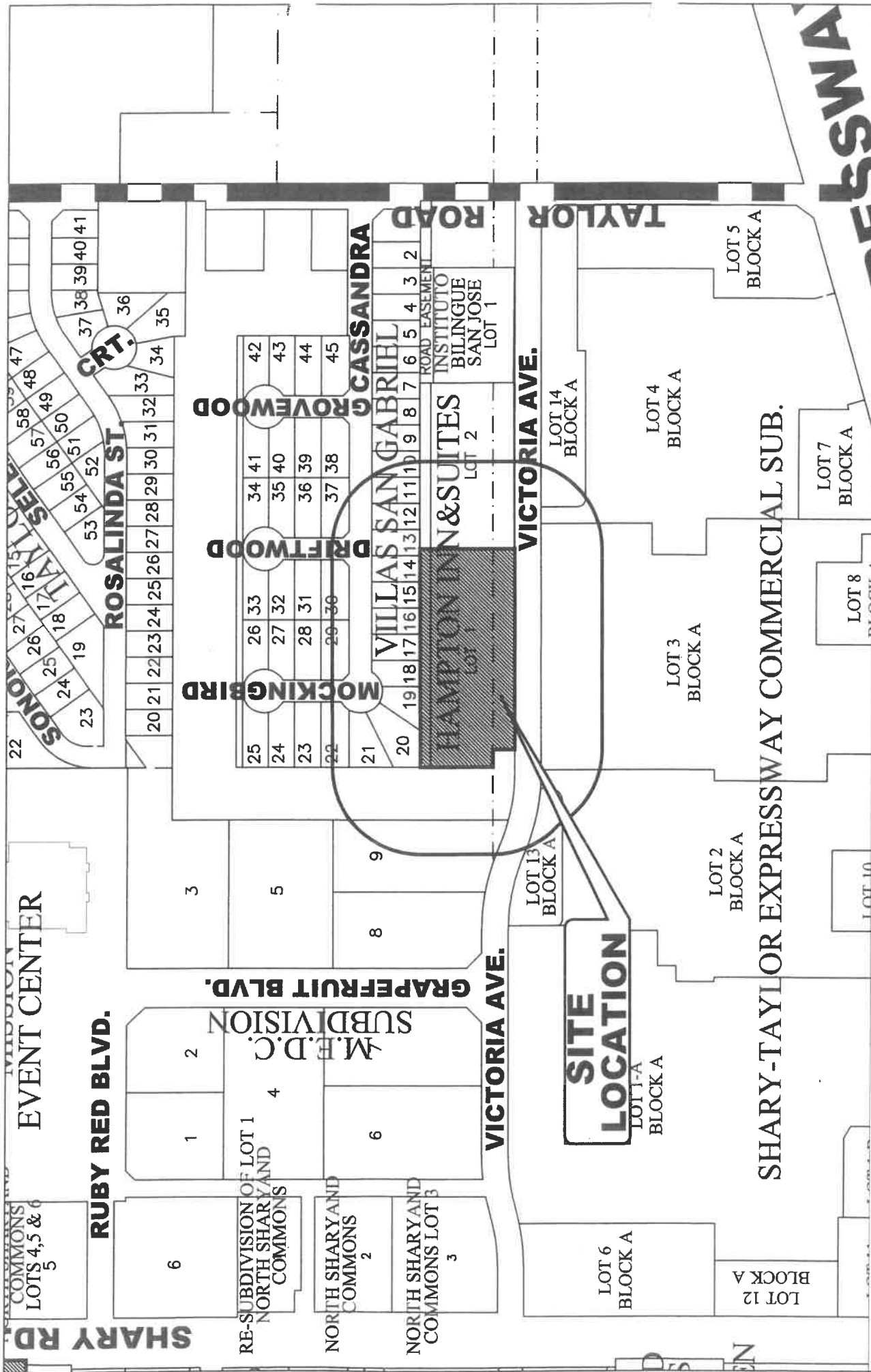


CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 580-8672
 FAX: (956) 580-8680

Item 10.

No.

200' RADIUS MAILOUT MAP



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

Item 10.













TEXAS ALCOHOLIC BEVERAGE COMMISSION
Texas Helping Businesses & Protecting Communities

Document reference ID : 372337

Licensing Application Summary

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

Application ID:	372337
Applicant Name:	Victoria Heights LLC
License Type applied for:	Wine and Malt Beverage Retailer's On-Premise Permit (BG)

Entity Information

Business Structure:	Limited liability partnership
FEIN/SSN Number:	931348082
Historically Underutilized Business:	No
Veteran-owned business:	No
Fraternal Owned:	No
Secretary of State Filing Number:	805051323
Date Filed:	5/9/2023
Filing State:	TX

Primary Business Entity Contact Information

Legal First Name:	Pratiba
Legal Middle Name:	Kasan
Email Address:	accounting@ogihotels.com
Phone Number:	956-961-4678

Initial Application Information

Authority Type: I am a principal or authorized user with binding authority
Legal First Name: Pratiba
Legal Last Name: Kasan
Email Address: accounting@ogihotels.com
Phone Number: 956-961-4678

Principal Parties

Principal Parent Entity	Principal Party	Role	%Ownership
Victoria Heights LLC	Pratiba Kasan	Limited Partner	50

Basic Business information

Business/Trade Name: Hampton Inn & Suites
Business Type Hotel

Location's Phone Numbers

Business Phone Number 956-682-0313
Alternate Phone Number 956-961-4678

Location Address

Address: 2505 Victoria Dr, Mission, TX, United States, Hidalgo 78572
Is your location within city limits? Yes

Mailing Address Information

Address: 312 W Nolana Loop, Pharr, TX, United States, Hidalgo 78577

Measurement Information

Measuring from the public entrance of your location along street lines and directly across intersections, will your location be within 1,000 feet of the nearest property line of a public or private school? Yes

Is a residential address or established neighborhood association located within 300 feet of any property line of your premises? Yes

Location Additional Information

Is the proposed location in a hotel or motel?	Yes
Alcohol percentage	Up to 14%

Sixty Day Sign Requirements

Posted the 60 day sign: Yes
Date Posted: 5/17/2024

Projected Sales Information

Sales Year: 2024
Alcohol Sale: \$1,800.00
Total Sales: \$1,800.00

Property Ownership

Do you, the applicant, own the land, building, and/or warehouse at this proposed licensed location? Yes
Are you operating under? None

Location Diagram

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

Bond Information

Fulfillment Type	Bond Category	Bond Amount	Status
Surety Provider	Conduct Surety Bond	\$10,000.00	New



TEXAS ALCOHOLIC BEVERAGE COMMISSION
Texas Helping Businesses & Protecting Communities

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

Section 11.37 & 61.37

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

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

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

OR

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

SIGN HERE

City Secretary/Clerk

City

, TEXAS

SEAL

S2979-00-00A-0002-00 (707592)
SHARY RETAIL LTD
PO BOX 924133
HOUSTON TX 77292

S2979-00-00A-0003-00 (707590)
TARGET CORPORATION
PROPERTY TAX DEPARTMENT
PO BOX 9456
MINNEAPOLIS MN 55440

S2979-00-00A-0004-00 (707593)
SHARY RETAIL LTD
PO BOX 924133
HOUSTON TX 77292

S2979-00-00A-0013-00 (707602)
SHARY RETAIL LTD
PO BOX 924133
HOUSTON TX 77292

S2979-00-00A-0014-00 (707603)
SHARY RETAIL LTD
PO BOX 924133
HOUSTON TX 77292

H0952-00-000-0001-00 (20827746)
VICTORIA HIEGHTS LLC
312 W NOLANA LOOP
PHARR TX 78577-8396

H0952-00-000-0002-00 (20827747)
RONQUILLO GRANOS & INSUMOS LLC
202 S DRIFTWOOD AVE
MISSION TX 78572

V3851-00-000-0010-00 (898492)
GARCIA CYNTHIA L & JESUS MARIA GARCIA PAYNE ALLISON RENEE & JESSE
2700 CASSANDRA ST
MISSION TX 78572

V3851-00-000-0011-00 (898493)
PAYNE ALLISON RENEE & JESSE
6334 PITCHFORK RANCH DR
FRISCO TX 75036

V3851-00-000-0012-00 (898494)
ZEPEDA GILBERTO & MARIA DE JESUS
2606 CASSANDRA
MISSION TX 78572

V3851-00-000-0013-00 (898495)
GOMEZ GABRIELA
2604 CASSANDRA ST
MISSION TX 78572

V3851-00-000-0014-00 (898496)
MUNOZ CARMEN JULIA
CALLE EMILIANO ZAPATA No 127 COL
TAMPICO TAMPAS CP 89344
MEXICO

V3851-00-000-0015-00 (898497)
DIZON JOHN C & BERNADETTE P
2600 CASSANDRA ST
MISSION TX 78572

V3851-00-000-0016-00 (898498)
TREVINO IVAN DAVILA
2508 CASSANDRA ST
MISSION TX 78572

V3851-00-000-0017-00 (898499)
GARCIA-TORRES JAIME H
2506 CASSANDRA ST
MISSION TX 78572

V3851-00-000-0018-00 (898500)
CEPEDA RAFAEL
2504 CASSANDRA ST
MISSION TX 78572

V3851-00-000-0019-00 (898501)
HERLINE MARTHA A LOPEZ &
FERNANDO VASQUEZ
616 CARDINAL
MCALLEN TX 78504

V3851-00-000-0020-00 (898502)
FERNANDEZ JORGE ANTONIO CASTILL
2500 CASSANDRA ST
MISSION TX 78572

V3851-00-000-0021-00 (898503)
D.A.D VELA INVESTMENTS LLC
1242 E BUS HWY 83 NO 7
MISSION TX 78572

V3851-00-000-0022-00 (898504)
D A D VELA INVESTMENTS LLC
1107 PAMELA DR STE. B
MISSION TX 78572

V3851-00-000-0029-00 (898511)
FLORES LUIS MANUEL &
MAYRA CAVAZOS SALAZAR
701 N INTERNATIONAL BLVD
HIDALGO TX 78557

V3851-00-000-0030-00 (898512)
RONQUILLO HECTOR S & MARIA A
202 S DRIFTWOOD AVE
MISSION TX 78572

V3851-00-000-0037-00 (898519)
RODRIGUEZ FRANCISCO TOBIAS
TORRES DE PISA NO 350 PARQUE
SALTILLO COAHUILA
MEXICO

V3851-00-000-000A-00 (898528)
VILLAS DE SAN GABRIEL HOMEOWNER
PO BOX 650853
DALLAS TX 75265

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

M0054-00-000-009A-00 (1463021)
MISSION ECONOMIC DEVELOPMENT
801 N BRYAN RD
MISSION TX 78572



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: July 8, 2024
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Approval of Minutes – Carrillo
 Regular Meeting – June 24, 2024
 Special Meeting – July 3, 2024

NATURE OF REQUEST:

See Attached Minutes

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



MINUTES

PRESENT:

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

ABSENT:

Marissa Ortega-Gerlach, Councilwoman

ALSO PRESENT:

Peter Geddes
Maria Ester Salinas
Alma Garcia
Cayla Garza
Aaron Balli
David de los Santos
Roxanne Mendez
Brenda Enriquez
Ana Garza
Ana Liz Pulido
Lilibeth Padilla
Armando Pulido
Fernando Martinez
Jennifer Vasquez
Stephanie Vanderer
Denise Cruz
Alicia Cavazos

STAFF PRESENT:

David Flores, Asst. City Manager
Juan Pablo Terrazas, Asst. City Manager
Andy Garcia, Asst. City Manager
Adrian Garcia, Fire Chief
Steven Kotsatos, Health Director
Vidal Roman, Finance Director
Alex Hernandez, Assistant Planning Director
Noemi Munguia, HR Director
Robert Hinojosa, Director of Organizational Dev.
Abram Ramirez, IT Director
Abel Bocanegra, P.E., City Engineer
Cesar Torres, Chief of Police
Yenni Espinoza, Library Director
Kenia Gomez, Media Relations Director
Brad Bentsen, Parks & Recreation Director
Ezeiza Garcia, Asst. Finance Director
Kenneth Martinez, Police Officer
Jose Luis Silva, Internal Auditor
Gabriel Ramirez, Subdivision Coordinator

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Gonzalez Garza called the meeting to order at 4:30 p.m.

INVOCATION AND PLEDGE ALLEGIANCE

Councilwoman Jessica Ortega led the invocation and Pledge of Allegiance.

DISCLOSURE OF CONFLICT OF INTEREST

Mayor Garza filed a conflict of interest regarding executive session item # 6.

Mayor Pro Tem Ruben Plata filed a conflict of interest regarding executive session item #2.

PRESENTATIONS

1. Recognition of Ana Liz Pulido - James Beard Award Best Chef in Texas – Gomez

Kenia Gomez, Media Relations Director recognized Ana Liz Pulido owner of Ana Liz Taqueria who won the James Beard Award for best Chef in Texas. The JBF Awards honor excellence across the culinary industry from fine dining to casual small businesses in local communities, and annually recognize food industry leaders from across the country. Ana Liz Taqueria takes pride in its authentic Mexican food and tortillas made from scratch using fresh masa made in-house.

2. Recognition of Nannette Galvan, Boys & Girls Club RGV Region 2024 Youth Professional of the Year – Venecia

Rick Venecia, Boys and Girls Club Director recognized Nannette Galvan, Boys and Girls club RGV Region 2024 Youth Professional of the Year.

3. May 2024 Employee of the Month – Munguia

Noemi Munguia, Human Resource Director presented Diego Jimenez, dispatcher with the Mission Fire Department. Mr. Jimenez was nominated by Fernando Alanis, Dispatch Supervisor and Joey Flores. He was nominated for his lifesaving instruction during a life and death situation with an elderly person who was choking.

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

Jennifer Vasquez, Interim Executive Director gave an update on the current operations for the Animal Shelter. Over the last month, there were 239 taken in, 120 of these were cats and 119 were dogs, 76 animals were adopted, 8 were reclaimed, 15 were transferred, 16 were returned to the field leaving the shelter at a rate of 90.38% for the month. Foster placement there were 96 cats, 71 dogs for a total of 167. A vaccine clinic was held for a total of 383.

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

Brenda Enriquez, Greater Mission Chamber of Commerce President, spoke about upcoming events such as: Coffee, Croissants and Commerce on June 25th, Ribbon Cutting for Lendmark Financial Services on June 26th, UTRGV SBDC: Using Social Media to Boost Sales webinar on June 26th, Buenas Tardes Luncheon on August 14th, and the annual Member Awards Banquet on October 3rd. Nominations were currently being accepted for business of the year.

6. Departmental Reports – Perez

Mayor Pro Tem Ruben Plata moved to approve the departmental reports as presented. Motion was seconded by Councilman Alberto Vela and approved unanimously 4-0.

7. Citizen's Participation – Garza

None

PUBLIC HEARING

8. Proposed Annual Action Plan FY 2024-25 – Longoria

The U.S. Department of Housing and Urban Development (HUD) required local jurisdictions to prepare and submit an Annual Action Plan in order to receive federal funds through the Community Development Block Grant Program (CDBG). The Annual Action Plan described the activities that would be undertaken with CDBG funds in furtherance of the objectives set forth in the CPS 2023-27 and in consideration of a change to the CPS to address its strategic direction,

priorities and goals, to impact more residents by re-allocating funds toward infrastructure improvements opposed to housing rehabilitation and homeownership assistance. The draft of this document was available at the Community Development Office and the City's official website.

In accordance with the Citizen Participation Plan, the Citizens Advisory Committee made their recommendations for the Annual Action Plan during a meeting held on May 28, 2024. A notice of public hearing was published in the Progress Times on June 7, 2024 to announce two public hearings and thirty-day comment period to solicit input on the proposed projects for the Annual Action Plan 2024-25. The 2024 CDBG Allocation is \$980,555. The purpose of this public hearing was to solicit public comment on the recommended funding allocations. The department would accept comments through the end of the comment period July 8, 2024.

Emigdio Villanueva requested consideration for the monies to be used for housing projects and not for city projects.

Lenny Garza, Citizens Advisory Committee Chairman stated the committee had studied the requests and he felt they had made the best decisions with the recommendations presented.

No action, public hearing only.

PLANNING & ZONING RECOMMENDATIONS

9. Rezoning: Tract 1: The West 20' of Lot 2, and all of Lot 1, Enchanted Valley Subdivision; Tract 2: The West 20' of the East 80' of Lot 2, Enchanted Valley Subdivision, (R-1) Single Family Residential to (C-1) Enchanted Valley Subdivision, Pedro Cruz, Jr., and Adoption of Ordinance # 5493 - De Luna

On June 19, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located approximately 160' East of Tangelo Street along the south side of E. Griffin Parkway F.M. 495. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

Mayor Pro Tem Plata moved to approve Rezoning and Ordinance # 5493 Tract 1: The West 20' of Lot 2, and all of Lot 1, Enchanted Valley Subdivision; Tract 2: The West 20' of the East 80' of Lot 2, Enchanted Valley Subdivision, (R-1) Single Family Residential to (C-1) Enchanted Valley Subdivision, Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5493

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING TRACT 1: THE WEST 20' OF LOT 2, AND ALL OF LOT 1,
ENCHANTED VALLEY SUBDIVISION; TRACT 2: THE WEST 20' OF THE EAST 80' OF LOT
2, ENCHANTED VALLEY SUBDIVISION, (R-1) SINGLE FAMILY RESIDENTIAL TO (C-1)
OFFICE BUILDING

10. Rezoning: A 2.850 acre tract being the South 2.85 acres out of Lot 39, Bell Wood Company's Subdivision, (AO-I) Agricultural Open Interim to (R-2) Duplex-Fourplex Residential, Aaron H. Balli, Jr., and Adoption of Ordinance # 5510 - De Luna

On June 19, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located approximately 1,288' North of W. Mile 2 Road on the west side of Compton Drive. There was public opposition during the P&Z Meeting. The concerns voiced were in regards to increased traffic congestion, strain on local resources, and added pressure on our already overburdened infrastructure. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Maria Ester Salinas, spoke against the request citing an overburdened infrastructure with the increase in traffic congestion, strain on local resources.

Stanley Jacobson asked who would be responsible for the widening of the road. Mr. Jacobson was advised this would be addressed during the subdivision process and not the rezoning.

Aaron Balli, developer spoke in favor of the request. He stated he would be making all of the needed improvements if the area was rezoned.

Councilwoman Jessica Ortega stated she had legal questions and requested for this item to be discussed in executive session. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 4-0.

Mayor Pro Tem Plata moved to approve Rezoning and Ordinance #5510 A 2.850 acre tract being the South 2.85 acres out of Lot 39, Bell Wood Company's Subdivision, (AO-I) Agricultural Open Interim to (R-2) Duplex-Fourplex Residential. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5510

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING A 2.850 ACRE TRACT BEING THE SOUTH 2.85 ACRES OUT OF
LOT 39, BELL WOOD COMPANY'S SUBDIVISION, (AO-I) AGRICULTURAL OPEN INTERIM
TO (R-2) DUPLEX-FOURPLEX RESIDENTIAL

11. Conditional Use Permit: Drive-Thru Service Window – Dunkin Donuts, 301 N. Shary Road, Ste. 100, Lot 1, Shary Town Plaza Subdivision, C-3, Lindsey Dumas, and Adoption of Ordinance# 5494- De Luna

On June 19, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 400' north of E. 1st Street along the west side of N. Shary Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff recommended approval for life of use subject to: 1) Must comply with all City Codes (Building, Fire, Health, etc.); 2) Installation of a speed bump at the end of the ordering window; 3) Acquisition of a business license prior to occupancy; and 4) CUP not to be transferable to others.

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

There were no comments.

Mayor Pro Tem Plata moved to approve CUP and Ordinance # 5494 Drive-Thru Service Window – Dunkin Donuts, 301 N. Shary Road, Ste. 100, Lot 1, Shary Town Plaza Subdivision. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5494

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR A DRIVE-THRU SERVICE WINDOW–
DUNKIN DONUTS, 301 N. SHARY ROAD, STE. 100, LOT 1, SHARY TOWN PLAZA
SUBDIVISION

**12. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages –
Xulcan Event Center, 2813 E. Griffin Parkway, Ste. C, Lot 1, Adams Crossing
Subdivision, C-3, Atala Izaguirre, and Adoption of Ordinance # 5495 - De Luna**

On June 19, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located near the NW corner of E. Griffin Parkway and Taylor Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff recommended approval subject to: 1) 2 year re-evaluation at which time the applicant would have to renew their CUP and TABC license; 2) Waiver of the 300' separation requirement from residential homes; 3) Compliance with all City Codes (Building, Fire, Health, and Sign Codes); and 4) CUP not be transferable to others.

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

There were no comments.

Mayor Pro Tem Plata moved to approve CUP and Ordinance #5495 Sale & On-Site Consumption of Alcoholic Beverages – Xulcan Event Center, 2813 E. Griffin Parkway, Ste. C, Lot 1, Adams Crossing Subdivision. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5495

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR SALE & ON-SITE CONSUMPTION OF
ALCOHOLIC BEVERAGES – XULCAN EVENT CENTER, 2813 E. GRIFFIN PARKWAY, STE.
C, LOT 1, ADAMS CROSSING SUBDIVISION

**13. Conditional Use Permit Renewal: Drive-Thru Service Window – Xquinkles Snackland
Inspiration, 3009 N. Inspiration Road, Ste. A, Lot C1-A, Taurus Estates #3 Subdivision, C-
3, Rosa Maria Uribe, Adoption of Ordinance # 5496 and Wet Zone Ordinance # 5497 - De
Luna**

On June 19, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site was located at the NW corner of Inspiration Road and Giselle Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff recommended approval for life of use subject to: 1) Continued compliance with all City Codes (Building, Fire, Health, etc.); 2) Compliance with TABC requirements; 3) Waiver of the 300' separation requirement from residential homes; 4) CUP not be transferable to others; and 5) Wet zone property.

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

There were no comments.

Mayor Pro Tem Plata moved to approve CUP and Ordinance #5496 and Wet Zone Ordinance # 5497 Drive-Thru Service Window – Xquinkles Snackland Inspiration, 3009 N. Inspiration Road,

Ste. A, Lot C1-A, Taurus Estates #3 Subdivision. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5496

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR A DRIVE-THRU SERVICE WINDOW– XQUINKLES SNACKLAND INSPIRATION, 3009 N. INSPIRATION ROAD, STE. A, LOT C1-A, TAURUS ESTATES #3 SUBDIVISION

ORDINANCE NO. 5497

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS AMENDING ORDINANCE NO.780 DESIGNATING PLACES WHERE BEER AND OTHER ALCOHOLIC BEVERAGES MAY BE SOLD WITHIN THE CORPORATE LIMITS OF THE CITY OF MISSION TO INCLUDE THE PREMISES LOCATED AT 3009 N. INSPIRATION ROAD, SUITE A – XQUINKLES SNACKLAND INSPIRATION

14. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – The Bungalows on Shary, 3700 Plantation Grove Blvd., Lots 1 & 2, Sharyland Plantation Grove/Hotel Bungalow, PUD, Cantu Bungalows, LLC, and Adoption of Ordinance # 5498 - De Luna

On June 19, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site was located on the SW corner of Plantation Grove Blvd. and Santa Lorena. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff recommended approval for life of use subject to: 1) Continued compliance with TABC requirements; 2) No objection to waiver of 300' separation requirement from Las Misiones Apartments; 3) Continued compliance with all City Codes (Building, Fire, Health Codes, etc.) and 4) CUP not to be transferable to others.

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

There were no comments.

Mayor Pro Tem Plata moved to approve CUP and Ordinance #5498 Sale & On-Site Consumption of Alcoholic Beverages – The Bungalows on Shary, 3700 Plantation Grove Blvd., Lots 1 & 2, Sharyland Plantation Grove/Hotel Bungalow. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5498

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – THE BUNGALOWS ON SHARY, 3700 PLANTATION GROVE BLVD, LOTS 1 & 2, SHARYLAND PLANTATION GROVE HOTEL/BUNGALOW

15. Conditional Use Permit Renewal: To Keep a Portable Building for Office Use– Medicare-EMS, Services, 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 # 5499 - De Luna

On June 19, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site was 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.

Staff recommended approval subject to: 1) 2 year re-evaluation in order to assess this operation; 2) Continued compliance with all City Codes (Landscaping, maintenance of parking area, etc.) and 3) CUP not transferable to others.

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

David de los Santos spoke in favor of the request.

Mayor Pro Tem Plata moved to approve CUP and Ordinance 5499 To Keep a Portable Building for Office Use– Medicare-EMS, Services, 511 W. 11th Street. Motion was seconded by Councilwoman Ortega and approved unanimously 4-0.

ORDINANCE NO. 5499

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, SERVICES, 511 W. 11TH STREET, THE EAST TRACT OF LOTS 1 & 2, BLOCK 178, MISSION ORIGINAL TOWNSITE

16. Conditional Use Permit: Beauty Salon in a C-1 (Office Building) Zone, 2407 N. Shary Road, Suite B., Lot 2, Joel Ochoa Subdivision (aka Unit “C”, Mezzaluna Condominium), C-1, Clarissa Ordonez, and Adoption of Ordinance# 5500 - De Luna

On June 19, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located on the NW corner of Fox Run Drive & Shary Road along the north side of Fox Run. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff recommended approval for life of use subject to: 1.)Continued compliance with all City Codes (Building, Fire, etc.) 2.) Acquisition of a business license; and 3.) CUP not be transferable to others.

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

There were no comments.

Mayor Pro Tem Plata moved to approve CUP and Ordinance # 5500 Beauty Salon in a C-1 (Office Building) Zone, 2407 N. Shary Road, Suite B., Lot 2. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5500

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT FOR A BEAUTY SALON IN A C-1 (OFFICE BUILDING) ZONE, 2407 N. SHARY ROAD, SUITE B, LOT 2, JOEL OCHOA SUBDIVISION (AKA UNIT “C”, MEZZALUNA CONDOMINIUM)

17. Conditional Use Permit: Home Occupation – 2 Chair Beauty Salon, 804 W. 24th Place, Lot 74, Chaparral Heights Subdivision, R-1, Hermelinda G. Salazar, and Adoption of Ordinance# 5501 - De Luna

On June 19, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located 150’ west of Holland Road along the north side of 24th Place. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff recommended approval for life of use subject to: 1) Continue to comply with the “Home Occupation” regulations; 2) Continue to comply with all City Codes (Building, Fire, etc.); and 3) CUP not transferable to others.

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

There were no comments.

Mayor Pro Tem Plata moved to approve CUP and Ordinance # 5501 Home Occupation – 2 Chair Beauty Salon, 804 W. 24th Place, Lot 74, Chaparral Heights Subdivision. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5501

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR A HOME OCCUPATION – 2 CHAIR
BEAUTY SALON, 804 W. 24TH PLACE, LOT 74, CHAPARRAL HEIGHTS SUBDIVISION

18. Conditional Use Permit: To install 2 level 3 D.C. charger & 2 level 2 chargers (Charging Station’s), 805 E. Expressway 83., Lot 1, Spikes Phase 1 & Lots 2 & 3, Spikes Phase 2, C-3, Spikes, and Adoption of Ordinance# 5502 - De Luna

On June 19, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately at the northwest corner of E. Expressway 83 and Highland Park along the north side of the Expressway 83. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff recommended approval for life of use subject to: 1) Must comply with all City Codes (Building, Fire, Health, etc.); 2) CUP not be transferable to others.

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

There were no comments.

Mayor Pro Tem Plata moved to approve CUP and Ordinance 5502 To install 2 level 3 D.C. charger & 2 level 2 chargers (Charging Station’s), 805 E. Expressway 83. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5502

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT TO INSTALL 2 LEVEL 3 D.C. CHARGER & 2
LEVEL 2 CHARGERS (CHARGING STATION’S), 805 E. EXPRESSWAY 83, LOT 1, SPIKES
PHASE 1 & LOTS 2 & 3, SPIKES PHASE 2

19. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – Bar-B-Cutie Smokehouse, 2211 E. Griffin Parkway, Suite 100, Elizondo 495 Plaza Subdivision, C-3, Orlando Ochoa, and Adoption of Ordinance# 5503 - De Luna

On June 19, 2024 the Planning and Zoning Commission held a Public Hearing to consider this Conditional Use Permit request. This subject site was located 300’ west of Citrus along the north side of Griffin Parkway (F.M. 495). There was no public opposition during the P&Z Meeting. The Board unanimously recommended approval.

Staff recommended approval for life of use subject to: 1) Waiver of the 300’ separation requirement from residential neighborhoods; 2) Must continue to comply with all City Codes (Building, Fire, Health, etc.); and 3) CUP not be transferable to others.

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

There were no comments.

Councilman Vela moved to approve CUP and Ordinance 5503 Sale & On-Site Consumption of Alcoholic Beverages – Bar-B-Cutie Smokehouse, 2211 E. Griffin Parkway, Suite 100. Motion was seconded by Councilwoman Ortega and approved unanimously 4-0.

