



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, February 26, 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, February 26, 2024 04:30 PM Central Time**

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

Meeting ID: 990 466 2781 - Password: 833227

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

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

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

INVOCATION AND PLEDGE ALLEGIANCE

DISCLOSURE OF CONFLICT OF INTEREST

PRESENTATIONS

1. Proclamation - National Multiple Sclerosis Awareness and Education Month - Carrillo
2. January 2024 Employee of the Month - Munguia
3. Presentation of Achievement of Library Excellence Award - Espinoza
4. Report from the Rio Grande Valley Humane Society - Perez
5. Report from the Greater Mission Chamber of Commerce – Enriquez
6. Departmental Reports – Perez
7. Citizen's Participation – Garza

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

8. Rezoning: Tract #1: A tract of land containing 0.612 of one acre, being a part of portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B,

- 1916 Crystal Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance#_____ - De Luna
9. Rezoning: Tract #2: A tract of land containing 0.551 of one acre, being a part of portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1931 Meadow Way Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance#_____ - De Luna
10. Rezoning: Tract #3: A tract of land containing 0.613 of one acre, being a part of portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1914 Crystal Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance#_____ - De Luna
11. Rezoning: A 27.969 acre tract of land out of Lot 29-10, West Addition to Sharyland, (AO-I) Agricultural Open Interim to (R-1A) Large Lot Residential, Jorge E. Miranda, and Adoption of Ordinance#_____ - De Luna
12. Rezoning: A tract of land being tract 37, Resubdivision of M.L.Woods CO., Inc. (aka Lot 37, Earnhard Subdivision U/R), (C-3) General Business to (R-1) Single Family Residential, Rosbel Avila, and Adoption of Ordinance#_____ - De Luna
13. Rezoning: All of Lots 1 & 2, Block 2, Leal Subdivision, (R-1) Single Family Residential to (C-3) General Business, Pedro Mendoza, and Adoption of Ordinance#_____ - De Luna
14. Conditional Use Permit: Home Occupation – Urgent Care Transport, 3307 Amethyst Avenue, The North 37.50' of Lot 130A & Lot 130B, Mountain View Ph. I, R-1, Cesar Elizondo, and Adoption of Ordinance#_____ - De Luna
15. Conditional Use Permit: Drive-Thru Service Door and Sale & On-Site Consumption of Alcoholic Beverages – Tiny Cantina, 2210 E. Interstate Hwy 2, Ste. Q, Lot 1, Treme Subdivision, C-3, Tiny Cantina c/o Raul Correa, and Adoption of Ordinance#_____ and Wet Zone Ordinance#_____ - De Luna
16. Conditional Use Permit: Manufacture of Sheet Metal in a C-3 Zone, 2500 W. Expressway 83, Lots 5, 6, & 7, Ala Blanca Norte Unit 1, C-3, Ines Lopez, and Adoption of Ordinance#_____ - De Luna
17. Conditional Use Permit: To Keep a Portable Building for Sales Office Use – Twins Auto Plex, 1523 E. Interstate Highway 2, Lot 6, Henry Saenz Subdivision, C-4, Twins Auto Plex, LLC c/o Javier Sergio Martinez, and Adoption of Ordinance#_____ - De Luna
18. Conditional Use Permit: To Keep El Comalito Mobile Food Truck, 1900 W. Griffiin Parkway, Lot 4, Inspiration Point Subdivision, C-3, Omar Solis, and Adoption of Ordinance#_____ - De Luna
19. Conditional Use Permit: To Keep a Portable Building for Sales Office Use – Pitayo Auto Sales, 1523 E. Interstate Highway 2, Lot 6, Henry Saenz Subdivision, C-4, Pitayo Auto Sales & Auto Parts c/o Ricardo Gomez, Jr., and Adoption of Ordinance#_____ - De Luna

20. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – Angel’s Kitchen, 2005 W. Mile 3 Road, Ste. 1700, Lot 7, Block 4, Taurus Estates No. 9 Phase I, C-3, Angel’s Kitchen, LLC, and Adoption of Ordinance#_____ - De Luna
21. Conditional Use Permit: Drive-Thru Service Window – La Mexico, 4009 N. Inspiration Road, Lot 9, Block 5, Taurus Estates Subdivision No. 9 Ph. I, C-2, Blesson B. George, and Adoption of Ordinance#_____ - 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

22. Approval of Minutes – Carrillo
Regular Meeting – February 12, 2024
23. Acknowledge Receipt of Minutes – Perez
Citizens Advisory Committee – January 23, 2024
Planning & Zoning Commission – January 10, 2024
Zoning Board of Adjustments – October 18, 2023
Keep Mission Beautiful – December 12, 2023
24. Approval of Resolution No. _____ authorizing the submittal of a grant application for the FY24 State Homeland Security Program (SHSP) to the Office of the Governor (OOG) and authorizing Mayor as the Authorized Representative- Elizalde
25. Authorization to enter into an Interlocal Agreement with Rio Grande Valley Communication District 911 - Torres
26. Authorization to Solicit Bids for Housing Assistance Program - HAP Phase 23-I - Longoria
27. Authorization to extend 2nd One-Year renewal for Corrosion Inhibitor chemical for the Public Works Department North and South Water Treatment Plants - Bocanegra
28. Authorization to extend 1st Year renewal for Waterline Maintenance Supplies for the Public Works Department - Bocanegra
29. Authorization to purchase uniforms and police equipment from Galls through Buy Board contract # 670-22 not to exceed \$45,000 during FY 2023-2024 - Torres

APPROVALS AND AUTHORIZATIONS

30. Homestead Exemption Variance: A tract of land out of Lot 192, John H. Shary Subdivision, R-1, Rodrigo Gutierrez, - De Luna
31. Preliminary Plat Approval: RENU Acres Subdivision, A 5.0 acre tract of land out of Lot 92, The Nick Doffing Co. Subdivision No. 1, Rural E.T.J., Developer: Uner Gomez, Engineer: Nain Engineering, LLC, - De Luna

- [32.](#) Preliminary Plat Approval: Reserve on Taylor Subdivision, Being a 10.0 acres tract of land, out of Lot 236, John H. Shary Subdivision, R-1A, Developer: Elite Development, LLC, Engineer: M2 Engineering, PLLC, - De Luna
- [33.](#) Preliminary and Final Plat Approval: Sendero Phase IA Subdivision, Being a resubdivision of 16.473 acres of land out of the south end of Porcion 52, PUD (R-1), Developer: Rhodes Development, Inc., Engineer: Melden & Hunt, Inc., - De Luna
- [34.](#) Preliminary Plat Approval: Washington Lots Subdivision, Being a 0.97 acre tract of land more or less, being the south 845' of the west 1 acre, Lot 92, Mission Acres, R-1, Developer: Julio Cerda, Engineer: South Texas Infrastructure Group, - De Luna
- [35.](#) Approval of November 2023 Financial Statements – Vela
- [36.](#) Approval of December 2023 Financial Statements – Vela
- [37.](#) Award Financial Advisor Services - Vela
- [38.](#) Authorization to award bid for Electrical Repair and Maintenance Services for Water Treatment Plants, Wastewater Treatment Plant, Industrial Pre-Treatment Plant, and Water Distribution Division - Bocanegra
- [39.](#) Authorization to award bid for Tierra Dorada Lift Stations - Terrazas
- [40.](#) Approval of Medical Director Agreement between the City of Mission Fire Department and Dr. Ivan Melendez – A. Garcia
- [41.](#) Authorization to purchase a power loader for Medic – 4 from Stryker via sole source vendor – A. Garcia
- [42.](#) Approval of Budget Amendment: General Fund - Vela
- [43.](#) Approval of Joint Resolution No. _____ between the City of Mission and the Texas Citrus Fiesta related to the transfer of management and operations for the annual Texas Citrus Fiesta to the City of Mission and other matters relating to said festivities - Tijerina
- [44.](#) Board Appointments – Texas Citrus Fiesta Board of Directors - Tijerina
- [45.](#) Approval of Resolution # _____ of the City Council of the City of Mission, Texas declaring unopposed candidates for the May 4, 2024 General Election as elected to office; cancelling the General Election and providing for an effective date - Carrillo

UNFINISHED BUSINESS

None

ROUTINE MATTERS

City Manager Comments

City Council Comments

Mayor's Comments

EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.071 (Personnel Matters) regarding proposed terms of City Attorney's resignation and, if appropriate, designation of an attorney and/or law firm to provide general legal services for the City of Mission.

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

1. Consideration and action, if any, regarding the acceptance of the City Attorney's resignation and any other related matters.
2. Consideration and action, if any, regarding the appointment of an attorney and/or law firm to provide general legal services for the City of Mission.

ADJOURNMENT

C E R T I F I C A T E

I, the undersigned City Secretary do certify that the above notice of meeting was posted on the bulletin board of City Hall, 1201 E. 8th Street, Mission, Texas on this the 23rd day of February, 2024 at 3:30 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 **26th day of February, 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 **23rd day of February, 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 3:30 p.m. on said date.



Anna Carrillo, City Secretary

Proclamation

City of Mission



WHEREAS, Multiple sclerosis (MS) is an unpredictable disease of the central nervous system that disrupts the flow of information within the brain, and between the brain and body, and

WHEREAS, MS is a chronic, often disabling disease that impacts nearly one million people in the United States; causing individuals to lose their ability to write, speak, or walk; and

WHEREAS, people with MS are often misunderstood because many of their symptoms including fatigue, weakness, cognition difficulties, vision loss, and depression are "invisible"; and

WHEREAS, the exact cause of MS is unknown and there is no cure, but there are treatments for initial attacks, medications and therapies to improve symptoms, and recently developed drugs to slow the worsening of the disease; and

WHEREAS, South Texas M.S. Council is a non-profit organization helping to improve the quality of life of those suffering from multiple sclerosis in the Rio Grande Valley; and

WHEREAS, increased public education and awareness about MS not only helps people who must cope with the disease, but also stimulates funds for vital research aimed at developing more disease-modifying treatments and ultimately a cure; and

NOW, THEREFORE, we the City Council of the City of Mission, do hereby proclaim March 2024 as:

NATIONAL MULTIPLE SCLEROSIS AWARENESS AND EDUCATION MONTH

in the City of Mission, Texas and invite you to join us for the South Texas Multiple Sclerosis Council's 9th Annual 5K Walk/Run on Saturday, March 30th, and to commend this observance to all our citizens.

PROCLAIMED on this the 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega-Gerlach, Councilwoman

Alberto Vela, Councilman



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: February 26, 2024
PRESENTED BY: Randy Perez, City Manager
AGENDA ITEM: Departmental Reports – Perez

NATURE OF REQUEST:
Media Relations – December 2023
Public Works – January 2024
Planning & Zoning – January 2024
Code Enforcement – January 2024
Permits & Inspections – January 2024
Mission Fire Department – January 2024
MFD Emergency Ambulance Response – January 2024
Mission Historical Museum – January 2024
Sanitation – January 2024
Mission Police Department – January 2024
Speer Memorial Library – January 2024

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Media Relations- Departmental Report/December 2023

Kenia:

- Created daily content on the City of Mission's social media platforms- Facebook, Instagram, Twitter, and YouTube
- Assisted with the content and coordinated the printing and online publishing of the Mission Matters Newsletter
- Produced video to promote the Texas Citrus Fiesta Festivities
- Produced PSA for Mission Police Department on Holiday Safety
- Produced PSA for the Mission Police Department on DWI
- Produced two PSAs for Fire Holiday Safety with the Fire Department
- Shared road closure graphics to inform residents through social media
- Wrote talking points and welcome remarks for the Mayor and City Manager for city events
- Served as Master of Ceremonies for multiple events
- Coordinated all media advisories, footage, photos, and press events for Mission City events and police department events, including...
 - Wrote news release for Kops for Kids Toy Drive
 - Wrote news release for the Museum's Quilt Show
 - Wrote news release for the Adopt a Grandparent program
 - Wrote news release for Photos with Santa

Charlie

- Recorded and edited video on Kops for Kids Toy Drive
- Recorded and edited Christmas messages videos

- Recorded and edited video on the Christmas Village at the library
- Recorded and edited video a video recap on the Adopt a Grandparent program
- Recorded and edited PSA for Mission Police Department on DWI
- Recorded and edited video for Swearing-In Ceremony for Councilwoman Gerlach
- Took photos for Wreath Laying Ceremony
- Recorded Ribbon Cutting at Mission Event Center for new hotels coming to town
- Coverage for the Speedy Trails first home ribbon cutting
- Edited multiple videos for YouTube
- Carried city meetings live
- Maintained and updated the city's website
- Produced and edited videos for multiple public service announcements
- Created graphics for all social media platforms

Alex

- Covered City Council Meetings, Special Meetings, and all city-sponsored events with video and still photos
- Recorded and edited the Texas Citrus Fiesta promo video
- Recorded interviews for annual Christmas Messages
- Recorded and edited PSA for Mission Police Department on Holiday Safety
- Recorded Ribbon Cutting at Mission Event Center for new hotels coming to town

- Recorded and edited two videos on Holiday Fire Safety Tips with the Mission Fire Department
- Recorded and edited a video recap of the Journey to the East event
- Coverage for the Speedy Trails first home ribbon cutting
- Ordered updated gear and equipment
- Responsible for purchasing procedures
- Produced graphics for all social media platforms
- Responsible for audio and video production for council meetings and continuing improvements to Master Control and PEG channel

Humberto

- Created videos for weekly segment of “Pet of the Week,” to highlighting pets at the Humane Society and promote adoptions
- Photo coverage of multiple city events, including...
 - Took photos at the Merry & Bright Contest
 - Took photos for the weekly “Pet of the Week”
 - Took photos for the Kops for Kids Toy Drive
 - Took photos for the Adopt a Grandparent program
 - Took photos at the Swearing-In Ceremony for Councilwoman Ortega Gerlach
 - Took photos for Mission Police Department’s donation to a family in need

- Took photos at the Mission Police Department's Photos with Santa
- Photos at CDBG's Welcome Home
- Photos at the Community Health Fair
- Photos for Employee Service Awards Luncheon
- Translated graphics and multiple posts for the City of Mission social media platforms
- Takes photos for video creation, city proclamations, social media posts, and the City of Mission website
- Conducted various Spanish interviews with the local media



Public Works

January 2024 Monthly Report

Streets Storm Drainage Project



Glasscock Storm Drainage Project



Public Works Projects



**PUBLIC WORKS
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January 2024**

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Utility Billing and Collection

ANALYTICAL STATISTICAL COMPARISON				
‡ UTILITY BILLING ‡				
BILLING TYPE	JAN - 2024	JAN - 2023	FY 23-24	FY 22-23
Water Consumption (Gals.)	307,516,000	307,796,000	1,515,429,000	1,381,059,000
Number of Customers	30,835	30,360		
WATER & WASTEWATER				
Water Sales	\$ 1,099,909	\$ 959,373	\$ 5,089,826	\$ 4,157,296
Water Sales - <i>Granjeno</i>	2,127	2,257	9,933	8,782
Connections	26,355	22,850	131,685	64,675
Reconnect Fees	4,500	5,820	28,200	18,000
Sewage Service	638,734	521,084	2,783,521	2,099,109
Sewage Service - <i>Granjeno</i>	1,263	1,271	6,248	5,098
Industrial Sewer Surcharge	192	0	2,127	201
Wastewater Assessment	9,780	6,770	41,800	30,705
Service Charge	10,015	10,610	47,827	38,240
Garage Sales & Other	3,755	3,626	20,900	20,746
Total	\$ 1,796,630	\$ 1,533,661	\$ 8,162,067	\$ 6,442,852
SANITATION				
Garbage Fees	\$ 682,693	\$ 611,789	\$ 2,641,961	\$ 2,432,057
Brush Fees	105,412	69,679	519,848	275,873
Total	\$ 788,105	\$ 681,468	\$ 3,161,809	\$ 2,707,930
DRAINAGE ASSESSMENT FEE				
Drainage Assessment Fee	\$ 105,573	\$ 85,744	\$ 421,716	\$ 342,445
Total	\$ 105,573	\$ 85,744	\$ 421,716	\$ 342,445
Total Billing	\$ 2,690,308	\$ 2,300,873	\$ 11,745,592	\$ 9,493,227
‡ UTILITY COLLECTIONS ‡				
COLLECTIONS	JAN - 2024	JAN - 2023	FY 23-24	FY 22-23
Total Collections	\$ 1,877,861	\$ 1,681,442	\$ 8,355,819	\$ 6,433,483

Water Distribution

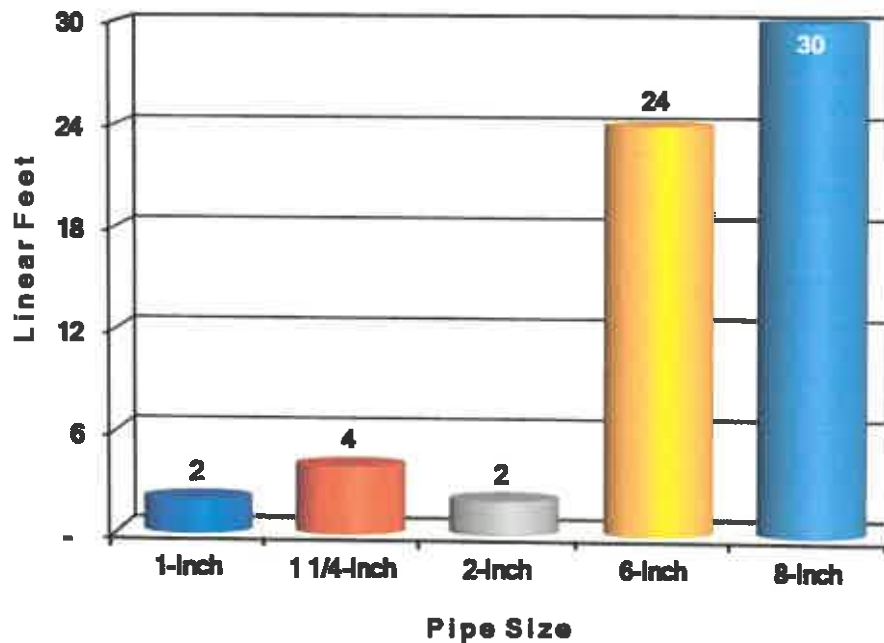
Utility Line Installation

Water Distribution Crews installed a total of 62 Linear Feet of Utility Line. Below are the locations where the broken line repairs took place. There were twenty-three (23) major water line breaks repaired.

Water Distribution Utility Line Installation

1-Inch	1 1/4-Inch	2-Inch	6-Inch	8-Inch
2014 Miroslava 2'	3501 W Inspiration 4'	501 Venus 2'	Pamela / San Felipe 10' Chamber of Commerce 14'	2311 N Bryan 10' E 22nd / Glasscock 20'
2 LF	4 LF	2 LF	24 LF	30 LF

January 2024 Utility Pipe Line Installation



Water Distribution

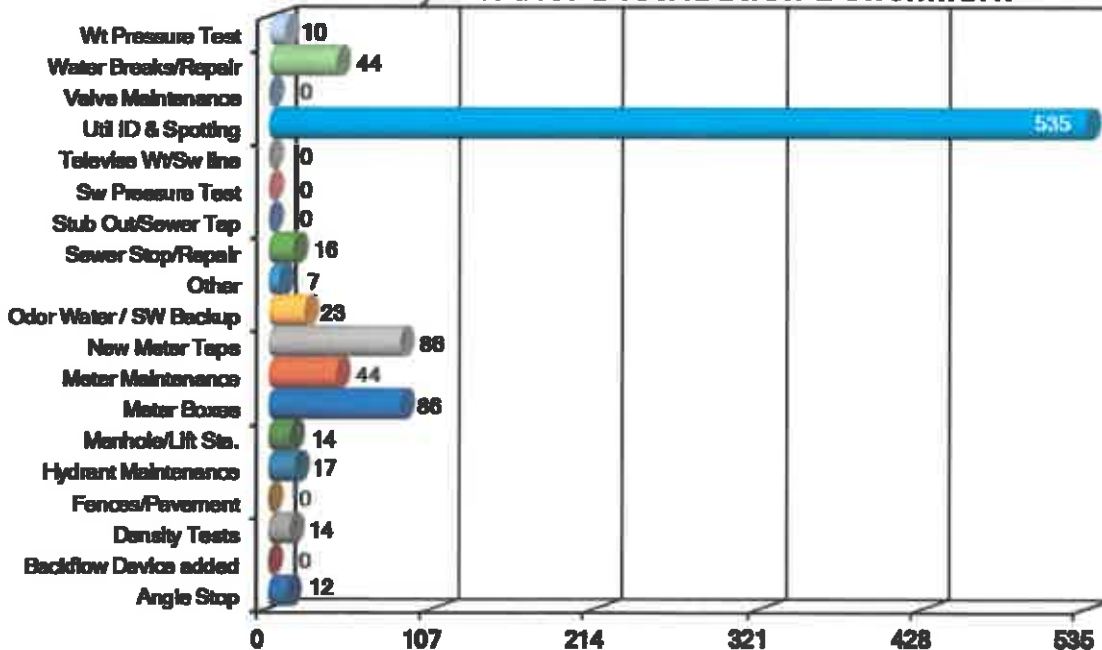
Water Distribution - Maintenance Benchmark Summary

The following is Water Distribution's maintenance benchmark summary for January 2024.

Service Type	Oct	Nov	Dec	Jan	YTD 23-24	FY 22-23
Angle Stop	11	22	13	12	58	132
Backflow Device	1	0	0	0	1	0
Density Tests	0	2	41	14	57	529
Fences/Pavement	0	0	0	0	0	10
Hydrant Maintenance	81	64	31	17	193	357
Manhole/Lift Station	17	5	1	14	37	92
Meter Boxes	61	76	64	86	287	499
Meter Maintenance	4	5	18	44	71	67
New Meter Taps	63	77	64	86	290	507
Odor Water	27	13	17	23	80	271
Other	10	0	1	7	18	104
Sewer Stop/Repair/Tap	12	17	6	16	51	216
Stub Out	0	1	0	0	1	0
Sewer Pressure Test	0	13	0	0	13	154
Televise Sewer line	0	0	0	0	0	0
Utility ID & Spotting	363	504	404	535	1,806	7,630
Valve Maintenance	2	2	2	0	6	22
Water Break/Repair	19	40	52	44	155	340
Water Pressure Test	0	1	1	10	12	99
Totals	671	842	715	908	3,136	11,029

January 2024

Utility - Water Distribution Benchmark



Water Distribution - Utility Inspections Our Utility Inspectors, Mr. Lupe Vela and Mr. Carlos Fuentes, conducted inspections on the thirty-five (35) sites below. Performed 9 Hydrostatic Tests- for water and 14 Density Street Tests. There was 535 line locates.

	Site/Subdivision	Start Date	Completion Date	Location	Inspection Description
1	All Heart Church	3/2023		3 Mile / Shary	Under Construction
2	Amber Grove	2/2023		2 ¼ Trospen	Under Construction
3	Augusto Contreras	2/2023		Shary / Bus 83	Under Construction
4	Bentsen Grove	9/2022		Inspiration / 1 Mile South	Under Construction
5	Bentsen Palm PH III	1/2023		Inspiration / 1 Mile South	Under Construction
6	Brilliant Academy PH I	3/2023		Los Ebanos / Charles St.	Under Construction
7	Bryan Pointe PH II	2/2023		Bryan / 1 st Street	Under Construction
8	Camellas Plaza	9/2023		FM 495 / Bryan	Under Construction
9	Cap Storage Victoria Drive, LLC	6/2023		Shary / Victoria	Under Construction
10	City of Mission W-A15, S Conway L.S.	7/2020		Trinity / Conway South	Under Construction
11	Coastal Plaza	11/2021		Expressway / Bryan Road	Under Construction
12	Conway Avenue Sewer Project	2/2022		2 Mile / Conway	Under Construction
13	Cross Church	7/2023		Expressway / Glasscock	Under Construction
14	Crystal Estates	9/2023		Inspiration Rd / Esperanza	Under Construction
15	El Coyote	9/2023		4 Mile La Homa Rd	Under Construction
16	El Milagro PH I	12/2022		Los Indios / Bryan	Under Construction
17	Excel Carriers	7/2023		3 Mile / La Homa	Under Construction
18	Garden Path	9/2022		Taylor / FM 495	Under Construction
19	IHop	2/2023		North Conway	Under Construction
20	Las Esperanzas	1/2023		Glasscock / Frontage 83	Under Construction
21	Las Misiones De San Jorge	9/2023		S Conway / Military	Under Construction
22	Lucksinger Apartments	9/2021		Lucksinger / Bus 83	Under Construction
23	Mayberry Ranch	1/2023		3 Mile North Mayberry	Under Construction
24	Monarza Estates	9/2023		3 ½ N Mayberry	Under Construction
25	Mr. Marquez Superior Granit	7/2023		Shary / 4 th Street	Under Construction
26	Palmetto Estates	9/2023		Barnes St	Under Construction
27	Quest Gateway	5/2023		Frontage / Bryan	Under Construction
28	Ragland Village	1/2023		Business 83 / Ragland	Under Construction
29	Sendero Phase I	1/2023		1 Mile South	Under Construction
30	Sendero Phase II	2/2022		1 Mile South	Under Construction
31	Sharyland Bus Park PH I	3/2022		Anzaldues / Military	Under Construction
32	Shary Town Plaza	7/2023		Shary / 4 th Street	Under Construction
33	Speedy Trails	2/2022		West Mile 2 / Holland	Under Construction
34	The Shops At 495	9/2022		FM 495 / Conway	Under Construction
35	Turtle Cove	9/2023		Mile 3 / White Oak	Under Construction

2023-24 Water & Wastewater Major Ongoing Construction Projects

Project Name	Linear Feet	Construction Completion	Current Status	Construction Cost Estimate	Contractor
N. Conway Sewer Improvements	5,280 LF (Mile 2 to Mile 3)	90%	90%	\$ 667,110	RDH Site & Concrete LLC

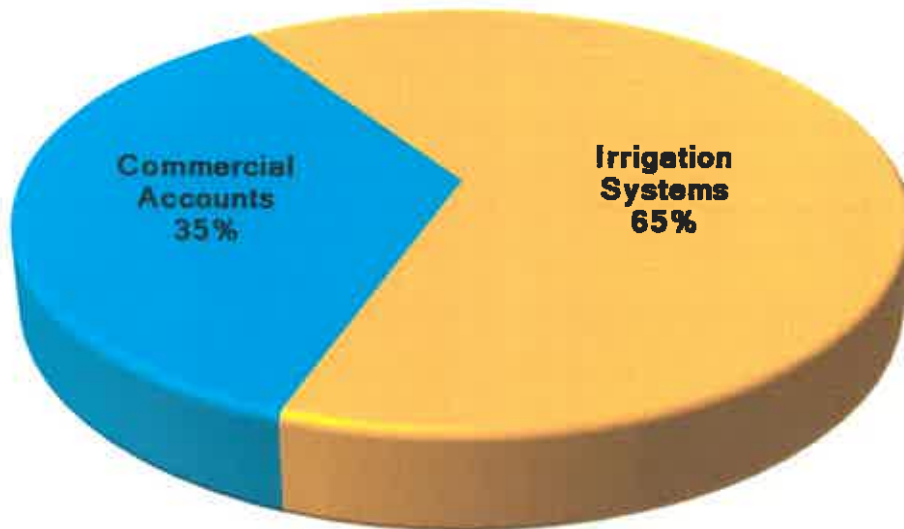
Water Distribution - Backflow Prevention Inspections

There were twenty (20) Backflow Prevention Assembly Inspections that Mauro Anzaldua Jr. performed to keep our water lines free from back siphonages and water backflow contamination for January.

2023-24 Backflow Inspections

Tests / Surveys	Oct	Nov	Dec	Jan	YTD 23-24	FY 22-23
Inspection of <i>Commercial</i> Accounts	9	7	5	7	28	80
Inspection of <i>Sprinkler</i> Accounts	14	16	11	13	54	165

January 2024
Backflow Prevention Inspections



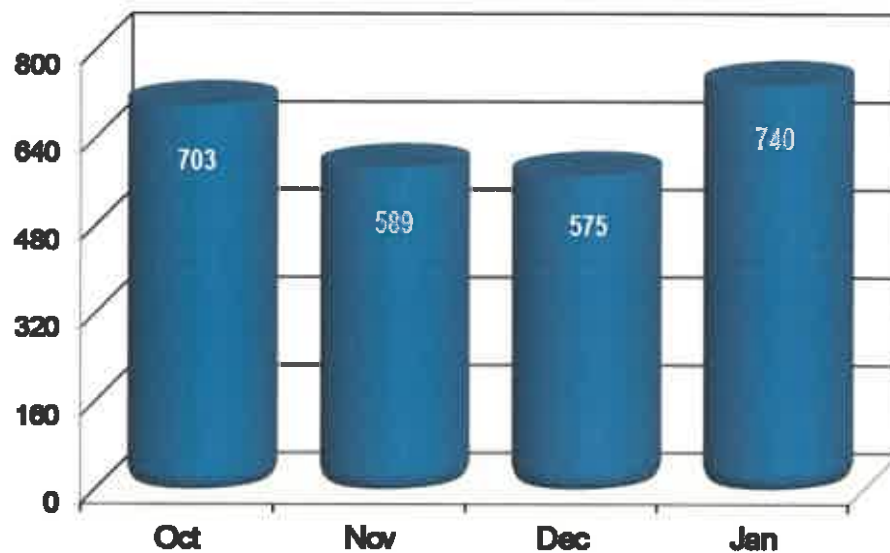
Water Distribution - Sewer Collection

Our Sewer Collection Crews inspected and maintained monthly the City's 40 active Sewer Lift Stations and approximately 369 miles of sewer lines by responding to 23 sewer backups and 740 work orders this month.

2023-24 Sewer Collection Lift Station Inspections

Service Type	Oct	Nov	Dec	Jan	YTD 23-24	FY 22-23
Lift Stations Inspections	703	589	575	740	2,607	6,280
Televised Sites	0	0	0	0	0	0
Televised Feet	0	0	0	0	0	0

Sewer Collection Lift Station Inspections



Water Treatment Plant

Water Production Water Plant Operators at our North and South Water Treatment Plants treated 390.503 million gallons of water.