ORDINANCE NO. 5503

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – BAR-B-CUTIE SMOKEHOUSE AT 2211 E. GRIFFIN PARKWAY, SUITE 100, ELIZONDO 495 PLAZA SUBDIVISION

20. Conditional Use Permit: Drive-Thru Service Window – Twisted Sisters, 1500 W. Business 83, Suites 9 & 10, Lot A, Mission Acres, C-3, Ana Rita Garza, Adoption of Ordinance # 5504 - De Luna

On June 19, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located at the NW corner of Los Ebanos and Business Hwy 83. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval

Staff recommended approval subject to: 1) 3 year re-evaluation to continue to assess this business; 2) Compliance with all City Codes (Building, Landscaping, Fire, etc.); 3) Acquisition of a new business license; and 4) CUP not to be transferable to others.

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

There were no comments.

Councilman Vela moved to approve CUP and Ordinance 5504 Drive-Thru Service Window – Twisted Sisters, 1500 W. Business 83, Suites 9 & 10. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 4-0.

ORDINANCE NO. 5504

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT FOR A DRIVE-THRU SERVICE WINDOW – TWISTED SISTERS, 1500 W. BUSINESS 83, SUITES 9 & 10, LOT A, MISSION ACRES

21. Discussion and Action to Recommend to the City Council the closure required by Union Pacific Railroad for Leonor Street being approximately 0.09 of a mile East of the intersection of Schuerbach and W. Business Hwy 83 - De Luna

On February 29, 2024 staff received a request by Melden & Hunt on behalf of the Killam Development for a proposed railroad crossing and (3) road closures for El Milagro Subdivision. Union Pacific Railroad Company requires that for every new railroad crossing there is at least 2 road closures. However, since the proposed new railroad crossing was wider than normal, Union Pacific Railroad is requesting there be 3 road crossing closures. The request before the Board is to consider the closure of the 2800 Block of Leonor Street. This would be the 3rd road crossing closures.

As part of the request the Union Pacific Railroad also requires that the City of Mission enter into an agreement with the Union Pacific Railroad Company for reimbursement of Preliminary Engineering Services. The Killam Development has agreed to cover the \$25,000 fee estimated for this project since the proposal if their own development.

Staff recommends approval

There was public opposition during the P&Z Meeting the concerns voiced were in regards to high traffic congestion during the rush hour and the start during and after school.

A petition was submitted during the meeting, staff was unable to verify petition due to no addresses indicated.

The board unanimously recommended approval.

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

Juan Rodriguez, 2807 Leonor Street spoke against the request voicing concerns in regards to high traffic congestion during the rush hour and the start during and after school.

Maria Ester Salinas, spoke against the request citing the same concerns.

Ruben James de Jesus, P.E. with Melden and Hunt spoke in favor of the request. He stated different options had been looked into and this site was the most feasible.

After further discussion from the council it was requested to recommend other alternative sites.

Councilwoman Ortega moved to table the closure required by Union Pacific Railroad for Leonor Street being approximately 0.09 of a mile East of the intersection of Schuerbach and W.

Business Hwy 83. Motion was seconded by Councilman Vela and approved unanimously 4-0.

22. Discussion and Action to Propose Amendment to Appendix A – Zoning, Article X, Section 1.56 – Conditional Use Permits, and Adoption of Ordinance# 5505 - De Luna

On June 19, 2024 the Planning and Zoning Commission held a Public Hearing to consider the request. Several concerns have been voiced to the Planning Department staff in regards to the following: Signage for Home Occupations, applicants feel they should be allowed a bigger sign like a 4'x4' and percentage and notice requirements on waiver of provisions, applicants feel that percentage and notice requirement is too much. Staff should consider maybe 50% and a 200' radius. There was no public opposition during the P&Z Meeting.

Staff recommended approval

P&Z recommended approval of a 1'1/2 x 1'1/2 sign and amending radius of provisions to a 200' radius instead of the 500' required.

Mayor Garza recommended a 24" x 18" sign with a radius of 200 feet.

Councilman Vela moved to approve Amendment to Appendix A – Zoning, Article X, Section 1.56 – Conditional Use Permits, to 24" x 18" sign with a radius of 200 feet and Adoption of Ordinance# 5505. Motion was seconded by Councilwoman Ortega and approve unanimously 4-0.

CONSENT AGENDA

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

23. Approval of Minutes – Carrillo

Regular Meeting – June 10, 2024

24. Acknowledge Receipt of Minutes – Perez

Youth Advocacy Advisory Board – May 21, 2024
Boys & Girls Club Board of Directors – May 21, 2024
Mission Economic Development Corporation – April 24, 2024
Mission Redevelopment Authority – April 23, 2024
Mission Tax Increment Reinvestment Zone – April 23, 2024
Zoning Board of Adjustments – February 21, April 10, 2024

25. Approval of Interlocal Cooperation Agreement between the County of Hidalgo, Texas, and the City of Mission, Texas, on behalf of the Speer Memorial Library in order to provide library services to county residents. – Espinoza

Hidalgo County and the Hidalgo County Library System (HCLS) annually sign an interlocal agreement in which the 13 municipal libraries agreed to provide services to county residents. In turn, the county budgets annually to provide for the library system. This year, the county budgeted \$237,138. The funds were first used to pay for the Integrated Library System (ILS) which the 13 libraries use to manage borrowers, the collection, and fines. This year, the ILS invoice totaled \$49,932.00. The remaining \$187,206.00 was then divided equally between the 13 HCLS libraries. Each library would be receiving \$14,400.46 in order to help with library operating expenditures, excluding staff, after the signed interlocal was received. In addition, the Speer Memorial Library would receive \$75,000.00 for the payment of Bibliotheca (E-Library project) for library materials, supplies and services, electronic database services, audiovisual equipment, and computer hardware and software for library services for the free use of the City's library by residents of rural areas of the County. This agreement allowed the County to continue to pay and disburse on behalf of Speer Memorial Library for contractual services and library materials.

26. Approval of Region One Education Service Center (ESC) Memorandum of Understanding (MOU) – Espinoza

The MOU allowed Region One ESC to use library facilities and Internet services to provide adult education courses free to the public through qualified instructional personnel. Region One personnel will provide instructional materials, supplies, and assessments.

27. Authorization to extend second and final one year renewal option for the purchase of Flexible Base-Commercial Caliche for the Public Works Department – Bocanegra

Second & Final One-Year Renewal with Terra Firma; this was the second of two renewal options. The contract terms were for two (2) years with the option to renew for 2 additional one-year renewals. Recommendation was based solely on estimated quantities and orders would be placed on an as needed basis. This agreement would extend Bid No. 21-335-06-17 from July 9, 2024 thru July 8, 2025.

Flexible Base Commercial Caliche \$11.62/TON, with 5% increase \$12.20/TON

28. Authorization to Solicit for Bids for Roadside Mowing and Litter Removal Services for the Public Works Department – Bocanegra

The City of Mission was in contract with RBM Contractors, Inc (Bid No. 22-431-06-23) from July 19, 2023 through July 18, 2024. RBM Contractors would not be renewing contract for Roadside Mowing and Litter Removal Services.

29. Authorization to execute second and final one-year renewal option with Belmares Lawn Care Service for Palm Tree Trimming – Bentsen

On August 11, 2023, the City of Mission entered into a contract agreement for the trimming and “skinning” of palm trees on and within city owned properties (Parks/City Facilities) and Right of Ways (ROW) with Belmares Lawn Care Service. Services were to include all supervision, labor, materials, supplies, tools and equipment necessary for the trimming, skinning and disposal of all leaves and shavings. The contract terms were for one, one-year primary with two, one-year renewal options based on a 0% increase for the first and second renewals. Staff was seeking authorization to renew Bid No: 22-466-07-22 for the second and final renewal option with a 0% price increase at an estimated cost of \$12,576.00.

30. Authorization to enter into an Interlocal Agreement between the City of Mission and the City of Palmview to provide temporary housing for prisoners at a cost of \$54.00 per prisoner, per day – Torres

The City of Palmview needed services for temporary housing and detention of prisoners awaiting arraignment. The Mission Police Department agreed to make use of the agency’s holding facility for prisoners of the Palmview Police Department, subject to the availability of space based on the facility’s capacity. The temporary housing of prisoners would be at a cost of \$54.00 per prisoner per day. The cost included detention and meal costs. The term of the agreement commenced on June 24, 2024 and ended on June 24, 2025.

31. Authorization to re-enter into an Interlocal Agreement for the Educational Resource Officer Program between the City of Mission and the Sharyland Independent School District in the amount of \$431,523.39 for the 2024-2025 school year – Torres

A total of six (6) police officers would be assigned to the Sharyland I.S.D. during the 2024-2025 school year. The total amount of the Interlocal agreement was \$431,523.39 for the purpose of continuing the Educational Resource Officer Program at Sharyland Independent School District.

32. Authorization to re-enter into an Interlocal Agreement for the Educational Resource Officer Program between the City of Mission and the Mission Consolidated Independent School District in the amount of \$1,095,087.77 for the 2024 –2025 school year – Torres

A total of fifteen (15) police officers would be assigned to the Mission C. I.S.D. during the 2024-2025 school year. The total amount of the Interlocal agreement was \$1,095,087.77 for the purpose of continuing the Educational Resource Officer Program at Mission Consolidated Independent School District.

Councilwoman Ortega moved to approve all consent agenda items 23 thru 32 as presented. Motion was seconded by Councilman Vela and approved unanimously 4-0.

APPROVALS AND AUTHORIZATIONS

33. Preliminary Plat Approval: Sonoma Ranch Subdivision, A tract of containing 38.99 acres of land, being a part or portion of Lot 30-9, West Addition to Sharyland, R-1, Developer: Jason E. Garza, Engineer: Javier Hinojosa Engineering - De Luna

On June 5, 2024 the Mission Planning & Zoning held a Public Hearing to consider the Preliminary & Final Plat Approval for Sonoma Ranch. The subject site was located along the

east side of Mayberry Road approximately 1,320' north of Mile 2. There was no public opposition during the Planning & Zoning Meeting. The Board unanimously recommended approval

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Preliminary Plat Approval: Sonoma Ranch Subdivision. Motion was seconded by Councilman Vela and approved unanimously 4-0.

34. Approval of Ordinance # 5506 of the City Council of the City of Mission, Texas creating an Audit Committee pursuant to the Charter Amendment approved by voters on May 4, 2024 – Silva

The purpose of the Audit Committee was to provide independent oversight of the financial reporting processes, internal controls, and audit functions of the municipality, thereby enhancing the accountability and transparency of the municipality's financial operations.

The Audit Committee shall consist of five members to include two City Council members and three members from the community. Members shall be appointed by the Mayor with the approval and consent of the City Council and shall serve for a term of three years. Community members shall have expertise in accounting, finance, or auditing.

Staff and City Manager recommended approval.

Councilman Plata moved to approve Ordinance # 5506 of the City Council of the City of Mission, Texas creating an Audit Committee pursuant to the Charter Amendment approved by voters on May 4, 2024. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5506

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION
CREATING AN AUDIT COMMITTEE PURSUANT TO THE CHARTER AMENDMENT
APPROVED BY VOTERS ON MAY 4, 2024 ESTABLISHING
AN AUDIT COMMITTEE

35. Appointment of two City Council members and three members from the community to the Audit Committee – Carrillo

The Audit Committee consisted of five voting members to include two City Council members and three members from the community. Members were appointed by the Mayor with the approval and consent of the City Council and served for a term of three (3) years, or until their successors were appointed. Community members should have expertise in accounting, finance, or auditing.

Mayor's recommendation for community members were Efrain Reyna, Joe Vargas and Dr. Charles Austin. City council members Mayor Pro Tem Ruben Plata and Councilwoman Marissa Gerlach.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to Appointment of two City Council members and three members from the community to the Audit Committee. Motion was seconded by Councilman Vela and approved unanimously 4-0.

36. Approval of Interlocal Agreement between Mission Economic Development Corporation and City of Mission – Roman

The purpose of this Agreement was to set forth the terms and conditions under which MEDC would make funds available to the City for the undertaking of government functions and implementation of certain projects.

An interest rate would be paid by the City to the MEDC for funds advanced at the annual interest rate offered by TexPool at the time of the effective date of the agreement.

Interest owed to the MEDC will be prorated based on the amount and date of advances to the City. Interest will be calculated on a monthly compounding basis. Calculations will be maintained by the City and provided to the MEDC along with the interest payment by February 28, 2025, unless the City requests a 30-day extension in writing as highlighted in Article III

Approval of funds affected the following accounts:

General Fund – (\$2,000,000 Fund Balance)

General Fund – (\$2,000,000 Due to MEDC)

Staff and City Manager recommended approval

Mayor Pro Tem Plata moved to approve Interlocal Agreement between Mission Economic Development Corporation and City of Mission. Motion was seconded by Councilman Vela and approved unanimously 4-0.

37. Approval of Ordinance # 5507 allowing for the transfer of funds and respective Budget Amendment(s): General Fund and Capital Projects Fund – Roman

Budget Amendment - BA 24-11 would be used to allow the Capital Projects Fund to carry out its respective projects for the 2023/2024 Fiscal Year.

General Fund – (-\$514,145 Transfer Out & Fund Balance)

Capital Projects Fund (\$514,145 Transfer In & Retained Earnings)

Capital Projects Account 09-410-74940 – (\$55,128 Other Structures)

Staff and City Manager recommend approval

Councilwoman Ortega moved to approve Ordinance # 5507 allowing for the transfer of funds and respective Budget Amendment(s): General Fund and Capital Projects Fund. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5507

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION ADOPTING A BUDGET AMENDMENT TO THE ORIGINAL OPERATING BUDGET OF THE CITY OF MISSION, TEXAS, FOR THE FISCAL YEAR 2023/2024 AND PROVIDING FOR THE TRANSFER OF FUNDS BETWEEN GENERAL FUND AND CAPITAL PROJECTS FUND

38. Approval of Ordinance # 5508 allowing the of transfer of funds from the Solid Waste and Utility Fund to the City's General Fund – Roman

General Fund – (\$2,000,000 Fund Balance)

Utility Fund (\$-1,000,000 Retained Earnings)

Solid Waste Fund – (\$-1,000,000 Fund Balance)

Essential operational expenses, including but not limited to public safety, public health and unforeseen financial obligations that may arise during the fiscal year. Other necessary

expenditures as determined by the City Council to ensure the continued operation and services provided by the City.

The City of Mission shall repay the transferred funds to each Fund no later than last day of February 2025

Staff and City Manager recommend approval.

Councilwoman Ortega moved to approve Ordinance # 5508 allowing the of transfer of funds from the Solid Waste and Utility Fund to the City's General Fund. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ORDINANCE NO. 5508

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION PROVIDING FOR THE TEMPORARY TRANSFER OF FUNDS FROM THE SOLID WASTE AND UTILITY FUND TO THE CITY'S GENERAL FUND AND PROVIDING FOR THE REPAYMENT OF SUCH FUNDS BY FEBRUARY 2025

39. Acceptance of Quarterly Report of Investments for the Quarter ending December 31, 2023 and Interest Earned for Three Months Ending December 31, 2023 – Roman

Acceptance of quarterly report required by the Public Funds Investment Act Section 2256.023 of the Texas Government Code on the total investments for the quarter ending December 31, 2023. The total increases to investment balances for the period were \$3,088,211.14 and total decreases were \$4,249,000.00, leaving a total of \$15,177,650.42 in outstanding investments for the quarter ending December 31, 2023. The total interest earned on all funds year to date was \$105,192.76.

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

Staff and City Manager recommend approval.

Mayor Pro Tem Plata moved to accept Quarterly Report of Investments for the Quarter ending December 31, 2023 and Interest Earned for Three Months Ending December 31, 2023. Motion was seconded by Councilman Vela and approved unanimously 4-0.

40. Discussion and Consideration on approval of renewal of the Time Clock Plus (TCP) in the amount of \$58,201.09 for the first year - Roman

The terms of the original purchase of the TCP program was lapsing and staff was asking for its renewal for a period of three years with the option of renewing for the subsequent two years in 1 year increments. Item was budgeted.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve the renewal of the Time Clock Plus (TCP) in the amount of \$58,201.69 for the first year. Motion was seconded by Councilman vela and approved unanimously 4-0.

41. Authorization to approve Change Order #3 for Gabriel Drainage Improvements Project for the City of Mission in the amount of \$2,501.04 – Bocanegra

The City of Mission was seeking authorization to approve Change Order #3 for Gabriel Drainage Improvements Project for the City of Mission.

Contractor would be adding a Tack Coat & 2-inch Overlay on Girasol St. The amount of this Change Order was \$2,501.04. Therefore, City Staff was recommending Change Order # 3 for the total amount \$2,141,521.41 with approved Change Order.

Staff and City Manager recommend approval.

Mayor Pro Tem Plata moved to approve Change Order #3 for Gabriel Drainage Improvements Project for the City of Mission in the amount of \$2,501.04. Motion was seconded by Councilman Vela and approved unanimously 4-0.

42. Authorization to award bid for Meter Connect Supplies for the Public Works Department – Bocanegra

The City of Mission accepted and opened two (2) bid responses for Meter Connect Supplies. Staff recommended awarding to Core & Main who was the lowest responsible bidder meeting all specifications. Recommendation was based solely on estimated quantities and orders would be placed on an as needed basis throughout the one-year base term.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to award bid for Meter Connect Supplies for Public Works Department. Motion was seconded by Councilman Vela and approved unanimously 4-0.

43. Approval of Ordinance # 5509 of the City Council of the City of Mission Amending Chapter 110, Traffic and Vehicles, Article IX, Miscellaneous Driving Rules, by adding new Section 110.502, Traverse Flooded Street with Vehicle – Terrazas

Operating vehicles through flooded streets at unreasonable speeds and creating a wake on flooded streets increases the risks of personal injury and damage to properties adjoining such flooded streets. Prohibiting such activity will help to reduce damage to homes and personal property from flooding.

It shall be unlawful for any person to traverse a flooded street in an automobile, truck, boat, or other vehicle or vessel at such speed as to create a wake therein that may or is likely to cause personal injury or damage or increased flooding to the property or premises adjoining such flooded street or streets.

Each violation of this Ordinance would be punishable by a fine not to exceed \$500.00.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Ordinance # 5509 of the City Council of the City of Mission Amending Chapter 110, Traffic and Vehicles, Article IX, Miscellaneous Driving Rules, by adding new Section 110.502, Traverse Flooded Street with Vehicle. Motion was seconded by Councilwoman Ortega and approved unanimously 4-0.

ORDINANCE NO. 5509

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION AMENDING CHAPTER 110, TRAFFIC AND VEHICLES, ARTICLE IX, MISCELLANEOUS DRIVING RULES, BY ADDING NEW SECTION 110.502, TRAVERSING FLOODED STREET WITH VEHICLE

44. Ratification of Los Indios Lift Station emergency repairs in the amount of \$110,000 to the 5125 Company and approval of respective budget amendment – Terrazas

In accordance with Local Government Code, General Exceptions, Paragraph 252.022 (a)(1)(2) "a procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the

municipality” and “a procurement necessary to preserve or protect the public health or safety of the municipality’s residents”, hence staff was seeking authorization as an “Emergency Purchase”.

Sewer backup was being experienced in the Sharyland Plantation area. After evaluating the situation, it was discovered that the discharge pipes were perforated and two pumps were not functioning properly. Thus, resulting in possible sanitary sewer backup to residents’ homes.

Request to ratify payment for repairs to The 5125 Company for \$110,000 and Budget Amendment – BA 24-12.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to ratify payment for Los Indios Lift Station emergency repairs in the amount of \$110,000 to the 5125 Company and approval budget amendment BA 24-12. Motion was seconded by Councilman Vela and approved unanimously 4-0.

45. Ratification of Wastewater Treatment Plant Wet Well Rehab emergency repairs in the amount of \$159,636.32 to Mor-Wil, LLC and approval of respective budget amendment – Terrazas

In accordance with Local Government Code, General Exceptions, Paragraph 252.022 (a)(1)(2) “a procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality’s residents or to preserve the property of the municipality” and “a procurement necessary to preserve or protect the public health or safety of the municipality’s residents”, hence staff was seeking authorization as an “Emergency Purchase”.

After evaluating the situation, it was discovered that the concrete wet well was eroding and discharge pipes were corroding. Thus, resulting in possible wastewater backup. Delaying the maintenance could have led to more severe damage, requiring extensive and expensive repairs.

Request to ratify payment for repairs to Mor-Wil, LLC for \$159,636.32. and budget amendment BA 24-13.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to ratify payment of Wastewater Treatment Plant Wet Well Rehab emergency repairs in the amount of \$159,636.32 to Mor-Wil, LLC and approval of budget amendment BA 24-13. Motion was seconded by Councilman Vela and approved unanimously 4-0.

UNFINISHED BUSINESS

46. TABLED: 06/10/2024 - Adoption of Fee Waiver and Discounted Rate Policy for the Mission Event Center - A. Lerma

Item remained on the table.

ROUTINE MATTERS

City Manager Comments – Donuts with Chief Cesar Torres was held on Tuesday, June 26. 4th of July Celebration will be held on July 3 at the Mission Event Center from 6-10 p.m. Sandbag distribution will be taking place every Saturday during hurricane season at the Speer Memorial Library from 8 a.m. to 1 p.m. City Hall will be closed on July 4 in celebration of Independence Day.

City Council Comments – Councilwoman Ortega wished everyone a nice and enjoyable summer.

Mayor's Comments - None

At 6:20 p.m., Mayor Pro Tem Plata moved to convene into Executive Session. Motion was seconded by Councilman Vela and approved unanimously 4-0.

EXECUTIVE SESSION

Upon conclusion of Executive Session at 7:49 p.m., Mayor Pro Tem Plata moved to reconvene the regular meeting. Motion was seconded by Councilwoman Ortega and approved unanimously 4-0.

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

No Action

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

No Action

3. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) and 551.074 (Personnel Matters) and Fire Department concerning Meet & Confer Agreement between City of Mission, TX and Mission Firefighters Association International Association of Fire Fighters, Local 3609.

Councilwoman Ortega moved to appoint Mayor Garza, Councilman Vela, City Manager Mike Perez and City Attorney Patricia Rigney to meet with the union regarding amendments to the Meet and Confer Agreements. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 4-0.

4. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) regarding City of Mission vs. Warehouse Event Center LLC, dba Blackout Private Social Club and Yair C. Cruz, CL-23-2429-H, in the Hidalgo County Court No. 8, Hidalgo County, Texas.

Councilwoman Ortega moved to proceed as discussed in executive session. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 4-0.

5. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) consideration and possible action to engage Caso Law Firm, PLLC for grant services

Councilman Plata moved to engage Caso Law Firm, LLC. Motion was seconded by Councilman Vela and approved 3-0 with Councilwoman Ortega against.

6. Closed session pursuant to Tex. Gov't Code Section 551.072 (Deliberation regarding real property) Consideration of the use of eminent domain to acquire a tract of land containing 0.283 of one acre situated in the City of Mission, County of Hidalgo, Texas, being part or portion out of Lot 265, John H. Shary Subdivision, according to plat thereof recorded in Volume 1, Page 17, Hidalgo County Map Records, which said 0.283 of one acre being out of a certain tract conveyed to Ricardo Martinez and wife, Petra Martinez, by virtue of a Warranty Deed recorded under Document Number 1047422, Hidalgo County Official Records, Hidalgo County, Texas, to acquire for the public purpose of completing Shary Road Sewer Extension, (Parcel 1)

No Action

7. Closed session pursuant to Tex. Gov't Code Section 551.072 (Deliberation regarding real property) Discussion, Consideration of Counter-offer and possible action on proposed 15.0-foot Utility Easement described as a tract of land containing 0.100 of one acre situated in the City of Mission, County of Hidalgo, Texas, being a part or portion out of Lot 31-6, West Addition To Sharyland, according to the plat thereof recorded in Volume 1, Page 56, Hidalgo County Map Records, which said 0.100 of one acre being a part or portion out of a larger tract of land conveyed to Mo-Lo LTD by virtue of a Warranty Deed recorded under Document Number 842052, Hidalgo County Official Records.

No Action

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

No Action

RECONVENE

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

ADJOURNMENT

At 7:54 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilman Vela and approved unanimously 4-0.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



MINUTES

PRESENT:

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

ABSENT:

Jessica Ortega, Councilwoman

ALSO PRESENT:

Julian Gonzalez
Diana Izaguirre
Joel Geshey
Shelby Geshey
Eduardo Rodriguez

STAFF PRESENT:

Juan Pablo Terrazas, P.E., Asst. City Manager
Andy Garcia, Asst. City Manager
Susie de Luna, Planning Director
Teclo Garcia, MEDC CEO
Abel Bocanegra, P.E., City Engineer

SPECIAL MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Gonzalez Garza called the meeting to order at 5:37 p.m.

DISCLOSURE OF CONFLICT OF INTEREST

None

CITIZEN'S PARTICIPATION

None

At 5:39 p.m. Mayor Norie Garza asked to consider executive session items 1 and 2.

AGENDA ITEMS

1. Preliminary Plat Approval: Bryan's Landing Subdivision (Private), A 27.969 acre tract of land out of Lot 29-10, West Addition to Sharyland, R-1A, Developer: Omar Garcia, Engineer: Izaguirre Engineering Group, LLC - De Luna

On July 3, 2024 the Mission Planning & Zoning held a Public Hearing to consider the Preliminary & Final Plat Approval for Bryan's Landing Subdivision. The subject site is located on the east side of Bryan Road and was approximately 920' north of E. Mile 2 Road. There was public opposition during the Planning & Zoning Meeting.

The developer was requesting variances on area requirements for one lot (Lot 78). The minimum lot area for a corner lot was 9,000 sq ft. per Zoning Code - Article VIII - Sec.1.37 - No. 5 - Area requirements. Currently, the lot was 8,029.13 sq. ft.

Staff recommended approval of the plat and its variance subject to: 1) Capital Recovery Sewer Fees; 2) Payment of Park Fees; 3) Water District Exclusion; and 4) Assignment of Water Rights.

The board recommended approval.

Julian Gonzalez requested that the developers comply with all rules and regulations of the subdivision process that the city has and was not in favor of the variance being requested.

Joel Geshey, 1012 E. 2 Mile Line spoke about the conflict of interest regarding this project. He stated the irrigation canal that was abutting this development was dangerous and asked if a traffic study had been requested.

Diana Izaguirre clarified the variance was for only one lot. Drainage report had been submitted and approved by the city.

Eduardo Rodriguez representing the developer stated that 20 feet would be conveyed to the Irrigation District which would create a buffer. The subdivision would be a private subdivision which would be responsible for the maintenance of the fence.

Shelby Geshey requested for the council to consider having the developer place an 8' fence instead of a 6' fence for safety reasons.

Mayor Pro Tem Ruben Plata had legal questions and asked to discuss in executive session.

At 6:44 p.m. Councilman Alberto Vela moved to convene into executive session. Motion was seconded by Councilwoman Marissa Gerlach and approved unanimously 4-0.

Upon conclusion of Executive Session at 6:55 p.m., Mayor Pro Tem Plata moved to reconvene the special meeting. Motion was seconded by Councilman Vela and approved unanimously 4-0.

Mayor Pro Tem Plata move to approve Preliminary Plat Bryan's Landing Subdivision and variance of Lot 78 with an added plat note that the HOA would be responsible to maintain the 20 feet conveyance if the irrigation district failed to maintain the property. Motion was seconded by Councilman Vela and approved unanimously 4-0.

UNFINISHED BUSINESS

Item 2 remained on the table.

2. TABLED: 06/24/2024 - Adoption of Fee Waiver and Discounted Rate Policy for the Mission Event Center - A. Lerma

At 5:39 p.m., Mayor Pro Tem Plata moved to convene into Executive Session. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

EXECUTIVE SESSION

Upon conclusion of Executive Session at 6:17 p.m., Mayor Pro Tem Plata moved to reconvene the special meeting. Motion was seconded by Councilman Vela and approved unanimously 4-0.

1. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) relating to Meet and Confer negotiations with Mission Firefighters Association, IAFF Local 3609

Councilman Vela moved to approve the revised Meet and Confer Agreement with Mission Firefighters Association, IAFF Local 3609 as discussed in executive session. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

2. Closed session pursuant to Tex. Gov't Code Section 551.072 (Deliberation regarding real property) relating to Project Centro, Lots 4-6, Block 131, and Lot 2, Block 132, Mission Original

Townsite authorizing the commencement of an action by Mission Economic Development Corporation to acquire the foregoing lots through eminent domain in accordance with Section 505.105 of the Texas Local Government Code.

Mayor Pro Tem Plata moved to authorize the commencement of action by Mission Economic Development Corporation to acquire the lots through eminent domain relating to Project Centro, Lots 4-6, Block 131, and Lot 2, Block 132, Mission Original Townsite as discussed in executive session. Motion was seconded by Councilman Vela and approved unanimously 4-0.

ADJOURNMENT

At 6:57 p.m., Councilman Plata moved for adjournment. Motion was seconded by Councilman Vela and approved unanimously 4-0.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: July 8, 2024
PRESENTED BY: Mike R. Perez, City Manager
AGENDA ITEM: Acknowledge Receipt of Minutes – Perez
 Mission Economic Development Corporation – May 29, 2024
 Citizen’s Advisory Committee – May 28, 2024

NATURE OF REQUEST:

See attached minutes.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

**MINUTES
NOTICE OF REGULAR MEETING
MISSION ECONOMIC DEVELOPMENT CORPORATION
MAY 29, 2024 4:00 PM
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

PRESENT:

Richard Hernandez, President
Jose G. Vargas, Vice President
Deborah Cordova, Secretary
Estella Saenz, Treasurer
Julian Alvarez
Carl Davis
Mayor Norie Gonzalez Garza

ABSENT:

ALSO PRESENT:

Eugene Vaughan, JGKL LLP
Michael Fernuik, PGA, Shary Municipal Golf Course

STAFF PRESENT:

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

1. Call to Order and Establish Quorum.

After establishing a quorum of the Board of Directors, President Richard Hernandez called the meeting to order at 4:08 PM

2. Invocation: Carl Davis

3. Pledge of Allegiance: Julian Alvarez

4. Citizen's Participation: None

5. Approval of Minutes: April 24, 2024.

There being no corrections or additions, Vice President Jose G. Vargas moved for approval of the meeting minutes of April 24, 2024. Motion was seconded by Treasurer Estella Saenz and approved 7-0.

MEDC 5/29/2024, Pg. 2

6. Discussion and possible action for approval of Resolution No. 2024-03, A resolution of Mission Economic Development Corporation authorizing the request of Recover (USA) Inc., for the issuance of one or more series of revenue bonds, authorizing the filing of an application for allocation of volume cap for private activity bonds with the Texas Bond Review Board; authorizing public hearings regarding the bonds, and authorizing other action related thereto.

In the absence of Mr. Lee McCormick, President of Community Development Associates, CEO Tecló J. Garcia presented this item by saying that this was an inducement resolution for Recover (USA) Inc. bond project. Recover (USA) is in the production of renewable diesel fuel business. The company is a clean technology waste to energy company focusing on recovering and recycling diesel from oil-based drilling waste. MEDC originally approved an Inducement Resolution on December 16, 2020, for six potential project locations. The company has since limited the project to one initial location. The Texas Bond Review Board requires resolutions to be less than 18 months old when applying for bond allocation, so a new resolution is required. Assuming a \$40 million transaction, at closing the MEDC is expected to receive approximately \$85,000 for serving as Issuer of the bonds and an annual fee of \$10,000 until maturity. Mr. Garcia recommends that the MEDC Board adopt the resolution in the amount not to exceed \$100 million of tax-exempt private activity bonds to finance the proposed Project. Approval of this Resolution does not impose any payment or obligation on the Mission Economic Development Corporation or the City of Mission, Texas in connection with the financing.

Vice President Jose G. Vargas moved for approval of Resolution No. 2024-03 as presented. Motion was seconded by Julian Alvarez and approved 7-0.

Resolution No. 2024-03

Resolution regarding request of Recover (USA) Inc., for the issuance of one or more series of revenue bonds, authorizing the filing of an application for allocation of volume cap for private activity bonds with the Texas Bond Review Board; authorizing public hearings regarding the bonds, and authorizing other action related thereto.

7. Acceptance of adjusted Financial Statements for April 2024.

Financial Officer Joe Salazar presented and recommended acceptance of adjusted Financial Statements for April 2024.

There being no corrections or additions, Carl Davis moved for acceptance of the adjusted Financial Statement for April 2024. Motion was seconded by Secretary Deborah L. Cordova and approved 7-0.

8. Deliberation and possible action for approval of Amendment to FY 2023-2024 Budget.

CEO Tecló Garcia said that this item has to do with himself, Financial Officer Joe Salazar and Executive Assistant Judy Vega now being on the TIRZ staff. He mentioned that these positions were previously paid as contracted employees, but City Manager Mike Perez recommended that

MEDC 5/29/2024, Pg. 3

they be taken off as 1099 Miscellaneous or contracted labor, and be placed as normal paid staff; therefore, changing the structure. There is no obligation on the MEDC side. Mr. Salazar mentioned that the adjustments being made are to salaries and fringe benefits. The TIRZ is not reimbursing the City of Mission directly, they're reimbursing the city to offset the additional expenses. A revenue account is shown where a reimbursement from the TIRZ for the assigned employees will ultimately be a net-zero effect. He is recommending approval.

Vice President Jose G. Vargas moved for approval. Motion was seconded by Treasurer Estella Saenz and approved 7-0.

9. Presentation on Shary Municipal Golf Course Improvements.

CEO Teclo J. Garcia introduced Michael Fernuik, PGA, with the Shary Municipal Golf Course. Mr. Fernuik began his power point presentation by sharing images related to the improvements at the golf course. On his list of improvements or new equipment was the following: signage, a car utility vehicle; 27 new flagsticks and flags, 27 new hole signs and benches, ball washers, water cooler enclosures and bunker rakes on golf carts, and driving range lights. Funded by the MEDC was \$71,975.11, spent was \$49,964.69, and remaining balance is \$22,010.42. Mr. Fernuik said that there were items that have not started yet, for example, a fountain pond, trash receptacles, and a 150 ft. cement hitting pad driving range. Other pending items are clubhouse arena bag stands, and a #1 flood fairway fix. Mr. Fernuik mentioned that if anyone is interested in advertising on the benches or sponsoring the purchase of one, to please contact him. City Manager Mike Perez mentioned that there are other improvements that the golf course needs, but that the city will be revisiting the needs and budget to see how they can assist. Mr. Garcia also mentioned that the MEDC budget will also revisit their budget and an evaluation of other needed improvements may be made to see where we may assist. Mr. Fernuik thanked the MEDC Board for their support. No further comments were made.

At 4:53 PM. President Richard Hernandez announced that the Mission Economic Development Corporation Board will convene in closed session.

10. Closed Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001.

Deliberation and possible action regarding economic development negotiations or prospects (as permitted under Tex. Gov't Code Sec. 551.087), including, but not limited to the following:

Report from CEO as to potential prospect(s):

- A. Project Alley Cat**
- B. Project D-8**

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

- A. M.E.D.C. Land**
- B. Project Centro**

MEDC 5/29/2024, Pg. 4

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

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

Julian Alvarez left the meeting at 5:18 PM.

At 5:33 PM. President Richard Hernandez announced that the Mission Economic Development Board of Directors were reconvening in open session. Motions are as follows:

On report as to potential prospect(s):

- A. **Project Alley Cat**: Carl Davis moved to authorize staff to negotiate an incentive agreement in an amount not to exceed \$35,000 for the improvement of an alleyway, with the incentive to be paid in one installment, and to bring proposed agreement back before the Board for final approval at a subsequent meeting. Motion was seconded by Vice President Jose G. Vargas and approved 6-0.
- B. **Project D-8**: Vice President Jose G. Vargas moved to authorize staff to negotiate an incentive agreement in the amount not to exceed \$30,000 for the purchase of equipment and shelving and to provide working capital, with the incentive to be paid in one installment; and to bring a proposed agreement before the Board at a subsequent meeting. Motion was seconded by Treasurer Estella Saenz and approved 6-0.

Regarding Real Estate Property:

- A. **M.E.D.C. Land**: No action
- B. **Project Centro**: No action

11. CEO Report on Economic Activity.

CEO Tecló J. Garcia reported on the recent ICSC trip to Las Vegas, and said that MEDC Board member Carl Davis joined four of MEDC staff members on the trip. The ICSC Convention had about 25,000 retailers and the group had about 12 meetings, not only with retailers but with business contacts from here. He mentioned that the RGV Partnerships' booth had a huge presence and that he had also met with Killam Development executives. Mr. Davis said he saw first hand how business is conducted with retailers and learned what it takes to attract businesses. Mr. Garcia mentioned they met with Orangetheory representatives as well. Orangetheory has franchises, some in Web County and others in Cameron County. COO Belen Guerrero thanked the MEDC team, Brianna Casares and Stephanie Mendiola for assisting in the preparation of materials for this conference. Mr. Garcia encouraged the Board to participate at the Dallas convention next year. Mr. Garcia also mentioned that he was grateful to Mayor Norie Gonzalez Garza and TIRZ Chair Martin Garza, as well as City Manager Mike Perez for assigning him Int. Exec. Director of the TIRZ. Mr. Perez mentioned that the TIRZ is also economic development with great possibilities for growth.

MEDC 5/29/2024, Pg. 5

Mr. Garcia briefly reported on the recent Ruby Red Ventures competition and welcomed Brianna Casares, Director of Marketing and Programs to report on the competition. Ms. Casares mentioned that the FastTrack Kauffman Program, a seven-week program, was designed for entrepreneurs that were great at what they do, but that don't necessarily have the know-how to run a business. Upon completion of the program, the graduates were eligible to compete for funding. Six Mission business owners pitched their idea in a shark-tank style pitch where a judging panel deliberated. First place winner (\$25,000) was Inner Spark Performing Arts, a dance instructor who teaches kids not only how to dance but on body mechanics and movements focusing on safety; second place winner (\$15,000) was Wildcat Productions, a media production company; and third place winner (\$10,000) was Through My Eyes Apparel. This last winner is a blind business owner whose business tailors to vision impaired clients. Participants who did not place in the competition walked away with a \$2,000 consolation stipend.

12. President Comments.

President Richard Hernandez mentioned that the TIRZ team now in place is a vital part of what's happening now in Mission. TIRZ was instrumental in the construction of the Mission water tower by the Mission Event Center. Six years are left in the life of the TIRZ, but not many know what the TIRZ is and was. The current project plan was developed even before the TIRZ was created. He wants the MEDC Board to work together with the TIRZ for more growth and prosperity. Projects that TIRZ has completed involve water towers, lift stations, infrastructure developments, and developer subdivisions. He thanked the Board for their time and their hard work.

13. Adjournment.

Carl Davis moved to adjourn the meeting. Motion was seconded by Vice President Jose G. Vargas and approved 6-0. The meeting was adjourned at 6:00 PM.

Richard Hernandez, President

ATTEST

Deborah L. Cordova, Secretary

CITIZEN'S ADVISORY COMMITTEE
May 28, 2024
Regular Meeting

Members Present

Lorenzo Garza, Chairman

Zoreida Lopez, Vice-Chairwoman

Alma Garcia

Francisco Cadena

Monika Rosales-Flores

Emigdio Villanueva, Jr.

Members Absent

Cynthia Pacheco

Marsha Terry

Roxanne Mendez

Staff Present

Jo Anne Longoria

Esther Rivera

Danny Sanchez

Call Public Hearing to Order to Establish Quorum

Chairman Lorenzo Garza called Regular Meeting to order at 5:41 pm. Mr. Danny Sanchez conducted roll call. He stated that six members were present therefore there was quorum.

Citizens Participation

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

Discussion and Recommendation to Approve Minutes for Regular Meeting held on April 23, 2024, Public Hearings held April 30, 2024 and May 14, 2024, and Joint Meeting held on May 14, 2024

Mr. Sanchez asked the members if they have reviewed the minutes for the Regular Meeting held on April 23, 2024, Public Hearings held April 30, 2024 and May 14, 2024, and Joint Meeting held on May 14, 2024. He asked if there were any questions or comments. After a brief discussion, Chairman Garza asked for a motion to approve the minutes as presented. Ms. Monika Rosales-Flores motioned to approve the minutes as presented. Vice-Chair Zoreida Lopez seconded the motion. Motion carried (6-0).

Presentation on Music at the Park Joined by Spring Rally

Ms. Esther Rivera presented Music at the Park Joined by Spring Rally. She began the presentation displaying Power Point slides of the Proclamation received from the City of Mission. She continued to narrate the activities for the event. After a brief discussion, Chairman Garza thanked Ms. Rivera for the presentation and moved on to the next item.

Discussion and Recommendation on Status of Housing Assistance Program (HAP) Applicant Waiting List

Ms. Rivera presented the Status of HAP Applicant Waiting List. She stated that applicants numbered 1,2,3,7, and 8 are underway and are scheduled for demolition, and the other three applicants are set for rehabilitation. Chairman Garza inquired about the lead-based paint test. Ms.

Jo Anne Longoria stated that the lead-based test cost \$1,120 and are waiting for the results to continue with the floor plan and specifications. After a brief discussion, Chairman Garza asked for a motion to approve the Status of Housing Assistance Program (HAP) Applicant Waiting list. Ms. Alma Garcia motioned to approve the Status of Housing Assistance Program (HAP) Applicant Waiting List. Mr. Francisco Cadena seconded the motion. The motion carried (5-1)(Villanueva against).

Discussion and Recommendation to Approve Tentative Schedule for Annual Action Plan FY 2024-25

Ms. Longoria stated that she had previously updated the Tentative Schedule for Annual Action Plan FY 2024-25 and will now add a CAC Public Hearing/Regular Meeting for the Substantial Amendment scheduled on June 25, 2024 at the Mission Resource Center. She also stated that the Public Notices were going to be published on June 7, 2024 inviting the public to comment. Ms. Longoria advised CAC members that on June 24th they were welcome to attend the Public Hearing with City Council to present the proposed allocations for the upcoming fiscal year. Ms. Longoria concluded by stating that she also included a meeting on July 22nd to present the Final Annual Action Plan and Substantial Amendment for the Consolidated Plan and Strategy with City Council. After a brief discussion, Chairman Garza asked for a motion to approve the Tentative Schedule for Annual Action Plan FY 2024-25. Mr. Emigdio Villanueva, Jr. motioned to approve the Tentative Schedule for Annual Action Plan FY 2024-25 as presented. Ms. Garcia seconded the motion. Motion carried (6-0).

Discussion and Recommendation on Proposed Substantial Amendment for Five Year Consolidated Plan and Strategy FY 2023-27

Ms. Longoria presented the Proposed Substantial Amendment for Five Year Consolidated Plan and Strategy FY 2023-27. She began by stating that the Five-Year Consolidated Plan was approved last fiscal year in July, with the priorities (high or low) outlined as: provide decent safe affordable housing (high), provide for special needs populations (high), provide neighborhood revitalization efforts (low), provide economic development (low), and other such as administrative costs (high). Ms. Longoria explained the process needed to amend the Consolidated Plan and Strategy, and how funding was affected due to the direction and need for infrastructure. After a brief discussion, Chairman Garza asked for a motion to approve the Proposed Substantial Amendment for Five Year Consolidated Plan and Strategy FY 2023-27. Vice-Chair Lopez motioned to approve Proposed Substantial Amendment for Five Year Consolidated Plan and Strategy FY 2023-27 as presented. Ms. Garcia seconded the motion. Motion carried (6-0).

Discussion and Recommendation on Proposed Funding Allocations for Annual Action Plan FY 2024-25

Ms. Longoria presented the Proposed Funding Allocations for Annual Action Plan FY 2024-25 with a \$980,555 budget. She informed that the City Manager and staff recommended the following agencies/departments: CAMP University \$3,000; Amigos Del Valle \$17,000; CASA of Hidalgo County \$1,000; Comfort House \$3,000; Children's Advocacy Center \$11,000; LRGVDC (AAA) \$3,000; LRGVDC (Veterans) \$0; Hope Family Health Center \$3,000; Silver Ribbon \$3,000; ToGive International \$3,000; Emergency Rental Assistance Program \$5,864; Boys and Girls Club \$0; Speer Memorial Library \$12,455; Parks and Recreation Department Hike and Bike \$240,000;

Parks and Recreation Department Astroland \$229,125; Public Works Astroland \$150,000; Affordable Homes of South Texas, Inc. \$100,000; Program Administration \$196,111. Members discussed funding allocations for each agency and department individually and finalized recommended amounts. Chairman Garza asked Mr. Sanchez to read back the funding recommendations as followed: CAMP University \$5,000; Amigos Del Valle \$43,864; CASA of Hidalgo County \$1,000; Comfort House \$1,000; Children's Advocacy Center \$18,000; LRGVDC (AAA) \$10,000; LRGVDC (Veterans) \$0; Hope Family Health Center \$8,000; Silver Ribbon \$3,000; ToGive International \$3,000; Emergency Rental Assistance Program \$0; Boys and Girls Club \$0; Speer Memorial \$12,455; Parks and Recreation Department Hike and Bike \$250,000; Parks and Recreation Department Astroland \$229,125; Public Works Department Astroland \$150,000; Affordable Homes of South Texas, Inc. \$50,000; Program Administration \$196,111. After a brief discussion, Chairman Garza asked for a motion to approve the Proposed Funding Allocations for Annual Action Plan FY 2024-25. Ms. Garcia motioned to approve the Proposed Funding Allocations for Annual Action Plan FY 2024-25 as presented. Mr. Villanueva seconded the motion. Motion carried (6-0).

Other Business

A. Progress Reports- April

Mr. Sanchez presented the Unofficial Progress Reports for April 2024. He explained the expenditures received to date for the agencies, housing and administration. He also mentioned the CDBG-CV expenditures for Emergency Assistance Program, Affordable Homes, and Fire Department. After a brief discussion, Chairman Garza asked for a motion to approve the progress reports as presented. Ms. Garcia motioned to approve the Progress Reports as presented. Vice-Chair Lopez seconded the motion. Motion carried (6-0).

B. Chairman's Comments

Chairman Garza thanked the CAC members and staff for their discussions on funding recommendations.

C. Committee Member's Comments

CAC members expressed a need for improvement when the agencies/department's present their requests of funding for the following fiscal year.

D. Director's Comments

No comments at this time.

Adjourn

Chairman Garza asked for a motion to adjourn the meeting. Ms. Garcia motioned to adjourn the meeting. Vice-Chair Lopez seconded the motion. Motion carried (6-0). The meeting was adjourned at 8:14 pm.

Lorenzo Garza, Chairman



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: July 8, 2024

PRESENTED BY: Susie de Luna, Planning Director

AGENDA ITEM: Approval of Resolution # _____ Regarding Waterline Access Agreement with Sharyland Water Supply within City of Mission’s ETJ for Town & Country McAllen, LLC – Turtle Cove Subdivision – De Luna

NATURE OF REQUEST:

The proposed Town & Country McAllen, LLC – Turtle Cove Subdivision is a 7.417 Acre Tract of land out of Lot 33-1 West Addition to Sharyland Subdivision located approximately 900’ from the intersection of Inspiration Road and W. Mile 3 Road within the service area of the Sharyland Water Supply Corporation and within the City of Mission’s ETJ.

Sharyland Water Supply Corporation has adequate-sized water lines to support fire hydrants in the area and requires an agreement be entered between the Corporation, the property owner and the City of Mission before such installation is allowed.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF MISSION, TEXAS TO APPROVE A WATERLINE ACCESS AGREEMENT BETWEEN THE SHARYLAND WATER SUPPLY CORPORATION, AND TOWN AND COUNTRY MCALLEN, LLC TURTLE COVE SUBDIVISION

WHEREAS, it is in the best interest of the citizens of Mission to provide the proper infrastructure for adequate fire protection for all new commercial and residential development; and

WHEREAS, The Proposed Town and Country McAllen, LLC – Turtle Cove Subdivision is located within the service area of the Sharyland Water Supply Corporation and within the City of Mission’s ETJ; and

WHEREAS, the Sharyland Water Supply Corporation has adequate-sized water lines to support fire hydrants in the area and requires an agreement be entered between the Corporation, the property owner and the City of Mission before such installation is allowed.

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

- 1. The City of Mission, Texas approves the agreement as shown on “ATTACHMENT A.”

READ, CONSIDERED and APPROVED this the 08th day of July, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

STATE OF TEXAS	§	BETWEEN:
	§	SHARYLAND WATER SUPPLY
	§	CORPORATION; EXCEL CARRIERS,
COUNTY OF HIDALGO	§	LLC; AND CITY OF MISSION

**WATERLINE ACCESS AGREEMENT
(with City and Owner)**

WHEREAS, Sharyland Water Supply Corporation ("SWSC") has a water distribution system which was designed for potable water distribution to rural communities, such system not designed specifically with the intent to provide water for fire protection purposes;

WHEREAS, the City of Mission ("**City**") through its own forces or through the forces of those subject to a contract to provide services, may provide fire protection services to its citizens, some of which fall within the area of the Certificate of Convenience and Necessity granted to SWSC;

WHEREAS, SWSC and City are mindful of the benefits that can be received by the citizens of the City and the members of SWSC with the availability of water for use in controlling fires and thereby for the protection of life and property;

WHEREAS, Town and Country McAllen, LLC ("**Owner**") is constructing a subdivision on the property described in **Exhibit "A"**, Turtle Cove Subdivision (the "**Subdivision**"), and desires fire protection for the Subdivision.

THEREFORE, in exchange for the recitals herein made, the consideration exchanged and the goodwill generated, SWSC, Owner and City agree as follows:

1. This agreement pertains only to those areas in the Subdivision which also are within the boundaries of the Certificate of Convenience and Necessity granted to SWSC in HIDALGO County, Texas and only **with respect to those areas specifically listed in Exhibit "A."** No other parts of SWSC lines shall be affected by this agreement unless specifically set forth in writing by the parties and adopted by official acts of their respective governing bodies.
2. Owner and City shall have access to SWSC lines with no less than six inches (6") in diameter for the purpose of operating, and maintaining a fire hydrant system in accordance with industry standards and all federal, state and local codes and as shown in **Exhibit "B"** ("**Fire Hydrants**"). Such Fire Hydrants to be used solely for the governmental purpose of fire-fighting. No other use of water shall be made under this agreement. City shall determine if the pressure and volume available on such lines are suitable and sufficient. SWSC shall gratuitously furnish to City's designated engineer, such waterline modeling information as it may have to the extent such information affects the lines and hydrants shown in Exhibit "A"; such information does not constitute any representation or warranty of any condition and is subject to all limitations, disclaimers, etc. found in this agreement.
3. Except as otherwise provided in this paragraph, all City fire hydrants on SWSC

waterlines or any part of SWSC's system, shall be painted black so as to be designated that they may be unavailable for use in a fire emergency and shall be operated by City such that a positive pressure of no less than 30 p.s.i. is maintained in SWSC's water line at the point of connection between the water line and the fire hydrant. Should City perform annual testing of each hydrant subject to this agreement so as to determine the color coding attributable to each hydrant under City's fire hydrant coding scheme, City may paint the tested hydrants the appropriate color under that color coding scheme for a period of one (1) year following the test, after which a new test must be done or the hydrant painted black until the appropriate test is done. Should a tested and color coded hydrant's condition change after being tested and its condition be such that a different color code is appropriate, City will immediately repaint the hydrant accordingly or should a year expire without a hydrant being re-tested, City will immediately paint it black and if City fails to so test and paint City's fire hydrants, SWSC may (but is not required to) do so at City's expense, such expense to be paid by City to SWSC upon demand. By allowing a hydrant subject to this agreement to be painted any color other than black, SWSC is not representing or warranting that the hydrant is available and suitable for use in a fire emergency.

4. The Fire Hydrants will be constructed by Owner and maintained by Owner and City as set out in Exhibit "B". If concrete is used for additional stability, the hydrant weep holes should not be covered.

5. All water used from the SWSC system will be reported monthly to SWSC by City. This report will state the estimated amount of water used, the date of use, the location of use and any problems encountered with the Fire Hydrants. Forms will be provided by City.

6. There may be an annual charge by SWSC for water used in fire protection. Such charge will be established annually by the Board of Directors. However, in no case will water be used for any domestic use, equipment wash-downs or construction purposes or any other purpose other than the actual use in controlling fires and maintaining the Fire Hydrants.

7. Because SWSC is a rural system that cannot patrol all locations daily, a problem may arise as to the abuse of Fire Hydrants by the taking of water for uses other than fire protection. If this becomes a problem, SWSC reserves the right to install security devices on all hydrants at the cost of City and Owner. Sufficient special wrenches, or keys, will be provided to SWSC by City at no cost to SWSC. Should City fail to install the required security devices, SWSC may install such devices as it deems appropriate at a cost to the City.

8. All Fire Hydrant maintenance, inspection and flushing will be done by City personnel, or those under contract to City, for which City will retain responsibility. A schedule will be set up by City to perform flushing no less frequently than once every six (6) months; maintenance, inspection and testing according to National Fire Protection Association 291 shall be performed by City no less frequently than every twelve (12) months. Such schedule shall be provided to SWSC in writing no later than thirty (30) days prior to any date shown on the schedule. City will maintain the Fire Hydrants such that they may be used as a temporary water sales point and as a flush valve by SWSC and if City fails to so maintain the Fire Hydrants, SWSC may (but is not required to) do so at City's expense, such expense to be paid by City to SWSC upon demand.

SWSC may use the Fire Hydrants as temporary water sales point and as a flush valves in order to assure the sanitary conditions of the potable water. In order to assure the integrity of its system and to maintain the sanitary conditions of the potable water, SWSC personnel will be present at the times of Fire Hydrants maintenance, inspection and flushing and no such activity will occur without such presence. All Fire Hydrants maintenance, inspection and flushing will be done at City's expense. SWSC may require such maintenance, inspection, and/or flushing to be made at any time, and after notice of such is given to City, such will be conducted as soon as reasonably possible.

9. All installation and replacement of Fire Hydrants and appurtenances will be performed by those personnel approved by SWSC and under City's and Owner's authority and responsibility, but only under SWSC's inspection for defects in construction that may affect water quality. No installation or replacement of Fire Hydrants and appurtenances may occur without the presence of SWSC personnel. All expenses involved in the installation and replacement of Fire Hydrants and appurtenances will be borne by City and Owner, including a reasonable fee for the presence and administration of SWSC's personnel.

10. CITY AND OWNER ACKNOWLEDGE AND AGREE THAT SWSC, BY ALLOWING ACCESS TO ITS SYSTEM, ASSUMES A DUTY TO NOT INJURE A PERSON EMPLOYED BY OR OTHERWISE AUTHORIZED BY CITY OR OWNER TO USE, ACCESS, OR IN ANYWAY BENEFIT FROM THE FIRE HYDRANTS, THE WATER THEREIN OR ANY APPURTENANCES THERETO (THE "USER") BY WILLFUL OR WANTON CONDUCT OR BY GROSS NEGLIGENCE AND THAT SWSC ASSUMES NO OTHER DUTY OR STANDARD OF CARE. CITY AND OWNER UNDERSTAND THAT THE STANDARD OF CARE ASSUMED UNDER THIS AGREEMENT DOES NOT REQUIRE SWSC TO WARN THE USER OF AN UNSAFE CONDITION OR TO MAKE AN UNSAFE CONDITION SAFE SHOULD SWSC BECOME AWARE, EITHER ACTUALLY OR CONSTRUCTIVELY, OF A CONDITION WHICH RESULTS IN AN UNREASONABLE RISK TO THE USER. FURTHER, CITY AND OWNER UNDERSTAND THAT SWSC MAY CHANGE THE CONDITION OF ITS SYSTEM IN A MANNER THAT MIGHT RENDER THE SYSTEM UNSAFE FOR A USER WITHOUT INCURRING LIABILITY FOR SUBSEQUENT INJURY TO USER BY THE NEW DANGER. CITY AND OWNER AGREE TO USE THE WATER AND SYSTEM AT ITS OWN RISK AND AS IT IS FOUND. SWSC, WITHOUT ACCEPTING ANY DUTY, GRATUITOUSLY WILL ENDEAVOR TO NOTIFY CITY AND OWNER OF ANY CONDITION THAT MIGHT RENDER THE SYSTEM UNSAFE FOR USE BY CITY AND OWNER SHOULD ITS MANAGER BECOME CONSCIOUSLY AWARE OF SUCH A CONDITION. SWSC HEREBY SPECIFICALLY DISCLAIMS ANY WARRANTY, GUARANTY OR REPRESENTATION, ORAL OR WRITTEN, PAST, PRESENT OR FUTURE, OF, AS TO, OR CONCERNING (A) THE NATURE AND CONDITION OF THE SYSTEM INCLUDING, WITHOUT LIMITATION, THE PIPELINES, HYDRANTS, FLUSH VALVES, APPURTENANCES, WATER AND REAL PROPERTY, THE SUITABILITY THEREOF FOR ANY AND ALL ACTIVITIES AND USES WHICH CITY AND OWNER MAY ELECT TO CONDUCT OR THE EXISTENCE OF ANY HAZARD OR CONDITION; (B) THE NATURE AND EXTENT OF ANY RIGHT-OF-WAY, LEASE, POSSESSION, LICENSE, RESERVATION, CONDITION OR OTHERWISE;

AND (C) THE COMPLIANCE OF THE SYSTEM OR ITS OPERATION WITH ANY LAWS, ORDINANCES OR REGULATIONS OF ANY GOVERNMENTAL ENTITY OR BODY. CITY AND OWNER ACKNOWLEDGE BY USE OF THE SYSTEM THAT IT HAS AND WILL INSPECT THE SYSTEM AND CITY AND OWNER WILL RELY SOLELY ON ITS OWN INVESTIGATION OF THE SYSTEM AND NOT ON ANY INFORMATION PROVIDED OR TO BE PROVIDED BY OR ON BEHALF OF SWSC. CITY AND OWNER FURTHER ACKNOWLEDGE THAT THE INFORMATION PROVIDED AND TO BE PROVIDED WITH RESPECT TO THE SYSTEM WAS OBTAINED WITHOUT CONSIDERATION BEING GIVEN AND SWSC (1) HAS NOT MADE ANY INVESTIGATION OR VERIFICATION OF SUCH INFORMATION; (2) DOES NOT MAKE ANY REPRESENTATION AS TO THE ACCURACY OR COMPLETENESS OF SUCH INFORMATION. ACCESS TO THE SYSTEM IS ALLOWED ON AN "AS IS", "WHERE IS" AND "WITH ALL FAULTS" BASIS, AND CITY AND OWNER EXPRESSLY ACKNOWLEDGE THAT, IN CONSIDERATION OF THIS ACCESS, SWSC MAKES NO WARRANTY OR REPRESENTATION, EXPRESSED OR IMPLIED, OR ARISING BY OPERATION OF LAW, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY OF CONDITION OR FITNESS FOR PARTICULAR PURPOSE WITH RESPECT TO THE SYSTEM OR ANY PORTION THEREOF.