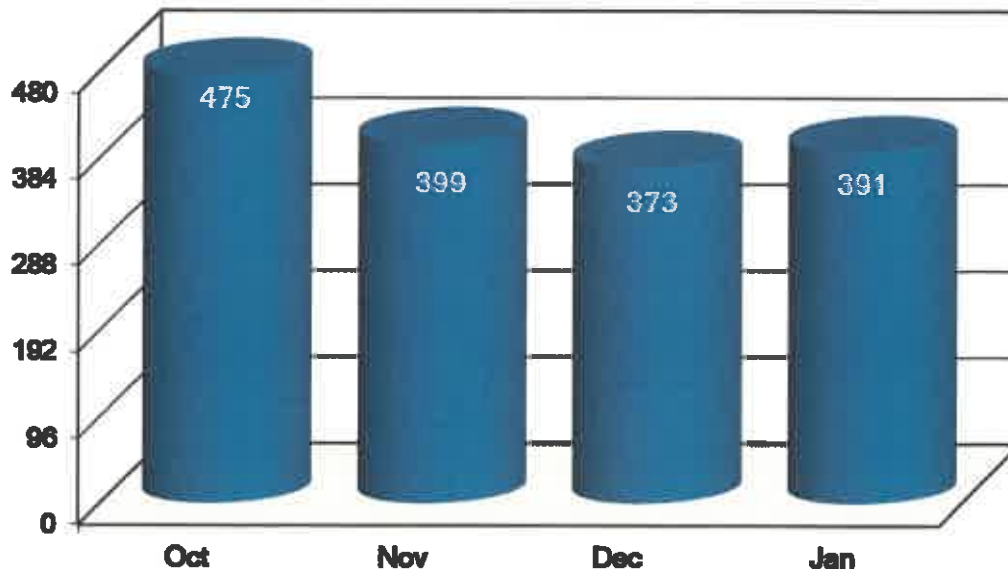
2023-24 Water Million Gallons (MG)

Avg	Max	Min	Oct	Nov	Dec	Jan	YTD 23-24	FY 22-23
13	14	11	475	399	373	391	1,638	4,915

Parameters Exceeded: N/A

Rainfall: 0.70"

2023-24 Water Production Million Gallons (MG)



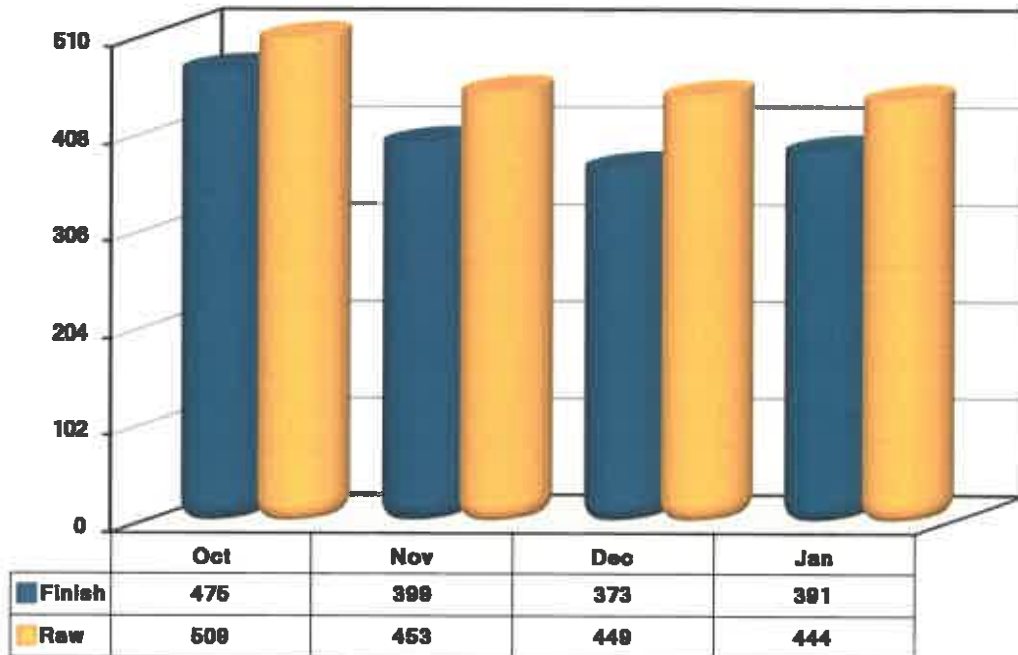
Operations and Maintenance - North Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- Continued with regular maintenance of pump and motors, as well as, kept up with mowing grass in the facilities and towers.
- Operators cleaned liquid ammonia containers.
- Operators performed required daily and monthly water lab analysis, backwashed and cleaned required filters.
- COVID-19 safety practices continue based on the CDC Guidelines and staff are encouraged to wear masks and practice social distancing.
- Reviewed water quality lab results from the following certified laboratories:
 1. Ana-Lab (Chlorite, TOC, SUVA)
 2. Eurofins Eaton Analytical (Chlorite)

Operations and Maintenance - South Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- Operators continued with regular maintenance of pump and motors, as well as, kept up with mowing grass in the facilities and towers.
- Operators performed daily and monthly water lab analysis, backwashed and cleaned required filters. Staff performed necessary water plant and reservoir adjustments; such as water influent, water effluent, water levels and chemical adjustments.
- Staff maintained grass trimmed at two treatment plants, reservoirs and distribution water towers.
- Initiated preventive maintenance on equipment as deemed necessary and exercised emergency generators weekly.

**Water Treatment Plants
2023-24 Raw & Finish Water
Million Gals. (MG)**



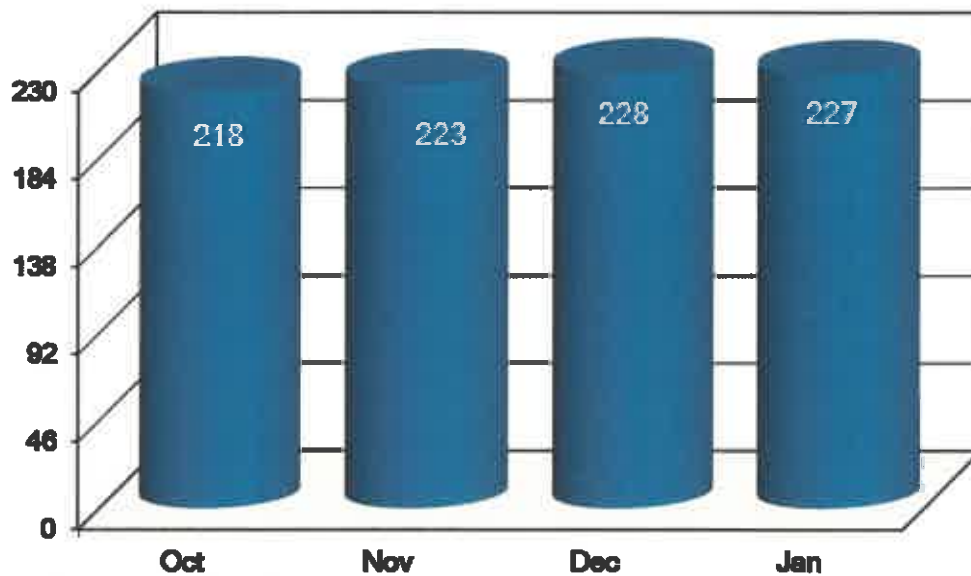
Wastewater Treatment Plant

Wastewater - Treatment Wastewater Plant staff treated 227.480 million gallons of Wastewater.

2023-24 Wastewater Million Gallons (MG)

Avg	Max	Min	Oct	Nov	Dec	Jan	YTD 23-24	FY 22-23
7.3	8.9	6.6	218	223	228	227	896	2,719

2023-24 Treated Wastewater Million Gallons (MG)



Wastewater - Wastewater Plant Status

No violations this month and Plant operated at 54.98% capacity; Rated at 13.5 mgd; Yearly averaged 7.422 mgd; There was 1.0 inch of rainfall this month.

Wastewater - Risk Management Program

Wastewater Plant followed the suggested CDC Guidelines for COVID-19, as well as, all employees received Proper Protection Equipment when needed. Disinfectant spray was used to clean common areas. Facilities Department checked all filters for buildings with climate control systems and also checked safety equipment for fire hazard preparation.

Wastewater - Staff Developments

Travis R. Dunn and Juan Cortez will soon be testing for a Wastewater "C" license. All classes have been taken and all operators are now ready for the next step in their careers. Fabian Diaz has passed his "D" License exam from TCEQ. The Plant has Ramiro Ortiz as Chief Operator; he will be responsible to aid in the process control and all processing of Water Samples, and TCEQ compliances. This role is critical for all Wastewater Plant operations.

Wastewater - Facility Activities

The Supervisory Staff continued to support the team with training goals and best practices towards maintaining the Plant in compliance with TCEQ regulatory inspections. The Plant will upgrade the UV Disinfection Systems. Xylem and the City of Mission have reached an agreement to start work plans on the rehabilitation of the Disinfection System. Plans to rehabilitate the Disinfection System will allow the disinfection process to continue for an extended period of time without the added cost of new construction to main structures. Other Rehabilitation Projects will soon be looked at for the Main Lift Station and Clarifier covers for the expansion side of the Plant.

Wastewater - General Maintenance Staff maintained grass trimmed, initiated preventive maintenance on equipment as deemed necessary; (automatically) exercised two emergency generators once a week. In-house repairs were completed as follows:

1. Odor control systems were monitored and adjusted to reduce malodorous emissions.
2. Operators continued routine cleaning of clarifiers side walls to remove algae buildup.
3. Pumps at our Main Lift Station were exercised for better flow to our Screening System at head works.
4. Operators cleaned "Tea Cup" Grit System at head works on a daily basis.
5. Maintenance Crew worked on rotor bearing and installed water lines for protection.
6. Maintenance Crew worked on roll off arrangement.
7. Maintenance Crew worked on maintaining a proper level at the Pretreatment Pond.
8. On and off procedures were done on Rotor East 1.
9. Worked on all Odor Control Systems to reduce foul odors to the community.
10. Maintenance Crew worked on Rotor 2 West to fix and replace a broken blade.

Wastewater - Contract Work

City's Contracted out electricians worked on the following.

1. J&E had no work done this month.
2. Hill-Tex work done at the Plant was as follows.
 - Worked on Automatic gate and security cameras.
 - Worked on Aerator 5.
 - Worked on RAS Pump 7.

Wastewater - Other Contract Work

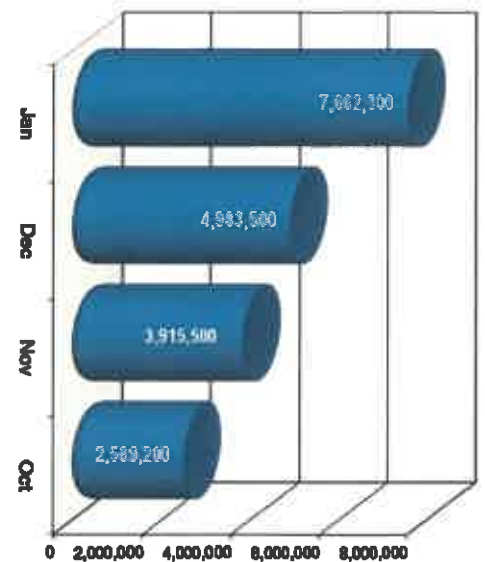
1. CB3 continues to provide the Plant with sludge and grit removal services.
2. Clintas continued to provide uniform services and entrance door mat replacements on a weekly basis.
3. Polydine continued to supply us with polymer totes for aiding in sludge de-watering at Belt Press System.
4. Facilities Department worked on the Administration building.

Wastewater - Lab Status All supplies and equipment are meeting TCEQ standards and analysis are concurrent with Standard Methods. Plant Supervisors continued using the EPA Discharge Monitoring Report federal reporting system to comply with the TCEQ permit. The Wastewater Plant is following all TCEQ rules and regulations.

Wastewater - Special Projects Capital Improvement Projects include an upgrade on the UV Systems, covers for UV protection and other needed projects. Also, Digester System upgrades are being discussed for future improvements, as well as, redundancy for our Dewatering Sludge System (Belt Press). Melden & Hunt Engineers are looking into the rehabilitation needs for the Main Lift Station.

Pre-Treatment Three surface aerators and motors are operational. Clarifier at Pretreatment was cleaned up of debris on the surface. All industrial flows to the Plant continued to be accounted for by meter totalizers and truck tickets. The Lone Star Citrus Company transported 68 truckloads of 340,000 gallons of citrus wastewater to the Pretreatment System. Pretreatment flow of waste from Rio Grande Juice Company and MPI (Metal Plating Industry) totaled 7,662,300 million gallons. Total sludge hauled was 49 cubic yards equivalent to 686 roll off containers.

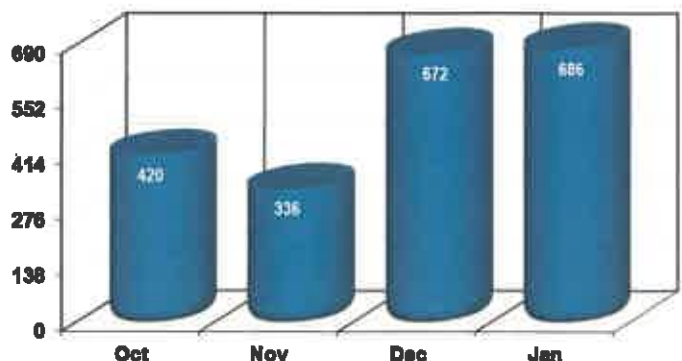
Pretreatment Flow (MG)



2023-24 Sludge Removal

Month	Roll Offs	Cu/Yds
Oct	30	420
Nov	24	336
Dec	48	672
Jan	49	686
YTD 23-24	151	2,114
FY 22-23	511	10,220

2023-24 Sludge Removal - Cubic Yards



Street Division - Benchmark Summary

Our Street Crews maintained streets using 89.40 tons of hot mix asphalt (HMA), patched approximately 780 potholes; placed a total of 23 signs, 18 poles (cemented); inspected and repaired 83 traffic lights and street lights and street lamps; 1,043 street miles was swept; removed 80 tires; street crews cleared right-of-way tree limb obstructions throughout the City. There were 293 customers and a monetary Collection of Debris totaling \$ 8,882.

Street Improvement & Construction Projects

Project Name	Linear Feet	Construction % Completion	Current Status	Project Cost	Contractor
Citywide Street Maintenance	89.40 HMA tons	100%	100%	\$ 7,152	Street Department

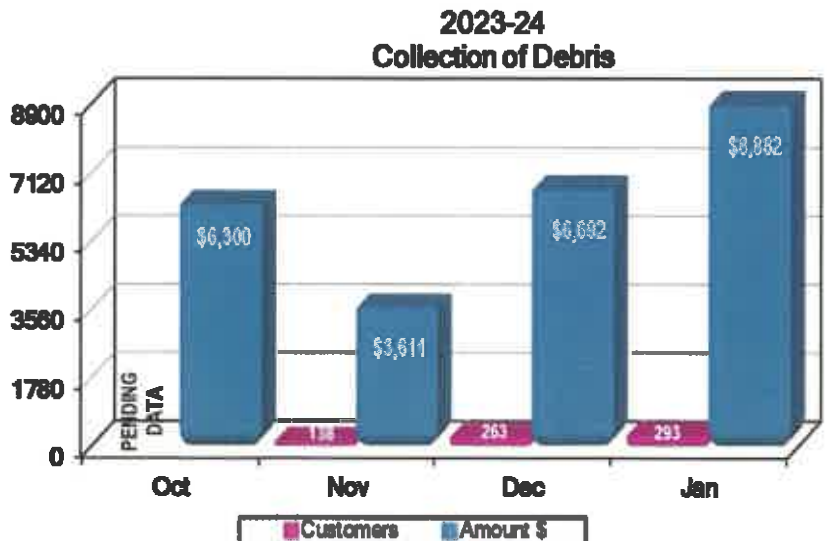
Storm Drainage Improvement Projects

Project Name	Linear Feet	Construction Completion	Current Status	Construction Cost Estimate	Contractor
Glasscock Storm Drainage Improvements	11,865	92%	92%	\$ 3,712,513	Mor-Will Const. LLC

Collection of Debris There were (293) customers with a collection of debris totaling \$ 8,882.

Collection of Debris

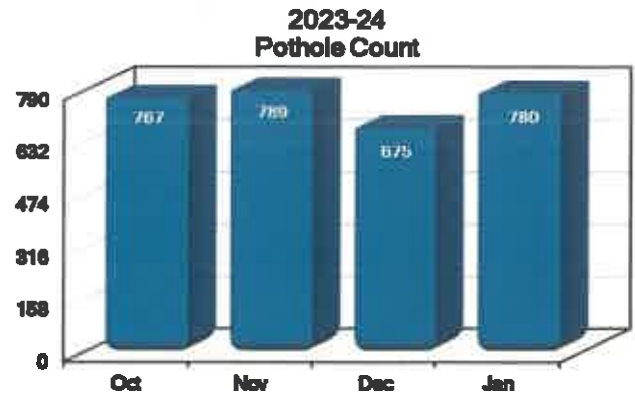
Month	Customers	Amount \$
Oct	pending	\$ 6,300
Nov	138	\$ 3,611
Dec	263	\$ 6,692
Jan	293	\$ 8,882
YTD 23-24	694	\$ 25,485
FY 22-23	2,592	\$ 69,562



City Pothole Maintenance Street Crews filled a total of 780 potholes.

Pothole Benchmark

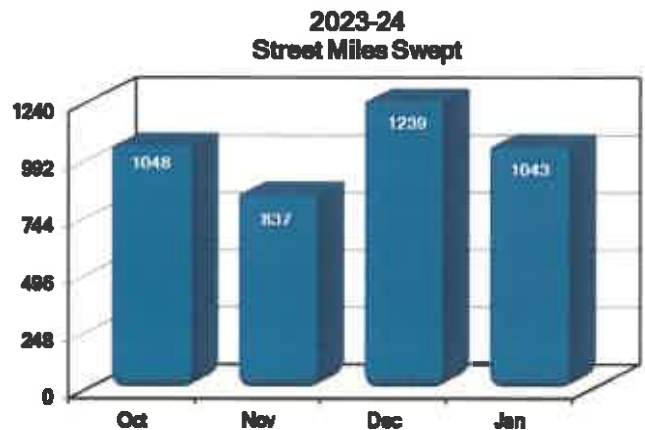
Month	22-23	23-24
Oct	621	767
Nov	675	789
Dec	762	675
Jan	985	780
Totals	3,043	3,011



City Street Miles Swept Mr. Torres and Mr. Gutierrez, Sweeper Operators, cleaned 1,043 miles.

Street Sweeper Miles

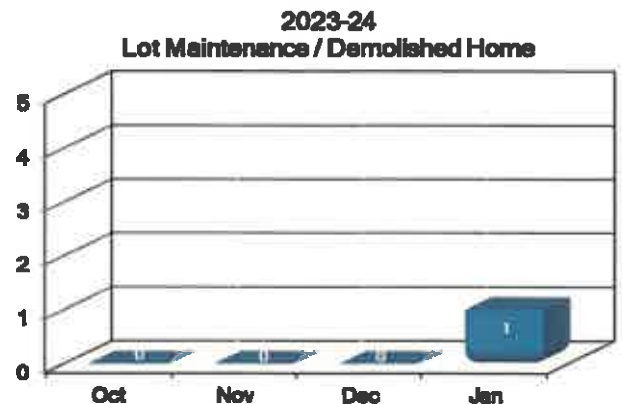
Month	22-23	23-24
Oct	199	1,048
Nov	478	837
Dec	612	1,239
Jan	964	1,043
Totals	2,253	4,167



Lot Maintenance / Demolished Home There were no properties demolished.

Lot Maintenance / Demolished Home

Month	22-23	23-24
Oct	0	0
Nov	2	0
Dec	0	0
Jan	0	1
Totals	2	1



Sign Shop Output Measures Crews installed 23 signs (11 stop signs) and 18 cemented poles.

Sign Installations

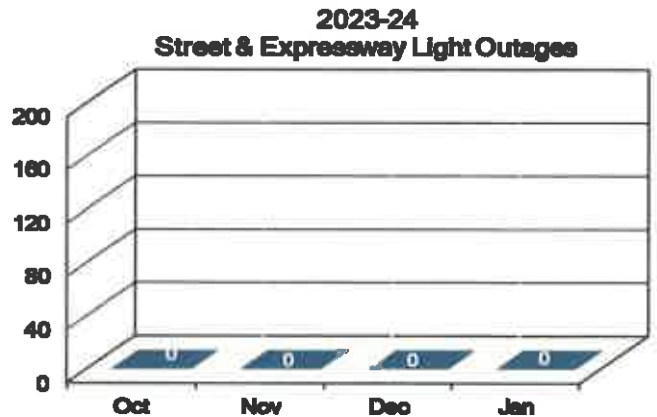
Month	22-23	23-24	Posts
Oct	67	33	33
Nov	32	24	24
Dec	71	50	50
Jan	68	23	18
Totals	238	130	125



Street Light Maintenance There were no Street Light inspections this month.

Street Lights

Month	22-23	23-24
Oct	169	0
Nov	0	0
Dec	0	0
Jan	106	0
Totals	275	0



Traffic Signal Maintenance Assisted for a smooth flow of traffic during and after the Texas Citrus Fiesta Parade.

Month	School Zone			Traffic Signals Light Changes							
	Light Bulb Replacement	Re-set Controller	School Maint	Green	Red	Amber	Walk / Don't Walk	Trouble shoot Controller	Reg Maint	Misc	Total
Oct	2	0	8	1	1	0	0	4	30	38	84
Nov	0	0	26	1	1	0	0	2	26	34	90
Dec	4	1	4	2	2	4	8	6	38	44	113
Jan	2	4	10	0	2	2	4	5	26	28	83
23-24	8	5	48	4	6	6	12	17	120	144	370
22-23	9	34	119	23	38	27	40	71	242	376	979

Storm Drainage Street Crews cleared debris from storm drains and ditches throughout the City.

City Crew Collect Debris Our Alley Crew cleaned alleyways and averaged 5 trailer loads daily and mowed an average of 2 miles of alleyway.

Tire Removal Our Streets Crew removed 80 tires from the City this month.

Tire Collection

Month	22-23	23-24
Oct	1,200	210
Nov	675	432
Dec	365	210
Jan	350	80
Totals	2,590	932



2023-24 Fleet Maintenance & Cost Summary

Charge Code	Work Orders	Preventive Maintenance	Cost \$
Oil Changes / PM	96	96	\$ 38,000
Repairs	22	0	\$ 26,000
Totals	110	96	\$ 64,000
YTD 23-24	449	244	\$ 203,500
FY 22-23	895	715	\$ 514,600

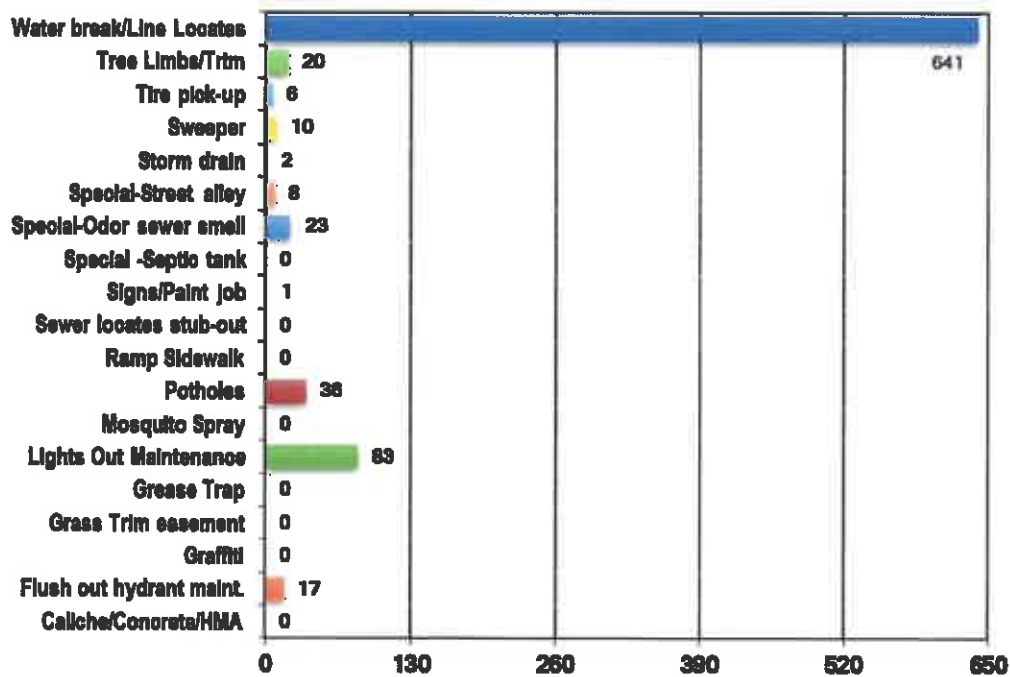
2023-24 Fleet Work Order Benchmark



Administration Request for Service Calls

Service Type	Oct	Nov	Dec	Jan	YTD 23-24	FY 22-23
Calche/Concrete/HMA	2	0	0	0	2	10
Flush Hydrant Maintenance	81	64	31	17	193	357
Graffiti	0	0	0	0	0	0
Grass Trim easement	1	1	0	0	2	161
Grease Trap	0	0	0	0	0	0
Lights Out Maintenance	84	90	113	83	370	1,254
Mosquito spray	0	0	0	0	0	0
Potholes	45	82	61	36	224	810
Ramp Sidewalk	1	0	2	0	3	6
Sewer locates stub-out	0	0	0	0	0	0
Signs/Paint job	6	4	6	1	17	79
Special -Septic tank	0	0	0	0	0	0
Special-Odor smell	27	12	17	23	79	285
Special-Street alley	6	5	5	8	24	132
Storm drain	6	4	0	2	12	102
Sweeper	21	15	10	10	56	135
Tire pick-up	0	5	3	6	14	69
Tree Limbs/Trim	21	10	16	20	67	212
Water break/Line locates	382	504	404	641	1,931	7,840
Total	683	796	668	847	2,994	11,452

January 2024 Request for Service Calls

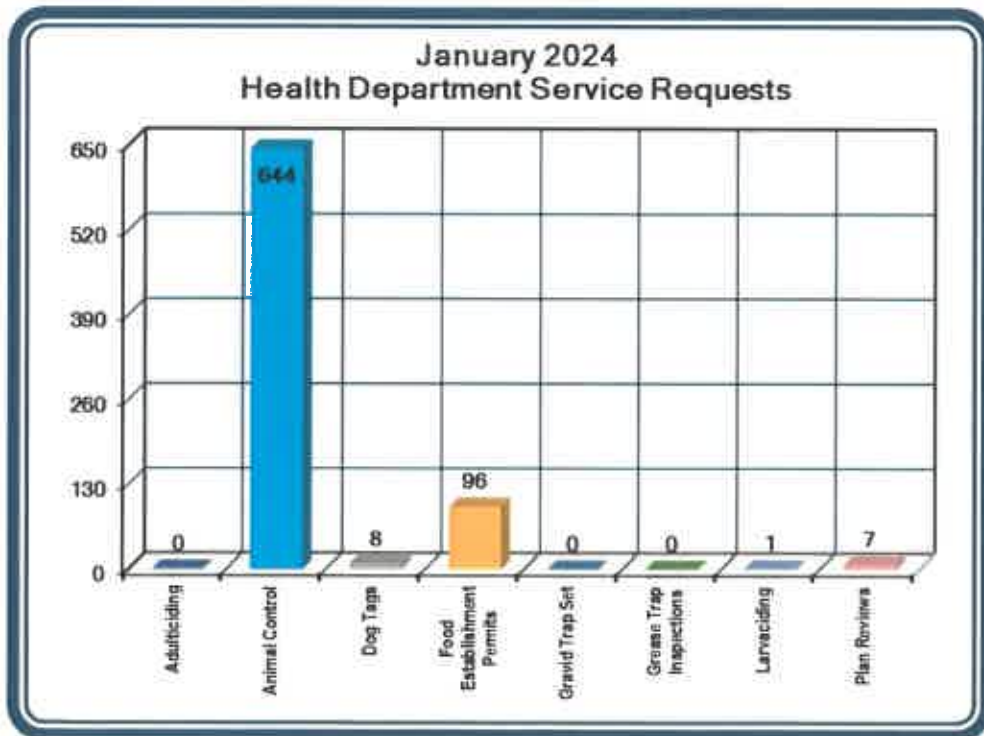


Health Department

Health Department Benchmark Summary

Following are the services provided by the Health Department for January 2024.

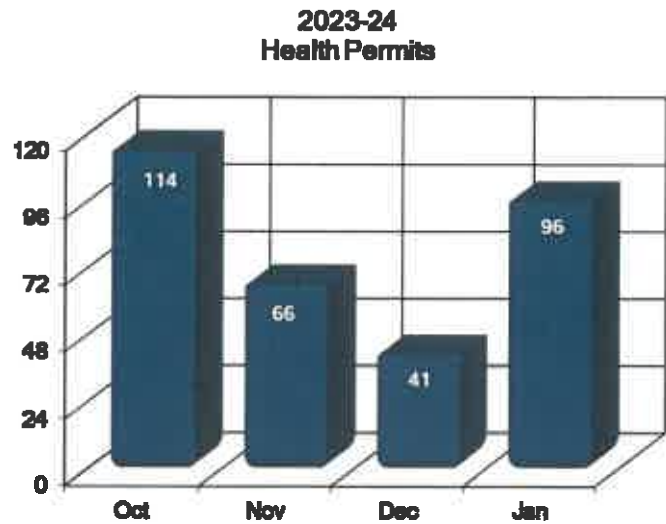
Service Type	Oct	Nov	Dec	Jan	YTD 23-24	FY 22-23
Adulticiding	0	0	0	0	0	5
Animal Control	756	560	600	644	2,560	6,813
Dog Tags	3	3	3	8	17	44
Food Est. Permits	114	66	41	96	317	720
Gravid Trap Set	0	0	0	0	0	0
Grease Trap Inspections	0	0	0	0	0	36
Larvaciding	0	0	2	1	3	7
Plan Reviews	8	7	4	7	26	74
Total	881	636	650	756	2,923	7,699



Health Permits

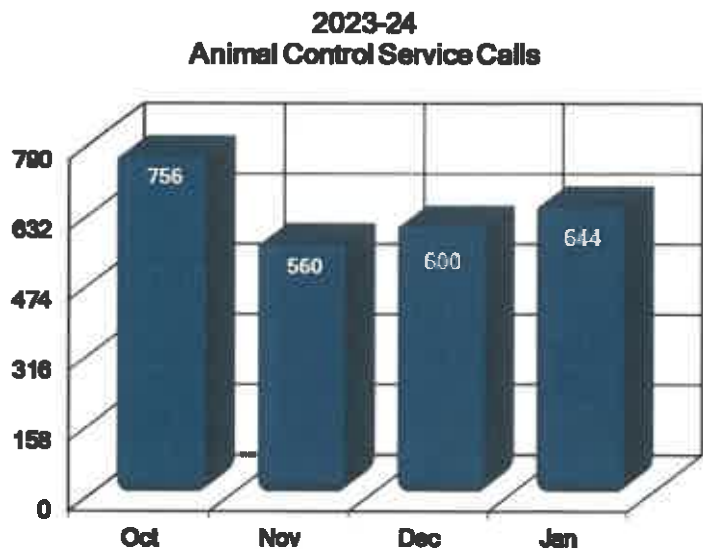
A total of 96 Food Establishment permits were issued this month.

Food Establishment Permits		
Month	YTD 22-23	YTD 23-24
Oct	64	114
Nov	42	66
Dec	54	41
Jan	66	96
Totals	226	317



Animal Control Service Calls Citizens called (644 calls) regarding Animal Control concerns.

Animal Control Calls		
Month	YTD 22-23	YTD 23-24
Oct	585	756
Nov	394	560
Dec	419	600
Jan	489	644
Totals	1,887	2,560



Health Department Animal Control

Our City's Animal Wellness Officers, Aaron, Mabely and Ivan, along with the staff from Alton and Palmview, reported the following Animal Control for January. There were 179 service orders completed by City staff this month.

Dogs

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Jan	YTD 23-24
Mission	97	8	0	8	8	0	121	406
Alton	2	0	0	0	0	0	2	8
Palmview	0	0	0	4	0	0	4	15
Jan	99	8	0	12	8	0	127	
YTD 23-24	328	21	1	56	23	0		429
FY 22-23	675	48	3	195	122	5		1,048

Cats

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Jan	YTD 23-24
Mission	32	0	3	12	0	0	47	277
Alton	0	0	0	0	0	0	0	3
Palmview	0	0	0	0	0	0	0	3
Jan	32	0	3	12	0	0	47	
YTD 23-24	217	1	3	54	8	0		283
FY 22-23	525	4	0	181	20	0		730

Wildlife

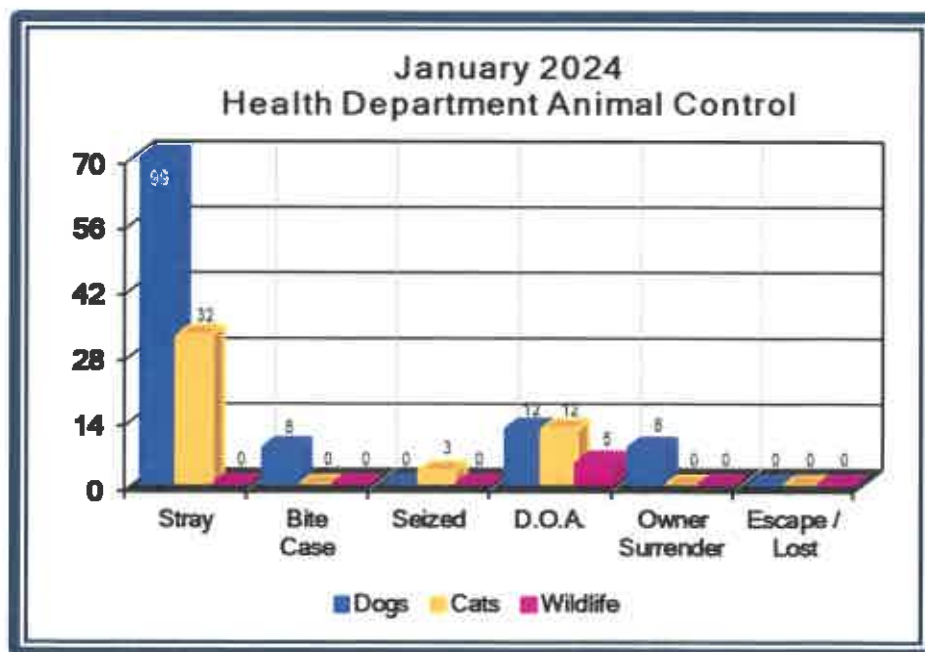
CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Jan	YTD 23-24
Mission	0	0	0	4	0	0	4	24
Alton	0	0	0	0	0	0	0	1
Palmview	0	0	0	1	0	0	1	3
Jan	0	0	0	5	0	0	5	
YTD 23-24	0	0	0	28	0	0		28
FY 22-23	51	0	0	128	3	0		182

Health Department Animal Control Summary

Below is our Health Department Animal Control Shelter summary of dogs, cats, and wildlife.

January 2024 Health Department Animal Control

Animal Type	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape / Lost	Jan	YTD 23-24
Dogs	99	8	0	12	8	0	127	429
Cats	32	0	3	12	0	0	47	283
Wildlife	0	0	0	5	0	0	5	28
Jan	131	8	3	29	8	0	179	
YTD 23-24	545	22	4	138	31	0		740
FY 22-23	1,251	52	3	504	145	5		1,960



MEMORANDUM

TO: RANDY PEREZ, CITY MANAGER
FROM: SUSANA DE LUNA, PLANNING DIRECTOR
DATE: FEBRUARY 9, 2024
SUBJ: MONTHLY REPORT JANUARY 2024

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

JANUARY 2024

REZONINGS: 10

CONDITIONAL USE PERMIT: 7

HOMESTEAD APPROVALS: 0

SUBDIVISIONS: 0

SINGLE LOT VARIANCES: 1

VARIANCES (ZBA): 16

SITE PLAN APPROVALS: 0

OTHER P&Z REQUESTS: 1



**CODE ENFORCEMENT
MONTHLY REPORT
JANUARY 2024**

COMPLAINTS RECEIVED	105
WEEDY LOT LETTERS	43
PROPERTIES SENT TO MOWER'S LIST	41
PROPERTIES MOWED	51
SIGNS	164
JUNKED VEHICLES/ BOATS	3
CONSTRUCTION W/OUT PERMIT/SETBACKS	15
HEALTH & SANITATION/STAGNANT WATER	22
HOME OCCUPATION	0
SIGHT OBSTRUCTION/SIDEWALKS/RIGHT OF WAY	0
UNSAFE/UNSECURED BUILDING	2
DOUBLE OCCUPANCY/HOOKED RV	1
ILLEGAL DUMPING	0
NON RESIDENTIAL PARKING/SEMI-TRUCKS	4
NO BUSINESS LICENSE/CUP REQ'D/NO GARAGE SALE PERMITS	6
STORAGE OF VEHICLES/BOATS/TRAILERS	1
DEMOLITION FOR UNSAFE BUILDINGS	2
PARKING LOT MAINTENANCE/POTHOLES/LIGHTING/LANDSCAPING	0
IPMC VIOLATIONS	7
P&Z ZONING VIOLATIONS/SUBDIVISION	0
PARKING ON LAWN	5
CASES FILED IN COURT/PENDING APPROVAL WITH ATTORNEY	11
CASES SEEN IN COURT	122
CASES CLOSED	91
CALL-IN'S	57
WALK-IN'S	7
311-COMPLAINTS	17
INTERNAL COMPLAINTS/E-MAILS	24

**Building Permit and Inspections
Activity Report for
The Month of January 2024**

Total # of Building Permits	Building Permit Value	Building Permit Fee	Types of Building Permits
28	\$6,777,614.00	\$11,204.20	New Dwelling
			Commercial
			Assembly
4	\$700,000.00	\$4,317.73	Apartments
			Warehouse
			Move Out Houses/Move Within
			Move In Houses
2	\$27,000.00	\$210.00	Move in Mobile Homes
			Schools
7	\$281,844.00	\$2,135.00	Swimming Pools
7	\$45,403.30	\$290.00	Sheds
7	\$375,400.00	\$520.00	Signs
5	\$37,600.00	\$183.70	Fence
			Tower
			Gas Tanks Pumps
1	\$14,272.50	\$55.00	Demolition
			Water Well/Recreation Const.
61	\$8,259,133.80	\$18,915.63	Totals

Additions / Remodeling			
44	\$1,712,354.92	\$4,896.35	Residential Buildings
5	\$112,800.00	\$284.75	Commercial Buildings
			Apartment Buildings
			Assembly Buildings
			School Buildings
2	\$20,200.00	\$131.50	Awnings/Decks
10	\$57,800.00	\$830.25	Carports/Concrete
9	\$251,391.00	\$1,227.55	Porches/Driveways/Sidewalks
1	\$15,000.00	\$290.00	Garages/Canopies
			Hobby Shops
71	\$2,169,545.92	\$7,660.40	Totals

Total Building Permits	132
Total Building Valuation	\$10,428,679.72
Total Building Permit Fees	\$26,576.03

Prepared By: RACHEL ALVAREZ
Date: 2/2/2024

III. Other Fees

A. Business License Application	
Number	23
Permit Fees	<u>\$1,100.00</u>
B. Garage Sale Permits	
Number	268
Permit Fees	<u>\$3,080.00</u>
C. Health Cards	
Number	0
Permit Fees	<u>\$0.00</u>
D. Builder Registration	
Number	16
Permit Fees	<u>\$1,375.00</u>
E. Electrician Registration	
Number	0
Permit Fees	<u>\$0.00</u>
F. Plumbing Registration	
Number	0
Permit Fees	<u>\$0.00</u>
G. Mechanical Registration	
Number	0
Permit Fees	<u>\$0.00</u>
H. House Inspections	
Number	2
Permit Fees	<u>\$200.00</u>
I. Planning & Zoning Applications	
Number	29
Permit Fees	<u>\$7,750.00</u>

MISSION FIRE DEPARTMENT MONTHLY REPORT

January 2024



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

Mission Fire Department

Mission, TX

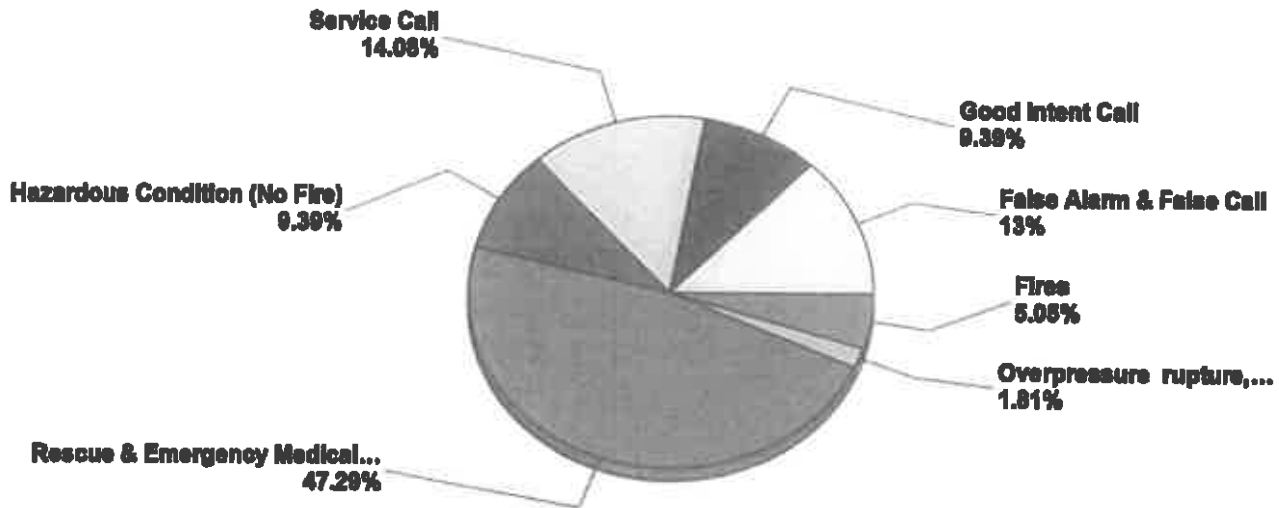
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Item 6.

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2024 | End Date: 01/31/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	14	5.05%
Overpressure rupture, explosion, overheating - no fire	5	1.81%
Rescue & Emergency Medical Service	131	47.29%
Hazardous Condition (No Fire)	26	9.39%
Service Call	39	14.08%
Good Intent Call	26	9.39%
False Alarm & False Call	38	13%
TOTAL	277	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	0.36%
113 - Cooking fire, confined to container	2	0.72%
118 - Trash or rubbish fire, contained	4	1.44%
131 - Passenger vehicle fire	1	0.36%
145 - Grass fire	1	0.36%
160 - Outside rubbish fire, other	1	0.36%
161 - Outside rubbish, trash or waste fire	2	0.72%
154 - Dumpster or other outside trash receptacle fire	1	0.36%
160 - Special outside fire, other	1	0.36%
240 - Explosion (no fire), other	1	0.36%
251 - Excessive heat, scorch burns with no ignition	4	1.44%
311 - Medical assist, assist EMS crew	8	2.89%
320 - Emergency medical service, other	15	5.42%
321 - EMS call, excluding vehicle accident with injury	86	31.05%
322 - Motor vehicle accident with injuries	7	2.53%
323 - Motor vehicle/pedestrian accident (MV Ped)	4	1.44%
324 - Motor vehicle accident with no injuries	9	3.25%
331 - Lock-in (if lock out, use 511)	1	0.36%
350 - Extrication, rescue, other	1	0.36%
412 - Gas leak (natural gas or LPG)	8	2.89%
424 - Carbon monoxide incident	2	0.72%
440 - Electrical wiring/equipment problem, other	4	1.44%
444 - Power line down	3	1.08%
445 - Arcing, shorted electrical equipment	8	2.89%
463 - Vehicle accident, general cleanup	1	0.36%
500 - Service Call, other	8	2.89%
511 - Lock-out	4	1.44%
531 - Smoke or odor removal	1	0.36%
542 - Animal rescue	2	0.72%
550 - Public service assistance, other	1	0.36%
551 - Assist police or other governmental agency	3	1.08%
552 - Police matter	1	0.36%
553 - Public service	1	0.36%
554 - Assist invalid	18	6.5%
600 - Good Intent call, other	2	0.72%
611 - Dispatched & cancelled en route	9	3.25%
622 - No incident found on arrival at dispatch address	2	0.72%
631 - Authorized controlled burning	3	1.08%
651 - Smoke scare, odor of smoke	8	2.89%
652 - Steam, vapor, fog or dust thought to be smoke	2	0.72%
700 - False alarm or false call, other	3	1.08%
731 - Sprinkler activation due to malfunction	4	1.44%
733 - Smoke detector activation due to malfunction	2	0.72%
735 - Alarm system sounded due to malfunction	3	1.08%
736 - CO detector activation due to malfunction	1	0.36%
740 - Unintentional transmission of alarm, other	3	1.08%
741 - Sprinkler activation, no fire - unintentional	2	0.72%
743 - Smoke detector activation, no fire - unintentional	6	2.17%
744 - Detector activation, no fire - unintentional	1	0.36%
745 - Alarm system activation, no fire - unintentional	10	3.61%
746 - Carbon monoxide detector activation, no CO	1	0.36%
TOTAL INCIDENTS:	277	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Mission Fire Department

Mission, TX

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Item 6.

Incident Statistics with Alarm to Arrival

Start Date: 01/01/2024 | End Date: 01/31/2024

INCIDENT COUNT

INCIDENT TYPE	# INCIDENTS
EMS	131
FIRE	146
TOTAL	277

TOTAL TRANSPORTS (N2 and N3)

APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			

PRE-INCIDENT VALUE

\$0.00

LOSSES

\$0.00

CO CHECKS

424 - Carbon monoxide incident	2
736 - CO detector activation due to malfunction	1
748 - Carbon monoxide detector activation, no CO	1
TOTAL	4

MUTUAL AID

Aid Type	Total
Aid Given	2
Aid Received	2

OVERLAPPING CALLS

# OVERLAPPING	% OVERLAPPING
88	31.05

LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station	EMS	FIRE
Central	0:08:00	0:06:43
Station 2	0:06:45	0:07:46
Station 3	0:06:23	0:07:49
Station 4	0:07:08	0:08:23
Station 5	0:10:12	0:09:10
AVERAGE FOR ALL CALLS		0:07:40

LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Alarm to Arrival)

Station	EMS	FIRE
Central	0:08:27	0:08:51
Station 2	0:06:48	0:08:11

Custom Report. Only Reviewed Incidents Included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. #Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.



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Station 3	0:06:51	0:07:58
Station 4	0:08:28	0:08:26
Station 5	0:10:17	0:10:20
AVERAGE FOR ALL CALLS		0:08:01

LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)

Station	EMS	FIRE
Central	0:01:20	0:01:11
Station 2	0:01:33	0:01:47
Station 3	0:00:56	0:01:25
Station 4	0:01:24	0:02:00
Station 5	0:01:25	0:02:15
AVERAGE FOR ALL CALLS		0:01:17

AGENCY

Mission Fire Department

AVERAGE TIME ON SCENE (MM:SS)

17:56

Custom Report. Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. #Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

Mission Fire Department

Mission, TX

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Item 6.

Incident Type Count per Station for Date Range

Start Date: 01/01/2024 | End Date: 01/31/2024

INCIDENT TYPE	# INCIDENTS
Station: 1 - CENTRAL	
113 - Cooking fire, confined to container	1
118 - Trash or rubbish fire, contained	1
311 - Medical assist, assist EMS crew	1
320 - Emergency medical service, other	10
321 - EMS call, excluding vehicle accident with injury	54
322 - Motor vehicle accident with injuries	1
323 - Motor vehicle/pedestrian accident (MV Ped)	4
324 - Motor vehicle accident with no injuries.	2
412 - Gas leak (natural gas or LPG)	3
444 - Power line down	2
445 - Arcing, shorted electrical equipment	4
463 - Vehicle accident, general cleanup	1
500 - Service Call, other	6
511 - Lock-out	2
542 - Animal rescue	1
554 - Assist invalid	7
600 - Good Intent call, other	2
611 - Dispatched & cancelled en route	3
651 - Smoke scare, odor of smoke	2
700 - False alarm or false call, other	1
740 - Unintentional transmission of alarm, other	1
743 - Smoke detector activation, no fire - unintentional	1
748 - Carbon monoxide detector activation, no CO	1
# Incidents for 1 - Central:	111

Station: 2 - STATION 2

111 - Building fire	1
113 - Cooking fire, confined to container	1
118 - Trash or rubbish fire, contained	1
251 - Excessive heat, scorch burns with no ignition	1
311 - Medical assist, assist EMS crew	3
321 - EMS call, excluding vehicle accident with injury	6
324 - Motor vehicle accident with no injuries.	1
412 - Gas leak (natural gas or LPG)	2
440 - Electrical wiring/equipment problem, other	1
511 - Lock-out	1

Only REVIEWED incidents included.



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INCIDENT TYPE	# INCIDENTS
542 - Animal rescue	1
550 - Public service assistance, other	1
554 - Assist invalid	3
611 - Dispatched & cancelled en route	1
731 - Sprinkler activation due to malfunction	3
740 - Unintentional transmission of alarm, other	1
741 - Sprinkler activation, no fire - unintentional	1
743 - Smoke detector activation, no fire - unintentional	2
745 - Alarm system activation, no fire - unintentional	3
# Incidents for 2 - Station 2:	33

Station: 3 - STATION 3

118 - Trash or rubbish fire, contained	1
151 - Outside rubbish, trash or waste fire	2
154 - Dumpster or other outside trash receptacle fire	1
160 - Special outside fire, other	1
240 - Explosion (no fire), other	1
311 - Medical assist, assist EMS crew	1
320 - Emergency medical service, other	5
321 - EMS call, excluding vehicle accident with injury	16
322 - Motor vehicle accident with injuries	3
324 - Motor vehicle accident with no injuries.	4
350 - Extrication, rescue, other	1
412 - Gas leak (natural gas or LPG)	2
424 - Carbon monoxide incident	2
440 - Electrical wiring/equipment problem, other	1
444 - Power line down	1
445 - Arcing, shorted electrical equipment	1
511 - Lock-out	1
531 - Smoke or odor removal	1
552 - Police matter	1
554 - Assist invalid	5
611 - Dispatched & cancelled en route	3
651 - Smoke scare, odor of smoke	3
652 - Steam, vapor, fog or dust thought to be smoke	1
700 - False alarm or false call, other	1
733 - Smoke detector activation due to malfunction	1
735 - Alarm system sounded due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	1
744 - Detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	4
# Incidents for 3 - Station 3:	67

Only REVIEWED incidents included.



INCIDENT TYPE	# INCIDENTS
Station: 4 - STATION 4	
118 - Trash or rubbish fire, contained	1
131 - Passenger vehicle fire	1
143 - Grass fire	1
150 - Outside rubbish fire, other	1
251 - Excessive heat, scorch burns with no ignition	3
311 - Medical assist, assist EMS crew	3
321 - EMS call, excluding vehicle accident with injury	7
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	2
331 - Lock-In (if lock out , use 511)	1
412 - Gas leak (natural gas or LPG)	1
440 - Electrical wiring/equipment problem, other	2
445 - Arcing, shorted electrical equipment	1
500 - Service Call, other	2
551 - Assist police or other governmental agency	2
554 - Assist invalid	2
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	1
631 - Authorized controlled burning	3
651 - Smoke scare, odor of smoke	2
731 - Sprinkler activation due to malfunction	1
735 - Alarm system sounded due to malfunction	2
736 - CO detector activation due to malfunction	1
740 - Unintentional transmission of alarm, other	1
745 - Alarm system activation, no fire - unintentional	2
# Incidents for 4 - Station 4:	46

Station: 5 - STATION 5	
321 - EMS call, excluding vehicle accident with injury	4
322 - Motor vehicle accident with injuries	2
445 - Arcing, shorted electrical equipment	2
551 - Assist police or other governmental agency	1
553 - Public service	1
554 - Assist invalid	1
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	1
652 - Steam, vapor, fog or dust thought to be smoke	1
700 - False alarm or false call, other	1
733 - Smoke detector activation due to malfunction	1
741 - Sprinkler activation, no fire - unintentional	1
743 - Smoke detector activation, no fire - unintentional	2

Only REVIEWED Incidents included.

INCIDENT TYPE

INCIDENTS

Item 6.

745 - Alarm system activation, no fire - unintentional

1

Incidents for 5 - Station 5:

20

Only REVIEWED incidents included.



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Mission Fire Department

Mission, TX

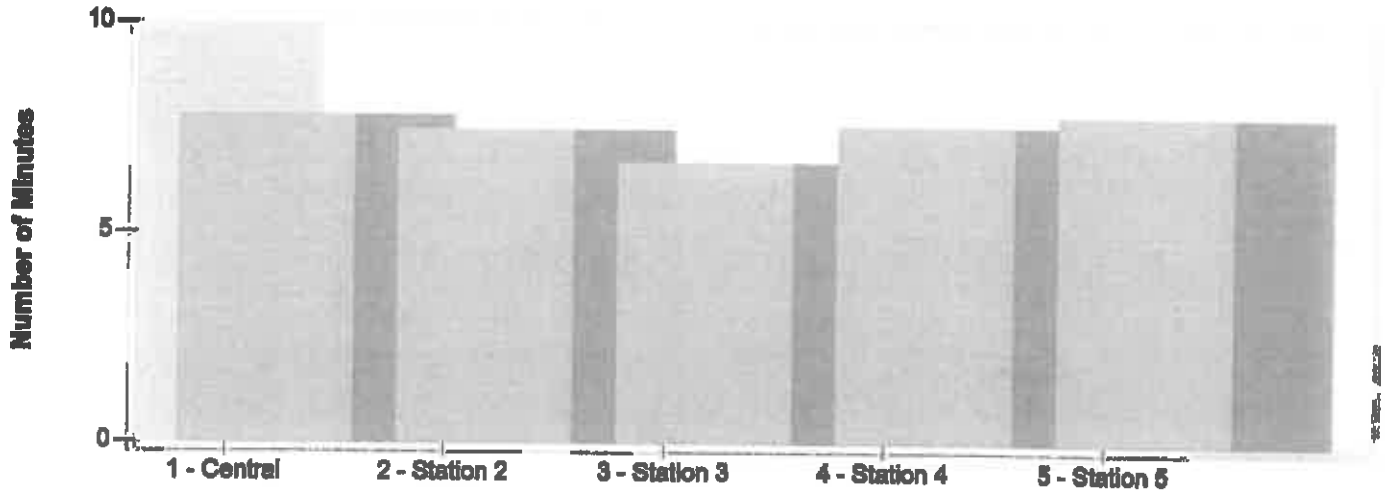
This report was generated on 2/12/2024 1:18:49 PM



Item 6.

Average Response Time per Station for Date Range

Start Date: 01/01/2024 | End Date: 01/31/2024



STATION	AVERAGE RESPONSE mm:ss (Dispatch to Arrived)
1 - Central	7:50
2 - Station 2	7:30
3 - Station 3	6:42
4 - Station 4	7:35
5 - Station 5	7:51

AVERAGE RESPONSE TIME calculated from the average time difference between DISPATCH and ARRIVED times on Basic Info 4. Only REVIEWED incidents included.



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Mission Fire Department

Mission, TX

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Item 6.

Count of Overlapping Incidents for Date Range

Start Date: 01/01/2024 | End Date: 01/31/2024

# OVERLAPPING	% OVERLAPPING	TOTAL
86	31.05	277

OVERLAPPING INCIDENT DETAILS

ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
1/1/2024					
1/1/2024 12:16:00 AM	1/1/2024 12:30:00 AM	2024-1	118	Station 4	
1/1/2024 12:20:00 AM	1/1/2024 12:33:00 AM	2024-2	321	Central	
1/1/2024 12:57:00 AM	1/1/2024 1:30:00 AM	2024-3	321	Central	
1/1/2024 1:12:00 AM	1/1/2024 1:48:00 AM	2024-4	324	Station 4	
1/1/2024 5:08:00 PM	1/1/2024 5:36:00 PM	2024-12	321	Station 3	
1/1/2024 6:35:00 PM	1/1/2024 6:02:00 PM	2024-13	154	Station 3	
1/1/2024 6:44:00 PM	1/1/2024 6:12:00 PM	2024-14	745	Station 4	
1/2/2024					
1/2/2024 5:32:00 PM	1/2/2024 5:59:00 PM	2024-24	554	Central	
1/2/2024 5:33:00 PM	1/2/2024 6:06:00 PM	2024-25	743	Station 5	
1/2/2024 5:58:00 PM	1/2/2024 6:22:00 PM	2024-26	321	Central	
1/2/2024 6:02:00 PM	1/2/2024 6:11:00 PM	2024-27	321	Central	
1/4/2024					
1/4/2024 1:51:00 PM	1/4/2024 2:17:00 PM	2024-36	323	Central	
1/4/2024 1:56:00 PM	1/4/2024 2:09:00 PM	2024-37	733	Station 3	District 3
1/4/2024 6:06:00 PM	1/4/2024 6:16:00 PM	2024-39	321	Central	
1/4/2024 6:13:00 PM	1/4/2024 6:41:00 PM	2024-40	321	Central	
1/5/2024					
1/5/2024 4:27:00 PM	1/5/2024 5:40:00 PM	2024-49	113	Station 2	
1/5/2024 5:16:00 PM	1/5/2024 5:36:00 PM	2024-50	324	Station 3	
1/5/2024 8:14:00 PM	1/5/2024 9:41:00 PM	2024-52	240	Station 3	
1/5/2024 8:20:00 PM	1/5/2024 8:31:00 PM	2024-53	622	Station 5	
1/5/2024 9:38:00 PM	1/5/2024 9:51:00 PM	2024-54	741	Station 2	
1/6/2024					
1/6/2024 11:23:00 AM	1/6/2024 11:33:00 AM	2024-56	554	Station 4	
1/6/2024 11:31:00 AM	1/6/2024 12:05:00 PM	2024-57	311	Station 4	
1/6/2024 6:53:00 PM	1/6/2024 6:06:00 PM	2024-59	320	Central	
1/6/2024 6:03:00 PM	1/6/2024 6:22:00 PM	2024-60	321	Central	
1/8/2024					
1/8/2024 6:38:00 AM	1/8/2024 6:54:00 AM	2024-71	554	Station 5	
1/8/2024 6:48:00 AM	1/8/2024 7:38:00 AM	2024-72	445	Central	
1/8/2024 7:25:00 AM	1/8/2024 7:47:00 AM	2024-73	445	Central	

Percentage of incidents overlapping from total incidents in month, year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.



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OVERLAPPING INCIDENT DETAILS

ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
1/8/2024 6:58:00 PM	1/8/2024 7:11:00 PM	2024-77	550	Station 2	District 2
1/8/2024 7:02:00 PM	1/8/2024 7:27:00 PM	2024-78	444	Station 3	
1/9/2024					
1/9/2024 10:34:00 AM	1/9/2024 10:53:00 AM	2024-85	321	Central	
1/9/2024 10:45:00 AM	1/9/2024 11:09:00 AM	2024-88	700	Station 3	
1/10/2024					
1/10/2024 10:40:00 PM	1/10/2024 11:15:00 PM	2024-86	584	Station 3	
1/10/2024 11:14:00 PM	1/10/2024 11:51:00 PM	2024-87	321	Station 4	District 4
1/11/2024					
1/11/2024 10:50:00 AM	1/11/2024 11:18:00 AM	2024-101	744	Station 3	
1/11/2024 11:08:00 AM	1/11/2024 11:50:00 AM	2024-102	118	Station 2	
1/11/2024 1:02:00 PM	1/11/2024 2:20:00 PM	2024-103	851	Station 3	
1/11/2024 1:59:00 PM	1/11/2024 2:18:00 PM	2024-104	321	Station 3	
1/11/2024 6:58:00 PM	1/11/2024 7:17:00 PM	2024-107	322	Station 3	
1/11/2024 7:04:00 PM	1/11/2024 7:25:00 PM	2024-108	311	Station 4	
1/12/2024					
1/12/2024 7:58:00 AM	1/12/2024 8:16:00 AM	2024-114	321	Central	
1/12/2024 8:04:00 AM	1/12/2024 8:24:00 AM	2024-115	745	Station 3	District 4
1/12/2024 12:50:00 PM	1/12/2024 1:21:00 PM	2024-120	321	Station 5	
1/12/2024 1:09:00 PM	1/12/2024 1:20:00 PM	2024-121	321	Station 3	
1/13/2024					
1/13/2024 12:08:00 PM	1/13/2024 12:30:00 PM	2024-131	321	Central	
1/13/2024 12:16:00 PM	1/13/2024 12:31:00 PM	2024-132	321	Central	
1/16/2024					
1/16/2024 7:02:00 AM	1/16/2024 7:34:00 AM	2024-155	320	Central	
1/16/2024 7:25:00 AM	1/16/2024 7:48:00 AM	2024-158	424	Station 3	
1/17/2024					
1/17/2024 12:27:00 PM	1/17/2024 12:42:00 PM	2024-162	150	Station 4	
1/17/2024 12:29:00 PM	1/17/2024 12:49:00 PM	2024-161	440	Station 2	District 2
1/17/2024 2:34:00 PM	1/17/2024 3:04:00 PM	2024-163	531	Station 3	
1/17/2024 2:35:00 PM	1/17/2024 3:32:00 PM	2024-164	731	Station 4	
1/18/2024					
1/18/2024 5:10:00 PM	1/18/2024 5:24:00 PM	2024-174	321	Central	
1/18/2024 5:14:00 PM	1/18/2024 5:31:00 PM	2024-175	251	Station 4	
1/19/2024					
1/19/2024 8:28:00 PM	1/19/2024 8:42:00 PM	2024-184	321	Station 2	
1/19/2024 8:31:00 PM	1/19/2024 8:57:00 PM	2024-185	321	Central	
1/19/2024 10:02:00 PM	1/19/2024 10:24:00 PM	2024-186	320	Central	
1/19/2024 10:08:00 PM	1/19/2024 10:29:00 PM	2024-187	321	Station 2	
1/20/2024					
1/20/2024 8:15:00 PM	1/20/2024 8:35:00 PM	2024-192	748	Central	
1/20/2024 8:18:00 PM	1/20/2024 8:44:00 PM	2024-193	500	Central	

Percentage of incidents overlapping from total incidents in month, year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.

OVERLAPPING INCIDENT DETAILS

Item 6.

ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
1/20/2024 6:25:00 PM	1/20/2024 6:50:00 PM	2024-194	321	Central	
1/23/2024					
1/23/2024 1:18:00 PM	1/23/2024 3:55:00 PM	2024-210	741	Station 5	
1/23/2024 1:19:00 PM	1/23/2024 1:52:00 PM	2024-211	321	Central	
1/23/2024 9:04:00 PM	1/23/2024 11:27:00 PM	2024-214	324	Station 4	District 4
1/23/2024 9:21:00 PM	1/23/2024 9:47:00 PM	2024-215	324	Station 3	
1/25/2024					
1/25/2024 7:31:00 PM	1/25/2024 7:53:00 PM	2024-231	151	Station 3	
1/25/2024 7:50:00 PM	1/25/2024 8:30:00 PM	2024-232	323	Central	
1/25/2024 9:23:00 PM	1/25/2024 9:57:00 PM	2024-233	321	Central	
1/25/2024 9:52:00 PM	1/25/2024 10:38:00 PM	2024-234	321	Station 3	
1/26/2024					
1/26/2024 1:11:00 PM	1/26/2024 1:44:00 PM	2024-241	500	Station 4	
1/26/2024 1:12:00 PM	1/26/2024 1:45:00 PM	2024-240	746	Station 2	
1/26/2024 1:38:00 PM	1/26/2024 1:44:00 PM	2024-242	321	Station 4	
1/27/2024					
1/27/2024 9:40:00 AM	1/27/2024 4:00:00 PM	2024-246	500	Central	
1/27/2024 1:05:00 PM	1/27/2024 1:40:00 PM	2024-247	118	Station 3	
1/27/2024 1:48:00 PM	1/27/2024 2:27:00 PM	2024-248	321	Station 3	
1/29/2024					
1/29/2024 6:39:00 AM	1/29/2024 7:52:00 AM	2024-255	651	Central	District 4
1/29/2024 7:39:00 AM	1/29/2024 7:39:00 AM	2024-256	611	Station 3	
1/29/2024 5:25:00 PM	1/29/2024 5:54:00 PM	2024-261	321	Station 3	
1/29/2024 5:27:00 PM	1/29/2024 5:45:00 PM	2024-262	651	Station 3	District 3
1/30/2024					
1/30/2024 12:24:00 PM	1/30/2024 12:47:00 PM	2024-264	321	Station 2	
1/30/2024 12:37:00 PM	1/30/2024 12:56:00 PM	2024-265	500	Central	
1/30/2024 9:48:00 PM	1/30/2024 10:31:00 PM	2024-267	320	Central	
1/30/2024 9:51:00 PM	1/30/2024 10:13:00 PM	2024-268	321	Station 3	
1/31/2024					
1/31/2024 8:24:00 AM	1/31/2024 8:45:00 AM	2024-270	322	Station 3	
1/31/2024 8:26:00 AM	1/31/2024 8:53:00 AM	2024-271	321	Central	
1/31/2024 2:50:00 PM	1/31/2024 3:06:00 PM	2024-273	622	Station 4	
1/31/2024 2:55:00 PM	1/31/2024 3:17:00 PM	2024-274	500	Central	

Percentage of incidents overlapping from total incidents in month/year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.





Mission Fire Department

Career Development Section

Monthly Report for January 2024

To: Adrian Garcia, Fire Chief
From: Richard A. Cruz, Deputy Chief
Re: Career Development Section Report for January 2024

EMS training has been our top priority this month. We have been training around the clock to keep our skills sharp. We have been utilizing our newly purchased training equipment to be able to perform hands-on skills and train.

The CDS assisted the Regional Fire Academy by proctoring the quarterly exam. The CDS also assisted with Live Fire evolutions at the end of the month.

At the beginning of the month, Mission hosted an Active Attack Integrated Response (AAIR) through ALERRT. This course demonstrates how to integrate law enforcement, firefighters and medical personnel during a potential active attack situation (i.e. active shooter). Several personnel from our department attended as well as several people from surrounding agencies, to include local and state law enforcement officers.

A doctor from South Texas Health Systems came to our station and gave all three shifts a class on traumatic brain injuries. Topics included: understanding traumatic brain injuries (TBI), recognizing signs and symptoms, initial response, post-injury care, and continuous training and updates. All of our certified EMS personnel were also in attendance and were able to discuss several scenarios with the Doctor.

The CDS conducted a Hazmat training day. Many of our members who hold a Hazardous Material Technician certification with the state were in attendance. Personnel got together and conducted a complete inventory of equipment. The team was also able to conduct pressure testing on PPE and conduct testing of our monitoring and detection equipment. This is to ensure our readiness in the event of a hazardous materials emergency.

Two of our Deputy Chiefs attended a "2nd in Command" workshop in College Station, TX. There were several speakers from around the state of Texas who presented topics on Mental Health in the Fire Service, Electric Vehicles and ESS, Technology in the Fire Service, Budget and Finance for Fire Chiefs, CBD in the Fire Service, and an update from the Texas Commission on Fire Protection. They were able to create a share drive so everyone can have access to information their departments are willing to share. Our administrative assistant was also able to attend an "Administrative Professionals" workshop at the same conference. They were able to meet with other admins from around the state and share knowledge.

Crews at their respective stations also have been doing in-service training as single-engine companies. Training has included: SCBA's, search and rescue, rescue equipment familiarization, ropes and knots, pumping fire apparatus, hose practices, ladders, and other topics.

"Train Like Your Life Depends on it...Because It Does!"

In the month of January, there was a new addition to Career Development Section. Captain Homar Salinas promoted from Lieutenant into the CDS. Capt. Salinas now works directly with me which he contributes to the overall effectiveness of training programs and the overall safety of the department. We are currently working on an annual training plan for the entire department. This will help coordinate different types of trainings for all of our members who have different roles, responsibilities and disciplines.

Training Hours for January 2024 - TOTAL: 495

Fire: 320 hours
Classroom/Online: 58 hours
Hands-On/Skills: 262 hours Drone: 0 hours
EMS: 97 hours
Special Ops: 0 hours
Haz-Mat: 78 hours

Training Hours for Year-to-Date 2023 - TOTAL: 3,251

Fire: 1,396 hours
Classroom/Online: 78 hours
Hands-On/Skills: 1,290 hours Drone: 20 hours
EMS: 578 hours
Special Ops: 0 hours
Haz-Mat: 774 hours

Respectfully,



Richard A. Cruz
Deputy Chief
Career Development Section

"Train Like Your Life Depends on it...Because It Does!"

MISSION FIRE DEPARTMENT

Emergency Ambulance Response Report

January 2024



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



Previous Month v Jan 1, 2024 - Jan 31, 2024 v

Counts	% Rows		% Columns		2024										Total
	1/7/24	1/14/24	1/21/24	1/28/24	2/4/24	2/11/24	2/18/24	2/25/24	3/3/24	3/10/24	3/17/24	3/24/24	3/31/24		
Abdominal Pain	1.92%		0.96%	1.92%	0.96%										5.77%
Acute Respiratory Distress (Dyspnea)	4.81%	2.88%													7.69%
Anxiety reaction/Emot. upset				0.96%											0.96%
Back Pain	0.96%	0.96%	0.96%	1.92%	0.96%										5.77%
Burns				0.96%											0.96%
Cardiac arrest			0.96%												0.96%
Cardiac arrhythmia/dy..		0.96%													0.96%
Chest Pain / Discomfort	1.92%														1.92%
Confusion/De...			0.96%		0.96%										1.92%
Diabetic Hyperglycemia		0.96%													0.96%
Diabetic Hypoglycemia				0.96%											0.96%
Dizziness		0.96%		0.96%											1.92%
Electrocution		0.96%													0.96%
Extremity Pain	0.96%		1.92%	0.96%											3.85%
Fever		0.96%													0.96%
Generalized Weakness	7.69%	2.88%	1.92%	1.92%	0.96%										15.38%
Headache		0.96%		1.92%											2.88%
Hypertension				0.96%											0.96%
Hypotension	0.96%	0.96%													1.92%
Itch	4.81%	1.92%	1.92%	1.92%	4.81%										15.38%
Laceration/Ab... (minor surface trauma)	1.92%		0.96%												2.88%
Mental disorder				0.96%											0.96%
Nausea	0.96%														0.96%
Neurogenic Shock	0.96%														0.96%
No Complaints of Injury/Illness Noted	0.96%	0.96%		1.92%											3.85%

Week Ending	1/7/24	1/14/24	1/21/24	1/28/24	2/4/24	2/11/24	2/18/24	2/25/24	3/4/24	3/10/24	3/17/24	3/24/24	3/31/24	TOTAL
Obvious Death	0.96%			0.96%										1.92%
Pain (Non-Traumatic)				0.96%	0.96%									1.92%
Palpitations	0.96%													0.96%
Septic-Septice			0.96%											0.96%
Smoke Inhalation	0.96%													0.96%
Stroke					0.96%									0.96%
Suicidal Ideation		0.96%	0.96%											1.92%
Syncopal / Fainting	1.92%					0.96%								2.88%
Transient Cerebral Ischemic Attack (TIA)			0.96%											0.96%
Urinary system disorder													1.92%	1.92%
Vaginal Hemorrhage	0.96%													0.96%
Vomiting		0.96%												0.96%
Total	34.62%	18.27%	15.28%	20.15%	11.54%									100%



Previous Month v Jan 1, 2024 - Jan 31, 2024 v

72%

TRANSPORTS
Percentage of Patient Encounters

21%

NON TRANSPORTS
Percentage of Patient Encounters

2%

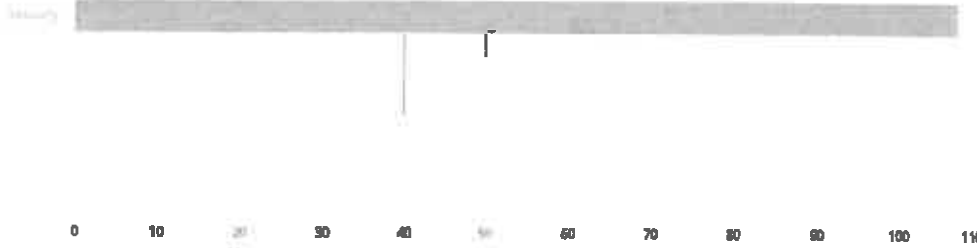
OTHER DISPOSITIONS
Percentage of Patient Encounters

107

RECORDS
In Selected Time Slice

31

DAYS
In Selected Time Slice



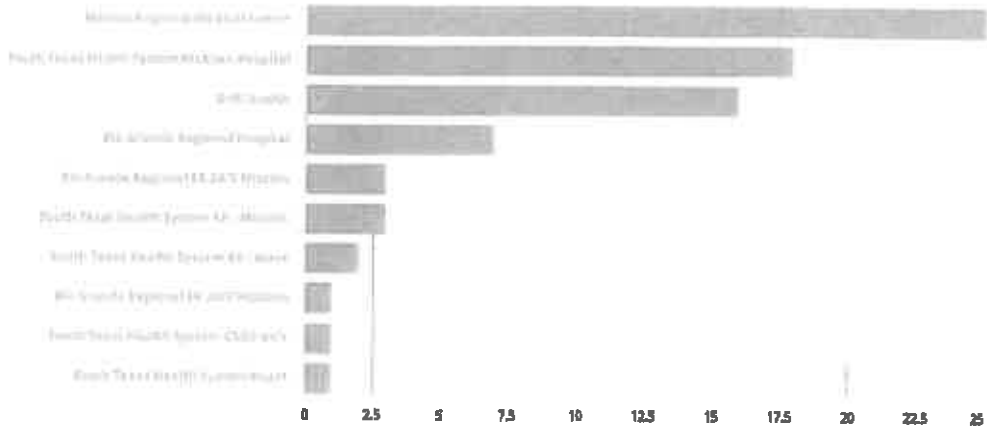
Week Ending	1/7/24	1/14/24	1/21/24	1/28/24	2/4/24	2/11/24	2/18/24	2/25/24	3/3/24	3/10/24	3/17/24	3/24/24	3/31/24	Total
January	38	20	16	21	12									107
Total	38	20	16	21	12									107



Previous Month v Jan 1, 2024 - Jan 31, 2024 v

77 RECORDS

31 RYS



Courts: N Rows: % Columns: [Filter]

Week Ending:	1/7/24	1/14/24	1/21/24	1/28/24	2/4/24	2/11/24	2/18/24	2/25/24	3/04/24	3/10/24	3/17/24	3/24/24	3/31/24	Total
DHR Health	6.49%	2.6%	2.6%	5.19%	3.9%									20.78%
Mission Regional Medical Center	7.79%	7.79%	3.9%	7.78%	5.19%									32.47%
Rio Grande Regional ER 24/7 McAllen	1.3%													1.3%
Rio Grande Regional ER 24/7 Mission	2.6%	1.3%												3.9%
Rio Grande Regional Hospital	1.3%	3.9%	2.6%	1.3%										9.09%
South Texas Health System Children's			1.3%											1.3%
South Texas Health System ER - Mission		1.3%	1.3%	1.3%										3.9%
South Texas Health System ER - Waco				1.3%	1.3%									2.6%
South Texas Health System Heart		1.3%												1.3%
South Texas Health System McAllen Hospital	11.60%		7.78%	2.6%	1.3%									23.36%
Total	31.17%	18.18%	19.48%	15.48%	11.69%									100%



Previous Month ▾

Jan 1, 2024 - Jan 31, 2024 ▾

08:26

MIN:33
Average Response Time

49%

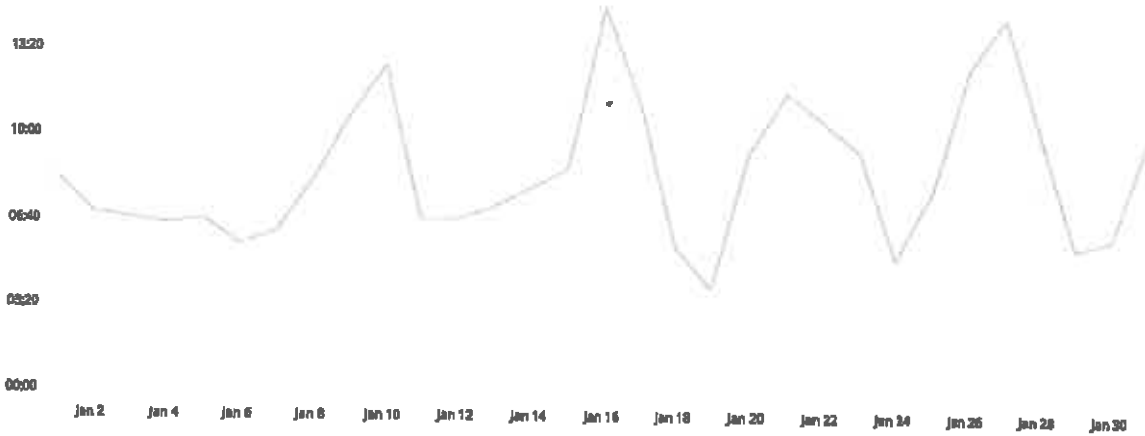
OF RESPONSES
Response Time < 08:00

31

DAYS
In Selected Time Slice

76

UNIT RESPONSES
In Selected Time Slice



Counts % Rows % Columns

Week Ending	1/7/24	1/14/24	1/21/24	1/28/24	2/4/24	2/11/24	2/18/24	2/25/24	3/3/24	3/10/24	3/17/24	3/24/24	3/31/24	Total
00:00 - 04:59	1.32%	2.63%	1.32%	1.32%	2.63%									9.21%
05:00 - 09:59	13.79%	6.58%	7.89%	5.58%	2.63%									39.47%
10:00 - 14:59	9.21%			1.32%	2.63%									13.16%
15:00 - 19:59	2.63%		1.32%	1.32%										5.20%
20:00 - 24:59	2.63%	5.20%	1.32%		2.63%									11.84%
00:00 - 04:59		2.63%	5.20%	1.32%	1.32%									14.47%
05:00 - 09:59				2.63%										2.63%
10:00 - 14:59				1.32%										1.32%
15:00 - 19:59			2.63%											2.63%
20:00 - 24:59														0.00%
Total	31.58%	18.42%	19.74%	18.42%	11.84%									100%

Exceptions

0%



216 City of Mission
Executive Summary - 10/01/23 to 01/31/24

	01-23	01-23	01-23	01-23	01-23
	01-23	01-23	01-23	01-23	01-23
Group Changes					
Cost Reduction	\$142,000.00	\$98,896.00	\$124,000.00	\$108,292.28	\$489,897.28
Cost Change/Tip	(\$40,403.87)	(\$18,033.71)	(\$27,287.45)	(\$31,480.15)	(\$124,000.16)
Cost/Tip (C/T)	\$1,573.08	\$1,280.25	\$1,280.25	\$1,280.25	\$1,400.57
	\$388.88	\$288.88	\$412.84	\$462.84	\$381.85
Payer Mix					
Medicare	40.4%	52.6%	38.0%	20.8%	37.9%
Medicaid	18.3%	14.5%	18.2%	18.8%	14.1%
Insurance	8.6%	15.9%	18.2%	0.0%	10.4%
Private Pay	20.2%	14.5%	18.8%	0.0%	14.4%
Level of Service					
ALS - Advanced Life Support A0427	77.88%	52.59%	60.87%	88.39%	70.85%
ALS Non Emergency A0438	0.00%	1.59%	0.00%	-1.47%	0.00%
ALS-2 Emergency A0439	0.00%	8.85%	8.82%	1.47%	3.98%
BLS - Basic Life Support A0429	22.12%	33.33%	22.81%	8.82%	24.48%
BLS Non Emergency A0428	0.00%	0.00%	0.00%	2.99%	0.61%
Level of Service Veterans					
Total	104	83	82	88	327
ALS - Advanced Life Support A0427	81	35	58	60	232
ALS Non Emergency A0438	0	1	0	-1	0
ALS-2 Emergency A0439	0	8	6	1	13
BLS - Basic Life Support A0429	23	21	20	6	80
BLS Non Emergency A0428	0	0	0	2	2
Grand Total	387	302	454	427	1,790



Closing Balance Summary for Period

02/08/24

Page 1 of 1

Transaction Date	Greater Than Or Equal	1/1/2024
Transaction Date	Less Than Or Equal	1/31/2024
Company Code	Equal	216 City of Mission

216 City of Mission	AR Previous Balance:	\$537,353.90
---------------------	-----------------------------	---------------------

Charges in Period	\$123,636.00
Credits	(\$110,795.68)
Charge Adjustments	(\$18,313.72)
Total AR Change for	(\$5,473.40)

Charges in Period	\$123,636.00
Credits	(\$110,795.68)
Charge Adjustments	(\$18,313.72)
Accounts Receivable Change	(\$5,473.40)

Total Balance Forward:	\$531,880.50
-------------------------------	---------------------

MISSION HISTORICAL MUSEUM

Departmental Report January 2024

"It's a side of museums that many people don't see and sometimes don't understand when they see it in your budget. It's something that happens out of the way and it's not flashy but we're ensuring the long-term health of the cultural legacy of the area."



PERFORMANCE INDICATORS:

FY 2023-2024				
Performance Indicators	October	November	December	January
General Attendance	62	70	55	189
Programs	1,350	0	65	65
Tours	0	6	0	0
Social Media	19,420	1166	8,378	13,600
Outreach	0	90	0	0
Meetings Hosted	0	0	0	0
Total:	20,832	1,332	8,498	13,854

(# of people served January 1– January 30)

Public and Educational Programs/Events

Past Programs/Events:

Dec 6th Holiday Exhibit Opens
 Dec 9th MHM Lecture Series
 Dec 21st Craft day

Upcoming Programs/Events:

Jan 13th MHM Lecture Series
 Jan 13th Quilt Show Opening
 Jan Turning of the Quilts Program
 Feb She Came to the Valley Movie Screening
 March Spring Break Scavenger Hunt

Other Items:

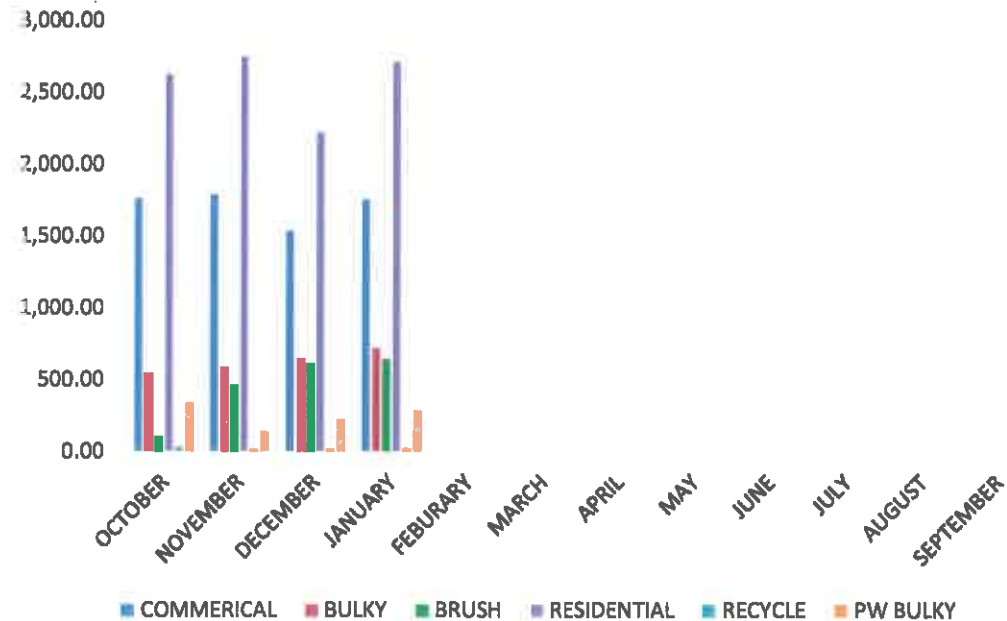
Ongoing History of Mission Loteria (possible work with chamber)
 Completed TAMMIE award submission
 Ongoing Summer '24 Exhibit development
 Ongoing Community Volunteer project

SANITATION DEPARTMENT

For the month of January, the City of Mission Sanitation Department disposed of a combined **5861.48** tons of trash/bulky items. In addition, a total of **4172.00** cubic yards of brush was collected at our sanitation landfill.

Month	TONS RESIDENTIAL	CUBIC YARD: BRUSH	TONS BULKY	TONS COMMERCIAL	TONS BRUSH	TONS RECYCLE	TONS PW BULKY
OCTOBER	2,630.89	7,952.00	541.01	1,770.93	107.35	39.12	336.86
NOVEMBER	2,756.31	7224.00	580.63	1797.15	462.59	16.47	137.01
DECEMBER	2,229.85	5964.00	642.14	1543.28	610.16	23.65	221.90
JANUARY	2,719.18	4172.00	726.11	1763.99	652.2	25.26	280.81
FEBURARY							
MARCH							
APRIL							
MAY							
JUNE							
JULY							
AUGUST							
SEPTEMBER							
Total	10336.23	25312	2489.89	6875.35	1832.3	104.50	976.58

2023 - 2024 SANITATION PICK UP (TONS)





Mission Police Department

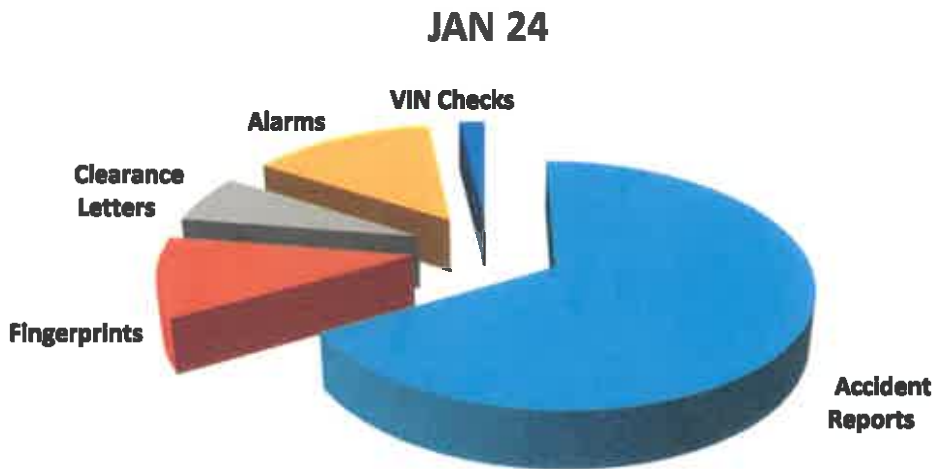
Monthly Report for January 2024



Records Division

The following entries from our records division are actual persons visiting the Mission Police Department facility to obtain copies of reports; getting fingerprinted; job applications; clearance letter for job applications; vehicle identification number clearance letters for people buying used motor vehicles; persons visiting our warrant officers, criminal investigations or administrative personnel for assistance in police related matters.

	Jan 24	FY 23-24 YTD
Accident Reports	159	372
Fingerprints	14	60
Clearance Letters	12	37
Alarms	78	78
VIN Checks	2	11
TOTAL	265	558





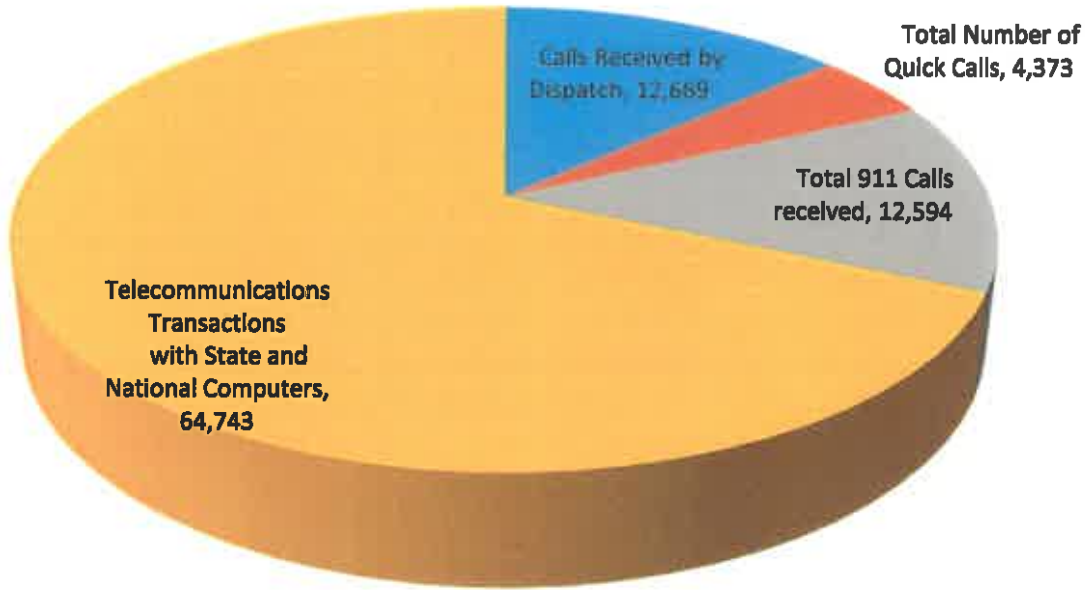
Mission Police Department

Monthly Report for January 2024



Communications Division

	Jan 24	FY 23-24 YTD
Calls Received by Dispatch	3,044	12,669
Total Number of Quick Calls	1,338	4,373
Total 911 Calls received	3,277	12,594
Telecommunications Transactions with State and National Computers	15,650	64,743





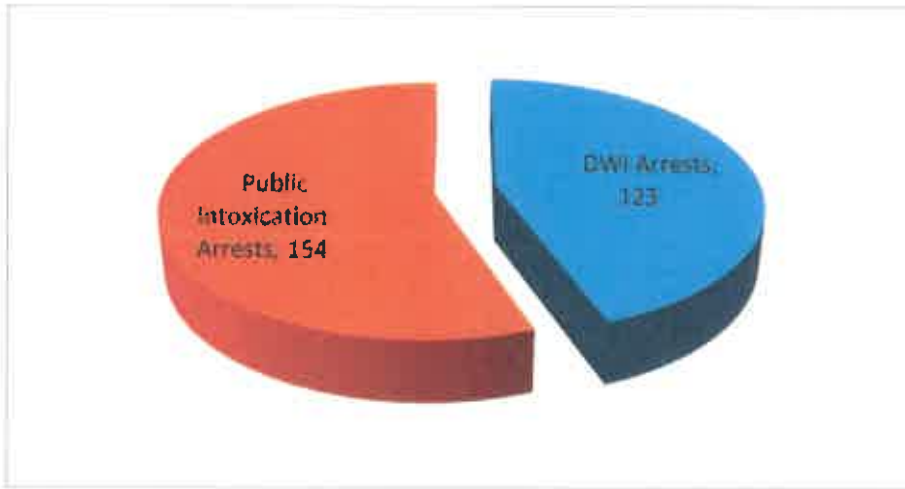
Mission Police Department Monthly Report for January 2024



Patrol Division

DWI Arrests
Public Intoxication Arrests

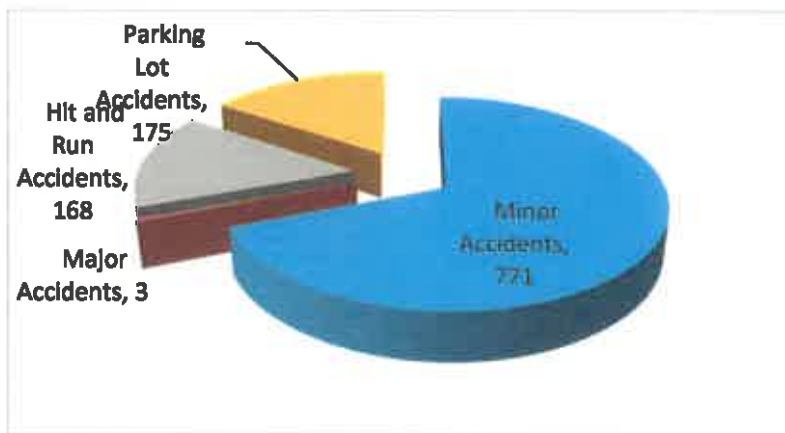
<u>Jan 24</u>	<u>FY 23-24 YTD</u>
27	123
37	154



Traffic Division

Minor Accidents
Major Accidents
Hit and Run Accidents
Parking Lot Accidents

<u>Jan 24</u>	<u>FY 23-24 YTD</u>
177	771
0	3
37	168
44	175





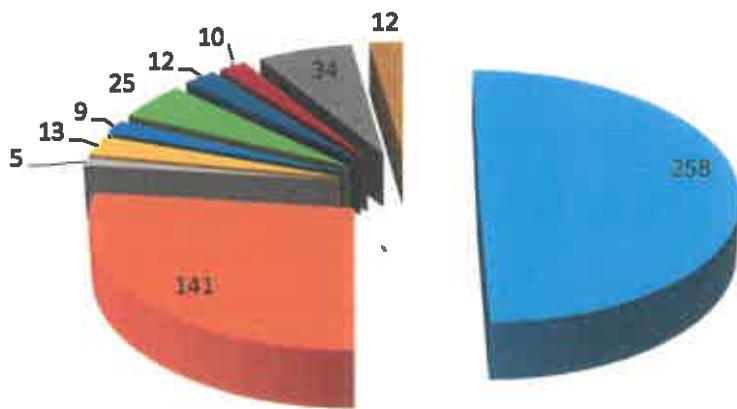
Criminal Investigations Criminal Case Submissions