CITY AND OWNER AGREE BY ITS USE OF THE SYSTEM, DIRECTLY OR THROUGH OTHERS, THAT SWSC SHALL NOT BE RESPONSIBLE OR LIABLE TO THE CITY AND OWNER, FOR ANY DEFECT, ERRORS, OMISSIONS, OR ON ACCOUNT OF ANY OTHER CONDITIONS AFFECTING THE SUBDIVISION, AS CITY AND OWNER MAKE USE OF THE SYSTEM "AS-IS", "WHERE-IS" AND "WITH ALL FAULTS" CITY AND OWNER OR ANYONE CLAIMING BY, THROUGH, OR UNDER CITY AND OWNER, HEREBY FULLY RELEASE SWSC, ITS EMPLOYEES, OFFICERS, DIRECTORS, REPRESENTATIVES, ATTORNEY AND AGENTS FROM ANY COST, LOSS LIABILITY, DAMAGE, EXPENSE, DEMAND, ACTION OR CAUSE OF ACTION ARISING FROM OR RELATED TO ANY DEFECTS, ERRORS, OMISSIONS, OR OTHER CONDITIONS AFFECTING THE SYSTEM. CITY AND OWNER BY THEIR USE OF THE SYSTEM, FURTHER ACKNOWLEDGE AND AGREE THAT THIS RELEASE SHALL BE GIVEN FULL FORCE AND EFFECT ACCORDING TO EACH OF THE EXPRESSED TERMS AND PROVISIONS.

TO THE EXTENT APPLICABLE AND PERMITTED BY LAW, CITY AND OWNER, IN CONSIDERATION FOR USING THE SYSTEM AND AS A MATERIAL INDUCEMENT TO SWSC FOR ALLOWING SUCH USE, WAIVE THE PROVISIONS OF THE TEXAS DECEPTIVE TRADE PRACTICES-CONSUMER PROTECTION ACT, AS WELL AS ALL OTHER STATUTORY PROVISIONS WHICH MIGHT CREATE A CLAIM AGAINST SWSC AS A RESULT OF THE USE OF SWSC'S SYSTEM. ACCORDINGLY, CITY AND OWNER, BY AND THROUGH THE BELOW SIGNING REPRESENTATIVES WHO HAVE BEEN GIVEN THE APPROPRIATE AUTHORITY BY THEIR GOVERNING BODIES STATE:

I WAIVE MY RIGHTS UNDER THE DECEPTIVE TRADE PRACTICES CONSUMER PROTECTION ACT, SECTION

17.41 ET SEQ, BUSINESS AND COMMERCE CODE, A LAW THAT GIVES CONSUMERS SPECIAL RIGHTS AND PROTECTIONS. AFTER CONSULTATION WITH AN ATTORNEY OF MY OWN SELECTION, I VOLUNTARILY CONSENT TO THIS WAIVER.

TO THE EXTENT APPLICABLE AND PERMITTED BY LAW, CITY AND OWNER, BY ITS USE OF THE SYSTEM, DIRECTLY OR THROUGH OTHERS, AGREE TO INDEMNIFY, PROTECT, DEFEND, SAVE AND HOLD HARMLESS SWSC, ITS EMPLOYEES, OFFICERS, DIRECTORS, REPRESENTATIVES, ATTORNEYS AND AGENTS FROM AND AGAINST ANY AND ALL DEBTS, DUTIES, OBLIGATIONS, LIABILITIES, SUITS, CLAIMS, DEMANDS, CAUSES OF ACTION, LOSSES, COST AND EXPENSES AND TO PAY ALL EXPERTS' AND ATTORNEYS' FEES AND EXPENSES AND COURT COSTS ASSERTED OR INCURRED BY SWSC AT ANY TIME AND IN ANY WAY RELATING TO, CONNECTED WITH, OR ARISING OUT OF THE CONDITION OF SWSC'S SYSTEM AND THE USE OF THE FIRE HYDRANTS OR THE OPERATION, MAINTENANCE AND MANAGEMENT THEREOF, INCLUDING ANY CLAIMS, SUITS, OR CAUSES OF ACTION ARISING FROM ANY NEGLIGENCE, INCLUDING GROSS NEGLIGENCE OF SWSC AND ITS AGENTS, OFFICERS AND EMPLOYEES AS THEY RELATE TO THE PROVISION OF WATER AND ACCESS TO SWSC'S SYSTEM UNDER THIS AGREEMENT.

IT IS THE EXPRESS INTENTION OF THE PARTIES THAT THE INDEMNITY PROVIDED FOR IN THIS AGREEMENT IS TO INDEMNIFY AND PROTECT SWSC FROM THE CONSEQUENCES OF ITS OWN NEGLIGENCE AND GROSS NEGLIGENCE, EVEN WHEN THAT NEGLIGENCE AND GROSS NEGLIGENCE IS FOUND TO BE THE SOLE CAUSE OF THE INJURY, DEATH OR DAMAGES. CITY AND OWNER ALSO WAIVE ALL RIGHTS TO SUBROGATION AGAINST SWSC.

11. This Agreement is intended to provide SWSC with all the protections and limitations from liability allowed by the laws as they exist and will exist, including, but not limited to, Texas Water Code § 67.0105, and the common law and all the terms and conditions hereof shall be liberally construed to effectuate this purpose and to sustain the validity of this Agreement. The parties agree that this Agreement shall not be construed in favor of or against either party on the basis that the party did or did not author the Agreement. This Agreement constitutes the entire agreement between the parties.

12. This agreement is effective upon execution by the parties and the recordation of Exhibit "A", with the official records of Hidalgo County and continues until terminated by either party in writing, such termination to occur only after written notice by the terminating party at least two (2) months prior to the termination date. All parties may terminate in the event of a default if such default is left uncured for 30 days after giving written notice.

13. Each person, signing below, warrants and represents to the parties to this Agreement, that he has been given full authority to execute this Agreement, such that it binds the party for which

he signs to fully fulfill the terms of this Agreement.

14. This Agreement is not executed for the benefit of any third party and its terms shall not be enforceable by or in favor of any person or entity other than the express parties to the Agreement.

15. Owner will list SWSC as an additional insured on all liability insurance policies it holds related to the Subdivision being the subject of this Agreement for the duration of this Agreement. Owner will provide SWSC with a certificate of insurance and notice 60 days prior to any cancellation.

16. SWSC shall have the right to locate the pipe and accessories necessary to provide water for the Fire Hydrants in the Subdivision at a point to be chosen by the SWSC, and shall have access to the Subdivision and equipment constructed by Owner and/or City at all reasonable and necessary times for any purpose with or in the furtherance of its business operations, and upon discontinuance of service, SWSC shall have the right to remove any of its equipment from the Subdivision. SWSC may inspect its valves, piping, and appurtenances to the supply line as well as the Fire Hydrants on an annual basis for a reasonable fee to be set by SWSC (initially \$200.00), which may be increased based on future costs increases to provide this service. Upon notice, Owner shall have personnel present as necessary to assist in the inspection. Owner shall install, at its own expense, any necessary fire service lines and equipment from SWSC's facilities and equipment to the point of use, including any customer isolation valves, backflow prevention and other equipment as may be specified by SWSC. SWSC shall also have access to the Subdivision for purpose of inspecting for possible illegal connections, cross-connections, potential contamination hazards, and illegal lead materials, and Owner and City agree to annual inspections of its own facilities for these conditions.

17. Owner and City shall enforce the following restrictions to ensure the public health and welfare. The following undesirable practices are prohibited by State regulations and by this Agreement:

a. No direct connection between the public drinking water supply and a potential source of contamination is permitted. Potential sources of contaminations shall be isolated from the Fire Hydrants by an air gap or an appropriate backflow prevention assembly in accordance with state regulations.

b. No cross-connection between the Fire Hydrants and a private water system is permitted. Potential threats to the public drinking water supply shall be eliminated at the service connection by the proper installation of an air gap or an appropriate backflow prevention assembly. Backflow assemblies require annual inspections and testing by a certified backflow prevention assembly tester and documentation of the inspections reflecting proper installation, maintenance, and operation must be provided to the SWSC no later than 30 days after the inspection.

c. No connection which allows condensing, cooling, industrial process water, or any

water of unknown quality to be returned to the Fire Hydrants or the public drinking water supply is permitted.

d. No pipe or pipe fitting which contains more than 8.0% lead may be used for the installation or repair of the plumbing in the Fire Hydrants.

e. No solder or flux which contains more than 0.2% lead may be used for the installation or repair of the plumbing in the Fire Hydrants.

18 SWSC may notify Owner and/or City of any cross-connection or other undesirable practices which have been identified during the initial or subsequent inspection. Owner and/or City shall immediately correct any undesirable practice in the Subdivision. Owner and/or City shall, at its expense, properly install, test and maintain any backflow prevention device required by the SWSC. Copies of all testing and maintenance records shall be provided to the SWSC. Failure to comply with the terms of this Agreement shall cause the SWSC to terminate services or properly install, test, and maintain an appropriate backflow prevention device at the service connection at Owner's and/or City sole expense. Any expenses associated with the enforcement of this Agreement shall be paid to SWSC upon presentation to Owner and/or City.

19. Owner shall grant to SWSC, now and in the future, any easements required for the purpose of installing, maintaining, and operating such pipelines, meters, valves, and any other equipment which may be deemed necessary by the SWSC to extend or improve SWSC's service for existing and future customers and members of SWSC, on such forms as are required by the SWSC.

20. Owner and City agree that the maximum amount of liability to Owner and City that may be incurred by SWSC by virtue of any noncompliance with the terms of this Agreement is limited to the amount of fees paid by Owner and City to SWSC for services provided under this Agreement during the calendar year in which the noncompliance occurs.

21. Should any amounts to be paid by any party hereto, remain unpaid after the date the payment is due, such unpaid amount shall accrue interest, payable to the party to which the payment is due, at an annual, compounded rate of ten percent (10%) from the date the payment is due until it is fully paid.

22. In the event any litigation arises out of this Agreement between the parties hereto, the nonprevailing party shall pay the prevailing party all reasonable and necessary attorney's fees, expert fees, expenses and costs of court expended or incurred in connection with the litigation pursuant to Section 271.153 of the Texas Local Government Code or other authority.

By signing and delivering this Agreement to the appropriate official of SWSC, the Owner authorizes completion of this Agreement by filling in the Effective Date below.

IN WITNESS WHEREOF, EXECUTED by SWSC, Owner and City, acting under the authority of their respective governing bodies in multiple originals on the date indicated below.

SIGNED this day of _____, 20_____.

THE CITY OF MISSION
1208 E. 8th Street
Mission, TX 78572
(956) 580-8650 (phone)
(956) 580-8659 (fax)

ATTEST:

By: _____,
Anna Carrillo, City Secretary

By: _____,
Norie Gonzalez Garza, Mayor

APPROVED AS TO FORM:

By: _____,
Victor Flores, City Attorney

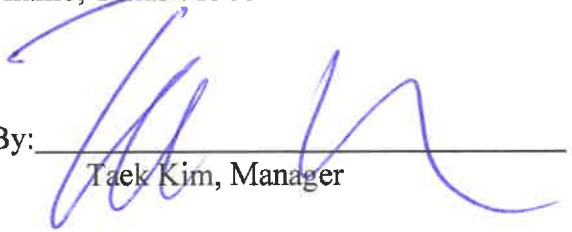
STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Norie Gonzalez Garza, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she is Mayor of the City of Mission, that she executed the same as the act of City of Mission for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 20_____.

Notary Public in and for the State of Texas

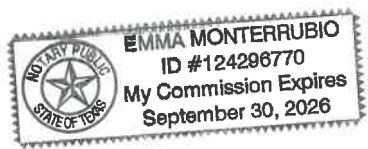
**TOWN AND COUNTRY MCALLEN,
LLC, A Texas Limited Liability Company**
1602 W. Expressway 83
Alamo, Texas 78516

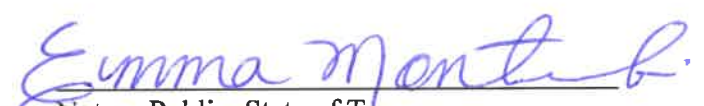
By: 
Taek Kim, Manager

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

BEFORE ME, the undersigned authority, on this day personally appeared Taek Kim, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he is the Manager of TOWN AND COUNTRY MCALLEN, LLC, and that he executed the same for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN under my hand and seal of office, this 7th day of May, 2024.




Notary Public, State of Texas

SHARYLAND WATER SUPPLY CORPORATION
4210 E. Main Ave.
Alton, Texas 78573
956-585-6081 (phone)
956-585-5450 (fax)

By: _____
Carlos Lima, General Manager

APPROVED AS TO FORM:

By: _____
Richard W. Fryer,
Attorney for Sharyland
Water Supply Corporation

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared **Carlos Lima**, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he is General Manager of **Sharyland Water Supply Corporation**, that he executed the same as the act of Sharyland Water Supply Corporation for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____
day of _____ 20____.

Notary Public in and for the State of Texas

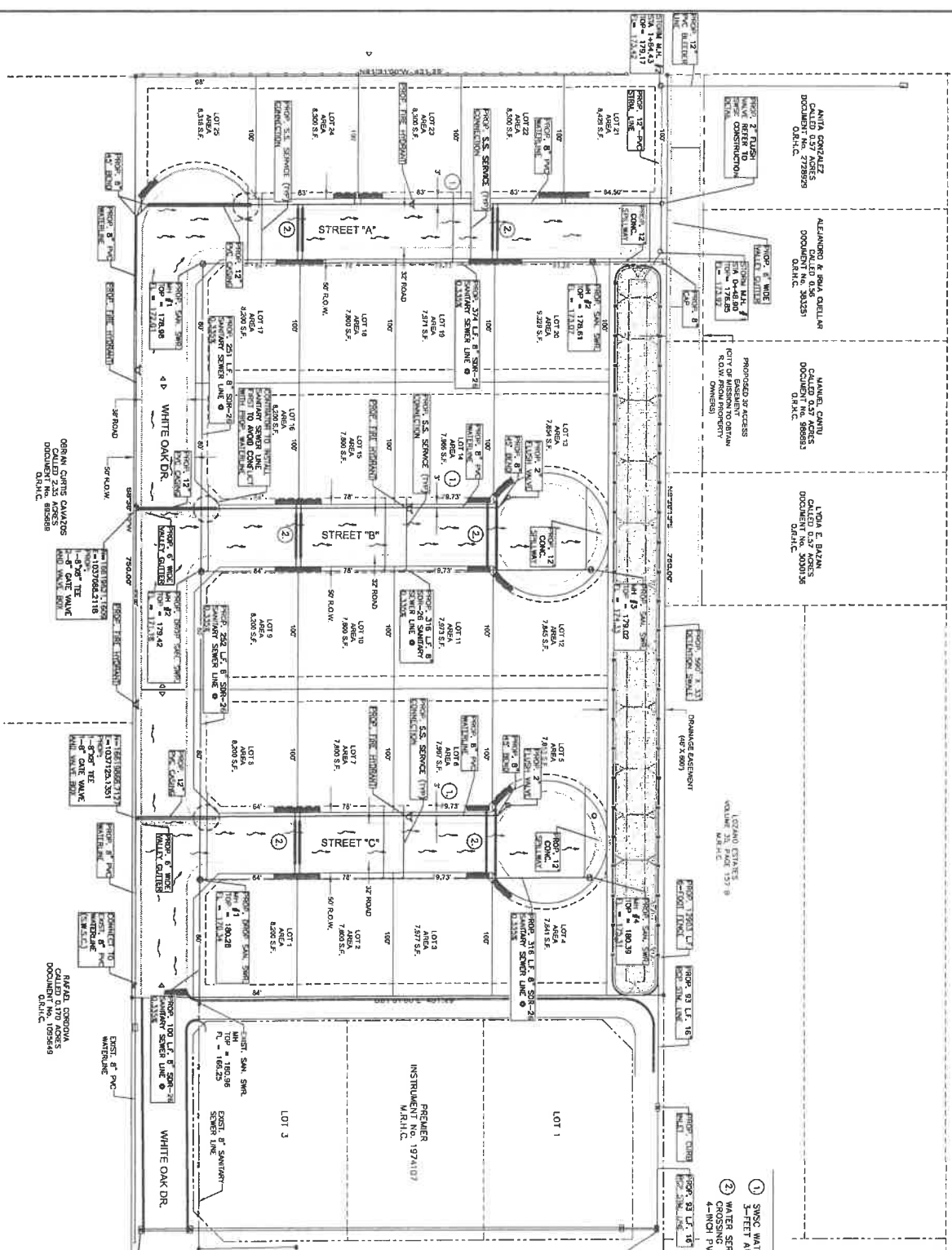
EXHIBIT "A"

A 7.417 Acre Tract of Land out of Lot 33-1, WEST ADDITION TO SHARYLAND SUBDIVISION, as per the map or plat recorded in Volume 1, Page 56, Map Records of Hidalgo County, Texas.

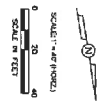
EXHIBIT "B"

Fire Hydrant Installation

Each fire hydrant run-out shall be equipped with a 6" flanged mechanical joint resilient seated gate valve. This valve may be located adjacent to the mainline or between the mainline and the hydrant. Each fitting (Branch Tee, Gate Valve & Hydrant) shall be separately supported by a concrete thrust block including anchor rods. Care must be taken that the hydrant drain be kept clear when pouring concrete. Mainline Tees shall have mechanical joint, flanged fittings. Mega lugs shall also be used at all mechanical joint fittings.



- NOTES**
- ① 3-INCH WATER LINE TO BE PLACED INSIDE R.O.W. 3- FEET AWAY FROM THE PROPERTY LINE
 - ② WATER SERVICES TO BE 2-INCHES AND IF CROSSING THE STREET THEY MUST USE A 4-INCH PVC CASING



PROJ. NO.: SUB. 23.008
 DESIGNED: RS/CF
 DRAWN: CAD

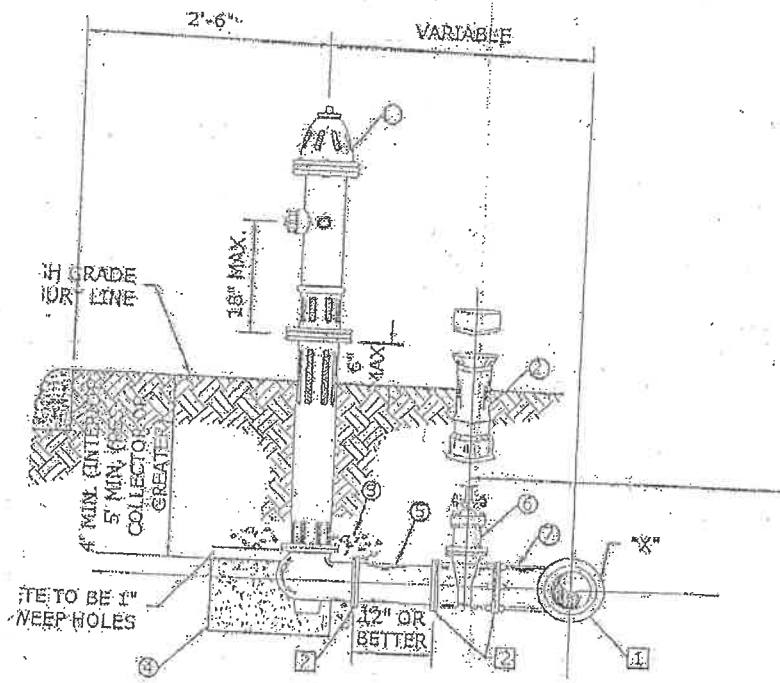
**TURTLE COVE
 SUBDIVISION
 MISSION, TEXAS**

**OVERALL UTILITIES
 LAYOUT**



CONSULTANTS LLC

TEXAS FIRM No. P-15526
 1805 MOZELLE ST. PHARR, TEXAS 78877
 (817) 883-9339
 (817) 883-9339
 RSLAZAR@TRIMDASTX.COM
 JPBREZ@TRIMDASTX.COM



NOTE:

- 1.) Oil shall be placed in hydrant at the time of installation
- 2.) Pumper nozzle shall face roadway. (5 1/2" N.S.T.)
- 3.) In certain instances, where distances permit, a Parallel Tee or Union-Tite 90 Degree elbow with restraining lugs may be used in lieu of a standard tee.
- 4.) Stainless steel bolts and nuts will be required in the event Tapping sleeves are used.

FIRE HYDRANT INSTALLATION

(CONSIST OF A FIRE HYDRANT, VALVE, AND VALVE BOX)

FIRE HYDRANT UNIT SHALL INCLUDE:

- 1.) FIRE HYDRANT W/ 4 1/2" PUMPER NOZZLE
- 2.) VALVE BOX
- 3.) 3 CU. FT. GRAVEL
- 4.) 3 CU. FT. CONCRETE: 1" BELOW HYDRANT WEEP HOLES
- 5.) 1 FT. MINIMUM PVC SPOOL
- 6.) 6" RESILIENT SEAT GATE VALVE (FLANGED X MECHANICAL JOINT)
- 7.) FLANGED X MECHANICAL JOINT CAST IRON TEE



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: July 8, 2024
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Authorization to solicit bids for Weedy Lot Abatement – De Luna

NATURE OF REQUEST:

Authorize staff to contract with third parties through the bidding process for the purpose of (1) abating nuisances pursuant to Article II of the Code of Ordinances captioned Weedy Lots, Unsanitary, Unsightly Conditions on Private Property, and/ or (2) cutting and removing all weeds, trash and brush from all City properties, easements and right of way and any other properties over which the City has dominion and control, and otherwise maintaining same in a neat and clean condition.

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

BUDGET: \$140,000 **EST. COST:** \$140,000 **CURRENT BUDGET BALANCE:** \$97,047

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Authorization to solicit for bids.

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

**City of Mission
Scope of Services
Bid Name/No.: "Weedy Lot Abatement"/ XX-XXX-XX-XX**

- I. Scope of Work:** The City of Mission is accepting bids for Weedy Lot Abatement services.
- II. Scope of Service:** The following scope of service describes the requirements and procedures in order to perform the service. Service will be coordinated with the Planning Department for proper scheduling. Some weekend work may be scheduled. The City shall not be responsible for overtime costs. Bid prices shall apply and remain firm to all work regardless of when performed.
- The Contractor is to provide all supervision, labor materials, supplies, tools and equipment necessary for the **cleaning and clearing**, loading and disposal of all **trash, debris, rubbish, organic debris, municipal solid waste, special waste and tires**. The Contractors shall mow all grasses, weeds and underbrush.
 - It is the intent of this scope of service to **define a fixed-price cost for mowing, as well as the pick-up and removal of trash, debris, rubbish, organic debris, municipal solid waste, special waste and tires**. These items for pick-up may be on public or private properties within the City of Mission.
 - The City reserves the right to enforce new regulations applicable to the contract, as needed, as a result of administrative, policy or ordinance changes.
- III. Contractor Work Plan with Inspections**
- Work orders assigned to Contract Areas must be picked up by the Contractor within **one (1)** business day after issuance of a notice from the Code Enforcement Division (via email or text). Unless an exception is granted or an amended work order is issued by the City, the Contractor shall complete the work within ten (10) working days. Work Orders will identify which category each property is considered for processing and invoicing.
 - Contractor is to have at a minimum two (2) three (3) man crews assigned to perform Weedy Lot Abatement Services.
 - **Contractor is to provide before and after pictures in color, of the entire area to be serviced in an electronic format (either email or USB). Before picture should include entire property, visible property address on a marker board, & yard stick showing the height of weeds or grass prior to mowing. All pictures must include: Address or Legal Description, date (month, day, year), and Before and After.**
 - **See Exhibit A attachment: Sample Invoice format to be used.**
 - **Any lacking or Invoice discrepancies need to be submitted within 24 hours after issuance of notice from Code Enforcement Division.**
- IV. Equipment**
- A. Mowers.** Provide either rigid-frame or batwing rotary mowers equipped with sharp blades to cleanly cut vegetation and with deflection devices to prevent flying debris ejected by the mowers, unless otherwise shown on the plans. Do not use rigid-frame mowers wider than 9 ft. in cutting width.
 - B. Emblems.** Provide slow-moving vehicle emblem affixed to rear of mowers.
 - C. Warning Lights.** Provide highly visible omni-directional amber flashing warning lights on tractors and work trucks.
 - D. Trimmers.** Provide trimmers for hand trimming.
- V. Work Methods.**
- A. Requirements.**
 - Set mower cutting height 3 in. depending on the work order and the type of terrain.
 - All organic debris and residuals from mowing shall be removed and disposed accordingly.
 - Perform mowing sequence as directed or as approved.
 - Do not mow wet ground when rutting can occur, unless otherwise approved.

- Do not mow designated non-mow areas. Areas mowed without approval from the City will be the sole responsibility of the contractor.
 - Immediately remove debris ejected onto the roadway. Remove mowed grass from roadway when determined to be a hazard. Contractor must comply with the City's Storm Water Management guidelines to insure that debris and grass clippings are properly disposed.
 - Hand-trim around fixed objects within mowed area. Complete hand trimming on each lot within 24 hr. of mowing. Do not damage trees or shrubs.
 - Restore appurtenances damaged by mowing operations.
 - Mow/cut along fence line.
- B. Mowing Types. Full-Width Mowing.** Mow vegetation in the entire lot, except for non-mow areas. This includes up to and including adjacent street, alley and/or right-of-way.

VI. Measurement. This Item will be measured by the sq. ft.

A. Full-Width Mowing. Full-Width Mowing is a range quantity measurement items. The quantity to be paid is the quantity shown in the price schedule range. Additional measurements or calculations will be made if adjustments of quantities are required.

VII. Payment. The work performed and materials furnished in accordance with this item and measured as provided under "Measurement" will be paid for at the unit price bid for each range identified in the price schedule. This price is full compensation for furnishing and operating equipment and for materials, tools, and incidentals.

VIII. Description. Remove and dispose of litter. Litter includes such as trash, organic debris, garbage, scrap metals, paper, wood, plastic, glass products, rubber products, tires, auto parts, deteriorated furniture, mattresses, household appliances, and large bulky items. Any exceptions to the listed items will be at the sole discretion of the Code Enforcement Officer and the contractor will be responsible for seeking clarification on disposal of private property. Items disposed by the contractor without approval from the City will be at the contractor's expense.

IX. Materials. Furnish bags, containers and labor.

X. Equipment. Provide equipment and tools. Provide equipment that prevents the accumulated debris from being strewn along the roadway during transport.

XI. Work Methods. Remove bagged litter on the same day it is collected. Do not remove dead animals or hazardous materials; instead notify the *Planning Department*. Dispose of litter off the area in accordance with federal, state, and local regulations.

A. Litter. Remove and dispose of litter from the area prior to mowing.

XII. Measurement. This Item will be measured as follows.

A. Litter. Above 3 cubic yards (see sample) with or without structure for each area serviced. Any litter less than 3 cubic yards will be included as part of the mowing price and will not be paid out as a separate line item.

XIII. Payment. The work performed and materials furnished in accordance with this Item and measured as per cubic yards will be paid for at the unit prices bid for "Litter Removal with or without structure". This price is full compensation for collecting, hauling, and disposing of litter and for equipment, labor, materials, tools, and incidentals.

XIV. Methods of Operation

All mowed grass and/or debris left on pavement and curb and gutter is to be removed by the Contractor.

Adjust mowers for a cutting height of 3"-5".