- Adult Misdemeanor Cases Submitted to DA's Office**
- Adult Felony Cases Submitted to DA's Office**
- Adult Cases Submitted to Mission Municipal Court**
- Adult Misdemeanor Arrests**
- Adult Felony Arrest**
- Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department**
- Juvenile Felony Cases Submitted to Juvenile Probation Department**
- Juvenile Cases Submitted to Mission Municipal Court**
- Juvenile Misdemeanor Arrests**
- Juvenile Felony Arrests**
- Total Open Cases**

	Jan 24	FY 23-24 YTD
Adult Misdemeanor Cases Submitted to DA's Office	72	258
Adult Felony Cases Submitted to DA's Office	40	141
Adult Cases Submitted to Mission Municipal Court	3	5
Adult Misdemeanor Arrests	5	13
Adult Felony Arrest	2	9
Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department	3	25
Juvenile Felony Cases Submitted to Juvenile Probation Department	0	12
Juvenile Cases Submitted to Mission Municipal Court	3	10
Juvenile Misdemeanor Arrests	3	34
Juvenile Felony Arrests	0	12
Total Open Cases	304	304

Jan 24



- Adult Misdemeanor Cases Submitted to DA's Office
- Adult Felony Cases Submitted to DA's Office
- Adult Cases Submitted to Mission Municipal Court
- Adult Misdemeanor Arrests
- Adult Felony Arrest
- Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department



Mission Police Department

Monthly Report for January 2024

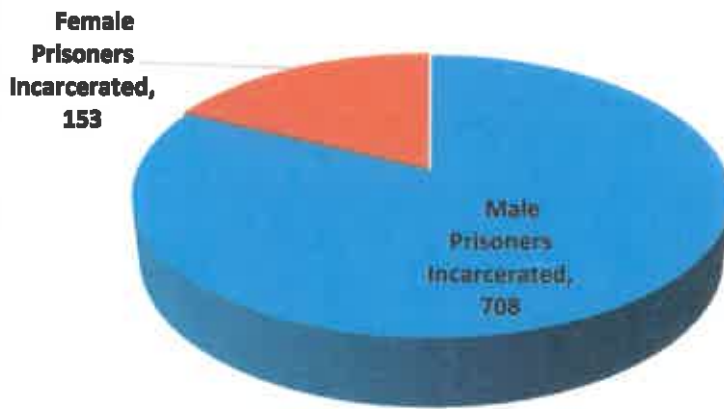


Jail Division

Adults

Male Prisoners Incarcerated
 Female Prisoners Incarcerated
Total

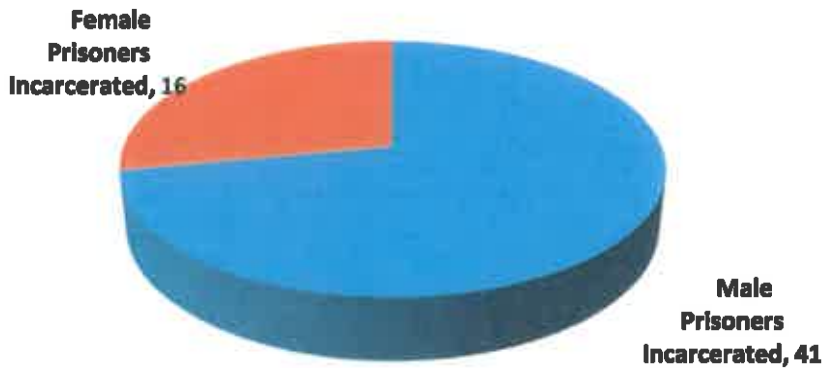
	<u>Jan 24</u>	<u>FY 23-24 YTD</u>
Male Prisoners Incarcerated	171	708
Female Prisoners Incarcerated	6	153
Total	177	861



Juveniles

Male Prisoners Incarcerated
 Female Prisoners Incarcerated
Total

	<u>Jan 24</u>	<u>FY 23-24 YTD</u>
Male Prisoners Incarcerated	5	41
Female Prisoners Incarcerated	2	16
Total	7	57





Narcotics Division -DEA

	Jan 24	FY 23-24 YTD
Seizures		
Marihuana (lbs)	0.00	0.13
(Street Value -\$506.00 per pound)	\$0.00	\$65.78
Cocaine (kilos)	0	39.36
(Street Value -\$21,000.00 per Kilo)	\$0.00	\$826,560.00
Fentanyl	0	0.00
(Street Value -\$30,000.00 per Kilo)	\$0.00	\$0.00
Heroin (kilos)	0	0.00
(Street Value -\$17,680.00 per Kilo)	\$0.00	\$0.00
Methamphetamine (kilos)	7	771.00
(Street Value -\$11,925.00 per Kilo)	\$139,300.00	\$15,342,900.00
Currency Seizures:	\$29,830.00	\$563,271.00
Vehicle Seizures:	0	2
Arrest:	2	8

Narcotics Division -Immigration & Customs Enforcement

	Jan 24	FY 23-24 YTD
Seizures		
Marihuana (lbs)	0	0.00
(Street Value -\$506.00 per pound)	\$0.00	\$0.00
Cocaine (kilos)	32.82	106.07
(Street Value -\$21,000.00 per Kilo)	\$689,220.00	\$2,227,470.00
Heroin (kilos)	0	0.00
(Street Value -\$17,680.00 per Kilo)	\$0.00	\$0.00
Methamphetamine (kilos)	0	0.00
(Street Value -\$11,925.00 per Kilo)	\$0.00	\$0.00
Currency Seizures:	\$101,998.00	\$2,104,675.00
Vehicle Seizures:	0	0
Arrest:	4	25



Mission Police and Criminal Investigations

Narcotics

	Jan 24	FY 23-24 YTD
Marihuana (pounds)	0.21	0.80
(Street Value -\$506.00 per pound)	\$107.27	\$403.79
Cocaine (kilos)	0.0150	0.07
(Street Value -\$21,000.00 per Kilo)	\$315.00	\$1,554.00
Currency	\$0.00	\$0.00

U.S. Marshal Task Force

	Jan 24	FY 23-24 YTD
Fugitive Apprehension	0	0
Mission CIB Warrants	0	0
68-A Vehicle Inspections	0	0

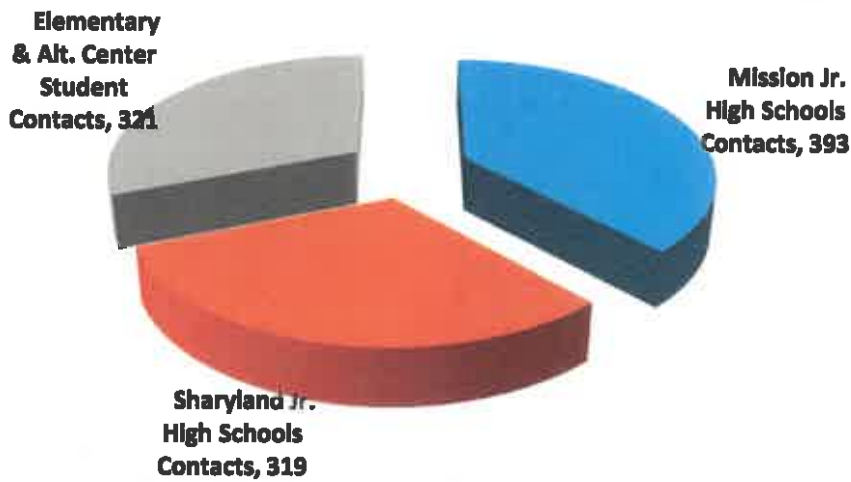


Mission Police Department Monthly Report for January 2024



Educational Resource Officer Program

	<u>Jan 24</u>	<u>FY 23-24 YTD</u>
Mission Jr. High Schools Contacts	132	393
Sharyland Jr. High Schools Contacts	84	319
Elementary & Alt. Center Student Contacts	80	321



	<u>Jan 24</u>	<u>FY 23-24 YTD</u>
Mission High Schools	122	585
Sharyland High Schools	96	402



Adult & Juvenile Cases Submitted by Police Officers Assigned to Mission & Sharyland Schools



Adult Cases Submitted to Mission Municipal Court

Adult Misdemeanor Arrests

Adult Felony Arrests

Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department

Juvenile Felony Cases Submitted to Juvenile Probation Department

Juvenile Cases Submitted to Mission Municipal Court

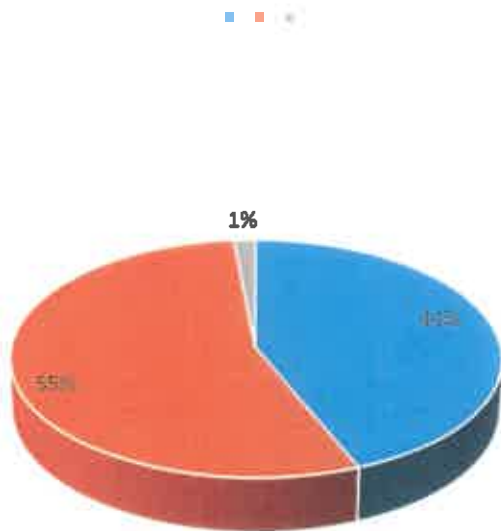
Juvenile Cases Submitted to JP Court

Juvenile Misdemeanor Arrests

Juvenile Felony Arrests

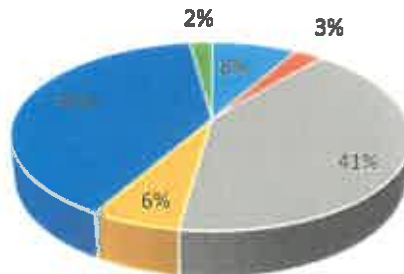
	<u>Jan 24</u>	<u>FY 23-24 YTD</u>
Adult Cases Submitted to Mission Municipal Court	10	28
Adult Misdemeanor Arrests	7	35
Adult Felony Arrests	0	1
Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department	2	15
Juvenile Felony Cases Submitted to Juvenile Probation Department	1	5
Juvenile Cases Submitted to Mission Municipal Court	24	75
Juvenile Cases Submitted to JP Court	1	11
Juvenile Misdemeanor Arrests	15	72
Juvenile Felony Arrests	1	4

FY 23-24 YTD



FY 23-24 YTD

- Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department
- Juvenile Felony Cases Submitted to Juvenile Probation Department
- Juvenile Cases Submitted to Mission Municipal Court
- Juvenile Cases Submitted to JP Court
- Juvenile Misdemeanor Arrests
- Juvenile Felony Arrests





Mission Police Department

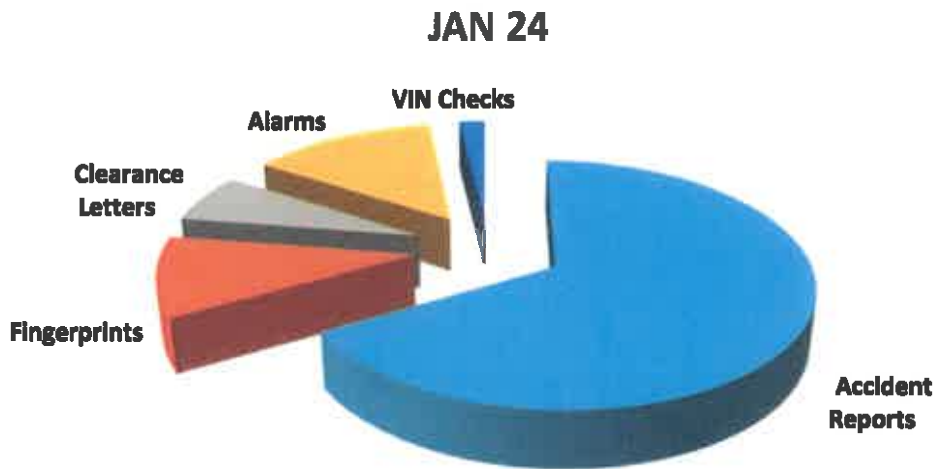
Monthly Report for January 2024



Records Division

The following entries from our records division are actual persons visiting the Mission Police Department facility to obtain copies of reports; getting fingerprinted; job applications; clearance letter for job applications; vehicle identification number clearance letters for people buying used motor vehicles; persons visiting our warrant officers, criminal investigations or administrative personnel for assistance in police related matters.

	Jan 24	FY 23-24 YTD
Accident Reports	159	372
Fingerprints	14	60
Clearance Letters	12	37
Alarms	78	78
VIN Checks	2	11
TOTAL	265	558



SPEER MEMORIAL LIBRARY

DOOR COUNT 

20,488

JANUARY 2024



6,246 BOOKS CHECKED OUT



663

ADULT PROGRAM AUDIENCE



VOLUNTEER HOURS WORKED

196



TEENS PROGRAM AUDIENCE

29



1,200

GENERAL AUDIENCE

USE OUR ONLINE RESOURCES



WWW.MISSION.LIB.TX.US

Speer Memorial Library
Today, we celebrated our 100th anniversary with a special event. We had a book sale, a raffle, and a special presentation. Thank you to everyone who came and supported us!



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CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Susana De Luna, Planning Director

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

NATURE OF REQUEST:

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

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING OF A TRACT OF LAND CONTAINING 0.612 OF ONE ACRE, BEING A PART OR PORTION OF THE GULF COURSE AND LAKE RESERVE OUT OF MEADOW CREEK COUNTRY CLUB PHASE I-B, 1916 CRYSTAL DRIVE, PUD(AO-P) AGRICULTURAL OPEN PERMANENT TO PUD(R-1) SINGLE FAMILY RESIDENTIAL

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of February 14, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, February 26, 2024, in the Council Chambers of the City Hall to consider the following rezoning:

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

Legal Description	From	To
A tract of land containing 0.612 of one acre, being a part or portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B	PUD(AO-P)	PUD(R-1)

READ, CONSIDERED AND PASSED, this the 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

MISSION MUNICIPAL PARK

LAKE POINT

parcel #2

MAIN FLOODWATER PILOT CHANNEL

parcel #1

SITE LOCATION

INSPIRATION RD.

GIR. CREEK DR.

CIR. LAKE DR.

FRONT DR.

RIVER BEND DR.

LAKE

parcel #5

parcel #4

DIANE DR.

CARIOCA DR.

MAUVE DR.

MEADOW WAY DR.

RIVER BEND DR.

MISSION MAIN CANAL

RIO GRANDE VALLEY STATE VETERANS CEMETERY

LAKE VIEW DR.

TAHOE DR.

parcel #4



CITY OF MISSION HIDALGO COUNTY, TEXAS

1201 E. 8th. Street MISSION, TX 78572

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

TABLED

REZONING: Tract #1: A tract of land containing 0.612 of one acre, being a part or portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B
1916 Crystal Drive
PUD(AO-P) Permanent Open Space District to
PUD(R-1) Single Family Residential
Meadow Creek Development

REVIEW DATA

The subject site is located near the Diane Drive/Crystal Drive Intersection along the east side of Crystal Drive – see vicinity map.

SURROUNDING ZONES:
N: PUD(R-1T) – Townhouse Residential District
E: PUD(AO-P) – Permanent Open Space District
W: PUD(R-1T) – Townhouse Residential District
S: PUD(R-1T) – Townhouse Residential District

EXISTING LAND USES:
N: Single Family Residential
E: Vacant
W: Single Family Residential
S: Single Family Residential
Site: Vacant

FLUM: Planned Unit Development (PUD)

REVIEW COMMENTS: Staff notes that this item had received a favorable recommendation by the P&Z Board on January 13, 2021. However, it was tabled at the January 25, 2021 City Council Meeting to address some of the concerns voiced during the public comments. The concerns voiced referenced storm sewer infrastructure, lift station replacement, potholes, increased traffic, noise, and safety. Since then, the lift stations have been decommissioned and are no longer in service they are now on City sewer and several streets have been resurfaced.

Staff notes that the proposed zone complies with the surrounding land uses. Staff believes an R-1 would be a better neighbor for this area.

On January 24th, 2024 staff received a petition from property owners within the 200’ radius reflecting 31% opposition to this request.

RECOMMENDATION: Staff recommends approval.

MISSION MUNICIPAL PARK

parcel #2

MAIN FLOODWATER PILOT CHANNEL

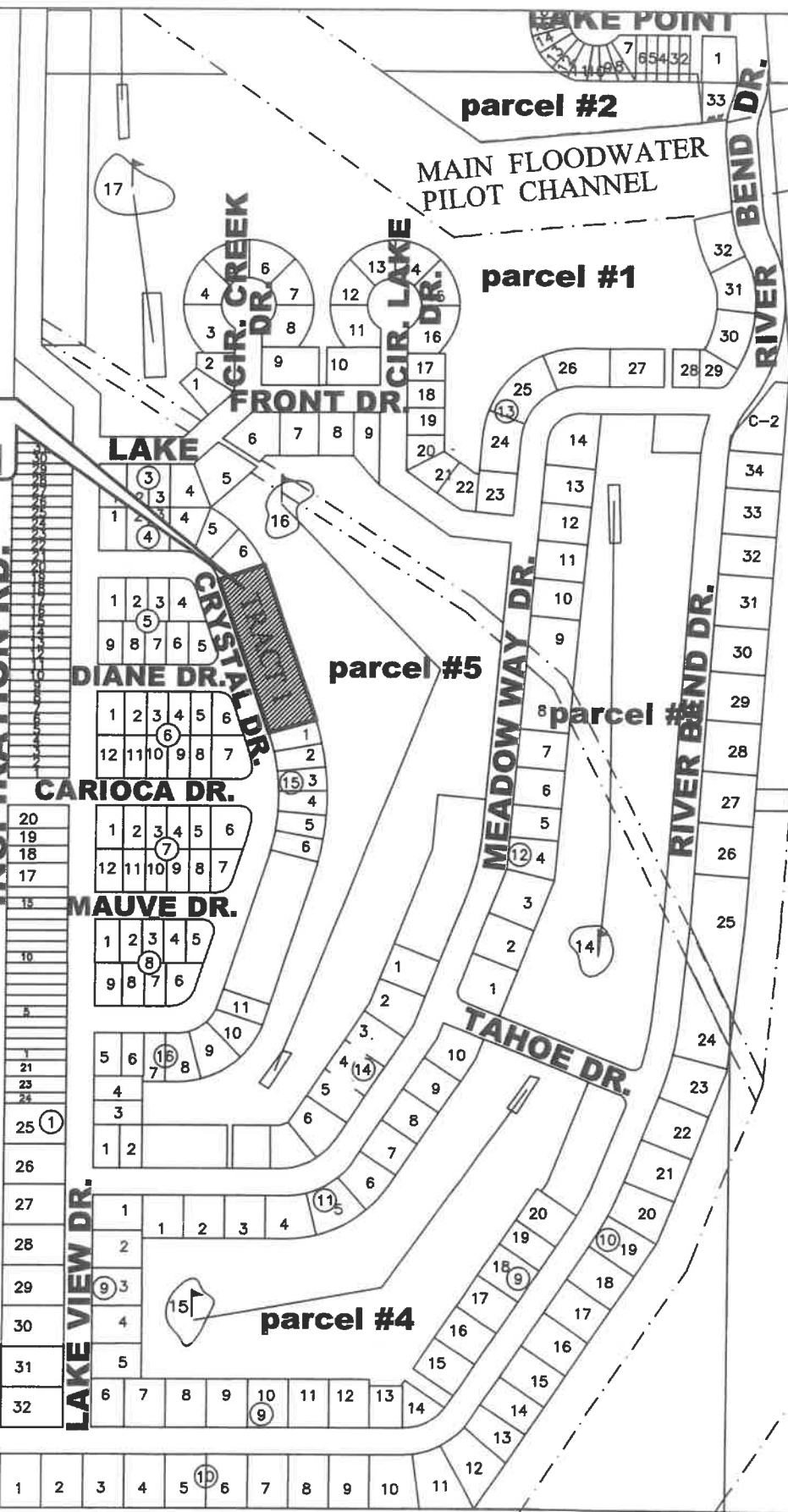
parcel #1

MISSION MAIN CANAL

SITE LOCATION

INSPIRATION RD.

RIO GRANDE VALLEY STATE VETERANS CEMETERY



CITY OF MISSION
 HIDALGO COUNTY, TEXAS

1201 E. 8th. Street
 MISSION, TX 78572

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



PETITION Date: 1/5/2024

File Number: RE723-39

To: Mission City Council

RECEIVED
JAN 24 2023
BY: JM

We, the undersigned owners of property affected by the requested zoning change described in the referenced file, do hereby protest any change of the Land Development Code which would zone the property to any classification other than AO-I. According to AO-I purpose for zoning, "It is the intent of this district that agricultural land be held in that use for as long as is practical and reasonable. This zoning is suitable for areas where development is premature because of the lack of utilities, capacity, or service, or where the ultimate land use has not been determined." Even though the City of Mission has improved some of the infrastructure, the lift station by Crystal Drive still emits atrocious odors and has never been removed as it was on Circle Drive. There is no resolution from the City of Mission's utility office because supplies are not available to reduce these odors. Also, the contractors on the lift station project removed the chain link fence of over 100 feet and have never replaced it, thus has made an entry way for vehicles to turn from Lakeview Drive to Inspiration Road illegally. This has been reported more than once, but still not fixed. Many days, the water pressure in this neighborhood is extremely low in the mornings and adding more housing will only exasperate this issue. Because the houses are already close together south of tract 2, guests utilize the street in front of tract 2 for parking. In conclusion, I and those signing below are requesting the rezoning denied "because of the lack of utility capacity."

Signature	Printed Name	Address
<i>K.Prewitt</i>	Karen Prewitt	2101 Mauve Dr. Mission
<i>Kay Wolf</i>	Kay Wolf	2100 Mauve Dr, Mission
<i>Norma A. Daming</i>	Norma A Daming	2105 Carioca Mission
<i>Jan Rivera</i>	Jan Rivera	2107 Mauve Dr Mission, TX
<i>Lulu Garrett</i>	Lulu Garrett	2101 Carioca Dr. Mission
<i>Roberto Roldan</i>	Roberto Roldan	2102 Crystal Dr, Mission, TX
<i>Dario Roldan</i>	Dario Roldan	2113 Crystal Dr. Mission TX
<i>Oscar Saenz</i>	Oscar Saenz	2103 Crystal Dr. Mission TX.
<i>Alejandra Pulido</i>	Alejandra Pulido	2107 Crystal Dr. Mission TX.
<i>Leticia Cavares Garza</i>	LETICIA CAVAZOS GARZA	2111 CRYSTAL DR. MISSION, TX
<i>Ferri Ann Huntley</i>	Ferri Ann Huntley	2100 Crystal Dr, Mission TX
<i>Anahi Carter</i>	Anahi Carter	2102 Mauve Dr.
<i>Jesus Carter</i>	JESUS Carter	2104 MAUVE DR
<i>Jesus Carter</i>	JESUS Carter	2106 MAUVE DR
<i>Jesus Carter</i>	JESUS Carter	2108 MAUVE DR.
<i>Bonnie Close</i>	Bonnie Close	1920 MEADOW DR.
<i>Dora Maldonado</i>	Dora Maldonado	1902 Crystal dr.
<i>Richard Shaw</i>	RICHARD SHAW	2101 CRYSTAL DR
<i>Kevin Whitehouse</i>	Kevin Whitehouse	1912 Meadow Way dr

Signature

Printed Name

Address

Nancy Meyles	Nancy Meyles	1924 Meadow Way Drive
Trent Faircloth	TRENT FAIRCLOTH	1926 MEADOW WAY DR.
Destiny Nuñez	Destiny Nuñez	1932 Meadow Way Dr
Adaliz Villarreal	Adaliz Villarreal	1934 Meadow Way Dr.
Velma Flores	Velma Flores	2000 Meadow Way Dr.
Jose Cortez	Jose Cortez	2003 Meadow Way Dr.
Robert Smage	Robert Smage	2007 Meadow Way Dr.
Cassandra Hale	Cassandra Hale	2009 Meadow way Dr.

Date: 1-24-24

Contact Name: Karen Prewitt Phone Number: 956-957-8095



File Number: REZ23-39

To: Mission City Council

Continued from previous.

We, the undersigned owners of property affected by the requested zoning change described in the referenced file, do hereby protest any change of the Land Development Code which would zone the property to any classification other than AO-1. According to AO-1 purpose for zoning, "It is the intent of this district that agricultural land be held in that use for as long as is practical and reasonable. This zoning is suitable for areas where development is premature because of the lack of utilities, capacity, or service, or where the ultimate land use has not been determined." Even though the City of Mission has improved some of the infrastructure, the lift station by Crystal Drive still emits atrocious odors and has never been removed as it was on Circle Drive. There is no resolution from the City of Mission's utility office because supplies are not available to reduce these odors. Also, the contractors on the lift station project removed the chain link fence of over 100 feet and have never replaced it, thus has made an entry way for vehicles to turn from Lakeview Drive to Inspiration Road illegally. This has been reported more than once, but still not fixed. Many days, the water pressure in this neighborhood is extremely low in the mornings and adding more housing will only exasperate this issue. Because the houses are already close together south of tract 2, guests utilize the street in front of tract 2 for parking. In conclusion, I and those signing below are requesting the rezoning denied "because of the lack of utility capacity."

Signature	Printed Name	Address
	Andres Gonzalez	1930 meadow way Dr mission TX
	Fernando Prtegon	1928 meadow way Dr Mission, TX
	Samuel Mantalvo	1922 meadow way Dr mission TX
	Severiano Morala	219 Crystal Dr.
	Ronald Valles	2127 Crystal Dr.
	Marcela Torres	2127 Crystal Dr
	Toni Sheppard	2013 Lake front Dr mission TX
	Debra Klaustermeyer	2015 Meadow Way Dr Mission TX
	Adrien Martinez	2008 LAKE FRONT DR.
	MARK ADAMS	1900 Crystal Dr.
	M.R. Marnel	2103 Caracara Dr. (2103 Caracara)

M3175-1B-003-0002-00 (232618) BERGH REBECCA & ALBERT 2519 PONDEROSA DR MISSION TX 78572	M3175-1B-003-0003-00 (232619) CANTU OMAR 1623 DEBBY LN MISSION TX 78572	M3175-1B-003-0005-00 (232621) GARCIA BRENDA 2103 LAKE FRONT DR MISSION TX 78572
M3175-1B-003-0006-00 (232622) RODRIGUEZ MARCELA BARCENAS 2101 LAKE FRONT DR MISSION TX 78572	M3175-1B-003-0007-00 (232623) CANTU YANNELLY 1525 RIVER BANK DR MISSION TX 78572	M3175-1B-004-0001-00 (232626) CANALES RIGOBERTO JR & SAN JUAN 2015 LAKE FRONT DR MISSION TX 78572
M3175-1B-004-0002-00 (232627) GONZALEZ RODOLFO CARTAGENA No 4220 RES DE LA HACIENDA MONTERREY NL 64890 MEXICO	M3175-1B-004-0003-00 (232628) SANCHEZ MARIA DE LOURDES O & MONICA MEDRANO EDWIN H & YADIRA 2116 CRYSTAL DR MISSION TX 78572	M3175-1B-004-0004-00 (232629) ROLDAN CHRISTINA GARCIA 2108 CRYSTAL DR MISSION TX 78572
M3175-1B-004-0005-00 (232630) MICHELENA ROBERT M 2104 CRYSTAL DR MISSION TX 78572	M3175-1B-004-0006-00 (232631) HUNTLEY PERRI ANN 2100 CRYSTAL DR MISSION TX 78572	M3175-1B-005-0001-00 (232632) ROLDAN CHRISTINA GARCIA 2113 CRYSTAL DR MISSION TX 78572
M3175-1B-005-0002-00 (232633) VALDES JULIO C ARNEDO 119 COL LA RIOJA MONTERREY NL 64988 MEXICO	M3175-1B-005-0003-00 (232634) GIRODENGO ARTURO PASEO DE LA REFORMA 6354 COL SATELITE MONTERREY NL MEXICO	M3175-1B-005-0004-00 (232635) ROLDAN CHRISTINA MARIE 2101 CRYSTAL DR MISSION TX 78572
M3175-1B-005-0005-00 (232636) CANTU VALDEMAR & ALMA DELIA 1304 LAKE VIEW DR MISSION TX 78572	M3175-1B-005-0006-00 (232637) CANTU VALDEMAR & ALMA DELIA 1304 LAKE VIEW DR MISSION TX 78572	M3175-1B-005-0007-00 (232638) CANTU VALDEMAR & ALMA DELIA 1304 LAKE VIEW DR MISSION TX 78572
M3175-1B-005-0008-00 (232639) CGS PROPERTY RENTALS LLC 5105 SWEETWATER AVE MCALLEN TX 78503	M3175-1B-005-0009-00 (232640) SESIN RAUL E 4109 STILLWATER CV EDINBURG TX 78542	M3175-1B-006-0001-00 (232641) CHEN MENG-JU 1910 CHARLES CIR EDINBURG TX 78541
M3175-1B-006-0002-00 (232642) REYES NIKEE LEE 114 N KERALUM AVE MISSION TX 78572	M3175-1B-006-0003-00 (232643) REYES NIKEE LEE 114 N KERALUM AVE MISSION TX 78572	M3175-1B-006-0004-00 (232644) GARCIA ANDREA ADRIANA TAMEZ GARCIA 2105 DIANE DR MISSION TX 78572
M3175-1B-006-0005-00 (232645) NUNEZ LUIS GERARDO & SENIA MAGALY 2103 DIANE DR MISSION TX 78572-8405	M3175-1B-006-0006-00 (232646) LONGORIA ARTURO R JR 1201 REYNOSA ST MISSION TX 78572	M3175-1B-006-0007-00 (232647) GARZA JUDITH 2100 CARIOCA DR MISSION TX 78572
M3175-1B-006-0008-00 (232648) VILLANUEVA PABLO & MARIELA A 2102 CARIOCA DR MISSION TX 78572	M3175-1B-006-0009-00 (232649) RODRIGUEZ ALMA DELA 2104 CARIOCA DR MISSION TX 78572	M3175-1B-006-0010-00 (232650) SANDOVAL EDUARDO 1400 ROQUE SALINAS MISSION TX 78572