Where hand trimming is required, the grass will be cut to a height of 3"-5". Hand trimming operations will be conducted along with Mowing operations.

XV. Signing and Traffic Control Plan

The contractor will comply and shall furnish all signs, sign stands and safety flags required to protect the traveling public. The contractor will be responsible for the maintenance, repairs and replacement of all signs, and flags.

XVI. Warranty of Services

If the Contractor is required to correct or re-perform, it shall be at no cost to the City, and any services corrected or re-performed by the Contractor shall be subject to this clause to the same extent as work initially performed. If the Contractor fails or refuses to correct or re-perform, the City may, by contract, correct or replace with similar services and charge to the Contractor the cost occasioned to the City thereby, or make an equitable adjustment in the contract price. If the Contractor continues to refuse to correct the service and its performance the City reserves the right to move for termination of contract.

**City of Mission
Pricing Schedule
Bid Name/No.: "Weedy Lot Abatement"/ XX-XXX-XX-XX**

For any questions directly regarding the **"Weedy Lot Abatement- Bid No. XX-XXX-XX-XX"**, please call or email:

Edgar Chapa, Purchasing Buyer: echapa@missiontexas.us
Telephone: (956) 580-8667

NOTE:	For invitations for Bids the terms "Offer" and "Offeror" shall mean "Bid" and "Bidder", respectively; and for Requests for Proposal terms "Bid" and "Bidder" shall mean "Offer" and "Offeror", respectively, in this solicitation and any associated exhibits. Bids must be submitted on all quantities specified on this schedule.	
<u>The Offeror is required to Sign and Date Each Page of the Schedule</u> <u>Submit All Pages with the Offer.</u>		
ITEM NO.	BASE TERM (ONE YEAR) DESCRIPTION	Unit Price \$
1.	<u>0 to 6,000 Sq. Ft. Lot</u> Mowing Only with Structure – (No Litter) Mowing Only Without Structure – (No Litter) Mowing Only – With Structure Mowing Only – Without Structure Debris Removal Above 3 Cubic Yards – With Structure Debris Removal Above 3 Cubic Yards – Without Structure	 \$ _____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____
2.	<u>6,001 to 10,000 Sq. Ft. Lot</u> Mowing Only with Structure – (No Litter) Mowing Only Without Structure – (No Litter) Mowing Only – With Structure Mowing Only – Without Structure Debris Removal Above 3 Cubic Yards – With Structure Debris Removal Above 3 Cubic Yards – Without Structure	 \$ _____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____
3.	<u>10,001 to 25,000 Sq. Ft. Lot</u> Mowing Only with Structure – (No Litter) Mowing Only Without Structure – (No Litter) Mowing Only – With Structure Mowing Only – Without Structure	 \$ _____ \$ _____ \$ _____ \$ _____

	Debris Removal Above 3 Cubic Yards – With Structure	\$ _____
	Debris Removal Above 3 Cubic Yards – Without Structure	\$ _____
4.	<u>25,001 to 43,559 Sq. Ft. Lot</u>	
	Mowing Only with Structure – (No Litter)	\$ _____
	Mowing Only Without Structure – (No Litter)	\$ _____
	Mowing Only – With Structure	\$ _____
	Mowing Only – Without Structure	\$ _____
	Debris Removal Above 3 Cubic Yards – With Structure	\$ _____
	Debris Removal Above 3 Cubic Yards – Without Structure	\$ _____
5.	<u>Per Acre</u>	
	Mowing Only with Structure – (No Litter)	\$ _____
	Mowing Only Without Structure – (No Litter)	\$ _____
	Mowing Only – With Structure	\$ _____
	Mowing Only – Without Structure	\$ _____
	Debris Removal Above 3 Cubic Yards – With Structure	\$ _____
	Debris Removal Above 3 Cubic Yards – Without Structure	\$ _____

Renewal Terms: The City of Mission shall reserve the option to renew this contract for an additional two (2) consecutive, one (1) year periods at the end of the one-year base service period. A bidder may offer a fixed maximum percentage of escalation for each of the one-year options. The term of this contract shall be for one (1) year base from contract award date. The amount of escalation will be taken into consideration in evaluation of the bid. State maximum percentage of escalation applicable to all price line items as follows:

** _____ % 1st year renewal total option term

** _____ % 2nd year renewal total option term

***IF NO PERCENTAGE OF ESCALATION IS INCLUDED A ZERO PERCENTAGE WILL BE ASSUMED.**

**** Price Schedule continued on next page ****



Bid No: XX-XXX-XX-XX
Bid Name: Weedy Lot Abatement

EXHIBIT A

Sample Invoice with Before and After Pictures

WEEDY LOT ABATEMENT BID # 22-XXX

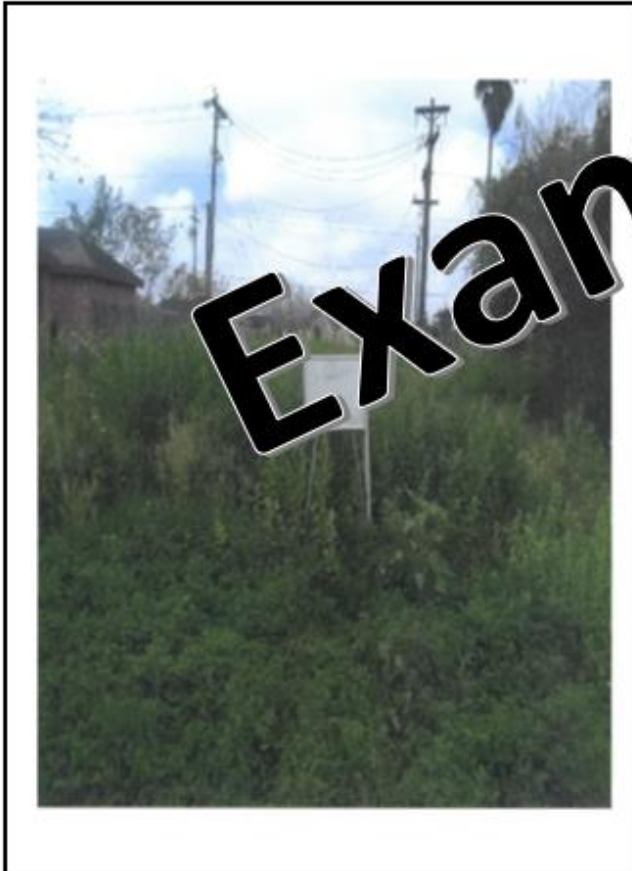
JOB SITE ADDRESS: 19xx Elm Street

 SUBDIVISION NAME: Monte Cristo
 DATE OF SERVICE: 8/25/2021
 LOT SQ FT: 6221
 PROPERTY ID: 111xxxx
 ACCOUNT #: A#####-00-000-0000-00
 INVOICE #: 1000

Mowing Only - With Structure (No Litter) \$80.00
 Mowing Only - Without Structure (No Li _____
 Mowing Only - With Structure _____
 Mowing Only - With Structure _____
 Debris Removal > 3 Cubic Yards - WI S \$40.00
 Debris Removal > 3 Cubic Yards - WO/ _____
 Total Invoice Amount **\$120.00**

BEFORE PICTURE:

AFTER PICTURE:



Example



Bid No: XX-XXX-XX-XX
Bid Name: Weedy Lot Abatement

EXHIBIT B

Sample of 3 Cubic Yard Container



3 Cubic Yard Container



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: July 8,2024

PRESENTED BY: Michael Fernuik, Golf Director

AGENDA ITEM: Approval of Interlocal Agreement between Sharyland Independent School District and City of Mission, Texas on behalf of Shary Municipal Golf Course to provide golf course and driving range usage to their respective golf teams - M. Fernuik

NATURE OF REQUEST:

A general working agreement between the City and District to coordinate accessibility and compensation for the District’s use of the Shary Municipal Golf Course by District golf teams, in an effort to maximize resources and provide increased services to the public during the 2024/2025 District school year. Also, to provide an area designated under the Shary Municipal Golf Course Clubhouse for the storage of Golf Clubs and Bags which can be secured. Sharyland ISD agrees to compensate Shary Municipal Golf Course the sum of \$19,000 for this usage once the Interlocal Agreement is signed.

BUGETED: Yes **FUND:** Golf Course **ACCT. #:** 03-300-31520

BUDGET: \$25,000 **EST. COST:** \$19,000 **CURRENT BUDGET BALANCE:** \$22,714

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

SHARY MUNICIPAL GOLF COURSE GOLF CLUB STORAGE AGREEMENT

This agreement is between the Shary Municipal Golf Course (Golf Course) and Sharyland I.S.D. (School) and shall commence on August 1, 2024 and end on May 31, 2025.

Golf Course agrees to allow school to keep its High School Golf Teams golf clubs/Bags in a secure area under the Clubhouse. The area described is a chain link fenced area with a gate that can be secured with a padlock. It is located in the Southeast corner of the area under the Clubhouse.

Golf Course employees will not have access to this area. The only personnel that will have access to this area will be the respective Golf Team Coaches. Golf Course Personnel will only be responsible for opening the entry door to the storage area below the clubhouse. This area will be open at 7:00 am and will be closed at such time that the Pro Shop closes (depending on Sundown). If a student comes in late, they will need to take their clubs home with them. **CLUBS/BAGS WILL NOT BE STORED OUTSIDE THE CAGED AREA.**

School Coaches will ensure that no student will be allowed to enter this area unless a coach is present. Coaches will be responsible for informing students that if they need their golf clubs over the weekends and holidays, they will need to get them before closing. Just to reaffirm, Golf Course personnel WILL NOT have access to this cage area. It is encouraged to inform parents of this responsibility.

NOTE: THE AREA FOR CLUB STORAGE IS SOMETIMES PRONE TO FLOODING. THE GOLF COURSE AND THE CITY OF MISSION WILL NOT BE RESPONSIBLE FOR ANY DAMAGE TO THE GOLF CLUBS THAT ARE THE SUBJECT OF THIS AGREEMENT. SCHOOLS ARE ADVISED THAT CLUBS AND BAGS SHOULD BE STORED AT LEAST 1 FOOT ABOVE THE FLOOR.

SCHOOL WILL INDEMNIFY AND HOLD GOLF COURSE HARMLESS, TO THE EXTENT PERMITTED BY LAW, FROM ANY INJURY AND/OR DAMAGE (AND ANY RESULTING OR RELATED CLAIM, ACTION, LOSS, LIABILITY, OR REASONABLE EXPENSE, INCLUDING ATTORNEY'S FEES AND OTHER FEES AND COURT AND OTHER COSTS) OCCURRING AS A RESULT OF SUCH STORAGE. NOTHING IN THIS AGREEMENT WILL BE CONSTRUED TO WAIVE, MODIFY, OR AMEND ANY LEGAL DEFENSE AVAILABLE TO SISD, INCLUDING BUT NOT LIMITED TO GOVERNMENTAL IMMUNITY.

Jose "Pepe" Garcia, President Date

Norie Gonzalez, Mayor Date

**INTERLOCAL COOPERATIVE AGREEMENT BY AND BETWEEN
THE CITY OF MISSION, TEXAS AND THE
SHARYLAND INDEPENDENT SCHOOL DISTRICT**

This Interlocal Agreement (“Agreement”) is made and entered into this _____ day of _____, 2024, by and between the City of Mission, a Texas home-rule municipality (hereinafter called “City”), and the Sharyland Independent School District, an independent school district located in the Hidalgo County, Texas (hereinafter referred to as “District”) and shall be effective upon execution by both parties.

ARTICLE I.

WHEREAS, Chapter 791 of the Texas Government Code authorizes a local government to contract or agree with another local government to perform governmental functions and services; and

WHEREAS, the City and District have a long-standing relationship regarding services provided by the City at its Shary Municipal Golf Course;

WHEREAS, the purpose of this Agreement is to continue the ongoing relationship with regards to the District’s use of the Shary Municipal Golf Course; and

WHEREAS, the City and District desire to execute this Agreement establishing a general working agreement between the City and District to coordinate accessibility and compensation for the District’s use of the Shary Municipal Golf Course by District golf teams, in an effort to maximize resources and provide increased services to the public during the 2024/2025 District school year; and

NOW, THEREFORE, City and District, in consideration of the mutual covenants, terms, and conditions contained in this Agreement, and for the good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, do hereby agree as set forth below:

ARTICLE II.

TERM

The term of this Agreement shall be effective **August 1, 2024 until May 31, 2025**. This agreement may be terminated without cause upon thirty (30) days’ written notice to the other party.

ARTICLE III.

OBLIGATIONS OF CITY AND DISTRICT

CITY and DISTRICT agree to the services to be provided by Shary Municipal Golf Course for the Sharyland High School, Sharyland Pioneer High School, Shary North Junior High School, and B.L. Gray Junior High School golf teams as follows:

City agrees to:

- Provide driving range privileges and playing privileges to each of the said High school for up to twenty (20) players per high school for the 2024-2025 School year (August 1, 2024 to May 31, 2025) on days that the Shary Municipal Golf Course is regularly open.
- Provide driving range privileges and playing privileges to each of the said Junior High for up to twenty (20) players per junior high for the period of March 1, 2025 to May 31, 2025, on days that Shary Municipal Golf Course is regularly open.
- Provide driving range privileges to include a medium bucket of balls to 20 players for each high school and 20 players for each junior high and middle school during daytime hours and with each school coach present. (Buckets will not be provided after 6:00 p.m.)
- Provide playing privileges on weekdays after 3:00 p.m. until Pro Shop closing time and after 10:00 a.m. until closing time on weekends and holidays on dates that the Golf Course is open.

District agrees to:

- Supervise all players during District use.
- Provide the Shary Municipal Golf Course Staff a roster of Student Athletes for each High School, Junior High School for referral during weekend/holiday use.
- For each school to abide by the rules, regulations and ordinances for Shary Municipal Golf Course to include dress code policies, operating hours and golf course etiquette.
- Indemnify, defend and hold CITY, it's agents, servants and employees, in both their official and individual capacities, and all persons, natural or corporate, in privity with them or any of them, from any and all claims or causes of action of any kind whatsoever, at common law, statutory, contractual or otherwise, that might arise out of District's use and activities at the Golf Course pursuant to this Agreement.
- Pay the City of Mission as consideration for the use of the Shary Municipal Golf Course the sum of \$19,000.00 after October 1, 2024.

ARTICLE IV. MISCELLANEOUS

1. **Amendments:** This Agreement may be amended only by a written instrument signed by both parties.
2. **Governing Law:** This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, and all obligations of the Parties created hereunder are performable in Hidalgo County, Texas. The Parties hereby consent to personal jurisdiction in Hidalgo County, Texas.
3. **Severability:** If any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.
4. **Entire Agreement:** This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral.
5. **Immunities:** The parties to this Agreement agree that each party, each through its officials, employees, and agents, shall be responsible for its own negligent acts or omissions or other

tortious conduct in the course of the event permitted under this Agreement, without waiving any sovereign or governmental immunity available to any party under Texas law and without waiving any available defenses under Texas law. Nothing in this paragraph shall be construed to create or grant any rights, contractual or otherwise, in or to any third persons or entities.

- 6. **Conflict of Applicable Law:** Nothing in this Agreement shall be construed so as to require the commission of any act contrary to law, and whenever there is any conflict between any provision of their Agreement and any present or future law, ordinance, or administrative, executive or judicial regulation, order or decree, or amendment thereof, contrary to which the parties have no legal right to contract, the latter shall prevail, but in such event the affected provision or provisions of the Agreement shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.
- 7. **Notice:** Except as maybe otherwise specifically provided in this Agreement, all notices, demands, requests or communication required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by registered or certified mail, return receipt requested, postage prepaid and addressed to the parties at the addresses set forth below, or at such other addresses as may have been theretofore specified by written notice delivered in accordance herewith:

If to City: City of Mission
 Mike Perez, City Manager
 1201 E. 8th St
 Mission, Texas 78572

With Copy to: City Attorney’s Office
 Patricia A. Rigney, City Attorney
 1201 E. 8th St
 Mission, Texas 78572

If to DISTRICT: Sharyland Independent School District
 Jose “Pepe” Garcia, Board President
 1200 N. Shary Rd.
 Mission, Texas 78572

Each notice, demand, request or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given for all purposes at such time as it is personally delivered to the addressee, or, if mailed, at such time as it is deposited in the United States mail.

- 8. **Successors.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.
- 9. **Additional Documents:** The parties hereto covenant and agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Agreement.
- 10. **Assignment:** This Agreement shall not be assignable.

- 11. **Headings.** The headings and captions contained in this Agreement are solely for the convenience reference and shall not be deemed to affect the meaning or interpretation of any provision of paragraph hereof.
- 12. **Authority to Execute.** The execution and performance of this Agreement by the City and District have been duly authorized by all necessary laws, resolutions or corporate action, and this Agreement constitutes the valid and enforceable obligations of the City and District in accordance with its terms.
- 13. **Current Revenues.** City and District agree to pay any payments made pursuant to this Agreement from current revenues. The parties agree that each party is providing fair consideration for the services rendered and facilities used.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

APPROVED BY CITY OF MISSION CITY COUNCIL ON _____, 2024. Agenda Item No. _____

CITY OF MISSION

By: _____
NORIE GONZALEZ-GARZA, MAYOR

APPROVED AS TO FORM:

By: _____
Patricia A. Rigney, City Attorney

APPROVED BY SHARYLIAND INDEPENDENT SCHOOL DISTRICT ON _____, 2024. Agenda Item No. _____

SHARYLAND ISD

By: _____
Name: _____
Title: _____

APPROVED AS TO FORM:

By: _____
Name: _____
Attorney for Sharyland Independent School District



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: July 8, 2024
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Final Plat Approval: Crystal Estates Subdivision IV, being a 14.71-acre parcel of land, out of Lot 27-1, West Addition to Sharyland, R-2, Developer: DG & GG Investments, LLC, Engineer: Ever Engineering, LLC - De Luna

NATURE OF REQUEST:

On June 12, 2023 the Mission City Council held a Public Hearing to consider the Preliminary Plat Approval for Crystal Estates Subdivision IV. The subject site is located east of Inspiration Road approximately 1,400' south of W. 2 Mile Road. There was no public opposition during the P&Z Meeting. The Board unanimously recommended approval

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Staff recommends approval subject to: 1) Payment of Capital Sewer Recovery Fees, 2) Payment of Park Fees, 3) Water District Exclusion, and 4) Compliance with all other format findings .

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

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *MRP*

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

_____ AYES
_____ NAYS
_____ DISSENTING _____

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

Crystal Estates Subdivision IV
 Being a 14.71-acre parcel of land, out of Lot 27-1,
 West Addition to Sharyland
 R-2
 Developer: DG & GG Investments, LLC
 Engineer: Ever Engineering, LLC

REVIEW DATA**PLAT DATA**

The proposed subdivision is located east of Inspiration Rd. approximately 1,400' south of W. 2 Mile Road. – **see vicinity map**. The developer is proposing forty-seven (47) Duplex - Fourplex lots. - see plat for actual dimensions, square footages, and land uses.

WATER

The developer shall connect to an existing 12" water line located along the west side of Inspiration Rd. and extend into the subdivision. The water line will be a main 8" looped line providing water service for each lot. There are 2 proposed fire hydrants via direction of the Fire Marshal's office. – **see utility plan**

SEWER

Sanitary sewer service for this subdivision will tie into a proposed manhole located within the Inspiration Rd. ROW. The sewer line will extend into the subdivision collect from each lot through a 6" stub out into the proposed 8" sewer main line. The Capital Sewer Recovery Fee is required at \$670.00/Lot which equates to \$31,490.00 (\$670.00 x 47 Lots).

STREETS & STORM DRAINAGE

The proposed internal street is a 32' back-to-back within a 50' Right of Way. Access will be from Inspiration Rd. Proposed runoff after development is 25.56 cfs during the 50-yr storm frequency. Drainage shall consist of surface runoff from the lots into the proposed streets and collected by type "A" inlets. Pipe size diameter will be 24". The proposed storm system shall discharge into a proposed detention pond on the south side of the site which will then discharge into an existing City of Mission storm system network, located on the southwest corner of the site and on the west ROW of Trosper Rd. The City Engineer has reviewed and approved the drainage report.

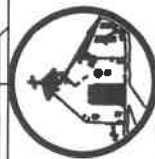
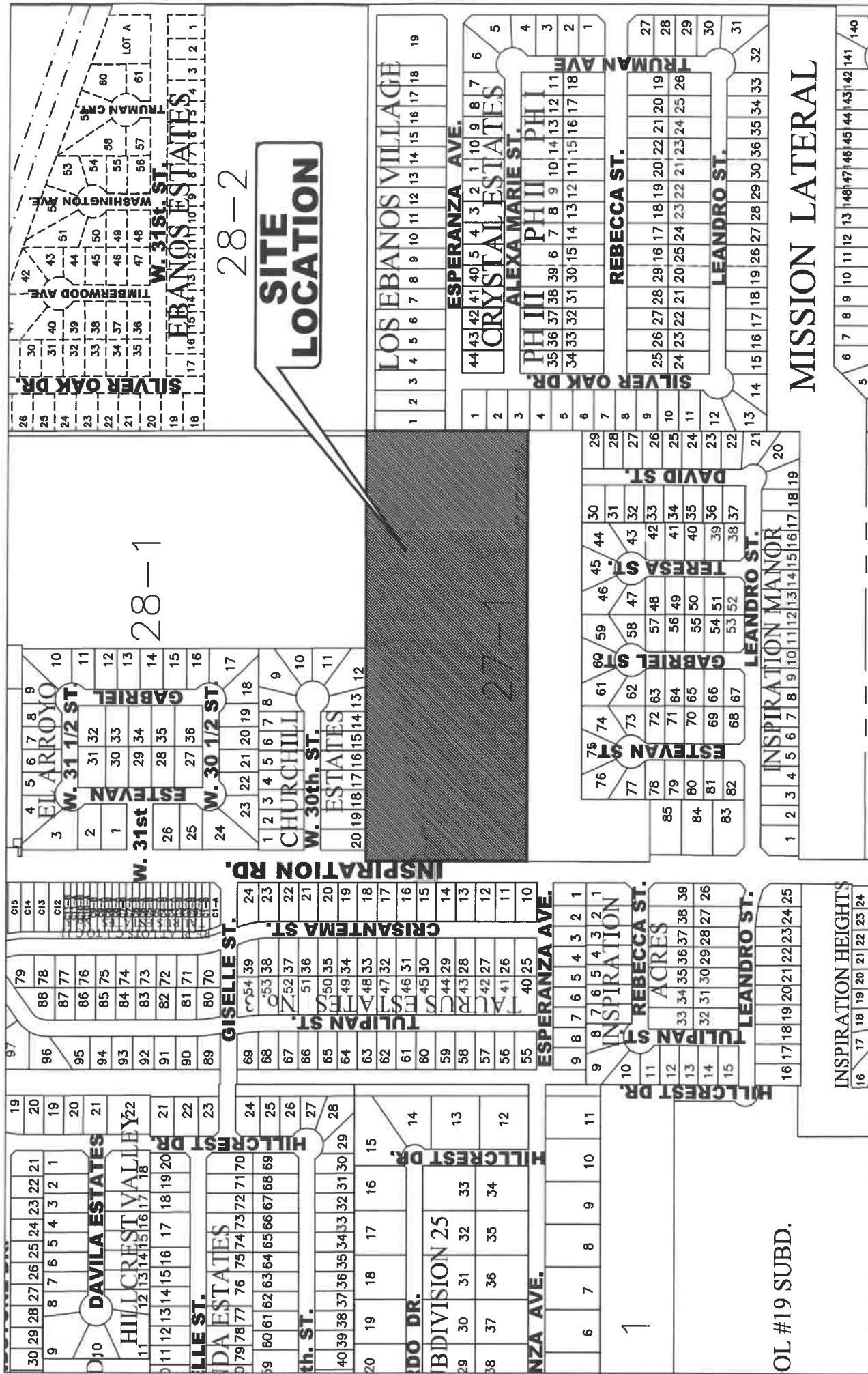
OTHER COMMENTS

Installation of street lighting as per City Standards
 Payment of Park Fees in the amount of \$94,000 (\$500.00 x 188 HUE).
 Water District Exclusion
 Must comply with all other format findings.

RECOMMENDATION

Staff recommends approval subject to:

1. Payment of Capital Sewer Recovery Fees
2. Payment of Park Fees
3. Water District Exclusion
4. Compliance with all other format findings



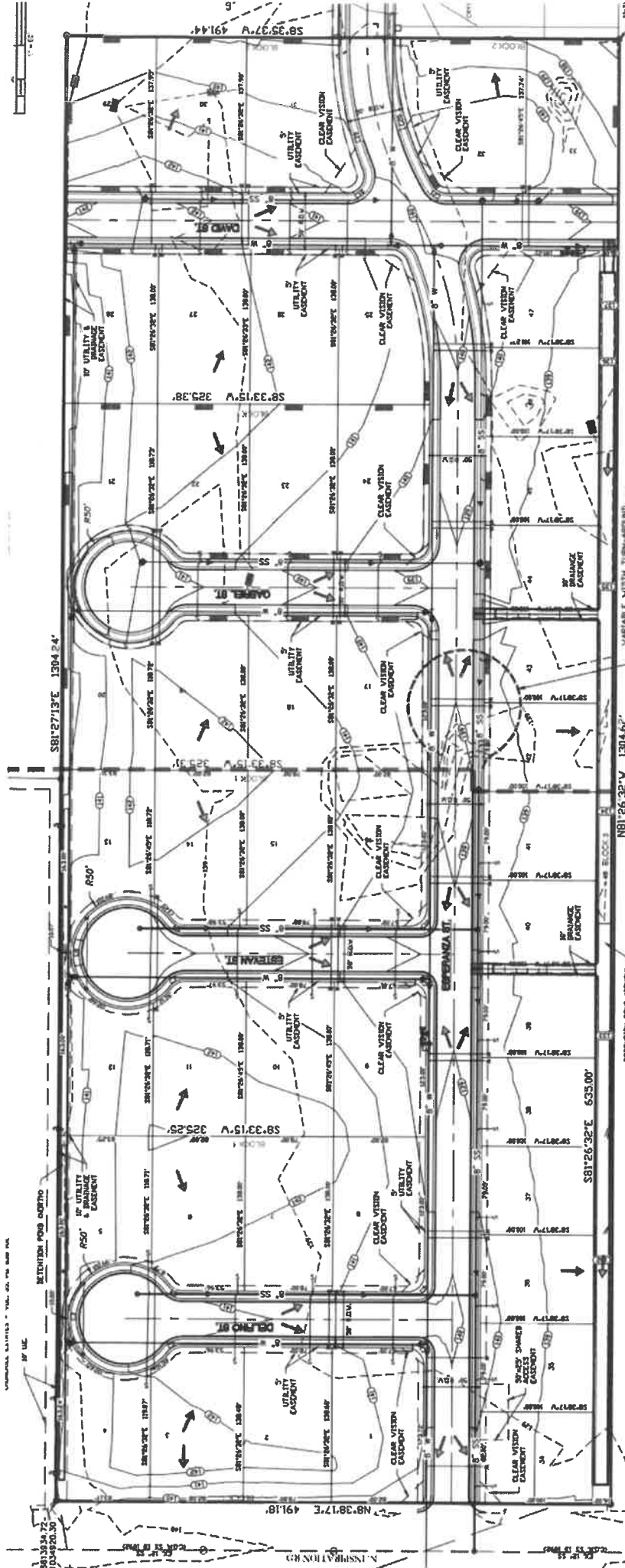
CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572

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

Item 16.

No.





LOT DATA

BLOCK	LOT	WIDTH (FT)	SO. FT.	LOT	WIDTH (FT)	SO. FT.
1	1	82	1,320	1	82	1,320
1	2	82	1,081.3	2	82	1,081.3
1	3	82	1,081.3	3	82	1,081.3
1	4	82	1,081.3	4	82	1,081.3
1	5	82	1,081.3	5	82	1,081.3
1	6	82	1,081.3	6	82	1,081.3
1	7	82	1,081.3	7	82	1,081.3
1	8	82	1,081.3	8	82	1,081.3
1	9	82	1,081.3	9	82	1,081.3
1	10	82	1,081.3	10	82	1,081.3
1	11	82	1,081.3	11	82	1,081.3
1	12	82	1,081.3	12	82	1,081.3
1	13	82	1,081.3	13	82	1,081.3
1	14	82	1,081.3	14	82	1,081.3
1	15	82	1,081.3	15	82	1,081.3
1	16	82	1,081.3	16	82	1,081.3
1	17	82	1,081.3	17	82	1,081.3
1	18	82	1,081.3	18	82	1,081.3

REPLAT
INTO
SUBDIVISION LOT 22

CRISTAL ESTATES PHASE IV BLOCKS 1-3, LOTS 1-18

PHASE 1 CONSTRUCTION
PHASE 2 CONSTRUCTION

REPLAT NOTES (CONT.):

1. ALL PRIVATE STREETS, OPEN SPACES, GREEN BELTS, PARKS, AND OTHER AREAS, DRAINAGE EASEMENTS, AND EASEMENTS WITHIN THIS SUBDIVISION SHALL BE THE RESPONSIBILITY OF THE LOT OWNERS OR HOMEOWNERS ASSOCIATION AND THEIR SUCCESSORS OR ASSIGNEES AND NOT THE RESPONSIBILITY OF THE CITY OF MISSION OR BEXAR COUNTY.

2. NO STRUCTURE, FENCES WALLS, OR OTHER OBSTRUCTIONS THAT IMPERE DRAINAGE SHALL BE PLACED WITHIN THE LIMITS OF THE DRAINAGE EASEMENTS WHICH ARE SHOWN ON THIS PLAN.

3. THE CROSS-SECTIONS OF THE DRAINAGE EASEMENTS AS APPROVED, SHALL BE ALLOWED WITHOUT THE APPROVAL OF THE DIRECTOR OF PUBLIC WORKS OF THE CITY OF MISSION AND BEXAR COUNTY SHALL HAVE THE RIGHT OF FIRST REFUSAL TO PURCHASE ANY INTEREST IN SAID DRAINAGE EASEMENTS.

4. NO IMPROVEMENTS SHALL BE PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS.

5. THE CITY OF MISSION AND BEXAR COUNTY SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF ANY IMPROVEMENTS PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS.

6. THE CITY OF MISSION AND BEXAR COUNTY SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF ANY IMPROVEMENTS PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS.

7. THE CITY OF MISSION AND BEXAR COUNTY SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF ANY IMPROVEMENTS PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS.

8. THE CITY OF MISSION AND BEXAR COUNTY SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF ANY IMPROVEMENTS PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS.

9. THE CITY OF MISSION AND BEXAR COUNTY SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF ANY IMPROVEMENTS PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS.

10. THE CITY OF MISSION AND BEXAR COUNTY SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF ANY IMPROVEMENTS PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS.

11. THE CITY OF MISSION AND BEXAR COUNTY SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF ANY IMPROVEMENTS PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS.

12. THE CITY OF MISSION AND BEXAR COUNTY SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF ANY IMPROVEMENTS PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS.

13. THE CITY OF MISSION AND BEXAR COUNTY SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF ANY IMPROVEMENTS PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS.

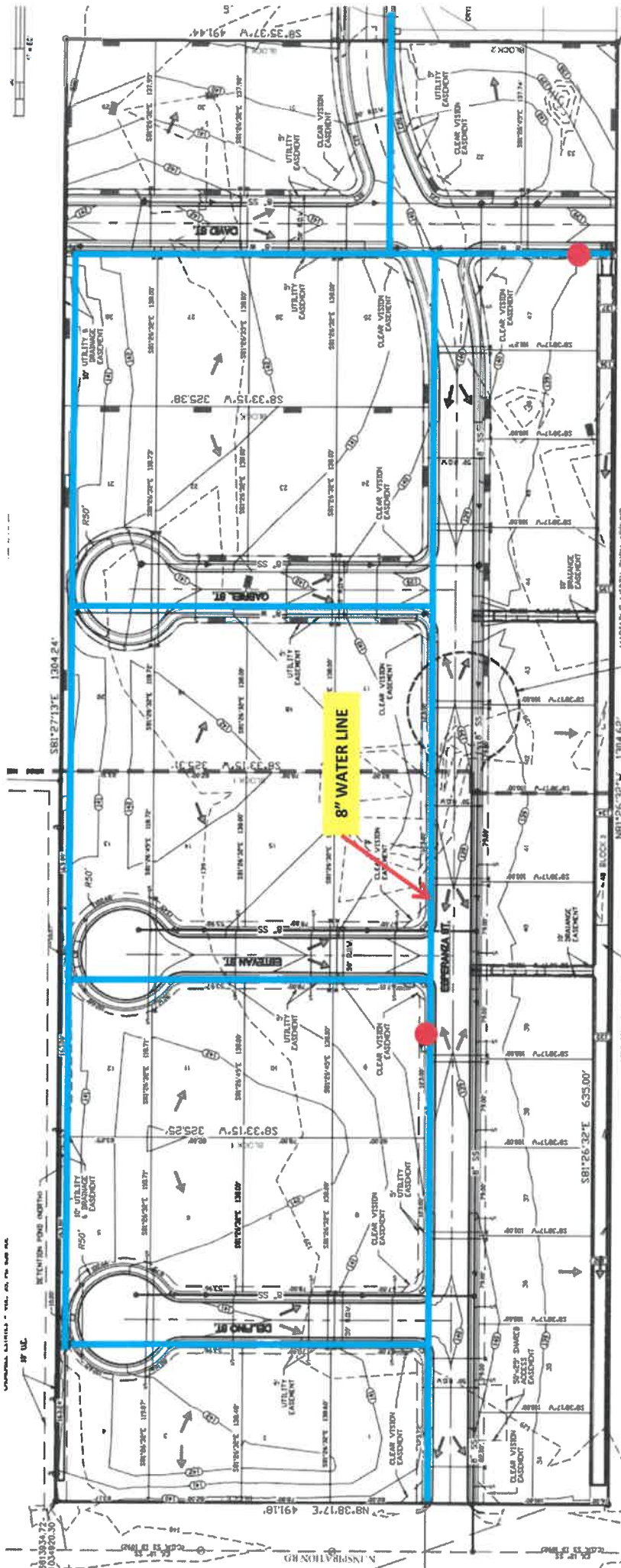
14. THE CITY OF MISSION AND BEXAR COUNTY SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF ANY IMPROVEMENTS PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS.

15. THE CITY OF MISSION AND BEXAR COUNTY SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF ANY IMPROVEMENTS PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS.

16. THE CITY OF MISSION AND BEXAR COUNTY SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF ANY IMPROVEMENTS PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS.

17. THE CITY OF MISSION AND BEXAR COUNTY SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF ANY IMPROVEMENTS PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS.

18. THE CITY OF MISSION AND BEXAR COUNTY SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF ANY IMPROVEMENTS PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS.



LOT DATA

BLOCK	LOT	WIDTH (FT)	LOT SQ. FT.	BLOCK	LOT	WIDTH (FT)	LOT SQ. FT.
1	1	82	11770	1	35	82	10764
1	2	78	10811	1	26	78	10764
1	3	87	11319	1	27	87	11316
1	4	83	10903	1	28	83	11509
1	5	83	10884	1	29	80	11040
1	6	83	10884	1	30	80	11040
1	7	76	10263	1	31	80	11040
1	8	82	11268	1	32	82	11268
1	9	82	11268	1	33	82	11268
1	10	78	10764	1	34	82	11268
1	11	82	11077	1	35	79	7900
1	12	82	11077	1	36	79	7900
1	13	83	10450	1	37	79	7900
1	14	82	11078	1	38	79	7900

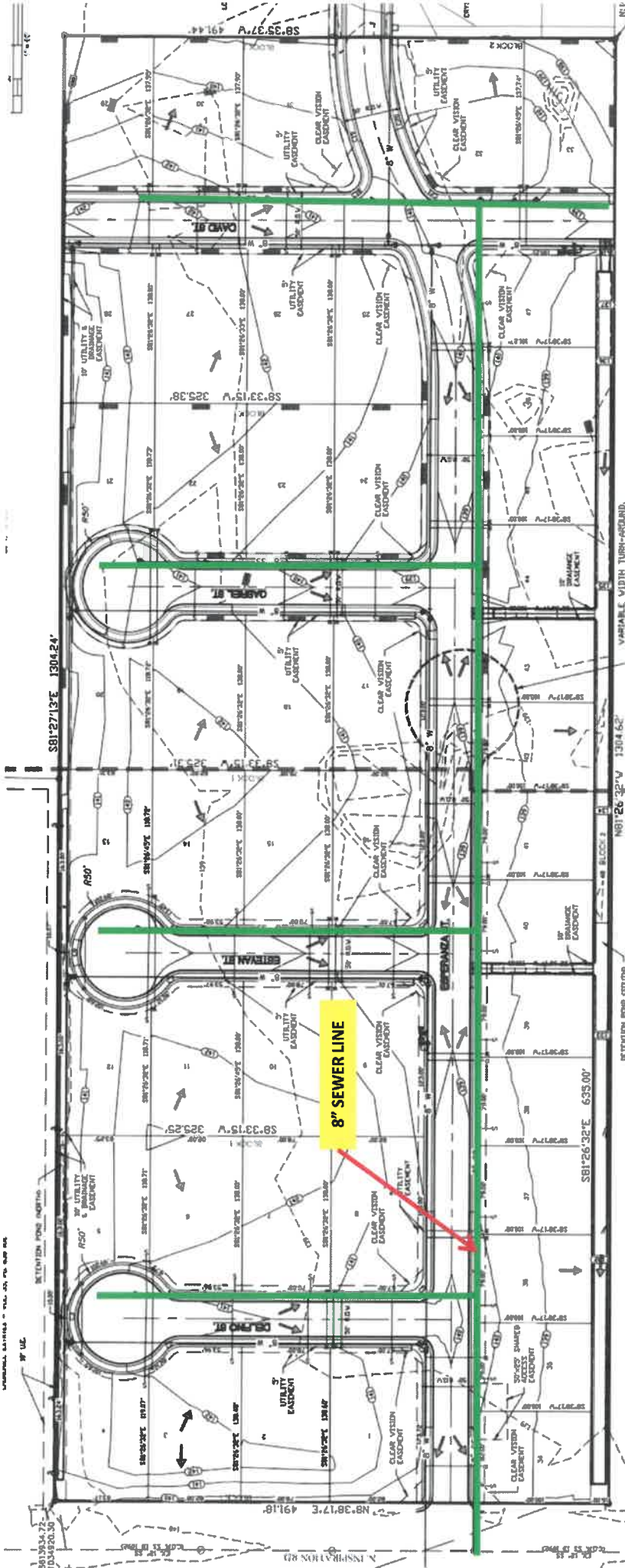
VARIABLE WIDTH TURN-AROUND, GROUNDING, ADDRESS, SANITARY SEWER, UTILITY AND TELEPHONE, AND CABLE TV EASEMENT TO EXPIRE UPON INCORPORATION INTO PLATTED PUBLIC STREET

REPLAT INTO SUBDIVISION LOT 22 CRYSTAL STATES PHASE IV (BLOCKS 1-3, LOTS 1-88)

PHASE 2 CONSTRUCTION
PHASE 1 CONSTRUCTION

PLAT NOTES (CONT.):
 B. THE MAINTENANCE OF ALL PRIVATE STREETS, OPEN SPACE, GREEN BELTS, AND OTHER COMMON AREAS SHALL BE THE RESPONSIBILITY OF THE LOT OWNERS WITHIN THIS SUBDIVISION. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THESE AREAS.
 C. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 D. NO STRUCTURE, FENCES OR OTHER OBSTRUCTIONS THAT IMPIDE DRAINAGE SHALL BE PLACED WITHIN THE LIMITS OF THE DRAINAGE EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 E. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 F. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 G. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 H. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 I. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 J. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 K. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 L. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 M. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 N. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 O. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 P. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 Q. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 R. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 S. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 T. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 U. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 V. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 W. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 X. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 Y. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.
 Z. THE CITY OF MESA SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF THE UTILITY EASEMENTS OR OTHER EASEMENTS PLACED WITHIN THIS SUBDIVISION.

IF REPLAT DOES NOT ATTEMPT TO ALTER AMEND OR REMOVE ANY UTILITY EASEMENT OR RESTRICTIONS.
 MORE THAN ONE (1) SINGLE FAMILY RESIDENTIAL DETACH DWELLING UNITS SHALL BE LOCATED ON AN INDIVIDUAL LOT.
 SWALKS, DRIVEWAYS, AND TREES WILL BE INSTALLED AT THE TIME OF CONSTRUCTION OF BUILDING PERMITS IN ACCORDANCE WITH THE LAREDO LAND USE CODE.



LOT DATA		LOT DATA		LOT DATA			
BLOCK	LOT	WIDTH (FT)	SO. FT.	BLOCK	LOT	WIDTH (FT)	SO. FT.
1	1	82	11370	1	1	82	10114
1	2	78	10813	1	2	78	10764
1	3	72	11119	1	3	72	11316
1	4	83	10903	1	4	83	11509
1	5	83	10484	1	5	80	11040
1	6	82	11083	1	6	80	11040
1	7	78	10764	1	7	78	11565
1	8	82	11370	1	8	82	11929
1	9	78	10764	1	9	78	11258
1	10	82	11370	1	10	82	12005
1	11	82	11077	1	11	82	12005
1	12	83	10193	1	12	83	12005
1	13	83	10409	1	13	83	12005
1	14	82	11078	1	14	82	12005

VARIABLE WIDTH TURN-AROUND, GARDEN, AND UTILITY EASEMENTS. WEST SIDE TO SHARPLAND WEST SIDE TO SHARPLAND EAST TO SHARPLAND EAST TO SHARPLAND INCORPORATED INTO PLATTED PUBLIC STREET

REPLAT INTO SHARPLAND LOT 27

CRYSTAL ESTATES PHASE IV (BLOCKS 1-3, LOTS 1-60)

PHASE 2 CONSTRUCTION

PHASE 1 CONSTRUCTION

PLATTING (CONT.)

8. THE MAINTENANCE OF ALL PRIVATE STREETS, OPEN SPACE, GREEN BELTS, PARKS, TREE SAVES AREAS, DRAINAGE EASEMENTS AND EASEMENTS OF ANY KIND SHALL BE THE RESPONSIBILITY OF THE CITY OF MISSION OR MISSION ASSOCIATION OWNERS OR HOMEOWNERS ASSOCIATION AND THEIR SUCCESSORS OR ASSIGNEES AND NOT THE RESPONSIBILITY OF THE CITY OF MISSION OR MISSION ASSOCIATION.

9. NO STRUCTURE, FENCE WALLS, OR OTHER OBSTRUCTIONS THAT IMPROVE DRAINAGE SHALL BE PLACED WITHIN THE LIMITS OF THE DRAINAGE EASEMENTS SHOWN ON THIS PLAT. NO LANDSCAPING OR OTHER TYPE OF MODIFICATIONS TO THE DRAINAGE EASEMENTS OR THE DRAINAGE EASEMENTS AS APPROVED SHALL BE ALLOWED WITHOUT THE WRITTEN APPROVAL OF THE CITY OF MISSION OR MISSION ASSOCIATION. THE CITY OF MISSION AND MISSION ASSOCIATION SHALL HAVE THE RIGHT OF EGRESS AND EGRESS OVER OTHER OWNERS' ADJACENT PROPERTY TO MAINTAIN, REPAIR, REPLACE, AND/OR REMOVE ANY OBSTRUCTIONS WITHIN THE DRAINAGE EASEMENTS.

10. THE PURPOSE OF THIS REPLAT IS TO RESUBDIVIDE LOT 27-1 IN THE WEST 2N TO SHARPLAND SUBDIVISION TO LOTS 1-66, BLOCKS 1-3 OF THE CRYSTAL ESTATES PHASE IV SUBDIVISION.

11. THIS REPLAT DOES NOT ATTEMPT TO ALTER AMEND OR REMOVE ANY EASEMENTS OR RESTRICTIONS.

12. MORE THAN ONE (1) SINGLE FAMILY RESIDENTIAL DETACH DWELLING UNITS SHALL BE LOCATED ON AN INDIVIDUAL LOT.

13. DRIVEWAYS, SIDEWALKS, AND TREES WILL BE INSTALLED AT THE TIME OF THE COMMENCEMENT OF CONSTRUCTION IN ACCORDANCE WITH THE LAREDO ZONING ORDINANCE.

Crystal Estates IV Stormwater Management Plan

SITE DESCRIPTION

The Crystal Estates IV site is currently undeveloped and located in Hidalgo County, within the limits of The City of Mission. The property is currently undeveloped and contains negligible existing impervious cover. The property can generally be described as open grassy area along with scattered trees. On-site natural ground slopes were found to be in the 0.5%-2% range. The proposed property is located approximately 1,400' south of the W 2 Mile Road and Inspiration Road intersection as shown on the attached location map (EXH 1). The 14.713-acre tract is bound by single-family residential development and undeveloped land with approximately 500ft of frontage along Inspiration Road.

The soils in this area are mostly fine sandy loam (25) with some sandy clay loam (28), these soils belong to hydrologic group B, which have a moderate infiltration rate when saturated. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission, (reference Exhibit 9).

PROPOSED PROJECT

The proposed project consists of eighteen (47) lots developed for multi-family use including dedicated right-of-way access and a lot dedicated for a proposed detention pond. It will be assumed that the entire site will be used as multi-family development for drainage calculations purposes. This report studies the onsite and offsite basins for the proposed property. This report will show that flows leaving the site for developed-conditions will be less than existing-condition flows with the aid of two proposed detention ponds (see Appendix C).

METHODOLOGY

This report will examine the change in runoff due to the development by utilizing the Rational and Modified Rational methods ($Q=CIA$). Times of concentration were determined through the TR-55 method for small, urban watersheds using the 2-year 24-hour period return and Manning's roughness coefficients from table 3-1. Watersheds were assigned a C-value based on the typical ranges for the land use types provided in Table 3-3 of the "City of McAllen Standard Design Guide for Public Infrastructure Improvements". IDF curves were determined using precipitation frequencies, volumes, and intensities as reflected in NOAA Atlas 14, Volume 11 (A14) for "Mission, Texas". This report models the storm runoff rates for the 10-year and 50-year rainfall events for existing and developed conditions. Runoff leaving the site will be less than or equal to the 10-year existing runoff rate for the 50-year developed condition with the aid of the proposed detention pond.

**Crystal Estates IV
Stormwater Management Plan**

EXISTING DRAINAGE PATTERNS

The site does not contain significant, existing impervious cover and generally drains in one direction, from north to south. A single watershed was defined to model the existing drainage patterns including onsite and offsite drainage. Watershed 1 (WS-1) is 20.10-acres and contains onsite and offsite area. Watershed 1 (WS-1) generally drains from north south onto our property and leaves across the southern property line of the site, as shown on (EXH 5) “Existing Conditions Map”. Runoff leaving the site discharges directly to the adjacent undeveloped and single-family residential lots at a rate of **21.37 cfs** for the 10-year rainfall event. The existing watershed consist of single-family residential (C=0.50) and undeveloped land (C=0.15). A composite C-value of 0.19 was calculated to represent the entire watershed. The Watersheds boundary, time of concentration paths, and flow directions can be found on (EXH 5) “Existing Conditions Drainage Map”. Detailed hydrologic calculations can be found in Appendix B. Below is a summary of the existing conditions calculations.

Watershed	Area (ac)	C (unitless)	Tc (min)	Flow (cfs)	
				10	50
EXISTING					
WS-1	20.10	0.19	19	21.37	

DEVELOPED DRAINAGE PATTERNS

Watershed 1 (WS-1) will be split into thirteen (12) watersheds, WS-(1-12) to model onsite and offsite storm runoff for developed conditions. All Watershed information can be found on (EXH 6) “Developed Conditions Drainage Map”, detailed calculations can be found in Appendix B. Drainage patterns will generally remain the same for developed conditions. Time of concentration paths will increase due to the nature of the development and associated grading. The developed watersheds consist of single-family residential (C=0.50), multi-family “attached” (0.65), and undeveloped land (C=0.15). Composite C-values were assigned where applicable. Flow rates will increase slightly due to the increase in impervious cover for this development. However, Detention Ponds North & South will mitigate the increase in flow rates and reduce the flows leaving the site below existing conditions.

WS (1, 3, 4, & 7) consist of onsite and offsite drainage areas. The watersheds will leave the site un-detained due to the nature of the development. Although the watersheds will see an increase in runoff from the 50-year developed to the 10-year existing runoff conditions, the detention pond will be “over-sized” to mitigate this increase and ultimately decrease the runoff leaving the property as a whole.

WS 2 consists of onsite and offsite drainage areas and will be routed to the proposed Detention Pond North via proposed grading.

**Crystal Estates IV
Stormwater Management Plan**

WS 6 & (8-12) consist entirely of onsite drainage areas and will be routed to the proposed Detention Pond South via curb & gutter and/or drainage channels. The watersheds were calculated at study points and cross-sections throughout the development to adequately design proposed drainage infrastructure. WS 6 & 8 were calculated at study point 1 (SP-1) to model the runoff within the proposed Delfino Street while watersheds 9, 11, & 12 were calculated to model the runoff within the proposed Estevan, Gabriel, and David Streets respectively. Study points (SP 2, 3, & 4) were calculated to adequately size the drainage channels used to convey runoff from the watersheds to the proposed detention pond. Additionally, the onsite watersheds were combined to design the proposed detention pond and will leave the pond at three different locations along the adjacent property line to mitigate the impact to the properties immediately downstream. Detailed calculations for the combined watershed including calculations for the combined watershed thru pond 1 can be found in Appendices B & C of this report. Below is a summary of the existing conditions calculations.

Watershed	Area	C	T _c	Flow (cfs)	
	(ac)	(unitless)	(min)	10	50
DEVELOPED					
WS-1	0.25	0.65	17		1.31
WS-2	5.05	0.33	25		11.01
WS-3	1.97	0.25	25		3.25
WS-4	3.23	0.54	30		10.41
WS-5	0.77	0.65	19		3.86
WS-6	0.89	0.65	20		4.30
WS-7	0.26	0.65	14		1.48
WS-8	1.83	0.65	20		8.84
WS-9	0.96	0.65	20		4.64
WS-10	1.84	0.65	20		8.89
WS-11	0.72	0.65	17		3.77
WS-12	2.31	0.65	21		10.88
SP-1			20		7.94
SP-2 ("A-A")			20		21.42
SP-3 ("B-B")			20		12.00
SP-4 ("C-C")			21		10.88
POND WS COMB.			20		50.73
POND SOUTH			25		7.46
POND NORTH					5.28
TOTAL DEV. RUNOFF					18.78

Total runoff rate leaving the site w/o detention, (50-year developed conditions) = **50.73 cfs**

Total runoff rate leaving the site w/ detention, (50-year developed conditions) = **18.78 cfs**

Crystal Estates IV Stormwater Management Plan

DETENTION POND CHARACTERISTICS

Detention Pond South is a dry, earthen detention pond with modular block walls and a minimum of 0.5% sloped concrete pilot channel bottom. Flow from the combined Pond WS is conveyed to the pond. The pond bottom has a minimum elevation of 131.00 ft with a top of bank set at elevation 138.00 ft. Stage storage tables for Det. Pond South are provided on the Detention Pond Plan, Sheet C9.00, in Appendix C. The pond will utilize a single 12" orifice outfall structure located at the western end of the pond that will discharge directly into a City of Mission public storm sewer located on the west side of Inspiration Road.

Detention Pond North is a dry, earthen detention pond with modular block walls and a minimum of 0.3% sloped concrete pilot channel bottom. Flow from the WS 2 is conveyed to the pond. The pond bottom has a minimum elevation of 136.00 ft with a top of bank set at elevation 139.00 ft. Stage storage tables for Det. Pond North are provided on the Detention Pond Plan, Sheet C9.01, in Appendix C. The pond will utilize a single 12" orifice outfall structure located at the western end of the pond that will discharge directly into a City of Mission public storm Inlet (A-50) located on the east side of Inspiration Road.

The ponds are required to provide enough volume to detain the difference in the 10-year existing and 50-year developed runoff rates which is equivalent to **29.36 cfs (40,130 cf storage)**. The proposed ponds provide approximately **77,456 cf** of storage volume and a discharge rate of **12.47 cfs** combined to further mitigate flows that are allowed to leave the property un-detained. Detailed calculations for flow rates at each outfall structure can be found in the Pond Report within Appendix C. The proposed detention ponds are sized to mitigate the increase in runoff for its contributing watershed in addition to onsite watersheds not conveyed to the pond. All calculations including hydrographs for flows leaving the pond can be found in Appendix C.

FLOODPLAIN

The proposed property is not located within any FEMA 100-year effective floodplain zone. However, the City of Mission requires that all development within the FEMA Estimated Base Flood Elevation (estBFE) maps be designed so that no habitable structures are below the estimated base flood elevations. According to the FEMA BFE Map (EXH 10) of the property, all structures on site shall have a finished floor elevation greater than 141.20 ft.

CONCLUSIONS

The 10-year existing conditions runoff rate is **21.37 cfs**, and the 50-year developed conditions runoff rate is **50.73 cfs** for the contributing watershed. However, the development will utilize two proposed detention ponds to mitigate the increase in runoff for the 50-year developed conditions to below the 10-year existing conditions, (**18.78 cfs**). In general, the proposed development will add impervious cover to the site an increase flows. However, flow rates for runoff leaving the site

**Crystal Estates IV
Stormwater Management Plan**

will be less than existing conditions due to the proposed Detention Ponds. Therefore, the runoff resulting from the proposed development will not produce a significant adverse impact to other properties, habitable structures, or drainage infrastructure systems downstream.





CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: July 8, 2024

PRESENTED BY: Abel Bocanegra Jr., P.E., City Engineer

AGENDA ITEM: Authorization to award bid for Chlorine Gas chemical for the Public Works Department Water Treatment Plants – Bocanegra

NATURE OF REQUEST:

The City of Mission has accepted and opened three (3) bid responses for Chlorine Gas chemical for Water Treatment Plants. Staff recommends to award bid to PVS DX, Inc., who is the lowest responsible bidder meeting all specifications. The term of this contract will be for one (1) year with two (2) one-year renewal options. Recommendation was based solely on estimated quantities and orders will be placed on as needed basis BID # 24-570-06-26.

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

BUDGET: \$ 900,000 **EST. COST:** \$ 65,000 **CURRENT BUDGET BALANCE:** \$ 229,936.00

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

BUDGET: \$ 800,000 **EST. COST:** \$ 50,000 **CURRENT BUDGET BALANCE:** \$ 27,197.00

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

BID NAME/NUMBER: 24-570-06-26 / Chlorine Gas for Water Treatment Plants

OPEN DATE: June 26, 2024 2:00 PM CST



Vendor Name:	PVS DX, Inc.	QuipCo Global, Inc.	Brenntag Southwest, Inc.
Street address:	5245 Sunbelt	2010 N. Central Avenue	704 E. Wintergreen Rd.
City, State:	Corpus Christi, TX 78408	Brownsville, TX 78521	Lancaster, TX 75134
Phone:	361-289-6947	956-350-8176/ 956-703-4433	972-218-3500/ 255-802-1389
Fax:	361-289-7709	NA	972-218-3501
Contact:	Cooper Davis	Claudio A. Reyes, President	Materials Management
Email:	Cdavis@dxgroup.com	claudio@quipcoglobal.com	gayle.tullier@brenntag.com

DESCRIPTION:	UOM	Qty.	Unit Price	Ext.				
1 Chlorine Gas	ton Contain	312	\$2,378.00	\$741,936.00	\$3,500.00	\$1,092,000.00	\$2,850.00	\$889,200.00
1st Year Renewal Term Increase				0.00%		7.00%		12.00%
2nd Year Renewal Term Increase				0.00%		7.00%		12.00%
Addendums				None		None		None
Number of Days to Deliver Chlorine Gas				3-5		12		5-7
ANSI Certification				Yes		Not included		Yes

Please Note: Apparent Lowest Responsible Bidder for Chlorine Gas for Water Treatment Plants: PVS DX, Inc.