M3175-1B-007-0003-00 (232655) ZAMORA FRANCISCA 2107 CARIOCA DR MISSION TX 78572	M3175-1B-007-0004-00 (232656) RAMIREZ NORMA ALICIA 2010 MEADOW WAY DR MISSION TX 78572	M3175-1B-007-0005-00 (232657) MANUEL MICHAEL A & KATHLEEN A 2103 CARIOCA DR MISSION TX 78572
M3175-1B-007-0006-00 (232658) GARRETT RICHARD A & LOURDES S GARCIAWOLF FRANCES KAY 2101 CARIOCA DR MISSION TX 78572	M3175-1B-007-0007-00 (232659) CANTU JESUS 2100 MAUVE DR MISSION TX 78572	M3175-1B-007-0008-00 (232660) CANTU ANAHI 2102 MAUVE DR MISSION TX 78572
M3175-1B-007-0009-00 (232661) CONGRES CONSTRUCTION, LLC 214 PASEO DEL REY MISSION TX 78572-6735	M3175-1B-007-0010-00 (232662) CANTU JESUS 214 PASEO DEL REY MISSION TX 78572	M3175-1B-007-0011-00 (232663) CANTU JESUS 214 PASEO DEL REY MISSION TX 78572
M3175-1B-008-0001-00 (232665) MARTINEZ MARTHA P NUNEZ 2000 CIR DR APT 1 MISSION TX 78572	M3175-1B-008-0002-00 (232666) VILLEGAS JOSE LUIS 308 N MISSOURI ST ALTON TX 78573	M3175-1B-008-0003-00 (232667) RIVERA JUAN ANTONIO III 2107 MAUVE DRIVE MISSION TX 78572
M3175-1B-008-0004-00 (232668) PREWITT KAREN L 2101 MAUVE DR MISSION TX 78572	M3175-1B-008-0006-00 (232670) ROLDAN CUAUHEMO F & PATRICIA F 2102 CRYSTAL DR MISSION TX 78572	M3175-1B-008-0008-00 (232672) CASTILLO ALEJANDRO 2114 CRYSTAL DR MISSION TX 78572
M3175-1B-011-0009-00 (232737) VELEZ GUTIERREZ REAL ESTÁTE LLC 306 S BRYAN RD MISSION TX 78572	M3175-1B-011-0010-00 (232738) FLORES VELMA ELIZA 2000 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0001-00 (232739) VILLARREAL FAUSTINO G JR & ADALIZ 1934 MEADOW WAY DR MISSION TX 78572
M3175-1B-012-0002-00 (232740) NUNEZ CYNTHIA 1932 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0003-00 (232741) GONZALEZ ANDRES & ALEXANDRA MARIE 1930 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0004-00 (232742) ORTEGON FERNANDO A 1928 MEADOW WAY DR MISSION TX 78572
M3175-1B-012-0005-00 (232743) FAIRCLOTH TRENT 1926 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0006-00 (232744) MYLES ALBERT EMMANUEL & NANCY LYNN 1924 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0007-00 (232745) CONFIDENTIAL 1922 MEADOW WAY DR MISSION TX 78572
M3175-1B-012-0008-00 (232746) CLOSE BONNIE L 1920 MEADOW WAY DR MISSION TX 78572	M3175-1B-014-0001-00 (232786) IBANIZ MELISSA RENEE 1902 RIVER BEND DR MISSION TX 78572	M3175-1B-014-0002-00 (232787) CORTEZ JOSE 2003 MEADOW WAY DR MISSION TX 78572
M3175-1B-014-0003-00 (232788) RODRIGUEZ VELMA 2005 MEADOW WAY DR MISSION TX 78572	M3175-1B-014-0004-00 (232789) SMAGE ROBERT & SHARON HECKER SHARON K HECKER & ROBERT SMAGE 2007 MEADOW WAY DR MISSION TX 78572	M3175-1B-014-0005-00 (232790) WILLIAMSON JOSHUA GREY 2009 MEADOW WAY DR MISSION TX 78572

M3175-1B-014-0006-00 (232791)
ORTIZ GONZALO & MARICELA
2011 MEADOW WAY
MISSION TX 78572

M3175-1B-015-0001-00 (232792)
ADAMS MARK A & MAUREEN
1900 CRYSTAL DR
MISSION TX 78572

M3175-1B-015-0002-10 (232795)
MALDONADO DORA M & FRANCO L
1902 CRYSTAL DR
MISSION TX 78572

M3175-1B-015-0003-05 (232797)
REYNA ADRIANA IDALIA
1904 CRYSTAL DR
MISSION TX 78572

M3175-1B-015-0004-00 (232798)
ORTIZ JOSE & LAURA
1906 CRYSTAL DR
MISSION TX 78572

M3175-1B-016-0005-00 (232805)
ORNELAS MARICELA TORRES
618 N 15TH ST
MCALLEN TX 78504

M3175-1B-016-0006-00 (232806)
GONZALEZ CHARLES
2123 CRYSTAL DR
MISSION TX 78572

M3175-1B-016-0007-00 (232807)
GARCIA SEVERIANO MORALES
2119 CRYSTAL DR
MISSION TX 78572

M3175-1B-016-0008-00 (232808)
VOJE JONATHAN JOSE F
4353 NE HALSEY ST APT 7
PORTLAND OR 97213

M3175-1B-016-0009-00 (232809)
GARZA LETICIA CAVAZOS ET AL
HECTOR VICTORIA NO 16 APT 504 A
CUAJIMALPA
MEXICO, 05200

M3175-1B-016-0010-00 (232810)
PULIDO ALEJANDRA
3208 ERIN ST
MISSION TX 78574-5243

M3175-1B-016-0011-00 (232811)
SAENZ OSCAR JR & MINERVA ENEDELI
2103 CRYSTAL DR
MISSION TX 78572

M3175-1A-000-0000-01 (723237)
MEADOW CREEK DEVELOPMENT LLC
5105 N 10TH ST STE B
MCALLEN TX 78504



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Susana De Luna, Planning Director

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

NATURE OF REQUEST:

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

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING OF A TRACT OF LAND CONTAINING 0.551 OF ONE ACRE, BEING A PART OR PORTION OF THE GULF COURSE AND LAKE RESERVE OUT OF MEADOW CREEK COUNTRY CLUB PHASE I-B, 1931 MEADOW WAY DRIVE, PUD(AO-P) AGRICULTURAL OPEN PERMANENT TO PUD(R-1) SINGLE FAMILY RESIDENTIAL

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of February 14, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, February 26, 2024, in the Council Chambers of the City Hall to consider the following rezoning:

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

Legal Description	From	To
A tract of land containing 0.551 of one acre, being a part or portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B	PUD(AO-P)	PUD(R-1)

READ, CONSIDERED AND PASSED, this the 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

TABLED

REZONING: Tract #2: A tract of land containing 0.551 of one acre, being a part or portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B
 1931 Meadow Way Drive
 PUD(AO-P) Permanent Open Space District to
 PUD(R-1) Single Family Residential
 Meadow Creek Development

REVIEW DATA

The site was located near the Tahoe Drive/Meadow Way Drive intersection along the west side of Meadow Way Drive –see vicinity map.

SURROUNDING ZONES:

N:	PUD(AO-P)	– Permanent Open Space District
E:	PUD(R-1)	– Single Family Residential
W:	PUD(AO-P)	– Permanent Open Space District
S:	PUD(R-1T)	– Townhouse Residential District

EXISTING LAND USES:

N:	Vacant
E:	Single Family Residential
W:	Vacant
S:	Single Family Residential
Site:	Vacant

FLUM: Planned Unit Development (PUD)

REVIEW COMMENTS: Staff notes that this item had received a favorable recommendation by the P&Z Board on January 13, 2021. However, it was tabled at the January 25, 2021 City Council Meeting to address some of the concerns voiced during the public comments. The concerns voiced referenced storm sewer infrastructure, lift station replacement, potholes, increased traffic, noise, and safety. Since then, the lift stations have been decommissioned and are no longer in service they are now on City sewer and several streets have been resurfaced.

Staff notes that the proposed zone complies with the surrounding land uses. Staff believes an R-1 would be a better neighbor for this area.

On January 24th, 2024 staff received a petition from property owners within the 200’ radius reflecting 31% opposition to this request.

RECOMMENDATION: Staff recommends approval.

MISSION MUNICIPAL PARK

parcel #2

MAIN FLOODWATER PILOT CHANNEL

parcel #1

parcel #5

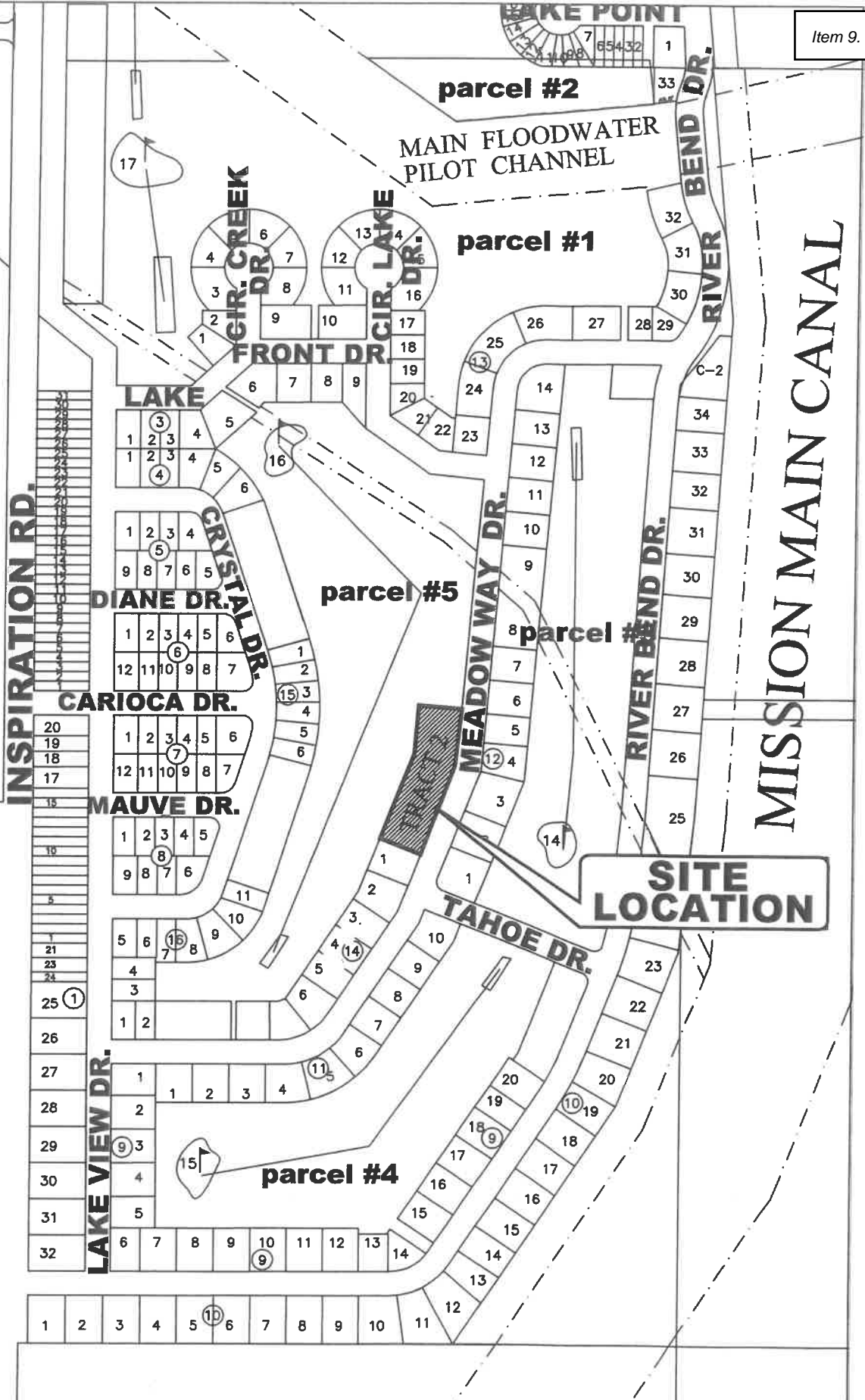
parcel #8

parcel #4

SITE LOCATION

MISSION MAIN CANAL

RIO GRANDE VALLEY STATE VETERANS CEMETERY



CITY OF MISSION
 HIDALGO COUNTY, TEXAS

1201 E. 8th. Street
 MISSION, TX 78572

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



PETITION Date: 1/5/2024

File Number: REZ23-39

To: Mission City Council

RECEIVED
JAN 24 2023
BY: JM

We, the undersigned owners of property affected by the requested zoning change described in the referenced file, do hereby protest any change of the Land Development Code which would zone the property to any classification other than AO-1. According to AO-1 purpose for zoning, "It is the intent of this district that agricultural land be held in that use for as long as is practical and reasonable. This zoning is suitable for areas where development is premature because of the lack of utilities, capacity, or service, or where the ultimate land use has not been determined." Even though the City of Mission has improved some of the infrastructure, the lift station by Crystal Drive still emits atrocious odors and has never been removed as it was on Circle Drive. There is no resolution from the City of Mission's utility office because supplies are not available to reduce these odors. Also, the contractors on the lift station project removed the chain link fence of over 100 feet and have never replaced it, thus has made an entry way for vehicles to turn from Lakeview Drive to Inspiration Road illegally. This has been reported more than once, but still not fixed. Many days, the water pressure in this neighborhood is extremely low in the mornings and adding more housing will only exasperate this issue. Because the houses are already close together south of tract 2, guests utilize the street in front of tract 2 for parking. In conclusion, I and those signing below are requesting the rezoning denied "because of the lack of utility capacity."

Signature	Printed Name	Address
	Karen Prewitt	2101 Mauve Dr., Mission
	Kay Wolf	2100 Mauve Dr., Mission
	Norma A Daming	2105 Carrioca Mission
	Jun Rivera	2107 MAUVE DR MISSION, TX
	Lulu Garrett	2101 Carrioca Dr. mission
	Roberto Roldan	2102 Crystal Dr, Mission
	Oscar Lopez	2103 Crystal dr. Mission Tx.
	Alejandra Pulido	2107 Crystal Dr. Mission Tx.
	LETICIA CAVAZOS GARZA	2111 CRYSTAL DR. MISSION, TX
	Terri Ann Huntley	2100 Crystal Dr, Mission TX
	Anahi Carter	2102 Mauve Dr.
	JESUS Carter	2104 MAUVE DR
	JESUS Carter	2106 MAUVE DR
	JESUS Carter	2108 MAUVE DR.
	Bonnie Close	1920 MEADOW DR.
	Doris Maldonado	1902 Crystal dr.
	RICHARD SHAW	2101 CRYSTAL DR
	Kevin Whitehouse	1917 Meadow Way dr

Signature

Printed Name

Address

Nancy Meyles	Nancy Meyles	1924 Meadow Way Drive
Trent Faircloth	TRENT FAIRCLOTH	1926 MEADOW WAY DR.
Destiny Nuñez	Destiny Nuñez	1932 Meadow Way Dr
Adaliz Villarreal	Adaliz Villarreal	1934 Meadow Way Dr.
Velma Flores	Velma Flores	2000 Meadow Way Dr.
Jose Cortez	Jose Cortez	2003 Meadow Way Dr.
Robert Smeage	Robert Smeage	2007 Meadow Way Dr.
Cassandra Hale	Cassandra Hale	2009 Meadow Way Dr.

Date: 1-24-24

Contact Name: Karen Prewitt Phone Number: 956-957-8095



File Number: REZ23-39

To: Mission City Council

Continued from previous.

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Signature

Printed Name

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	Andres Gonzalez	1930 meadow way Dr mission TX
	Fernando Prtegon	1928 meadow way Dr Mission, TX
	Samuel Mantalvo	1922 meadow way Dr mission TX
	Severiano Morales	2119 Crystal Dr.
	Ronald Valles	2127 Crystal Dr.
	Marcela TERRES	2127 Crystal Dr
	Tori Sheppard	2013 Lake front Dr mission tx
	Debra Klaustermeyer	2015 Meadow Way Dr Mission TX
	Adricn Martinez	2008 LAKE FRONT DR.
	MARK ADAMS	1900 Crystal Dr.
	MIRA Marnuel	2103 CAMBER DR. (2103 Caracara

M3175-1B-003-0002-00 (232618) BERGH REBECCA & ALBERT 2519 PONDEROSA DR MISSION TX 78572	M3175-1B-003-0003-00 (232619) CANTU OMAR 1623 DEBBY LN MISSION TX 78572	M3175-1B-003-0005-00 (232621) GARCIA BRENDA 2103 LAKE FRONT DR MISSION TX 78572
M3175-1B-003-0006-00 (232622) RODRIGUEZ MARCELA BARCENAS 2101 LAKE FRONT DR MISSION TX 78572	M3175-1B-003-0007-00 (232623) CANTU YANNELLY 1525 RIVER BANK DR MISSION TX 78572	M3175-1B-004-0001-00 (232626) CANALES RIGOBERTO JR & SAN JUA 2015 LAKE FRONT DR MISSION TX 78572
M3175-1B-004-0002-00 (232627) GONZALEZ RODOLFO CARTAGENA No 4220 RES DE LA HACIENDA MONTERREY NL 64890 MEXICO	M3175-1B-004-0003-00 (232628) SANCHEZ MARIA DE LOURDES O & MONICA 2116 CRYSTAL DR MISSION TX 78572	M3175-1B-004-0004-00 (232629) MEDRANO EDWIN H & YADIRA 2108 CRYSTAL DR MISSION TX 78572
M3175-1B-004-0005-00 (232630) MICHELENA ROBERT M 2104 CRYSTAL DR MISSION TX 78572	M3175-1B-004-0006-00 (232631) HUNTLEY PERRI ANN 2100 CRYSTAL DR MISSION TX 78572	M3175-1B-005-0001-00 (232632) ROLDAN CHRISTINA GARCIA 2113 CRYSTAL DR MISSION TX 78572
M3175-1B-005-0002-00 (232633) VALDES JULIO C ARNEDE 119 COL LA RIOJA MONTERRY NL 64988 MEXICO	M3175-1B-005-0003-00 (232634) GIRODENGO ARTURO PASEO DE LA REFORMA 6354 COL SATELITE MONTERREY NL MEXICO	M3175-1B-005-0004-00 (232635) ROLDAN CHRISTINA MARIE 2101 CRYSTAL DR MISSION TX 78572
M3175-1B-005-0005-00 (232636) CANTU VALDEMAR & ALMA DELIA 1304 LAKE VIEW DR MISSION TX 78572	M3175-1B-005-0006-00 (232637) CANTU VALDEMAR & ALMA DELIA 1304 LAKE VIEW DR MISSION TX 78572	M3175-1B-005-0007-00 (232638) CANTU VALDEMAR & ALMA DELIA 1304 LAKE VIEW DR MISSION TX 78572
M3175-1B-005-0008-00 (232639) CGS PROPERTY RENTALS LLC 5105 SWEETWATER AVE MCALLEN TX 78503	M3175-1B-005-0009-00 (232640) SESIN RAUL E 4109 STILLWATER CV EDINBURG TX 78542	M3175-1B-006-0001-00 (232641) CHEN MENG-JU 1910 CHARLES CIR EDINBURG TX 78541
M3175-1B-006-0002-00 (232642) REYES NIKEE LEE 114 N KERALUM AVE MISSION TX 78572	M3175-1B-006-0003-00 (232643) REYES NIKEE LEE 114 N KERALUM AVE MISSION TX 78572	M3175-1B-006-0004-00 (232644) GARCIA ANDREA ADRIANA TAMEZ GARCIA 2105 DIANE DR MISSION TX 78572
M3175-1B-006-0005-00 (232645) NUNEZ LUIS GERARDO & SENIA MAGALY 2103 DIANE DR MISSION TX 78572-8405	M3175-1B-006-0006-00 (232646) LONGORIA ARTURO R JR 1201 REYNOSA ST MISSION TX 78572	M3175-1B-006-0007-00 (232647) GARZA JUDITH 2100 CARIOCA DR MISSION TX 78572
M3175-1B-006-0008-00 (232648) VILLANUEVA PABLO & MARIELA A 2102 CARIOCA DR MISSION TX 78572	M3175-1B-006-0009-00 (232649) RODRIGUEZ ALMA DELA 2104 CARIOCA DR MISSION TX 78572	M3175-1B-006-0010-00 (232650) SANDOVAL EDUARDO 1400 ROQUE SALINAS MISSION TX 78572

M3175-1B-007-0003-00 (232655) ZAMORA FRANCISCA 2107 CARIOCA DR MISSION TX 78572	M3175-1B-007-0004-00 (232656) RAMIREZ NORMA ALICIA 2010 MEADOW WAY DR MISSION TX 78572	M3175-1B-007-0005-00 (232657) MANUEL MICHAEL A & KATHLEEN A 2103 CARIOCA DR MISSION TX 78572
M3175-1B-007-0006-00 (232658) GARRETT RICHARD A & LOURDES S GARCIA 2101 CARIOCA DR MISSION TX 78572	M3175-1B-007-0007-00 (232659) WOLF FRANCES KAY 2100 MAUVE DR MISSION TX 78572	M3175-1B-007-0008-00 (232660) CANTU ANAHI 2102 MAUVE DR MISSION TX 78572
M3175-1B-007-0009-00 (232661) CONGRES CONSTRUCTION, LLC 214 PASEO DEL REY MISSION TX 78572-6735	M3175-1B-007-0010-00 (232662) CANTU JESUS 214 PASEO DEL REY MISSION TX 78572	M3175-1B-007-0011-00 (232663) CANTU JESUS 214 PASEO DEL REY MISSION TX 78572
M3175-1B-008-0001-00 (232665) MARTINEZ MARTHA P NUNEZ 2000 CIR DR APT 1 MISSION TX 78572	M3175-1B-008-0002-00 (232666) VILLEGAS JOSE LUIS 308 N MISSOURI ST ALTON TX 78573	M3175-1B-008-0003-00 (232667) RIVERA JUAN ANTONIO III 2107 MAUVE DRIVE MISSION TX 78572
M3175-1B-008-0004-00 (232668) PREWITT KAREN L 2101 MAUVE DR MISSION TX 78572	M3175-1B-008-0006-00 (232670) ROLDAN CUAUHTEMO F & PATRICIA F 2102 CRYSTAL DR MISSION TX 78572	M3175-1B-008-0008-00 (232672) CASTILLO ALEJANDRO 2114 CRYSTAL DR MISSION TX 78572
M3175-1B-011-0009-00 (232737) VELEZ GUTIERREZ REAL ESTATE LLC 306 S BRYAN RD MISSION TX 78572	M3175-1B-011-0010-00 (232738) FLORES VELMA ELIZA 2000 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0001-00 (232739) VILLARREAL FAUSTINO G JR & ADALIZ 1934 MEADOW WAY DR MISSION TX 78572
M3175-1B-012-0002-00 (232740) NUNEZ CYNTHIA 1932 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0003-00 (232741) GONZALEZ ANDRES & ALEXANDRA MARIE 1930 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0004-00 (232742) ORTEGON FERNANDO A 1928 MEADOW WAY DR MISSION TX 78572
M3175-1B-012-0005-00 (232743) FAIRCLOTH TRENT 1926 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0006-00 (232744) MYLES ALBERT EMMANUEL & NANCY LYNN 1924 MEADOW WAY DR MISSION TX 78572	M3175-1B-012-0007-00 (232745) CONFIDENTIAL 1922 MEADOW WAY DR MISSION TX 78572
M3175-1B-012-0008-00 (232746) CLOSE BONNIE L 1920 MEADOW WAY DR MISSION TX 78572	M3175-1B-014-0001-00 (232786) IBANIZ MELISSA RENEE 1902 RIVER BEND DR MISSION TX 78572	M3175-1B-014-0002-00 (232787) CORTEZ JOSE 2003 MEADOW WAY DR MISSION TX 78572
M3175-1B-014-0003-00 (232788) RODRIGUEZ VELMA 2005 MEADOW WAY DR MISSION TX 78572	M3175-1B-014-0004-00 (232789) SMAGE ROBERT & SHARON HECKER SHARON K HECKER & ROBERT SMAGE 2007 MEADOW WAY DR MISSION TX 78572	M3175-1B-014-0005-00 (232790) WILLIAMSON JOSHUA GREY 2009 MEADOW WAY DR MISSION TX 78572

M3175-1B-014-0006-00 (232791)
ORTIZ GONZALO & MARICELA
2011 MEADOW WAY
MISSION TX 78572

M3175-1B-015-0001-00 (232792)
ADAMS MARK A & MAUREEN
1900 CRYSTAL DR
MISSION TX 78572

M3175-1B-015-0002-10 (232795)
MALDONADO DORA M & FRANCO L
1902 CRYSTAL DR
MISSION TX 78572

M3175-1B-015-0003-05 (232797)
REYNA ADRIANA IDALIA
1904 CRYSTAL DR
MISSION TX 78572

M3175-1B-015-0004-00 (232798)
ORTIZ JOSE & LAURA
1906 CRYSTAL DR
MISSION TX 78572

M3175-1B-016-0005-00 (232805)
ORNELAS MARICELA TORRES
618 N 15TH ST
MCALLEN TX 78504

M3175-1B-016-0006-00 (232806)
GONZALEZ CHARLES
2123 CRYSTAL DR
MISSION TX 78572

M3175-1B-016-0007-00 (232807)
GARCIA SEVERIANO MORALES
2119 CRYSTAL DR
MISSION TX 78572

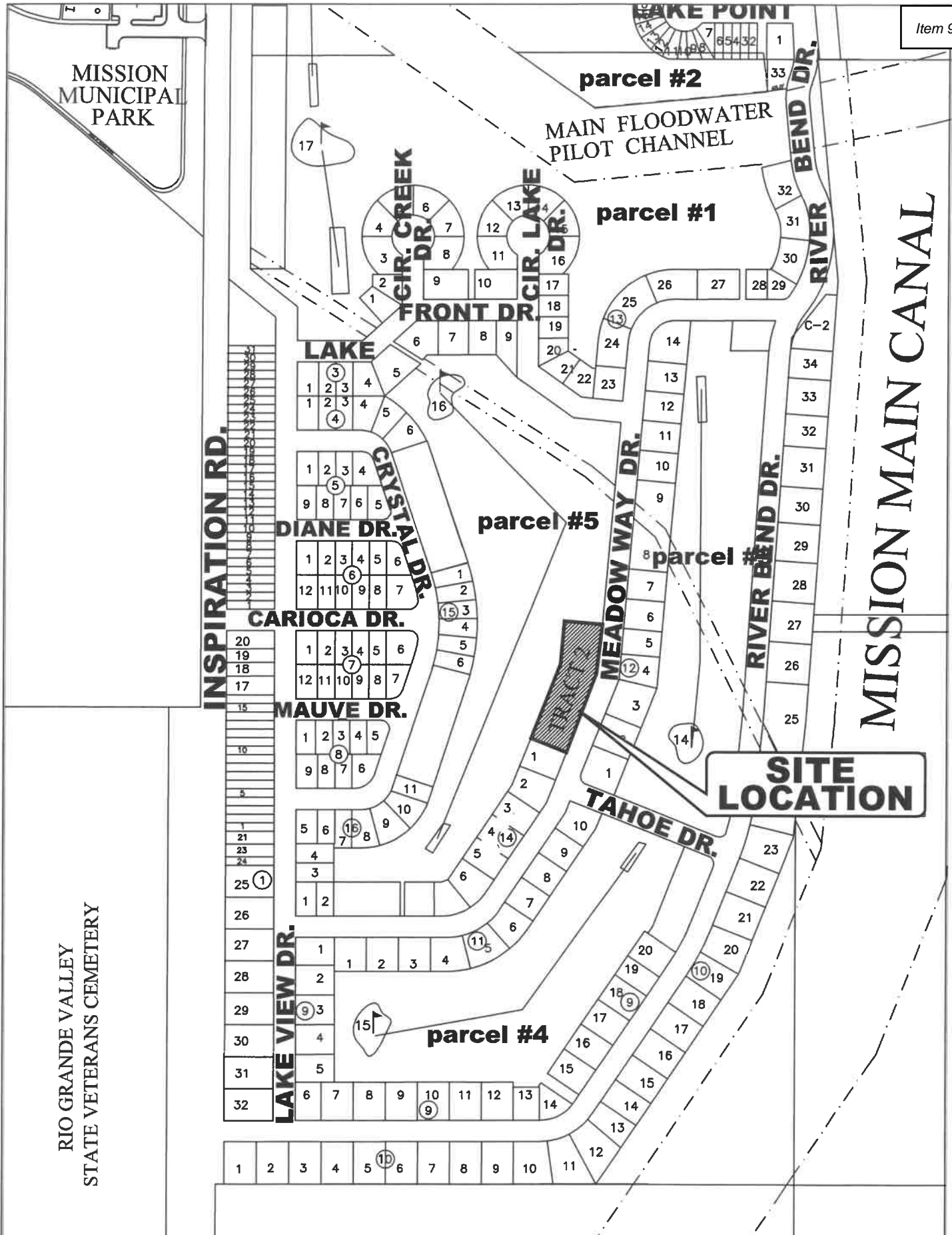
M3175-1B-016-0008-00 (232808)
VOJE JONATHAN JOSE F
4353 NE HALSEY ST APT 7
PORTLAND OR 97213

M3175-1B-016-0009-00 (232809)
GARZA LETICIA CAVAZOS ET AL
HECTOR VICTORIA NO 16 APT 504 A
CUAJIMALPA
MEXICO, 05200

M3175-1B-016-0010-00 (232810)
PULIDO ALEJANDRA
3208 ERIN ST
MISSION TX 78574-5243

M3175-1B-016-0011-00 (232811)
SAENZ OSCAR JR & MINERVA ENEDEL
2103 CRYSTAL DR
MISSION TX 78572

M3175-1A-000-0000-01 (723237)
MEADOW CREEK DEVELOPMENT LLC
5105 N 10TH ST STE B
MCALLEN TX 78504



RIO GRANDE VALLEY
STATE VETERANS CEMETERY

MISSION
MUNICIPAL
PARK



CITY OF MISSION
HIDALGO COUNTY, TEXAS

1201 E. 8th Street
MISSION, TX 78572

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



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Susana De Luna, Planning Director

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

NATURE OF REQUEST:

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

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING OF A TRACT OF LAND CONTAINING 0.613 OF ONE ACRE, BEING A PART OR PORTION OF THE GULF COURSE AND LAKE RESERVE OUT OF MEADOW CREEK COUNTRY CLUB PHASE I-B, 1914 CRYSTAL DRIVE, PUD(AO-P) AGRICULTURAL OPEN PERMANENT TO PUD(R-1) SINGLE FAMILY RESIDENTIAL

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of February 14, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, February 26, 2024, in the Council Chambers of the City Hall to consider the following rezoning:

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

Legal Description	From	To
A tract of land containing 0.613 of one acre, being a part or portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B	PUD(AO-P)	PUD(R-1)

READ, CONSIDERED AND PASSED, this the 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

MISSION MUNICIPAL PARK

parcel #2

MAIN FLOODWATER PILOT CHANNEL

parcel #1

parcel #5

parcel #4

parcel #4

MISSION MAIN CANAL

LOCATION SITE

RIO GRANDE VALLEY STATE VETERANS CEMETERY

INSPIRATION RD.

CRYSTAL DR.

CARIOCA DR.

MAUVE DR.

LAKE VIEW DR.

GIR. CREEK DR.