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: July 8, 2024
PRESENTED BY: Noemi Munguia, Human Resource Director
AGENDA ITEM: Ratification to solicit and Authorization to Award Contracts for Employee Benefit Plans - Munguia

NATURE OF REQUEST:

The City received twenty-two (22) proposals and accepted twenty-one (21). After evaluating all acceptable proposals, the evaluation team determined the following recommendations for award would be the best and most advantageous to the City of Mission:

- Dental – Ameritas
- Vision – Ameritas
- Group Life – Mutual of Omaha
- Voluntary Life – Mutual of Omaha
- Long-term Disability – Mutual of Omaha
- Short-term Disability – Mutual of Omaha
- Flexible Spending Account/Sec 125 – TASC
- Medical Transport – MASA
- Employee Assistance Program – Deer Oaks
- Legal Services – Rejected due to limited response (HR will be seeking authorization to renew this service at the next city council meeting held July 22, 2024)
- Supplemental Insurance Cancer – Colonial
- Supplemental Insurance Accident – Colonial
- Supplemental Insurance Hospital Indemnity – Colonial
- Supplemental Insurance Critical Illness – Colonial
- Supplemental Insurance Whole Life – Colonial

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

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: Approved - Insurance Committee

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

PROPOSAL NAME/NUMBER: 24-556-06-26 / Employee Bevefit Plans



OPEN DATE: June 26, 2024 2:00 PM CST

Evaluator							
Noemi Munguia / Nereyda Peña		Jorge Flores		Cesar Torres		Juan P. Terrazas	

Proposer	Rating		Score		Rating		Score		Rating		Score		Average	Notes:
Colonial Life & Accident Insurance	Acceptable		Acceptable		Acceptable		Acceptable		Acceptable		Acceptable			Strengths: (NMNP) -Lower rates for supplemental products, - Better benefits;
Sec. A. Scope of Service: (30 points max)	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	30.00	Weaknesses:
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	30.00	
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	20	Acceptable	20	Acceptable	20	Acceptable	20	Acceptable	20	Acceptable	20	20.00	
Sec. D. Service and Methodology (10 Points max)	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	10.00	
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	9	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	9.75	
Total Score	99		100		100		100		100		100		99.75	Comments: (CT) Meets Standards,
TASC	Acceptable		Acceptable		Acceptable		Acceptable		Acceptable		Acceptable			Strengths: (NMNP) Best Premiums, 3yr. guarantee; (JF) 3yr rate guarantee; Best proposed rates.; (JPT) Best Pricing, 3 yrs Guarantee;
Sec. A. Scope of Service: (30 points max)	Acceptable	28	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	29.50	Weaknesses:
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	30.00	
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	18	Acceptable	20	Acceptable	20	Acceptable	20	Acceptable	20	Acceptable	20	19.50	Comments: (NMNP) (CT) Meets All (JPT)
Sec. D. Service and Methodology (10 Points max)	Acceptable	8	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	9.50	
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	10.00	
Total Score	94		100		100		100		100		100		98.50	

PROPOSAL NAME/NUMBER: 24-556-06-26 / Employee Benefit Plans



OPEN DATE: June 26, 2024 2:00 PM CST

Evaluator

Noemi Munguia / Nereyda Peña	Jorge Flores	Cesar Torres	Juan P. Terrazas

Proposer	Rating		Score		Rating		Score		Rating		Score		Average	Notes:
Aetna	Unacceptable		Unacceptable		Unacceptable		Acceptable						Strengths:	
Sec. A. Scope of Service: (30 points max)	Acceptable	25	Not Acceptable	25	Not Acceptable	10	Acceptable	20	20.00		Weaknesses: (NMNP) High rates.; (JF) High proposed rates.; High prices (CT); (JPT) High Pricing/Rates			
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Not Acceptable	15	Not Acceptable	25	Acceptable	0	Acceptable	20	15.00		Comments: (CT) High Pricing - High Rates; Meets all;			
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	15	Acceptable	20	Acceptable	20	Acceptable	15	17.50					
Sec. D. Service and Methodology (10 Points max)	Acceptable	8	Acceptable	10	Acceptable	10	Acceptable	5	8.25					
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	6	Not Acceptable	5	Acceptable	10	Acceptable	5	6.50					
Total Score	69		85		50		65		67.25					
Delta Dental	Unacceptable		Unacceptable		Unacceptable		Unacceptable						Strengths: (NMNP) Good Customer Service;	
Sec. A. Scope of Service: (30 points max)	Acceptable	28	Acceptable	30	Acceptable	30	Not Acceptable	20	27.00		Weaknesses: (NMNP) -Higher rates,-No 2 or 3yr Rate guarantee (JF) No rate guarantee (CT) ; (JPT) bad pricing			
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Not Acceptable	8	Not Acceptable	25	Not Acceptable	0	Not Acceptable	20	13.25		Comments: (CT) Meets Standards, No 2yr Guarantee; Bad Pricing- No 2yr Guarantee			
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	18	Acceptable	20	Acceptable	20	Not Acceptable	10	17.00					
Sec. D. Service and Methodology (10 Points max)	Acceptable	10	Acceptable	10	Acceptable	10	not Acceptable	5	8.75					
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	7	Not Acceptable	5	Not Acceptable	0	Not Acceptable	5	4.25					
Total Score	71		90		60		60		70.25					

PROPOSAL NAME/NUMBER: 24-556-06-26 / Employee Benefit Plans



OPEN DATE: June 26, 2024 2:00 PM CST

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Noemi Munguia / Nereyda Peña	Jorge Flores	Cesar Torres	Juan P. Terrazas

Proposer	Rating		Score		Rating		Score		Rating		Score		Average	Notes:	
Blue Cross Blue Shield	Unacceptable		Unacceptable		Unacceptable		Acceptable						Strengths:		
Sec. A. Scope of Service: (30 points max)	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	30.00	Weaknesses: (NMNP) Higher rates; (JF) (CT)			
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Not Acceptable	10	Not Acceptable	20	Not Acceptable	0	Acceptable	20	12.50	Comments: (CT) Meets standards; Bad Rates, Bad Pricing;					
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	20	Acceptable	20	Acceptable	20	Acceptable	20	20.00						
Sec. D. Service and Methodology (10 Points max)	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	10.00						
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Not Acceptable	5	Not Acceptable	5	Not Acceptable	0	Acceptable	5	3.75						
Total Score	75		85		60		85		76.25						
Mass Mutual													Strengths:		
Sec. A. Scope of Service: (40 points max)											#DIV/0!	Weaknesses:			
Sec. B. Qualifications and Experience : (25 Points max)											#DIV/0!				
Sec. C. Service and Methodology (10 Points max)											#DIV/0!				
Sec. D. Commission (25 Points max)											#DIV/0!				
Total Score	0		0		0		0		0.00		Comments:				

PROPOSAL NAME/NUMBER: 24-556-06-26 / Employee Bevefit Plans



OPEN DATE: June 26, 2024 2:00 PM CST

Evaluator

Noemi Munguia / Nereyda Peña	Jorge Flores	Cesar Torres	Juan P. Terrazas

Proposer		Rating	Score	Rating	Score	Rating	Score	Rating	Score	Average	Notes:
Ameritas		Acceptable		Acceptable		Acceptable		Acceptable			Strengths: (JF) Great benefit/rate proposal. (CT)
Sec. A. Scope of Service: (30 points max)	Acceptable	28	Acceptable	30	Acceptable	30	Acceptable	30	29.50	Weaknesses: (NMNP) Lowest premiums; (JF) (CT)	
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	30.00		
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	19	Acceptable	20	Acceptable	20	Acceptable	20	19.75	Comments: (CT) Meets Standards. (JPT) Dental/Vision best rates	
Sec. D. Service and Methodology (10 Points max)	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	10.00		
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	10.00		
Total Score		97		100		100		100	99.25		
Trustmark Insurance Company		Unacceptable		Unacceptable		Acceptable		Unacceptable			Strengths:
Sec. A. Scope of Service: (30 points max)	Acceptable	25	Not Acceptable	28	Acceptable	30	Not Acceptable	15	24.50	Weaknesses: (NMNP) -High Premiums, - lower benefits (JF) High Price for poor benefits; poor benefits	
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Not Acceptable	20	Not Acceptable	20	Not Acceptable	10	Not Acceptable	20	17.50		
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	18	Acceptable	20	Acceptable	20	Not Acceptable	6	16.00	Comments: (NMNPRH) (JF) (CT) Meets standards; High pricing, Do not have the best benefits;	
Sec. D. Service and Methodology (10 Points max)	Acceptable	9	Acceptable	10	Acceptable	10	Not Acceptable	4	8.25		
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Not Acceptable	6	Not Acceptable	5	Not Acceptable	0	Not Acceptable	5	4.00		
Total Score		78		83		70		50	70.25		

PROPOSAL NAME/NUMBER: 24-556-06-26 / Employee Benefit Plans



OPEN DATE: June 26, 2024 2:00 PM CST

Evaluator

Noemi Munguia / Nereyda Peña	Jorge Flores	Cesar Torres	Juan P. Terrazas

Proposer	Rating		Score		Rating		Score		Rating		Score		Average	Notes:
	Unacceptable	Acceptable	Unacceptable	Acceptable	Unacceptable	Acceptable	Unacceptable	Acceptable	Unacceptable	Acceptable				
Eyetopia, Inc.	Unacceptable		Unacceptable		Acceptable		Acceptable							Strengths:
Sec. A. Scope of Service: (30 points max)	Acceptable	26	Acceptable	30	Acceptable	30	Acceptable	25	27.75	Weaknesses: (NMNP) Higher Premiums, Smaller Network; (JF) Proposed high rates; <i>small network</i> ; (CT) (JPT) smaller network; Higher Rates; Comments: (CT) Meets all; Half higher rates, smaller network; Higher copay for frames				
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Not Acceptable	25	Not Acceptable	25	Acceptable	10	Acceptable	20	20.00					
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	15	Not Acceptable	15	Acceptable	20	Acceptable	15	16.25					
Sec. D. Service and Methodology (10 Points max)	Acceptable	8	Acceptable	10	Acceptable	10	Acceptable	5	8.25					
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	8	Not Acceptable	5	Not Acceptable	5	Acceptable	5	5.75					
Total Score	82		85		75		70		78.00					
The Lincoln National Life Insurance	Unacceptable		Unacceptable		Acceptable		Acceptable							Strengths: (NMNP) Good Customer Service; (JF) (CT) Meets Standards;
Sec. A. Scope of Service: (30 points max)	Acceptable	25	Acceptable	30	Acceptable	30	Acceptable	30	28.75	Weaknesses: (NMNPRH) (JF) No offset; Comments: (CT) No offset on sick leave/vacation; <i>meets standards</i> ; (JPT) No offset vacation/sick leave				
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Acceptable	25	Not Acceptable	28	Not Acceptable	10	Acceptable	28	22.75					
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	20	Acceptable	20	Acceptable	20	Acceptable	20	20.00					
Sec. D. Service and Methodology (10 Points max)	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	10.00					
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	8	Not Acceptable	5	Not Acceptable	5	Acceptable	8	6.50					
Total Score	88		93		75		96		88.00					

PROPOSAL NAME/NUMBER: 24-556-06-26 / Employee Bevefit Plans



OPEN DATE: June 26, 2024 2:00 PM CST

Evaluator

Noemi Munguia / Nereyda Peña	Jorge Flores	Cesar Torres	Juan P. Terrazas

Proposer	Rating		Score		Rating		Score		Rating		Score		Average	Notes:
MASA	Acceptable		Acceptable		Acceptable		Acceptable		Acceptable		Acceptable			Strengths: (NMNP) Sole Provider; Good Claims process; Good Benefits; (JPT) Good Rates; A lot of experience;
Sec. A. Scope of Service: (30 points max)	Acceptable	29	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	29.75		Weaknesses:	
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Acceptable	29	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	29.75		Comments: (NMNP) (JF) (CT) Meets All	
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	19	Acceptable	20	Acceptable	20	Acceptable	20	Acceptable	20	19.75			
Sec. D. Service and Methodology (10 Points max)	Acceptable	8	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	9.50			
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	9	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	9.75			
Total Score	94		100		100		100		100		98.50			
Texas Republic Life Insurance Company	Unacceptable		Unacceptable		Unacceptable		Unacceptable		Acceptable				Strengths: (NMNP) (JF) (CT)	
Sec. A. Scope of Service: (30 points max)	Not Acceptable	10	Not Acceptable	20	Not Acceptable	0	Not Acceptable	0	Acceptable	15	11.25		Weaknesses: (NMNP) Enrollment platform; Higher rates; (JF) Poor enrollment platform; High price with only decent benefits; Benefits don't match up with pricing (CT); (JPT) higher pricing/platform is difficult	
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Acceptable	28	Not Acceptable	25	Not Acceptable	0	Not Acceptable	0	Acceptable	20	18.25			
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	18	Acceptable	20	Acceptable	20	Acceptable	20	Acceptable	15	18.25		Comments: (CT) Bad Enrollment Platform; Decent Benefits- Higher pricing; Meets Standards; Ok Benefits, Higher pricing.	
Sec. D. Service and Methodology (10 Points max)	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	5	8.75			
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	9	Not Acceptable	5	Not Acceptable	5	Not Acceptable	5	Acceptable	5	6.00			
Total Score	75		80		35		60		60		62.50			

PROPOSAL NAME/NUMBER: 24-556-06-26 / Employee Bevefit Plans



OPEN DATE: June 26, 2024 2:00 PM CST

Evaluator

Noemi Munguia / Nereyda Peña	Jorge Flores	Cesar Torres	Juan P. Terrazas

Proposer	Noemi Munguia / Nereyda Peña		Jorge Flores		Cesar Torres		Juan P. Terrazas		Average	Notes:
	Rating	Score	Rating	Score	Rating	Score	Rating	Score		
Texas Life Insurance	Unacceptable		Unacceptable		Unacceptable		Acceptable			Strengths:
Sec. A. Scope of Service: (30 points max)	Not Acceptable	10	Not Acceptable	20	Not Acceptable	10	Acceptable	15	13.75	Weaknesses: (NMNP) Higher rates; (JF) Difficult enrollment platform; Higher pricing; high pricing (CT); (JPT) Difficult Platform/Higher Prices
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Acceptable	27	Not Acceptable	25	Not Acceptable	0	Acceptable	20	18.00	
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	18	Acceptable	20	Acceptable	20	Acceptable	15	18.25	Comments: (CT) High pricing, Different platform from integration, <i>Difficult Platform from integration</i> ; Meets Standards; <i>Higher Pricing</i>
Sec. D. Service and Methodology (10 Points max)	Acceptable	9	Acceptable	10	Acceptable	10	Acceptable	5	8.50	
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	9	Not Acceptable	5	Not Acceptable	5	Acceptable	5	6.00	
Total Score	73		80		45		60		64.50	
Met Life	Unacceptable		Unacceptable		Unacceptable		Acceptable			Strengths:
Sec. A. Scope of Service: (30 points max)	Acceptable	25	Acceptable	30	Acceptable	30	Acceptable	30	28.75	Weaknesses: (NMNP) -Higher rates, -No 3yr guarantee on all products, - some only 1 yr rate guarantee; (JF) Not the best benefit/rate package; (CT) Meets
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Not Acceptable	12	Not Acceptable	20	Not Acceptable	0	Acceptable	20	13.00	
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	18	Acceptable	20	Acceptable	20	Acceptable	20	19.50	Comments: (CT) Bad pricing/Bad rates; Meets Standards
Sec. D. Service and Methodology (10 Points max)	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	10.00	
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Not Acceptable	5	Not Acceptable	5	Acceptable	10	Acceptable	5	6.25	
Total Score	70		85		70		85		77.50	

PROPOSAL NAME/NUMBER: 24-556-06-26 / Employee Bevefit Plans



OPEN DATE: June 26, 2024 2:00 PM CST

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Proposer	Rating		Score		Rating		Score		Rating		Score		Average	Notes:
AFLAC Group Insurance	Unacceptable		Unacceptable		Unacceptable		Acceptable							Strengths: (NMNP) Good Customer Service; (JF) (CT) Bad Customer Service;
Sec. A. Scope of Service: (30 points max)	Not Acceptable	18	Not Acceptable	20	Not Acceptable	0	Acceptable	20	14.50	Weaknesses: (NMNP) Claims Process & Billing not timely; - High rates, -lower benefits; (JF) Past billing & claims issues; Not the best proposal; Not the best proposed benefits ; (JPT) not best benefits/not best rates				
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Not Acceptable	15	Not Acceptable	25	Not Acceptable	10	Acceptable	20	17.50	Comments: (CT) Do not have the best benefits. Meets Standards; Do not have the best pricing				
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	20	Acceptable	20	Acceptable	20	Acceptable	10	17.50					
Sec. D. Service and Methodology (10 Points max)	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	5	8.75					
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Not Acceptable	5	Not Acceptable	5	Not Acceptable	5	Acceptable	5	5.00					
Total Score	68		80		45		60		63.25					
Manhattan Life Insurance & Annuity Co.	Unacceptable		Unacceptable		Unacceptable		Acceptable							Strengths:
Sec. A. Scope of Service: (30 points max)	Acceptable	25	Acceptable	30	Not Acceptable	0	Acceptable	25	20.00	Weaknesses: (NMNP) -outpatient procedure low, -No air ambulance, -Rates are higher (JF) No air ambulance benefit, Low coverage for outpatient surgical procedures; lacks air med benefits & outpatient coverage;				
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Not Acceptable	20	Not Acceptable	10	Acceptable	20	Acceptable	20	17.50	Comments: (CT) Decent pricing, Low outpatient procedures, limited outpatient; Decent Benefits; Meets Standards; (JPT) Not good pricing, nor benefits, no air ambulance, out patient low procedures.				
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	18	Acceptable	20	Acceptable	20	Acceptable	20	19.50					
Sec. D. Service and Methodology (10 Points max)	Acceptable	8	Acceptable	10	Acceptable	10	Acceptable	10	9.50					
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	7	Not Acceptable	5	Acceptable	10	Acceptable	5	6.75					
Total Score	78		75		60		80		73.25					

PROPOSAL NAME/NUMBER: 24-556-06-26 / Employee Bevefit Plans



OPEN DATE: June 26, 2024 2:00 PM CST

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Proposer	Noemi Munguia / Nereyda Peña		Jorge Flores		Cesar Torres		Juan P. Terrazas		Average	Notes:
	Rating	Score	Rating	Score	Rating	Score	Rating	Score		
Mutual of Omaha	Acceptable		Acceptable		Acceptable		Acceptable			Strengths: (NMNP) -Best benefits, -lowest pricing (JF) Great Benefits for proposed rates,;
Sec. A. Scope of Service: (30 points max)	Acceptable	28	Acceptable	30	Acceptable	30	Acceptable	30	29.50	Weaknesses:
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	30	30.00	
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	18	Acceptable	20	Acceptable	20	Acceptable	20	19.50	Comments: (CT) Meets Standards.
Sec. D. Service and Methodology (10 Points max)	Acceptable	8	Acceptable	10	Acceptable	10	Acceptable	10	9.50	
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	9	Acceptable	10	Acceptable	10	Acceptable	10	9.75	
Total Score	93		100		100		100		98.25	
Allstate	Unacceptable		Unacceptable		Unacceptable		Unacceptable			Strengths:
Sec. A. Scope of Service: (30 points max)	Not Acceptable	15	Not Acceptable	20	Not Acceptable	0	Not Acceptable	15	12.50	Weaknesses: (NMNP) High pricing; (JF) Bad enrollment platform; High proposed rates; bad pre-ex pricing (CT) ; (JPT) not good pre ex/ bad pricing
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Not Acceptable	10	Not Acceptable	20	Acceptable	20	Not Acceptable	20	17.50	
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	18	Acceptable	20	Acceptable	20	Not Acceptable	8	16.50	Comments: (JF) (CT) Bad Pricing - Hard to integrate; meets standards; bad pricing
Sec. D. Service and Methodology (10 Points max)	Acceptable	8	Acceptable	10	Acceptable	10	Not Acceptable	5	8.25	
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	6	Not Acceptable	5	Not Acceptable	5	Not Acceptable	5	5.25	
Total Score	57		75		55		53		60.00	

PROPOSAL NAME/NUMBER: 24-556-06-26 / Employee Bevefit Plans



OPEN DATE: June 26, 2024 2:00 PM CST

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Noemi Munguia / Nereyda Peña	Jorge Flores	Cesar Torres	Juan P. Terrazas

Proposer	Rating		Score		Rating		Score		Rating		Score		Average	Notes:
Deer Oaks EAP Services	Acceptable		Acceptable		Acceptable		Acceptable		Acceptable					Strengths: (NMNP) Good customer service; <i>Lowest rate</i> ; (JF) Great overall services; <i>Best proposed rates.</i> ; (JPT) Good Pricing/ <i>Lowest rates</i>
Sec. A. Scope of Service: (30 points max)	Acceptable	28	Acceptable	27	Acceptable	20	Acceptable	28	25.75	Weaknesses: (NMNP) (JF) Some of the extra provided training lacks in quality;				
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Acceptable	30	Acceptable	30	Acceptable	30	Acceptable	28	29.50					
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	18	Acceptable	20	Acceptable	20	Acceptable	20	19.50	Comments: (CT) Decent Customer Service; Meets all; (JPT) Trainers are OK				
Sec. D. Service and Methodology (10 Points max)	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	10	10.00					
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	10	Acceptable	10	Not Acceptable	5	Acceptable	10	8.75					
Total Score	96		97		85		96		93.50					
Creative Benefit Administrators	Unacceptable		Unacceptable		Unacceptable		Acceptable				Strengths: (NMNP) 5yr. rate guarantee;			
Sec. A. Scope of Service: (30 points max)	Acceptable	27	Not Acceptable	28	Acceptable	30	Not Acceptable	15	25.00	Weaknesses: (NMNP) Higher Premiums, Fees; (JF) Administrative fees; High Premiums; High administrative& other fees; (JPT) Higher Premiums/ too many fees;				
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Not Acceptable	20	Not Acceptable	20	Not Acceptable	0	Not Acceptable	20	15.00					
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	15	Acceptable	20	Acceptable	20	Acceptable	12	16.75	Comments: (CT) Meets all; <i>Higher Premiums - Higher other fees</i> ; (JPT)				
Sec. D. Service and Methodology (10 Points max)	Acceptable	8	Acceptable	10	Acceptable	10	Not Acceptable	5	8.25					
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	6	Not Acceptable	5	Acceptable	10	Not Acceptable	5	6.50					
Total Score	76		83		70		57		71.50					

PROPOSAL NAME/NUMBER: 24-556-06-26 / Employee Bevefit Plans



OPEN DATE: June 26, 2024 2:00 PM CST

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Proposer	Noemi Munguia / Nereyda Peña		Jorge Flores		Cesar Torres		Juan P. Terrazas		Average	Notes:
	Rating	Score	Rating	Score	Rating	Score	Rating	Score		
Avisis	Acceptable		Unacceptable		Acceptable		Acceptable			Strengths: (NMNP) Good Customer Service; Great claims process.
Sec. A. Scope of Service: (30 points max)	Acceptable	29	Acceptable	30	Acceptable	25	Acceptable	20	26.00	Weaknesses: (NMNP) Higher Prremiums, Higher Copay for frames; (JF) High frame copays; (JPT) Higher Copays; Not the lowest pricing; Comments: (CT) Good Customer Service; (JPT) Not the lowest pricing; Meets All;
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Not Acceptable	2	Not Acceptable	20	Not Acceptable	10	Acceptable	20	13.00	
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	19	Acceptable	20	Acceptable	20	Acceptable	15	18.50	
Sec. D. Service and Methodology (10 Points max)	Acceptable	10	Acceptable	10	Acceptable	10	Acceptable	8	9.50	
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	9	Not Acceptable	8	Acceptable	10	Acceptable	5	8.00	
Total Score	69		88		75		68		75.00	
Wellfleet Group	Unacceptable		Unacceptable		Unacceptable		Unacceptable			Strengths: (NMNP) Good Benefits;
Sec. A. Scope of Service: (30 points max)	Acceptable	20	Not Acceptable	28	Not Acceptable	0	Not Acceptable	15	15.75	Weaknesses: (NMNP) High Rates; (JF) Bad benefit/rate proposal; (JPT) Not good pricing/ not good benefits Comments: (CT) Bad Benefits, Bad pricing; Meets Standards;
Sec. B. Benefit Summary/Proposed Rate: (30 Points max)	Not Acceptable	19	Not Acceptable	20	Not Acceptable	0	Not Acceptable	20	14.75	
Sec. C. Qualifications and Experience (20 Points max)	Acceptable	15	Not Acceptable	18	Acceptable	20	Not Acceptable	8	15.25	
Sec. D. Service and Methodology (10 Points max)	Acceptable	8	Not Acceptable	8	Acceptable	10	Not Acceptable	5	7.75	
Sec. E. Underwriting Requirements/Plan Exceptions (10 Points max)	Acceptable	5	Not Acceptable	5	Not Acceptable	0	Not Acceptable	5	3.75	
Total Score	67		79		30		53		57.25	



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: July 8, 2024

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: TABLED 06/24/2024 - Discussion and Action to Recommend to the City Council the closure required by Union Pacific Railroad for Leonor Street being approximately 0.09 of a mile East of the intersection of Schuerbach and W. Business Hwy 83 - De Luna

NATURE OF REQUEST:

On February 29, 2024 staff received a request by Melden & Hunt on behalf of the Killam Development for a proposed railroad crossing and (3) road closures for El Milagro Subdivision. Union Pacific Railroad Company requires that for every new railroad crossing there is at least 2 road closures. The request before the Board is to consider the closure of the 2800 Block of Leonor Street.

On June 24, 2024 the Planning and Zoning Commission held a Public Hearing to consider this request. This would be the 3rd road crossing closure. There was public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

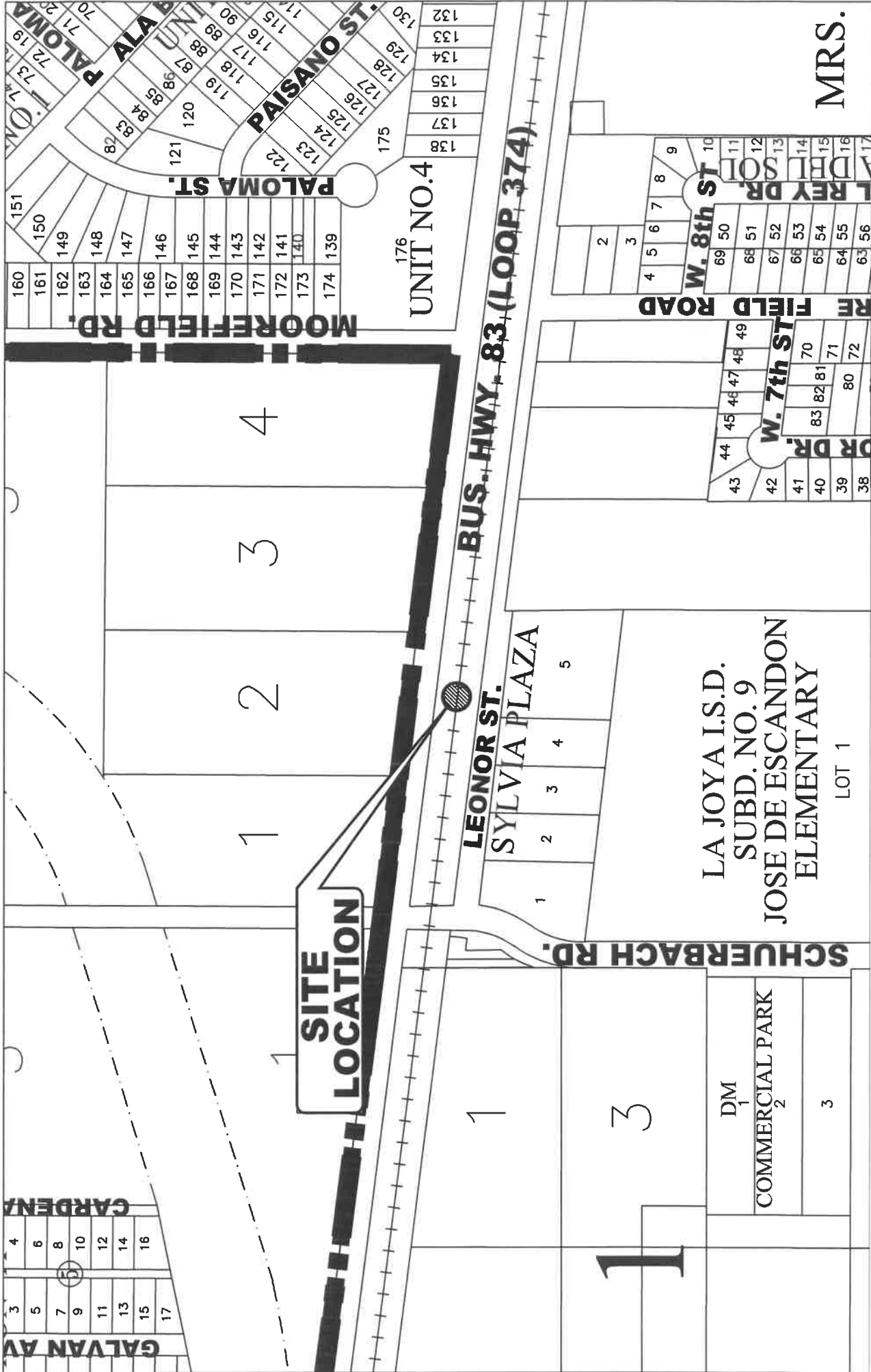
_____ NAYS

_____ DISSENTING _____

ITEM# 1.8**Discussion and Action to Recommend to the City Council the closure required by Union Pacific Railroad for Leonor Street being approximately 0.09 of a mile East of the intersection of Schuerbach and W. Business Hwy 83**

On February 29, 2024 staff received a request by Melden & Hunt on behalf of the Killam Development for a proposed railroad crossing and (3) road closures for El Milagro Subdivision. Union Pacific Railroad Company requires that for every new railroad crossing there is at least 2 road closures. However, since the proposed new railroad crossing was wider than normal, Union Pacific Railroad is requesting there be 3 road crossing closures. The request before the Board is to consider the closure of the 2800 Block of Leonor Street. This would be the 3rd road crossing closures.

As part of the request the Union Pacific Railroad also requires that the City of Mission enter into an agreement with the Union Pacific Railroad Company for reimbursement of Preliminary Engineering Services. The Killam Development has agreed to cover the \$25,000 fee estimated for this project since the proposal is for their own development.