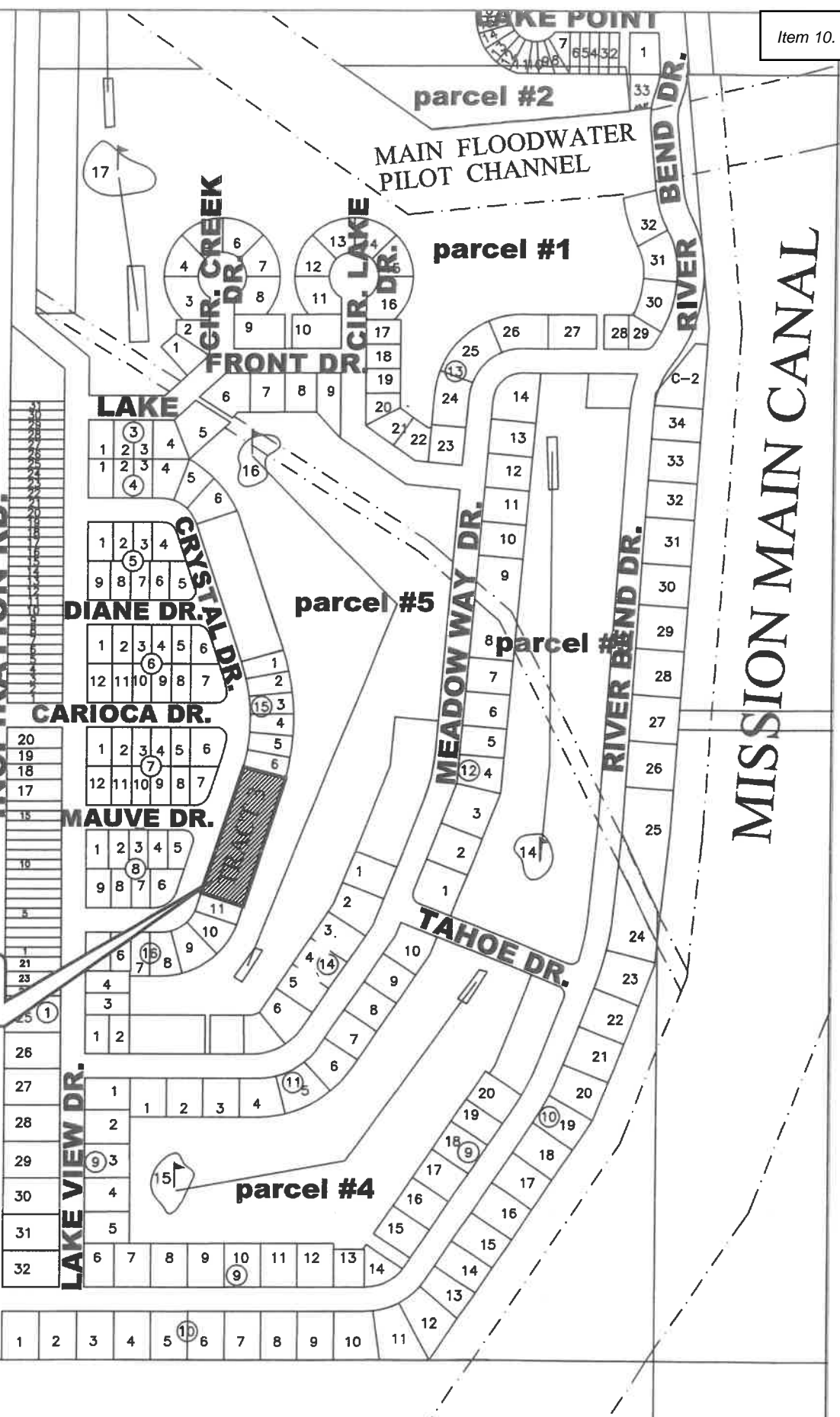
GIR. LAKE DR.

MEADOW WAY DR.

RIVER BEND DR.

TAHOE DR.

RIVER BEND DR.



CITY OF MISSION
HIDALGO COUNTY, TEXAS

1201 E. 8th. Street
MISSION, TX 78572

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

ITEM# 1.3

TABLED

REZONING: Tract #3: A tract of land containing 0.613 of one acre, being a part or portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B
1914 Crystal Drive
PUD(AO-P) Permanent Open Space District to
PUD(R-1) Single Family Residential
Meadow Creek Development

REVIEW DATA

The site was located near the Mauve Lane/Crystal Drive intersection along the east side of Crystal Drive – see vicinity map.

SURROUNDING ZONES:
N: PUD(R-1T) – Townhouse Residential District
E: PUD(AO-P) – Permanent Open Space District
W: PUD(R-1T) – Townhouse Residential District
S: PUD(R-1T) – Townhouse Residential District

EXISTING LAND USES:
N: Single Family Residential
E: Vacant
W: Single Family Residential
S: Single Family Residential
Site: Vacant

FLUM: Planned Unit Development (PUD)

REVIEW COMMENTS: Staff notes that this item had been considered by P&Z on January 13, 2021 but it was tabled to address some of the concerns voiced during the meeting. The concerns voiced referenced lift station ownership and replacement. Since then, the lift stations have been decommissioned and are no longer in service they are now on City sewer.

Staff notes that the proposed zone complies with the surrounding land uses. Staff believes an R-1 would be a better neighbor for this area.

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RECOMMENDATION: Staff recommends approval.

MISSION MUNICIPAL PARK

parcel #2

MAIN FLOODWATER PILOT CHANNEL

parcel #1

parcel #5

parcel #8

parcel #4

MISSION MAIN CANAL

LOCATION SITE

RIO GRANDE VALLEY STATE VETERANS CEMETERY

INSPIRATION RD.

GIR. CREEK DR.

GIR. LAKE DR.

FRONT DR.

LAKE

CRYSTAL DR.

DIANE DR.

CARIOCA DR.

MAUVE DR.

MEADOW WAY DR.

RIVER BEND DR.

TAHOE DR.

LAKE VIEW DR.



CITY OF MISSION HIDALGO COUNTY, TEXAS

1201 E. 8th Street MISSION, TX 78572

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



PETITION Date: 1/5/2024

File Number: REZ23-39

To: Mission City Council

RECEIVED
JAN 24 2023
BY: Jm

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Printed Name

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Velmatrones	Velmatrones	2000 Meadow Way Dr.
Jose Cortez	Jose Cortez	2003 Meadow Way Dr.
Robert Smage	Robert Smage	2007 Meadow Way Dr.
Cassandra Hale	Cassandra Hale	2009 Meadow Way Dr.

Date: 1-24-24

Contact Name: Karen Prewitt Phone Number: 956-957-8095

PETITION Date: 1/5/2024

RECEIVED
9/11/24
JM

Item 10.

File Number: REZ23-39

To: Mission City Council

Continued from previous.

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	Maricela Terres	2127 Crystal Dr
	Toni Sheppard	2013 Lake front Dr mission TX
	Debra Klaustermeier	2015 Meadow Way Dr Mission TX
	Adria Martinez	2008 LAKE FRONT DR.
	MARK ADAMS	1900 Crystal Dr.
	M.R. Manuel	2103 Camino Dr. (2103 Carriaca

M3175-1B-003-0002-00 (232618)
BERGH REBECCA & ALBERT
2519 PONDEROSA DR
MISSION TX 78572

M3175-1B-003-0003-00 (232619)
CANTU OMAR
1623 DEBBY LN
MISSION TX 78572

M3175-1B-003-0005-00 (232621)
GARCIA BRENDA
2103 LAKE FRONT DR
MISSION TX 78572

M3175-1B-003-0006-00 (232622)
RODRIGUEZ MARCELA BARCENAS
2101 LAKE FRONT DR
MISSION TX 78572

M3175-1B-003-0007-00 (232623)
CANTU YANNELLY
1525 RIVER BANK DR
MISSION TX 78572

M3175-1B-004-0001-00 (232626)
CANALES RIGOBERTO JR & SAN JUAN
2015 LAKE FRONT DR
MISSION TX 78572

M3175-1B-004-0002-00 (232627)
GONZALEZ RODOLFO
CARTAGENA No 4220 RES DE LA HACIENDA
MONTERREY NL 64890
MEXICO

M3175-1B-004-0003-00 (232628)
SANCHEZ MARIA DE LOURDES O & MONICA MEDRANO EDWIN H & YADIRA
2116 CRYSTAL DR
MISSION TX 78572

M3175-1B-004-0004-00 (232629)
2108 CRYSTAL DR
MISSION TX 78572

M3175-1B-004-0005-00 (232630)
MICHELENA ROBERT M
2104 CRYSTAL DR
MISSION TX 78572

M3175-1B-004-0006-00 (232631)
HUNTLEY PERRI ANN
2100 CRYSTAL DR
MISSION TX 78572

M3175-1B-005-0001-00 (232632)
ROLDAN CHRISTINA GARCIA
2113 CRYSTAL DR
MISSION TX 78572

M3175-1B-005-0002-00 (232633)
VALDES JULIO
C ARNEDEO 119 COL LA RIOJA
MONTERRY NL 64988
MEXICO

M3175-1B-005-0003-00 (232634)
GIRODENGO ARTURO
PASEO DE LA REFORMA 6354 COL SATELITE
MONTERREY NL
MEXICO

M3175-1B-005-0004-00 (232635)
ROLDAN CHRISTINA MARIE
2101 CRYSTAL DR
MISSION TX 78572

M3175-1B-005-0005-00 (232636)
CANTU VALDEMAR & ALMA DELIA
1304 LAKE VIEW DR
MISSION TX 78572

M3175-1B-005-0006-00 (232637)
CANTU VALDEMAR & ALMA DELIA
1304 LAKE VIEW DR
MISSION TX 78572

M3175-1B-005-0007-00 (232638)
CANTU VALDEMAR & ALMA DELIA
1304 LAKE VIEW DR
MISSION TX 78572

M3175-1B-005-0008-00 (232639)
CGS PROPERTY RENTALS LLC
5105 SWEETWATER AVE
MCALLEN TX 78503

M3175-1B-005-0009-00 (232640)
SESIN RAUL E
4109 STILLWATER CV
EDINBURG TX 78542

M3175-1B-006-0001-00 (232641)
CHEN MENG-JU
1910 CHARLES CIR
EDINBURG TX 78541

M3175-1B-006-0002-00 (232642)
REYES NIKEE LEE
114 N KERALUM AVE
MISSION TX 78572

M3175-1B-006-0003-00 (232643)
REYES NIKEE LEE
114 N KERALUM AVE
MISSION TX 78572

M3175-1B-006-0004-00 (232644)
GARCIA ANDREA
ADRIANA TAMEZ GARCIA
2105 DIANE DR
MISSION TX 78572

M3175-1B-006-0005-00 (232645)
NUNEZ LUIS GERARDO &
SENIA MAGALY
2103 DIANE DR
MISSION TX 78572-8405

M3175-1B-006-0006-00 (232646)
LONGORIA ARTURO R JR
1201 REYNOSA ST
MISSION TX 78572

M3175-1B-006-0007-00 (232647)
GARZA JUDITH
2100 CARIOCA DR
MISSION TX 78572

M3175-1B-006-0008-00 (232648)
VILLANUEVA PABLO & MARIELA A
2102 CARIOCA DR
MISSION TX 78572

M3175-1B-006-0009-00 (232649)
RODRIGUEZ ALMA DELA
2104 CARIOCA DR
MISSION TX 78572

M3175-1B-006-0010-00 (232650)
SANDOVAL EDUARDO
1400 ROQUE SALINAS
MISSION TX 78572

M3175-1B-007-0003-00 (232655)
 ZAMORA FRANCISCA
 2107 CARIOCA DR
 MISSION TX 78572

M3175-1B-007-0004-00 (232656)
 RAMIREZ NORMA ALICIA
 2010 MEADOW WAY DR
 MISSION TX 78572

M3175-1B-007-0005-00 (232657)
 MANUEL MICHAEL A & KATHLEEN A
 2103 CARIOCA DR
 MISSION TX 78572

M3175-1B-007-0006-00 (232658)
 GARRETT RICHARD A & LOURDES S GARCIA
 2101 CARIOCA DR
 MISSION TX 78572

M3175-1B-007-0007-00 (232659)
 WOLF FRANCES KAY
 2100 MAUVE DR
 MISSION TX 78572

M3175-1B-007-0008-00 (232660)
 CANTU ANAHI
 2102 MAUVE DR
 MISSION TX 78572

M3175-1B-007-0009-00 (232661)
 CONGRES CONSTRUCTION, LLC
 214 PASEO DEL REY
 MISSION TX 78572-6735

M3175-1B-007-0010-00 (232662)
 CANTU JESUS
 214 PASEO DEL REY
 MISSION TX 78572

M3175-1B-007-0011-00 (232663)
 CANTU JESUS
 214 PASEO DEL REY
 MISSION TX 78572

M3175-1B-008-0001-00 (232665)
 MARTINEZ MARTHA P NUNEZ
 2000 CIR DR APT 1
 MISSION TX 78572

M3175-1B-008-0002-00 (232666)
 VILLEGAS JOSE LUIS
 308 N MISSOURI ST
 ALTON TX 78573

M3175-1B-008-0003-00 (232667)
 RIVERA JUAN ANTONIO III
 2107 MAUVE DRIVE
 MISSION TX 78572

M3175-1B-008-0004-00 (232668)
 PREWITT KAREN L
 2101 MAUVE DR
 MISSION TX 78572

M3175-1B-008-0006-00 (232670)
 ROLDAN CUAUHTEMO F & PATRICIA F
 2102 CRYSTAL DR
 MISSION TX 78572

M3175-1B-008-0008-00 (232672)
 CASTILLO ALEJANDRO
 2114 CRYSTAL DR
 MISSION TX 78572

M3175-1B-011-0009-00 (232737)
 VELEZ GUTIERREZ REAL ESTATE LLC
 306 S BRYAN RD
 MISSION TX 78572

M3175-1B-011-0010-00 (232738)
 FLORES VELMA ELIZA
 2000 MEADOW WAY DR
 MISSION TX 78572

M3175-1B-012-0001-00 (232739)
 VILLARREAL FAUSTINO G JR & ADALIZ
 1934 MEADOW WAY DR
 MISSION TX 78572

M3175-1B-012-0002-00 (232740)
 NUNEZ CYNTHIA
 1932 MEADOW WAY DR
 MISSION TX 78572

M3175-1B-012-0003-00 (232741)
 GONZALEZ ANDRES & ALEXANDRA MARIE
 1930 MEADOW WAY DR
 MISSION TX 78572

M3175-1B-012-0004-00 (232742)
 ORTEGON FERNANDO A
 1928 MEADOW WAY DR
 MISSION TX 78572

M3175-1B-012-0005-00 (232743)
 FAIRCLOTH TRENT
 1926 MEADOW WAY DR
 MISSION TX 78572

M3175-1B-012-0006-00 (232744)
 MYLES ALBERT EMMANUEL & NANCY LYNN
 1924 MEADOW WAY DR
 MISSION TX 78572

M3175-1B-012-0007-00 (232745)
 CONFIDENTIAL
 1922 MEADOW WAY DR
 MISSION TX 78572

M3175-1B-012-0008-00 (232746)
 CLOSE BONNIE L
 1920 MEADOW WAY DR
 MISSION TX 78572

M3175-1B-014-0001-00 (232786)
 IBANIZ MELISSA RENEE
 1902 RIVER BEND DR
 MISSION TX 78572

M3175-1B-014-0002-00 (232787)
 CORTEZ JOSE
 2003 MEADOW WAY DR
 MISSION TX 78572

M3175-1B-014-0003-00 (232788)
 RODRIGUEZ VELMA
 2005 MEADOW WAY DR
 MISSION TX 78572

M3175-1B-014-0004-00 (232789)
 SMAGE ROBERT & SHARON HECKER
 SHARON K HECKER & ROBERT SMAGE
 2007 MEADOW WAY DR
 MISSION TX 78572

M3175-1B-014-0005-00 (232790)
 WILLIAMSON JOSHUA GREY
 2009 MEADOW WAY DR
 MISSION TX 78572

M3175-1B-014-0006-00 (232791)
ORTIZ GONZALO & MARICELA
2011 MEADOW WAY
MISSION TX 78572

M3175-1B-015-0001-00 (232792)
ADAMS MARK A & MAUREEN
1900 CRYSTAL DR
MISSION TX 78572

M3175-1B-015-0002-10 (232795)
MALDONADO DORA M & FRANCO L
1902 CRYSTAL DR
MISSION TX 78572

M3175-1B-015-0003-05 (232797)
REYNA ADRIANA IDALIA
1904 CRYSTAL DR
MISSION TX 78572

M3175-1B-015-0004-00 (232798)
ORTIZ JOSE & LAURA
1906 CRYSTAL DR
MISSION TX 78572

M3175-1B-016-0005-00 (232805)
ORNELAS MARICELA TORRES
618 N 15TH ST
MCALLEN TX 78504

M3175-1B-016-0006-00 (232806)
GONZALEZ CHARLES
2123 CRYSTAL DR
MISSION TX 78572

M3175-1B-016-0007-00 (232807)
GARCIA SEVERIANO MORALES
2119 CRYSTAL DR
MISSION TX 78572

M3175-1B-016-0008-00 (232808)
VOJE JONATHAN JOSE F
4353 NE HALSEY ST APT 7
PORTLAND OR 97213

M3175-1B-016-0009-00 (232809)
GARZA LETICIA CAVAZOS ET AL
HECTOR VICTORIA NO 16 APT 504 A
CUAJIMALPA
MEXICO, 05200

M3175-1B-016-0010-00 (232810)
PULIDO ALEJANDRA
3208 ERIN ST
MISSION TX 78574-5243

M3175-1B-016-0011-00 (232811)
SAENZ OSCAR JR & MINERVA ENEDEL
2103 CRYSTAL DR
MISSION TX 78572

M3175-1A-000-0000-01 (723237)
MEADOW CREEK DEVELOPMENT LLC
5105 N 10TH ST STE B
MCALLEN TX 78504



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Susana De Luna, Planning Director

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

NATURE OF REQUEST:

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

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING OF A 27.969 ACRE TRACT OF LAND OUT OF LOT 29-10,
WEST ADDITION TO SHARYLAND, (AO-I) AGRICULTURAL OPEN INTERIM TO
(R-1A) LARGE LOT SINGLE FAMILY**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of February 14, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, February 26, 2024, in the Council Chambers of the City Hall to consider the following rezoning:

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

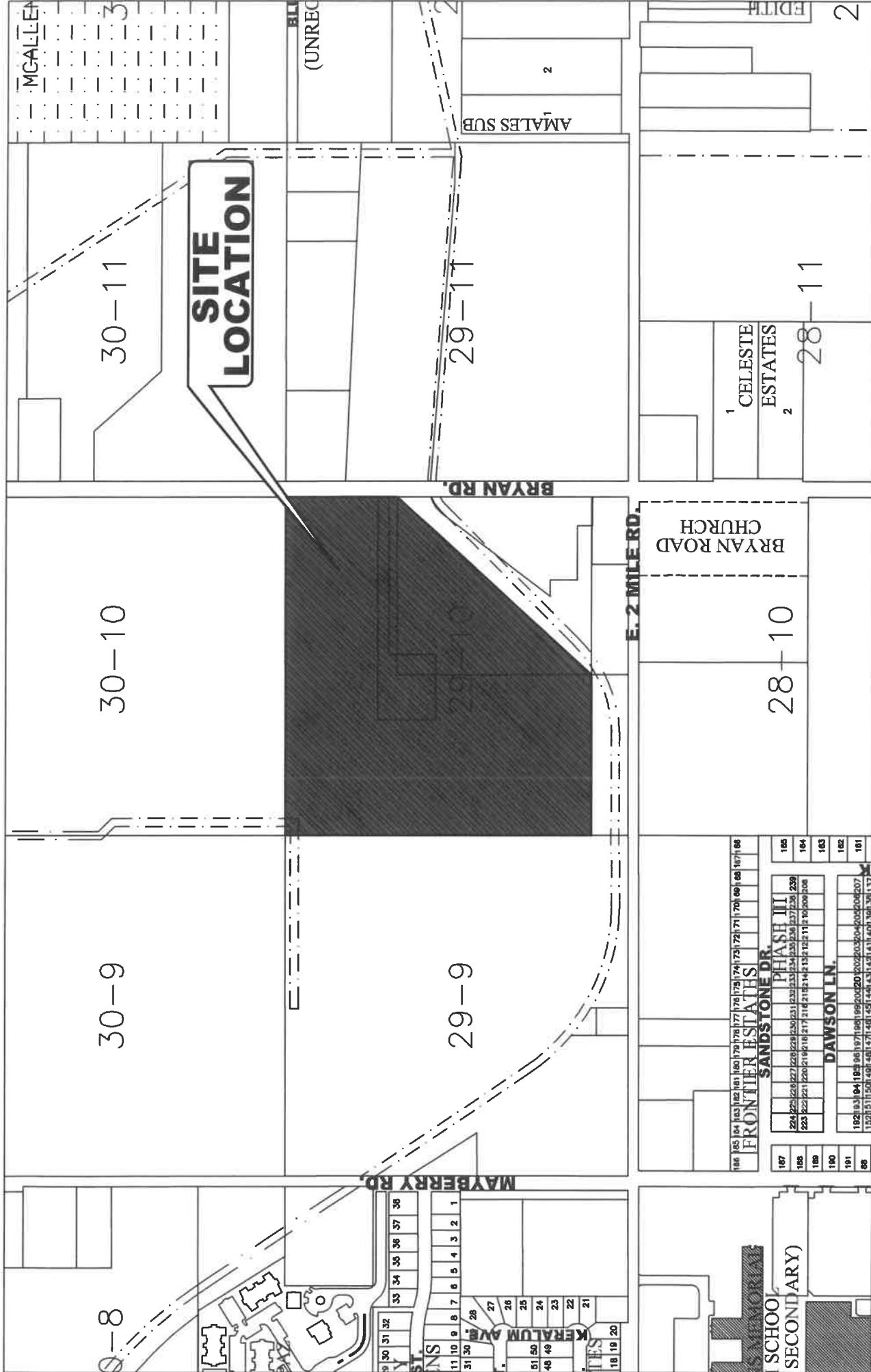
Legal Description	From	To
A 27.969 acre tract of land out of Lot 29-10, West Addition to Sharyland	AO-I	R-1A

READ, CONSIDERED AND PASSED, this the 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



**SITE
LOCATION**



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

Item 11.

185	184	183	182	181	180	179	178	177	176	175	174	173	172	171	170	169	168	167	166				
FRONTIER ESTATES																	165	164	163	162	161		
224	223	222	221	220	219	218	217	216	215	214	213	212	211	210	209	208	207	206	205				
SANDSTONE DR.																	PHASE III						
DAWSON LN.																	187	186	185	184	183	182	181
182	181	180	179	178	177	176	175	174	173	172	171	170	169	168	167	166	165	164	163				

REZONING:

A 27.969 acre tract of land out of
Lot 29-10, West Addition to Sharyland
AO-I to R-1A
Jorge E. Miranda

REVIEW DATA

The site is located ¼ mile north of Mile 2 Road along the west side of Bryan Road – see vicinity map.

SURROUNDING ZONES:

N:	AO-I	– Agricultural Open Interim
E:	AO-I	– Agricultural Open Interim
W:	AO-I	– Agricultural Open Interim
S:	AO-I	– Agricultural Open Interim

EXISTING LAND USES:

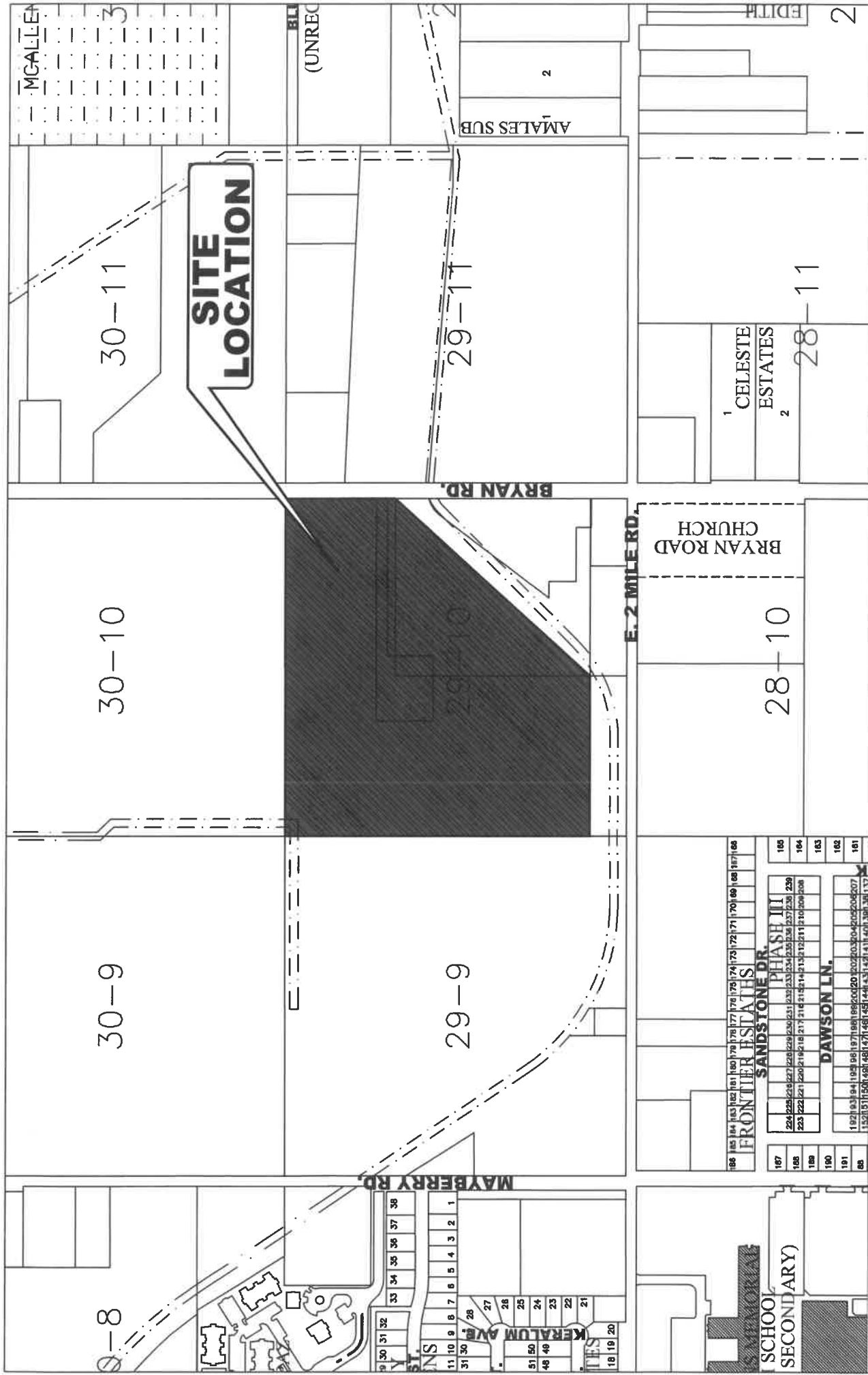
N:	Residential
E:	Residential
W:	Residential & Open Acreage
S:	Residential & Open Acreage
Site:	Residential

FLUM:

Lower Density Residential (LDA)

REVIEW COMMENTS: Staff notes that the proposed zone complies with the City’s Future Land Use Map, and surrounding land uses.

RECOMMENDATION: Staff recommends approval.



**SITE
LOCATION**



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

Item 11.



W0100-00-028-0009-03 (317205)
VILLARREAL FERMIN & M A
916 EAST MILE 2 RD
MISSION TX 78574

W0100-00-028-0010-00 (317213)
GONZALEZ JULIAN J & SELMA
1204 E MILE 2 RD
MISSION TX 78574

W0100-00-028-0010-08 (317220)
CRUMPLER ELIZABETH
PO BOX 787
PHARR TX 78577

W0100-00-028-0010-10 (505742)
GESHAY JOEL T & SHELBY L
1012 E MILE 2 RD
MISSION TX 78574

W0100-00-029-0009-15 (317290)
LOZANO VICENTE & SAN JUANITA
1206 E MILE 2 RD
MISSION TX 78574

W0100-00-029-0009-20 (317291)
CAVAZOS NORA L
1229 LINDBERG ST
PALMHURST TX 78573

W0100-00-029-0010-00 (317292)
MIRANDA JORGE E & ALMA I
5208 NORTH 10TH STREET #4016
MCALLEN TX 78504

W0100-00-029-0010-01 (317293)
DAVIS KRYSTI B
3305 N BRYAN RD
MISSION TX 78573

W0100-00-029-0010-04 (317296)
GARCIA RICARDO
1608 N 8TH ST
MCALLEN TX 78501

W0100-00-029-0011-01 (317299)
MELENDEZ IVAN G
3304 N BRYAN RD
MISSION TX 78573

W0100-00-029-0011-04 (317302)
AGUILAR OSCAR & MARIA ELIA
3414 N BRYAN RD
MISSION TX 78573

W0100-00-029-0011-05 (317303)
VALDEZ JAVIER
3316 N BRYAN RD
MISSION TX 78573

W0100-00-030-0009-00 (317410)
JONES ELIZABETH EPLER INDEPENDENT
1023 HIGHLAND ST
HOUSTON TX 77009

W0100-00-030-0010-02 (317414)
MARES LEONARDO
3501 N BRYAN ROAD
MISSION TX 78573

W0100-00-030-0010-03 (317415)
GONZALEZ ROBERT & EMMA
3509 N BRYAN ROAD
MISSION TX 78573

W0100-00-030-0010-04 (317416)
MARES NOE
3505 N BRYAN RD
MISSION TX 78573

W0100-00-030-0010-14 (317421)
MARES LEONARDO
3501 N BRYAN ROAD
MISSION TX 78573

W0100-00-030-0010-15 (317422)
GONZALEZ MELISSA
3421 N BRYAN RD UNIT B
MISSION TX 78573

W0100-00-030-0011-01 (317425)
AGUILAR SARAH & DANIEL
3422 N BRYAN RD
MISSION TX 78573

W0100-00-030-0011-02 (317426)
ANDRADE ARTEMIO JR
PO BOX 4586
MISSION TX 78573

W0100-00-030-0011-06 (317430)
GRACIA JOSE ANGEL & ARLEN CORON,
3518 N BRYAN RD
MISSION TX 78573

W0100-00-030-0011-15 (317435)
ANDRADE ROSALINDA & ARTEMIO
3506 N BRYAN RD
MISSION TX 78573

W0100-00-030-0011-16 (317436)
ANDRADE ARTEMIO & ROSALINDA
3506 N BRYAN RD
MISSION TX 78573

W0100-00-029-0010-05 (1020520)
GARCIA RICARDO
1608 N 8TH ST
MCALLEN TX 78501



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Susana De Luna, Planning Director

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

NATURE OF REQUEST:

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located approximately 700' east of Conway Blvd. along the south side of Melba Carter. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

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

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of February 14, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, February 26, 2024, in the Council Chambers of the City Hall to consider the following rezoning:

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

Legal Description	From	To
A tract of land being tract 37, Resubdivision of M.L. Woods CO., Inc. (aka Lot 37, Earnhard Subdivision U/R)	C-3	R-1

READ, CONSIDERED AND PASSED, this the 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



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



Sewer Plant

Railroad Spur

S. CONWAY BLVD. (F.M.1016)

MELBA CARTER

EARNHARD SUBDIVISION

SITE LOCATION

TONEY TRANSPORT

LOT 1

TRINITY RD.