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

Item 19.

No.

177



F4350-00-000-0002-02 (175406)
BARRERA REYNALDO
2801 LEONOR ST
MISSION TX 78572

S7910-00-000-0001-00 (705851)
RODRIGUEZ RODRIGO & SYLVIA
2805 LEONOR ST
MISSION TX 78572

S7910-00-000-0002-00 (705852)
RODRIGUEZ RODRIGO & SYLVIA
2805 LEONOR ST
MISSION TX 78572

S7910-00-000-0003-00 (705853)
RODRIGUEZ RODRIGO & SYLVIA
2805 LEONOR ST
MISSION TX 78572

S7910-00-000-0004-00 (705854)
RODRIGUEZ RODRIGO & SYLVIA
2805 LEONOR ST
MISSION TX 78572

S7910-00-000-0005-00 (705855)
RODRIGUEZ RODRIGO & SYLVIA
2805 LEONOR ST
MISSION TX 78572

S7910-00-000-0005-05 (816285)
RODRIGUEZ RODRIGO JR
2805 LEONOR ST
MISSION TX 78572

Z2050-00-000-0000-05 (332115)
STATE OF TEXAS
PO BOX EE
PHARR, TX 78577

Anna Carrillo

From: Totten, Mindy <MTotten@benesch.com>
Sent: Tuesday, June 13, 2023 6:35 PM
To: Lydia Flores
Cc: Ruben James De Jesus
Subject: RE: RR Crossing of Los Indios Rd at El Milagro - City of Mission

Good afternoon,

Union Pacific encourages communities to carefully consider all alternatives to installation of a new private or public at-grade crossing. Union Pacific supports the federal initiative to reduce crossings and requests that multiple public crossings be consolidated before agreeing to the establishment of a new at-grade crossing. In order for this request to be considered, your client would need to either consider a grade separated crossing, which can be costly, or engage in a study to identify three crossings for closure in order to establish a new crossing.

In order for this request to progress your client would need to either consider a grade separated crossing or engage in a traffic study to identify three crossings for closure in order to establish a new crossing. I have attached a link to UP's website regarding "New Road Crossing Openings and Conversions of Private Crossings to Public." This outlines UPRR's policies regarding new crossings.

https://www.up.com/real_estate/roadxing/industry/new_conversion/index.htm [up.com]

Once either is considered then the progress can progress.

Thanks,

Mindy Totten

Public Project Representative

mtotten@benesch.com

direct: 281-896-0638 mobile: 281-825-6921

For new public project requests: [Union Pacific Public Project Request](#)

For new utility crossing/permit: [Union Pacific Utility Crossing/Permit](#)



From: Lydia Flores <Lydia@meldenandhunt.com>
Sent: Friday, May 26, 2023 11:56 AM
To: Totten, Mindy <MTotten@benesch.com>
Cc: Ruben James De Jesus <Ruben@meldenandhunt.com>
Subject: FW: RR Crossing of Los Indios Rd at El Milagro - City of Mission

Good morning Ms. Mindy –

Mr. Ruben James asked that I reach out to you and follow up on the attached information and email he forward below on 5/8. Can you please advise on what needs to be done to process this permit?

Thank you so much!

Respectfully,

Lydia Flores
Administrative Assistant



Melden & Hunt, Inc. • 115 W. McIntyre Street • Edinburg, Texas 78541
P: 956.381.0981 • F: 956.381.1839 • lydia@meldenandhunt.com

TBPELS F-1435 & F-10096900

This message is intended for the use of the individual or entity to which it is addressed and may contain information that is confidential and privileged and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please contact the sender immediately and delete it from your system.

From: Ruben James De Jesus <Ruben@meldenandhunt.com>
Sent: Monday, May 8, 2023 10:28 AM
To: Totten, Mindy <MTotten@benesch.com>
Cc: Lydia Flores <Lydia@meldenandhunt.com>
Subject: RE: RR Crossing of Los Indios Rd at El Milagro - City of Mission

Good morning Mindy,

Hope you are doing well.

We have submitted our inquiry through the online portal and have received correspondence from UPRR Contractor representative.

We have filled out an application see attached PDF. What would be our next steps for submitting the closure request?

Thank you,
Ruben James De Jesus, P.E., R.P.L.S.
Vice President



Melden & Hunt, Inc. • 115 W. McIntyre Street • Edinburg, Texas 78541
P: 956.381.0981 • M: 956.381.2820 • ruben@meldenandhunt.com

From: Totten, Mindy <MTotten@benesch.com>
Sent: Thursday, April 20, 2023 10:29 AM

To: Ruben James De Jesus <Ruben@meldenandhunt.com>
Subject: RE: RR Crossing of Los Indios Rd at El Milagro - City of Mission

Hi Ruben,

[External Inquiry \(quickbase.com\)](#) [[benesch.quickbase.com](#)]

Please use the link to submit your request. Additionally, we will need the list of DOT's that are being proposed for closure. They will need to have similar characteristics to what is being proposed for install. We will also be reviewing for potential alternative access.

Thank you,

Mindy Totten

Public Project Representative

mtotten@benesch.com

direct: 281-896-0638 mobile: 281-825-6921

For new public project requests: [Union Pacific Public Project Request \[up.com\]](#)

For new utility crossing/permit: [Union Pacific Utility Crossing/Permit \[up.com\]](#)



From: Ruben James De Jesus <Ruben@meldenandhunt.com>
Sent: Thursday, April 20, 2023 8:55 AM
To: Totten, Mindy <MTotten@benesch.com>
Subject: RR Crossing of Los Indios Rd at El Milagro - City of Mission

Good morning Mindy,

Thank you for taking the time to discuss this item with me. I have attached a overall layout which has a location map of the project area.

Here is the Lat/Longs of the project. I am working with the City of Mission on identifying possible crossing which can be closed. Look forward to working with you.

26°10'30.33"N, 98°19'57.26"W

Thank you,
 Ruben James De Jesus, P.E., R.P.L.S.
 Vice President



Melden & Hunt, Inc. • 115 W. McIntyre Street • Edinburg, Texas 78541
 P: 956.381.0981 • M: 956.381.2820 • ruben@meldenandhunt.com

Anna Carrillo

From: Totten, Mindy <MTotten@benesch.com>
Sent: Wednesday, May 8, 2024 8:30 AM
To: Rolando Ortiz
Cc: Ruben James De Jesus; Andres Gonzalez; Orlando Navarro
Subject: Re: Mission Texas

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Rolando,

We are still discussing this internally. Would the city be agreeable to closing access to S. Conway from La Lomita St., and W. chimney Rd.? I red marked the aerial below where the perhaps closures here could be the exchange for not closing Los Indios.



Mindy Totten
Public Project Manager

mtotten@benesch.com

direct: 281-896-0638 mobile: 281-825-6921

For new public project requests: [Union Pacific Public Project Request](#)

For new utility crossing/permit: [Union Pacific Utility Crossing/Permit](#)



Check out our
NEW WEBSITE!



From: Rolando Ortiz <rortiz@killamco.com>
Sent: Tuesday, May 7, 2024 4:12 PM
To: Totten, Mindy <MTotten@benesch.com>
Cc: Ruben James De Jesus <Ruben@meldenandhunt.com>; Andres Gonzalez <agonzalez@killamco.com>; Orlando Navarro <onavarro@killamco.com>
Subject: RE: Mission Texas

Hello Mindy,

I know it takes time to get this through UP. We are more than happy to jump on a call with them if it will help.

However, we are running out of time and our project is coming to completion within the next three months and we will need to look at the option of running a road to the current los indios.

Please let us know if you hear back from them.

Rolly

From: Rolando Ortiz
Sent: Thursday, April 18, 2024 5:09 PM
To: 'Totten, Mindy' <MTotten@benesch.com>
Cc: 'Ruben James De Jesus' <Ruben@meldenandhunt.com>; Andres Gonzalez <agonzalez@killamco.com>; Orlando Navarro <onavarro@killamco.com>
Subject: Mission Texas

Hello Mindy, thank you for your time yesterday,

Attached is the master plan we were looking at yesterday, please let us know if you need anything else.

Thank you

Rolando G. Ortiz, Ph.D, CRX, CSM

Chief Operating Officer

 rortiz@killamco.com

 956.724.7141

 956.337.3880

 www.killamco.com [killamco.com]





New Road Crossing Openings and Conversion of Private Crossings To Public

To enhance highway-rail grade crossing safety, Union Pacific endorses the United States Department of Transportation's goal of reducing the number of at-grade crossings, both public and private, through consolidation, elimination, grade separation and restriction of the number of new crossings installed.

Union Pacific, other railroads, the Federal Railroad Administration and most states also encourage communities to carefully consider all alternatives, including grade separations, as opposed to the creation of new at-grade crossings. Union Pacific and other railroads believe the cost of a grade crossing separation should not outweigh the enhanced safety it would provide for the traveling public.

To comply with and support the federal initiative to reduce crossings, Union Pacific has a practice of requesting that multiple public crossings be consolidated before agreeing to the establishment of a new crossing. Union Pacific expects communities to engage in a study to identify crossings for closure. Proposals for establishing a new public crossing should identify three or more crossing closures for each new crossing opened unless there are specific engineering or rail operation considerations at the specific location.

Because of safety concerns, every effort must be made to obtain alternative access using grade separations, parallel or other roads leading to existing crossings, and access from other directions must first be considered.

Union Pacific's policy is not to permit private or public parallel roadways within the railroad's right of way.

As a matter of operational efficiency some locations will not be approved for crossings because of railroad engineering and operating considerations such as passing sidings, tracks used for switching, special track work, sharp curves and other considerations.

To progress a new road opening or to convert an existing private crossing to a public crossing, [click here to submit a project inquiry](#).

Good afternoon council members,

My name is Juan Rodriguez, and I came to this meeting today to represent my family and myself. We are currently residing at 2807 Leonor St in Mission, Tx, where we are also the business owners of Beep Beep Meat Market located close by at 810 N. Schuerbach Rd. We recently were notified of the proposed cancellation of the existing Right of Way (ROW) access road crossing over the existing train railroad tracks currently connecting to old business 83 and Leonor St. We strongly condemn the proposal as closing the access point will have many ramifications that will affect many including but not limited to; The start during and after school, school staff employees, school events, drop off and pick up students' times, and the school starting classes and closing hours. This closure will also lead to high traffic congestion during the rush hour.

That is why I am representing all the following undersigned and attached list of property owners and residents of the city of Mission who are hereby in opposition of the city of Mission proposed order for the cancellation of the existing access road crossing. We seriously and respectfully request the existing access point to remain in place. We are also respectfully requesting the following information relevant to the proposed order including,

1. Copies of any or all previous information regarding the development and use of the cancellation area in question.
2. A copy of the city attorney's legal opinion regarding the Union Pacific railroad request for the cancellation area and the legal rights of the property owners and taxpayers who continue to use the proposed cancellation access roadway crossing area
3. The reason/s and purpose of Union Pacific Railroad cancellation request.

To Whom it May Concern;

My name is Juan Rodriguez,
and we came to this meeting to represent my family and myself currently residing at 2807
Leonor St. and business owners of the Beep Beep convenience store located at 810 N
Schuerbach Rd. We are also representing all of the following undersigned and attached list of
property owners and residents of the City of Mission...

Please be advised that; We, the undersigned and the attached lists of the City of Mission property
owners and residents Are hereby in opposition of the City of Mission proposed order for the
cancellation of the existing Right of Way (ROW) access road crossing over the existing train
railroad tracks. currently connecting to Old Bussinness Highway 83 and Leonor St.

And as a point of location reference,

This same access road crossing as mentioned above is approximately located immediately on the
north side of Leonor St and of the existing residence located at 2505 Leonor St.

Marcicio Aceola	956-328-8902
Daniel RDR	956 398 2756
Mireya Cantu	956-414-4020
Orlando Castre	956-999-3080
Beung Adame	956-391-8228
Criseida Perdomo	(956) 274 7374
Elsa Cisneros	(956) 222-4552
Jose & Malencio	956 209 6543
Tanya Lopez	954 258-8534
Sergio Moreno Jr	(956) 960-8350
Stephanie March	(956) 440-9123
Maria Anayosa	(956) 222-83-89
Stephanico Ruz	956-358-7366
Edelmyr Goytan	(956) 996-5509
Uguel Sanchez Sura	(956) 680-5622
Uguel	N/A
Edelmyr	N/A
Marco Contreras	956 573 8917
Daisy Ledezma	956 391-4852

Rosbel Muniz	956 400-5827
Maria Vela	956 424-2589
Gabriel Vazquez	956 946-0591
Juan Barrera	956 NIN 576A
Filano Vargas	956-331-7443.
Juan C. Orzua	956 502-33-21
Erige Espinoza	956 600 0541
Mylena Nordhagen	956 428-74-13
Gerardo Ramirez	956 257 9788
Sergio C. De	956 239-2218
Dancy Gomez S.	0 n/a
Kenneth Moulton	956 529-7086
Cynthia Mares	956 458-5845
Rutilo Mejia	956-800 7914
Norma Hernandez	956-240-2195
Daniel Hernandez	956-429-8225
Manu Padilla	(956) 222-2887
Serge R Coronado	956-975-4082
Israel Godinez	956-685-6009
NELSON VELEZ	956-510-9036
Salvador Herrada	956 779 5709
Elida Maydax	956-400-56-46
Miguel San	956 933 2908
Jesus Garcia	956-890-7298
Jose Jorge Sepulveda	n/a
Jorge Sepulveda	956 432 8152
Jorge Morales	n/a
Osmin del	956 599 0268
David Moer	956 360 1300
ALEXANDER AVILA	956 560-9432

Amub Juan	956-739-68-21
Juan Lerma	956 593 0838
Orelia Esquivel	956 271-2097
Abraham Rodriguez	(956) 312-9660
Tony Perez	(956) 681-6527
Javier Flores	(956) 352-59-65
Lamberto Garcia	(956) 573-1179
Eduardo Soliz	(956) - 777-4292
Higinio Lopez Jr	(956) - 391-8923
Juan Carlos	956 8845591
José López	956-432 5644
Jennifer Torres	956-799-2787
RUBEN AYALA	W/O
Koel Ramirez	956 4585553
Victor Ramirez	956-227-2591
Jules Mendez	956-821-5911
Fred Solis	432 766 4038
Ladema Mirano	379-0588
Jazmin Torres	(956) 382-8494
Arnulfo Rodriguez	956 257 38 77
Roberto Rde	956 789 12 18
Sachi Alvarez	956-373 86 11
Guvany Valle	956-222-2598

<u>10</u>	756 891 3805
Elizabeth Abnis G	(956) 379-47-24
Daniel Herrera M	(956) 321-8400
Juan Cardw	956-862-64-97
Guillermo Ayala	956-239-4948
Maricela Salazar	n/o
Rosy Barrientos	956 331-3160
Cecili M. Perez	956 400-87-94
Lucia Bocanegra	956 222 2635
Monica Cerna Mendoza	(956) 588-1048
Carlos Gonzalez	(956) 351-8041

To Whom it May Concern.

Please be advised that; We, the undersigned and attached list of City of Mission property owners and residents are hereby in opposition of the City of Mission proposed closing order of the existing access road crossing over the existing train railroad tracks. Currently connecting the Old Business Highway 83 and Leonor St. And as a point of reference this same access road as mentioned above is located immediately south of the existing residential house and lot at 2805 Leonor St.

City Residents and Property Owners

Alonzo DeLeon	956-251-7059
Juan A Morin	956-600-07-44
Jose lozano Gomez	956-321-3622
Luisa Martinez	956 400 1175
Oliver Cortez	956 539 2182
Rosobal Vera	956 600 9835
Martha Medriyel	956 529 3841
Rosa Ma Garcia	956 379-70-60
JUAN GALLEGOS	956-400-95-49
Kevin Salinas	956-890-6624
Angel Diaz	956-321-3657
Andrés Treviño	956-422-0252
ISMAEL GARCIA	956-638-1097
Jaime Orlando Amaya	(956) 258-7045
Sarahi A Vanez	(956) 713-03-63
Rolanda Garcia	956-391-8452
Mauricio Mendoza	956-692-5641
Melanie Moreno	956 692 8963
Andres Evara	956-905-9839
Debbie Martinez	956-803-5015
Fernando Celovad.	956-457-2309
Sofia Heredia	956 438-38-93
Oneida Rodriguez	956-450 4568
Marlen Hernandez	(956) 222-6263

Marjando Tello	(956) 862-0874
Ortega Mayra	379 1767
Brenda Walker	956 715 2609
Alberto Vasquez	956. 379. 2429
ANA VILLARREAL	(956) 258 1272
Wahum H. Pdz. GmZ	N/A
Roberto Mauricio K	956 424 8176
Ruben Rodriguez	(956) 605-0853
Elisa Zepeda	415-715-9605
Janio Rody	956. 432. 2565
JROS	456-279-5125
Lyfma	956-929-4278
Miguel A. Paezquez	(956) 279-5125
Jose Garrido	899 119 69 07
MARCO Jimenez	956-533-8094
Emilio Mayz	956-317-9166
Nancy Marroquin	956 329 84 05
Lucy Lora	N/A
OSCAR GARCIA	956 862 30 41
Cyrr Acevedo	956-339-2949
José Guadalupe	955-670-9282
MARCO LA VO	956 684 1887
Yeremias Gamboa	956) 271-2002
Alexis Tamayo	N/A
Mark B	956 249 0460
Eduardo PONA	956 432 7561
Franko Deletr	(956) 617-2870
Julio Pineda	438-67215
Edgar Gomez	956-313 2619
Ornel Medina	(956) 240 02 42
Dora Elizondo	956. 655 1701
Saine Gura	803-77-38
Mario Alberto E.L.	N/A
Edmundo	317-698-4616
Almida Tamara K	956 250 11 34
	Guillermo Barrera

Ramiro Garcia of <i>Pedro</i>	(956) 400-2858
Fernando Cruz <i>Ponchar</i>	(956) 942-8748
Irma Perales <i>Uma</i>	(956)-293-5496
San Juanita Burbosa	(956) 360-6719
Jose Perez Sr	(956) 714 2443
Clarissa Perez	NA
Edith Espinoza	(956) 243 7172
Rolando Perez	NA
Esmeralda Villanueva	(956) 580 0530
Cris Requenez	956-999-2631
Virginia Perez	NA

To Whom it May Concern;

My name is Juan Rodriguez,
and we came to this meeting to represent my family and myself currently residing at 2807
Leonor St. and business owners of the Beep Beep convenience store located at 810 N
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And as a point of location reference,

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north side of Leonor St and of the existing residence located at 2505 Leonor St.

Fred Brans	(956) 821-2993
Dr Jiro Reynoso	
Israel Lopez	
	363-7992
LEONARDO GONZALEZ	363-7992
Nora Saucedo	956 (890-81-60
Jose Ramos	832-240-6768
Jesus Cabrera (515 999-20-419
Pedro Uchra	
Joel R. Lopez	
Guillermo Martinez	(956) 240-5692
Carlos Bocanegra	956) 342-9301
Gaby Colon	956) 960-5396
Jose Gpe Bocanegra	956) 222-5140
Linda Saucedo	956) 432-6395
Jose Gpe Bocanegra Jr	956) 432-6191
David Bocanegra S	956 900.5033
Stephanie Rios	956) 605-1518
Jane Rios	956 680 9662

Jimley D.	8995494951
Santiana Hernandez	956) 599-6128
Rocha Hugo	956-342-7173
Ally Lopez	956 867-6726
Juan A. Perez	N/A
Gustavo Ramos	956-404-1729
Margarita Barrera	(956) 280-1575
Eddie Mendez	(956) 302 04 96
Marianita Gil	(456) 400 30 69
Jasmine Rios	N/A
Juan Gomez Jr.	(956) 529-3886
Juan Gomez Sr.	(956) 878-5433
Alejandro Alvarez	(956) 780-0250
Hilda Sorell	956-274-3787
Mirihel Buendia	501-8496
Lina MTZ	956 598 22 51
Katherine Velazquez	956-510-0340
Selena Montes	956-996-3535
Ronald Martinez	956-221-0722
Mariana BRAVO	956-352-4362
Jose montes	956-996-1595
Gladys montes	956-996-3535
Reynol Cantu	956-607-3262
Javier Rodriguez	N/A
Alexandro M. Pejer	956 379 4142
Manuel Lopez	956 888 2133
Anianna Lopez Ochoa	(956) 359-9089
Maria Cuarter	(956) 424-2024
April Reynado	(956) 258-2135
Nancy Lopez	956) 803.5014

Roberto Martinez	956)601-4296
Juan M. Rivera	956-529-9902
José Rodriguez	956-776-3114
Sara Veig	956 222 5752
Alfonso Ramirez	956-588-9521

To Whom it May Concern.

Please be advised that; We, the undersigned and attached list of City of Mission property owners and residents are hereby in opposition of the City of Mission proposed closing order of the existing access road crossing over the existing train railroad tracks. Currently connecting the Old Business Highway 83 and Leonor St. And as a point of reference this same access road as mentioned above is located immediately south of the existing residential house and lot at 2805 Leonor St.

City Residents and Property Owners

Phone numbers

Ray Cantu	414
Reis Cantu	956 342 8895
Medi Oubull	956 258 8630
Monica Salazar	956 352 3636
Ronalds Nepo Sr	956 215 1278
Ana Trigo	956-432 0293
Juan Montero	956-360-5786
OSCAR GARCIA	956 862 3042
Victor Villarreal	956 4632 7412
Abe RAZ VARGAS	956-642-6064
Manca Cantu	956-342-5928
Sarahi Cantu	956 377-2138
Samantha Cantu	956-991-9232
Bianca Cantu	956-259-2293
Veronica Pardo	956 789 0557
Victor N. Castro	956-348-3093
Sergio Santiago	956-291-9181
Rolando Perez	956-569-2240
LUIS FULTZ	956-279-3549
Barbara R	956 432 7059
Karen Graff	361-650-8341
Sergio Garcia	956-578-7018
Ramiro Ramirez	956 538 0190
Rutilo Avila J	956 400 1136

Carlos Oray	Cherif 956-222-7973
Maira Coronel	956-877-4752
Es. Lirio Lopez #1	770-534-1144
Evel	956-996-7588
Est	956-860-1764
Omar Lerma	956 766 8608
Jorge de la Cruz	956-258-3990
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**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: July 8, 2024

PRESENTED BY: Aida Lerma, Director, Mission Event Center

AGENDA ITEM: TABLED: 07/03/2024 - Adoption of Fee Waiver and Discounted Rate Policy for the Mission Event Center - A. Lerma

NATURE OF REQUEST:

The Mission Event Center seeks to implement a policy outlining procedures for organizations requesting fee waivers or discounted rates for facility use to specifically limit the use of the MEC as a general public forum to ensure that the facility remains easily accessible to clients and residents doing business with the MEC. The MEC may offer fee waivers or discounted rates to non-profit organizations, government agencies, or educational institutions meeting the specific requirements outlined in policy.

The different fee waivers or discounted rates include:

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

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

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

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

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

STAFF RECOMMENDATION:

Seeking Council Direction

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Seeking Council Direction *MRP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

**Mission Event Center
Fee Waiver and Discounted Rate Policy
Passed and Approved on _____**

PURPOSE

The purpose of this policy is to govern the provision of fee waivers or discounted rates for the use of the Mission Event Center (“MEC”). Further, this policy intends to specifically limit the use of the MEC as a general public forum to ensure that the facility remains easily accessible to clients and residents doing business with the MEC.

POLICY

The MEC may provide Fee Waivers or Discounted Rates for the use of the MEC facility by not-for-profit (“NFP”) organizations, other government agencies, or educational institutions (upon request of such organization) when such use can be accommodated without interfering with residents/clients wishing to transact business at the MEC. Costs subject to fee waivers or discounted rates are to include (1) “Room Rental Fees”, the base fee charged for the use of a specific space within the MEC facility (to include tables and chairs, and set-up), (2) “Equipment Fees”, the fee charged for the use of MEC-owned equipment (including but not limited to dance floor stage, cocktail tables, LED ambient lighting, etc.), (3) “Service Fees”, the fee charged for the use of the MEC kitchen space, and (4) “Refundable Damage Deposits”, a deposit collected upon renting an MEC facility space held for any unforeseen damages to the MEC upon use by customers. All security services required by organizations seeking fee waivers or discounted rates will be the responsibility of the requesting organization. Priority may be given to organizations that demonstrate a lack of financial resources and/or promote diversity and inclusivity.

Eligibility for 50% Discounted Rates:

Organizations may qualify for a 50% Discounted Rate on Room Rental Fees and other applicable MEC fees including Equipment Fees, Services Fees, and Refundable Damage Deposits if the criteria below are met. Should the event require security services, the organization will be responsible for hiring such security personnel through the Mission Police Department at its own expense. For a 50% Discounted Rate, such organizations must meet the following general guidelines:

1. The organization must be an NFP, government agency, or educational institution.
2. Any meetings held or information displayed by such organizations must be open and available to the general public, be intended through the various media to provide information to the general public, and/or provide a public benefit to the residents of the City of Mission.
3. Any meetings held or information displayed should be free of charge to the public.
4. Any meetings and information shall be non-partisan in nature.
5. Any meetings and information shall be educational in nature and shall avoid advocacy of a particular position in areas of public policy dispute or controversy.
6. Any meetings and information shall be non-commercial and not-for-profit in nature.
7. Any meetings and information should be reasonably related to public interests of the City of Mission and its residents.

Eligibility for 20% Discounted Rates:

Under certain circumstances, an NFP, government agency, or educational institution may conduct revenue-generating not-for-profit activities such as fundraisers and/or provide training, seminars, meetings, or information not open to the general public but solely to its organization. Although these organizations will be ineligible for a 50% Discounted Rate or Fee Waiver, they may receive a 20% Discounted Rate on Room Rental Fees. In addition to the discounted Room Rental Fees, organizations will be responsible for 100% of all other applicable MEC fees to include: Equipment Fees, Service Fees, and Refundable Damage Deposits. Should the event require security services, the organization will also be responsible for hiring such security personnel through the Mission Police Department at its own expense.

Fee Waivers:

NFPs, government agencies, and/or educational institutions in an official partnership with the City of Mission for a joint event may receive a 100% Fee Waiver for Room Rental Fees and all other applicable MEC fees including Equipment Fees, Service Fees, and Refundable Damage Deposits.

Application Process:

For organizations seeking a Fee Waiver or Discounted Rate, a letter must be submitted to include the following information:

1. Letter of request must be submitted in writing for consideration to:
 - City Mayor
 - City of Mission
 - 1201 E. 8th St.
 - Mission, Texas 78572
2. Letter must include:
 - a. Responsible Representative,
 - b. Name of Organization,
 - c. Contact Information,
 - d. Nature of the Request, and
 - e. Potential Impact on Community and/or Long-Term Positive Outcomes or Public/Community Benefit (if seeking Fee Waiver)
3. Letter must be received a minimum of 3 months in advance.
4. Applicant may be required to submit a profit and loss statement for the organization/event.
5. Applicant may be required to submit sponsorship packet information along with a list of confirmed sponsors.
6. NFP organizations must submit proof of their non-for-profit status by providing a copy of their Internal Revenue Service Determination Letter or Certificate of Formation also known as Articles of Incorporation.

Information above needs to be emailed to: eventcenterdirector@missiontexas.us or mailed via U.S. Postal service to:

City of Mission
Attn: Mission Event Center Director
1201 E. 8th St.
Mission, Texas 78572

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

MEC Director will complete a Facility Request Form and an Event Order (proposal) after discussing dates and logistical needs from the client.

MEC Director will submit the following documents for consideration to the City Mayor and City Manager:

1. Letter of Request from Client
2. Facility Request Form
3. Event Order Form (proposal)

Responsibilities of the Applicant:

1. Adhere to the facility's policies, safety regulations and any other relevant rules.
2. Provide insurance coverage as required.
3. Assist with clean-up after the event.
4. Schedule a pre-event meeting with MEC staff to review final details of event as many times as needed and at least three (3) weeks prior to event.
5. Agree to and shall indemnify, defend and hold harmless the City of Mission and its appointed officials, and employees (collectively, the "City") against all suits, actions, demands, damages, and expenses of any nature which may be brought or made against the City or which the City may pay, sustain, or incur by reason of the use of the MEC.
6. Assume full responsibility for any damages based on actual repair or replacement costs for the facilities or equipment.

Review and Approval:

Each request submitted will be reviewed within ten (10) business days by the City of Mission City Mayor, City Manager, and MEC Director. The review process will consider the eligibility criteria and the impact on the community. Once reviewed, the MEC Director will notify the applicant of the decision.

Decisions are final and may not be appealed.

The City has the right to refuse and may change/modify the use of any facility or meeting room to any person or group if the proposed event conflicts with the intended use of the building, is in conflict with established policies, or is in conflict with any confirmed reservation or unplanned reservation of public necessity.