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 19 20 21 22 23 24 25 26 27 28 29

30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 47 48 49 50 51 52 53 54 55 56 57 58 59 60

15-6

REZONING: A tract of land being tract 37,
Resubdivision of M.L. Woods CO., Inc.
(aka Lot 37, Earnhard Subdivision U/R)
C-3 to R-1
Rosbel Avila

REVIEW DATA

The subject site is located approximately 700’ east of Conway Blvd. along the south side of Melba Carter – see vicinity map.

SURROUNDING ZONES: N: R-1 – Single Family Residential
E: R-1 – Single Family Residential
W: C-3 – General Business
S: I-1 – Light Industrial

EXISTING LAND USES: N: Residential
E: Vacant Lot
W: Commercial Building
S: Open Acreage
Site: Residential

FLUM: Industrial (I)

REVIEW COMMENTS: The area currently has a mixture of uses ranging from residential, commercial, and industrial. Staff notes that the proposed zone does not comply with the City’s Future Land Use Map however, it complies with the surrounding land uses. This property was rezoned to commercial back in 1998, but it has never been used as commercial. Currently, the applicant has a residence on the lot.

The City Council has recently denied other rezoning request for commercial use making it clear that the Council would like to keep this area as single family residential. The City has invested in various improvements over the past several years. These improvements include street lights, sidewalks, and several CDBG homes.

RECOMMENDATION: Staff recommends approval.

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





M3300-00-000-0004-00 (233551)
CARMONA CAMILO SR SR
804 BERTHA AVE
MISSION TX 78572

M3300-00-000-0006-00 (233553)
CARMONA CAMILO
804 BERTHA AVE
MISSION TX 78572

M3300-00-000-0008-00 (233555)
MORIN EZEQUIEL
211 MELBA CARTER ST
MISSION TX 78572

M3300-00-000-0009-00 (233557)
MORIN EZEQUIEL JR
211 MELBA CARTER ST
MISSION TX 78572

M3300-00-000-0010-00 (233558)
OCHOA JEHU & EVELIA
1006 DATE LN
MISSION TX 78572

M3300-00-000-0011-00 (233559)
GARCIA JUAN G
303 MELBA CARTER ST
MISSION TX 78572

M3300-00-000-0034-00 (233584)
CORTINA JOSE & LEONIDES
202 MELBA CARTER ST
MISSION TX 78572

M3300-00-000-0035-00 (233585)
CALDERON LORENA
1005 N 40TH ST
MCALLEN TX 78501

M3300-00-000-0037-00 (233587)
AVILA ROSBEL H
1009 W E ST
MISSION TX 78572

M3300-00-000-0038-00 (233588)
DOMINGUEZ ROBERTO & TANIA S SANCHEZ
1000 W B ST
MISSION TX 78572

M3300-00-000-0039-00 (233589)
GAMBOA YESENIA
302 MELBA CARTER ST
MISSION TX 78572

M3300-00-000-0040-00 (233591)
MARTINEZ JOSE M JR
304 MELBA CARTER ST
MISSION TX 78572

W0100-00-014-0007-01 (316521)
JONES JOE P
PO BOX 1665
MISSION TX 78573



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Susana De Luna, Planning Director

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

NATURE OF REQUEST:

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

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

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

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of February 14, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, February 26, 2024, in the Council Chambers of the City Hall to consider the following rezoning:

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

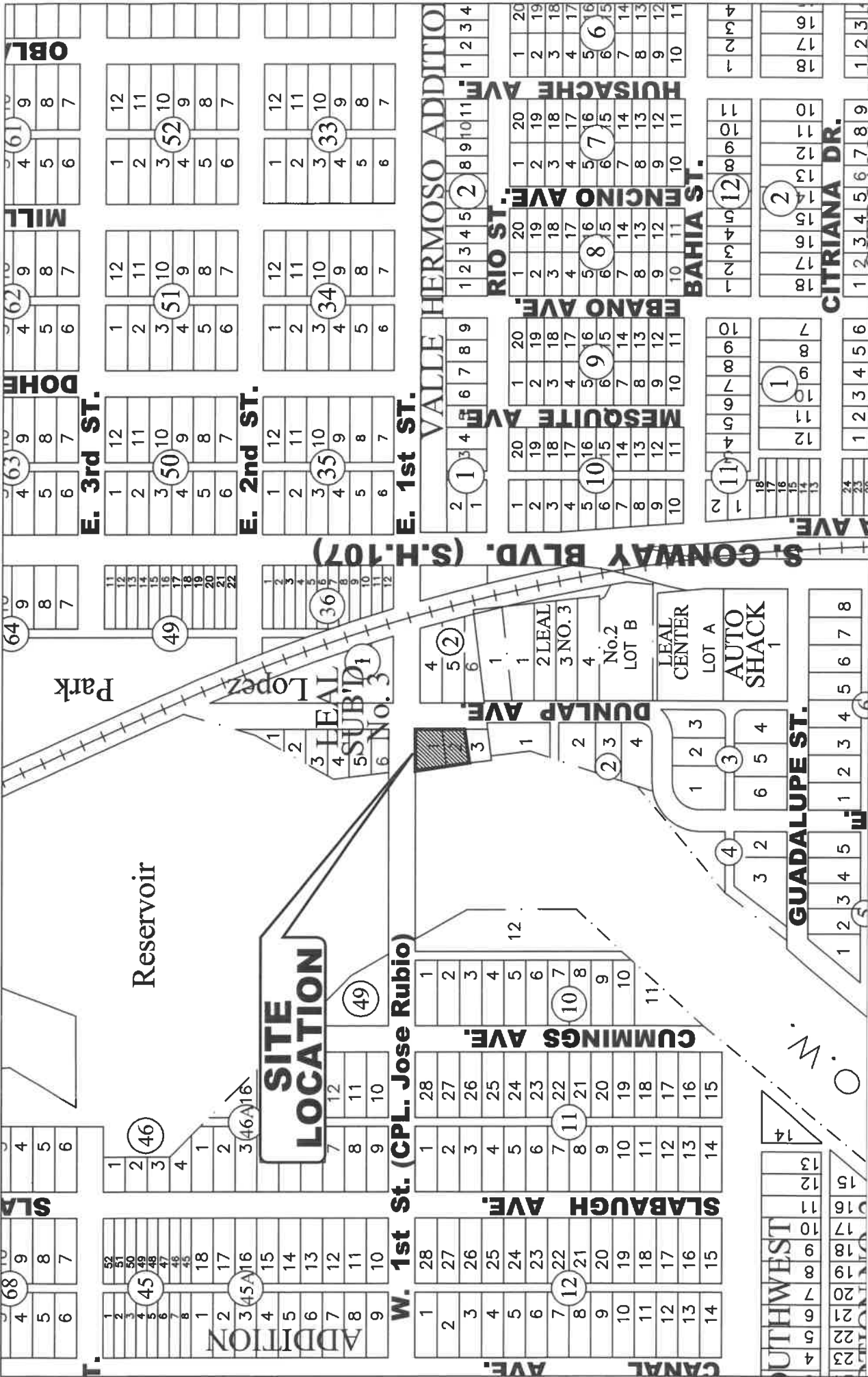
Legal Description	From	To
All of Lots 1 & 2, Block 2, Leal Subdivision	R-1	C-3

READ, CONSIDERED AND PASSED, this the 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION
 HIDALGO COUNTY, TEXAS

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

ITEM# 1.6

REZONING: All of Lots 1 & 2, Block 2,
Leal Subdivision
R-1 to C-3
Pedro Mendoza

REVIEW DATA

The subject site is located on the southwest corner of W. 1st Street and Dunlap Avenue– see vicinity map.

SURROUNDING ZONES:

N:	AO-I	– Agricultural Open Interim
E:	R-1	– Single Family Residential
W:	AO-I	– Agricultural Open Interim
S:	R-1	– Single Family Residential

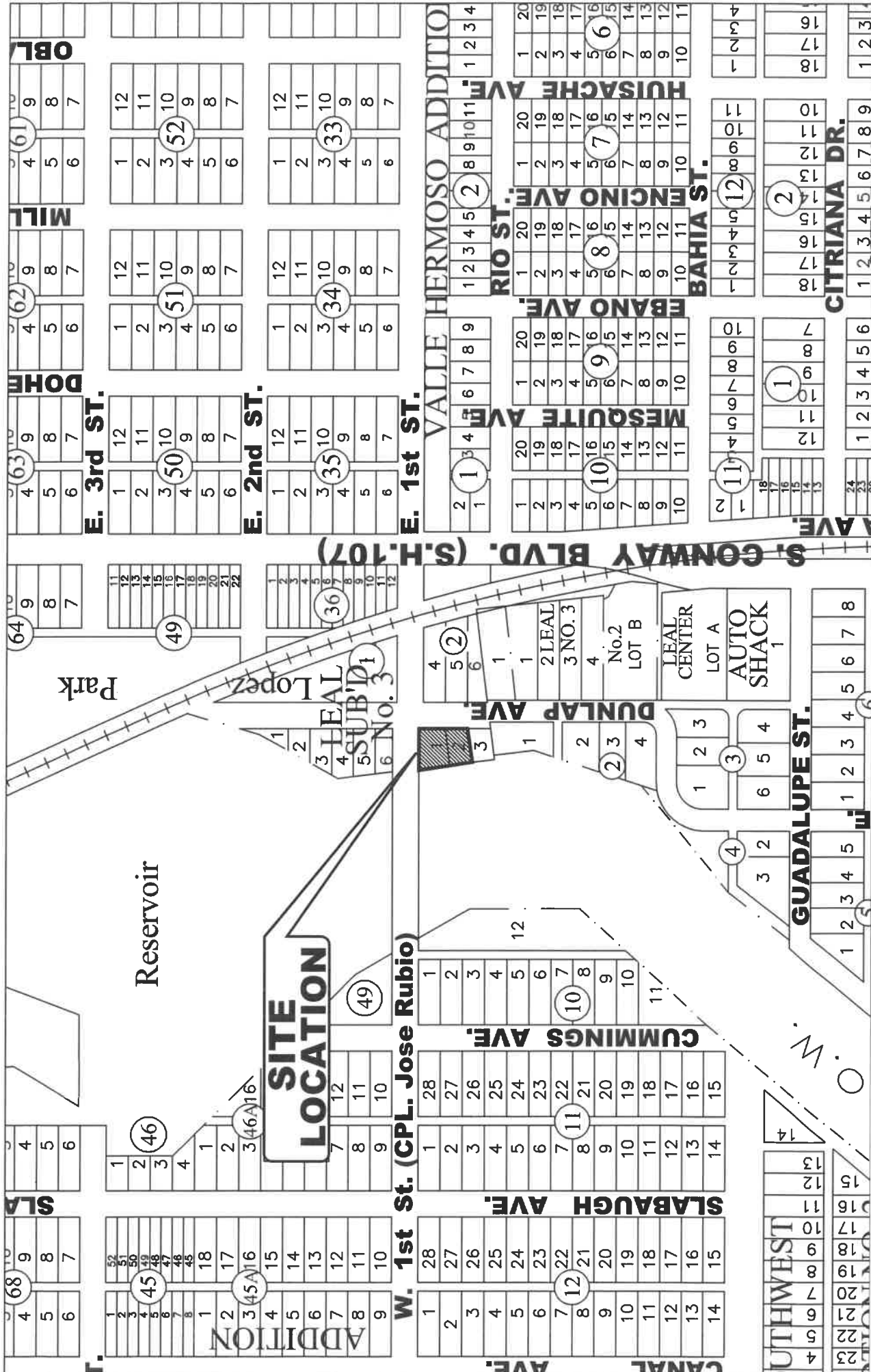
EXISTING LAND USES:

N:	Mission Fire Station #2
E:	Residential
W:	Canal ROW
S:	Residential
Site:	Garage/Warehouse

FLUM: Lower Density Residential (LDA)

REVIEW COMMENTS: The proposed zone does not comply with the City's Future Land Use Map, and surrounding land uses. The property is surrounded by residential homes, although staff notes that this property has a warehouse which has been used as a mechanic shop since the 1950's. Staff mailed out 16 notices to property owners within 200' radius to get their input in regards to this request. As of this date, staff has not received any comments in favor or against this request. Since this property has always been used as commercial, staff does not foresee any detrimental effect to the surrounding residential areas.

RECOMMENDATION: Staff recommends approval.



SITE LOCATION

W. 1st St. (CPL. Jose Rubio)



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

Item 13.



L3700-01-001-0003-00 (217188)
MISSION URBAN RENEWAL
PO BOX 1690
MISSION TX 78573

L3700-01-001-0004-00 (217189)
MISSION URBAN RENEWAL
PO BOX 1690
MISSION TX 78573

L3700-01-001-0007-00 (217192)
MISSION URBAN RENEWAL
PO BOX 1690
MISSION TX 78573

L3700-01-002-0001-00 (217198)
MENDOZA PEDRO & GLORIA LVNG TRUST
ROSARIO MENDOZA & LUIZ & BLANCA
1207 E 29TH ST
MISSION TX 78574

L3700-01-002-0002-00 (217199)
MENDOZA PEDRO & GLORIA LVNG TRUST
ROSARIO MENDOZA & LUIZ & BLANCA
1207 E 29TH ST
MISSION TX 78574

L3700-01-002-0003-00 (217200)
CASTANON JERRY M & LONNIE M
103 S DUNLAP
MISSION TX 78572

L3700-01-002-0004-00 (217201)
SANCHEZ CARMEN R
115 W 1ST ST
MISSION TX 78572

L3700-01-002-0004-10 (217202)
MENDOZA LIBORIO & MARIA LUISA
101 S DUNLAP AVE
MISSION TX 78572

L3700-01-002-0005-10 (217203)
CASTANON MARCELINO & ISABEL
103 S DUNLAP AVE
MISSION TX 78572

L3700-01-002-0006-00 (217204)
GUERRA TOMAS & MARIA INES
117 W 1ST ST
MISSION TX 78572

L3700-01-002-0006-10 (217205)
CORDERO MARIA DOLORES
603 PEDRO AVE
MISSION TX 78572

L3700-02-001-0001-00 (217206)
CARRILLO JUANA HUERTA
RUFINA MATA
111 S DUNLAP AVE
MISSION TX 78572

L3700-02-002-0001-00 (217208)
VELA RICARDO & MINERVA T
5512 LAWNSBERRY DR
FORT WORTH TX 76137

L3700-02-002-0001-10 (217209)
PINON JOSE
112 S DUNLAP AVE
MISSION TX 78572

L3700-03-000-0001-00 (217282)
RAMIREZ JOSE R & MARIA M
113 S DUNLAP AVE
MISSION TX 78572

L3700-03-000-0002-00 (217283)
RAMIREZ RAMIRO & OLGA
19180 COUNTY ROAD 76
EATON CO 80615



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Susana De Luna, Planning Director

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

NATURE OF REQUEST:

On February 14, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located approximately 100’ north of Ramirez Street along the west side of Amethyst Avenue. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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 to assess the new business; and 2) Compliance with all City Codes (Building, Health, Fire, etc.)

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

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

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of February 14, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the 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, February 26, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit renewal:

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

Legal Description	Type	Conditions of Approval
3307 Amethyst Avenue The North 37.50’ of Lot 130A & Lot 130B, Mountain View Ph. I	Home Occupation – Urgent Care Transport	1) 1 year re-evaluation to assess the new business; 2) Compliance with all City Codes (Building, Health, Fire, etc.)

READ, CONSIDERED AND PASSED, this the 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.7

CONDITIONAL USE PERMIT: Home Occupation – Urgent Care Transport
3307 Amethyst Avenue
The North 37.50' of Lot 130A & Lot 130B,
Mountain View Ph. I
R-1
Cesar Elizondo

REVIEW DATA

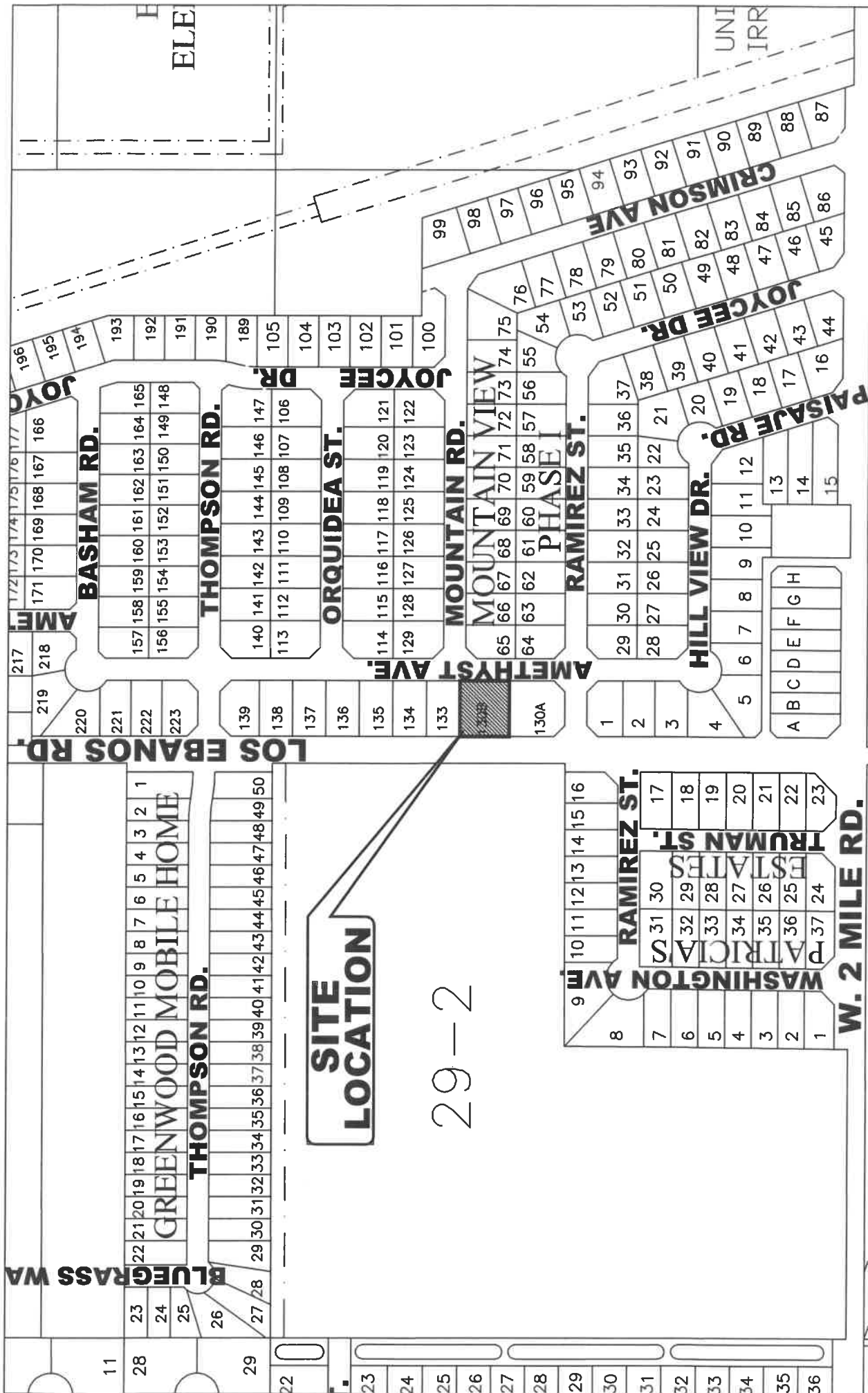
The subject site is located approximately 100' north of Ramirez Street along the west side of Amethyst Avenue – see vicinity map. The applicant proposes to designate a room within their home to be utilized as an office for dispatching only. The applicant offers transportation service for medical patients, to and from doctor's appointments. Traffic and parking will not be an issue, as the vans will not be parked at the site. The vans would be taken home to the employee's houses on a daily basis. No customers will be going to the home and no sign is proposed.

- **Days/Hours of operation:** Monday - Friday from 7am to 5pm
- **Staff:** 2 employees will man this operation

REVIEW COMMENTS: Staff notes that other similar home occupations have been approved with no concerns. Normally, staff would not require a conditional use permit since there will be no incoming or outgoing traffic and everything will be via phone or online. The applicant is required to get insurance and a business license from the City, therefore the need for a conditional use permit. Staff mailed out 21 notices to property owners within 200' radius and staff received one call in opposition to this request. The concern voiced is that this subdivision has a home owners association that does not allow a business out of a residence.

RECOMMENDATION: Staff recommends approval subject to:

1. 1 year re-evaluation to assess the new business, and
2. Compliance with all City Codes (Building, Health, Fire, etc.)



**SITE
LOCATION**

29-2

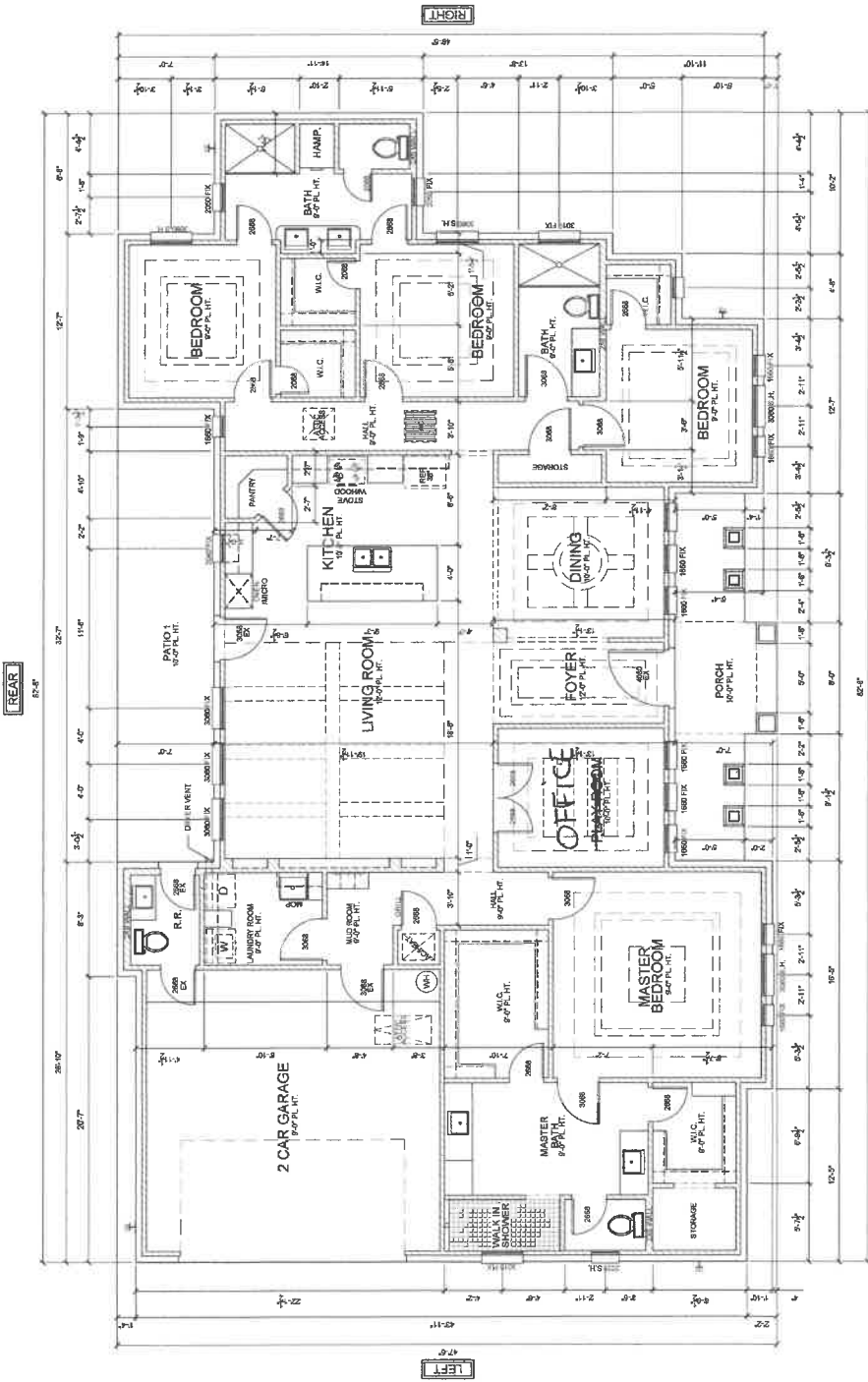
Item 14.

No.



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





CONTRACTOR NOTES:

1. TYPICAL PLATE HT. 19'-7" A.F.F. (UNL. WTD)
2. A/C HEAT UNIT TO BE LOCATED IN ATTIC & GLOBET W/ PROPER PAN & DRAINS AS RECD. (220 VOLT) SIZE & LOCATION (BY MECHANICAL CONTRACTOR).
3. ALL WINDOWS & EXTERIOR DOORS TO BE INSULATED TYPE (UNLESS SOLID WOOD).
4. ALL BATHROOM & KITCHEN VENTS TO BE VENTED OUT THRU ROOF OR WALL TO EXTERIOR.
5. PROVIDE ATTIC LIGHTS ABOVE AGHEAT UNIT & STORAGE AREA ABOVE GARAGE AREA.

AREA CALCULATIONS

LIVING AREA:	2628 SQ. FT.
PORCH AREA:	1000 SQ. FT.
PATIO AREA:	228 SQ. FT.
GARAGE:	460 SQ. FT.
TOTAL SLAB:	3486 SQ. FT.

FLOOR PLAN
(SCALE: 1/4" = 1'-0")

JAG ARCHITECTURAL DESIGN
RESIDENTIAL ARCHITECTURE
PHYSICAL SERVICES

Project Title: RESIDENCE
SAB. 5 LOW MOUNTAIN VIEW S.W.B. PH. 1 LOT # 150 B MISSION, TX
JOB NUMBER: 22-018J
DATE DRAWN: 6/09

Drawn By: JASON GUERRA



W0100-00-029-0002-00 (317239)
 CONTRERAS JOSE L
 3405 N LOS EBANOS RD
 MISSION TX 78573

W0100-00-029-0002-04 (317243)
 CONTRERAS JOSE
 3405 N LOS EBANOS RD
 MISSION TX 78573

W0100-00-029-0002-08 (508524)
 CONTRERAS JOSE & ESTELA
 3405 N LOS EBANOS RD
 MISSION TX 78573

M5200-00-121-0010-05 (622033)
 DE LEON OSCAR JR
 OSCAR & ORFA DE LEON
 725 N DUNLAP AVE
 MISSION TX 78572

P4653-00-000-0015-00 (658514)
 SERRANO IRMA AURORA
 1502 RAMIREZ ST
 MISSION TX 78573

M7003-01-000-0001-00 (724519)
 RUIZ CHAPA JOSE DANTE & ALEJANDR
 3301 AMETHYST AVE
 MISSION TX 78573

M7003-01-000-0029-00 (724547)
 MUNIZ SASHUA NOE & ARACELI GARZA
 1407 RAMIREZ ST
 MISSION TX 78573

M7003-01-000-0062-00 (724580)
 BERMEJO ARTURO JR & ERIKA RODRIGUEZ
 1404 RAMIREZ ST
 MISSION TX 78573

M7003-01-000-0063-00 (724581)
 MARTINEZ JUAN JOSE III & JULISSA MA
 1406 RAMIREZ ST
 MISSION TX 78573

M7003-01-000-0064-00 (724582)
 CONFIDENTIAL
 1408 RAMIREZ ST
 MISSION TX 78573

M7003-01-000-0065-00 (724583)
 GARCIA DIANA C
 DOMINGO CANTU JR
 1407 MOUNTAINVIEW RD
 MISSION TX 78572

M7003-01-000-0066-00 (724584)
 CAVAZOS JOSE A
 1405 MOUNTAIN RD
 MISSION TX 78573

M7003-01-000-0067-00 (724585)
 ALVARADO OSCAR GARZA
 1403 MOUNTAIN RD
 MISSION TX 78573

M7003-01-000-0114-00 (724632)
 CARLOS KARLO & NORAABLA
 1407 ORQUIDEA
 MISSION TX 78573

M7003-01-000-0128-00 (724646)
 GARCIA CRUZ OMAR
 1406 MOUNTAIN RD
 MISSION TX 78573

M7003-01-000-0129-00 (724647)
 CANTU ENRIQUE & MELISSA NANEZ
 1408 MOUNTAIN RD
 MISSION TX 78573

M7003-01-000-0133-00 (724651)
 GUERRA ALEJANDRO & MARA
 3311 AMETHYST AVE
 MISSION TX 78573

M7003-01-000-0134-00 (724652)
 CERDA JOAQUIN & LETICIA E SALINAS
 3313 AMETHYST AVE
 MISSION TX 78573

M7003-01-000-0135-00 (724653)
 SALAZAR JUAN E JR
 3315 AMETHYST AVE
 MISSION TX 78573

M7003-01-000-130A-05 (1463060)
 ELIZONDO CESAR
 3307 AMETHYST AVE
 MISSION TX 78573

M7003-01-000-130A-00 (1463059)
 ELIZONDO MICHELLE & NARCISO SALIN
 3305 AMETHYST AVE
 MISSION TX 78573



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Susana De Luna, Planning Director

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

NATURE OF REQUEST:

On February 14, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located at the SW corner of J.R. Drive and Expressway 83 along the Frontage Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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 to assess this new operation; and 2) Must comply with all City Codes (Building, Fire, Landscaping, Parking, etc.);

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

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

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of February 14, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the 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, February 26, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit renewal:

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

Legal Description	Type	Conditions of Approval
2210 E. Interstate Hwy 2, Ste. Q Lot 1, Treme Subdivision	Drive-Thru Service Door and Sale & On-Site Consumption of Alcoholic Beverages – Tiny Cantina	1) 1 year re-evaluation to assess the new business; 2) Compliance with all City Codes (Building, Health, Fire, etc.)

READ, CONSIDERED AND PASSED, this the 26th day of February, 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
2210 E. INTERSTATE HWY 2, STE. Q, LOT 1 – TINY CANTINA**

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:

2210 E. INTERSTATE HWY 2, STE. Q, LOT 1
TINY CANTINA

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

1. The property located at 2210 E. Interstate Hwy 2, Ste. Q, Lot 1 – Tiny Cantina, is designated as "wet area".
2. Said property located at 2210 E. Interstate Hwy 2, Ste. Q, Lot 1 – Tiny Cantina, shall be included in the designated areas where alcoholic beverages may be sold within the city.

READ, CONSIDERED AND APPROVED this 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

CONDITIONAL USE PERMIT: Drive-Thru Service Door and
Sale & On-Site Consumption of Alcoholic
Beverages – Tiny Cantina
2210 E. Interstate Hwy 2, Ste. Q
Lot 1, Treme Subdivision
C-3
Tiny Cantina
c/o Raul Correa

REVIEW DATA

The subject site is located at the SW corner of J.R. Drive and Expressway 83 along the Frontage Road. The applicant is leasing a 2,000 sq.ft. suite located at the east end of the plaza which include a glass door which he intends to use as a drive-thru service door. The customers will place their order at the drive-thru service door and will be directed to the marked parking stalls to wait for their order. The applicant will offer beer, wine and snacks to go or indoor seating if you like to sit and relax. Access to the site is off Expressway 83 and JR Drive, through existing 30' driveways.

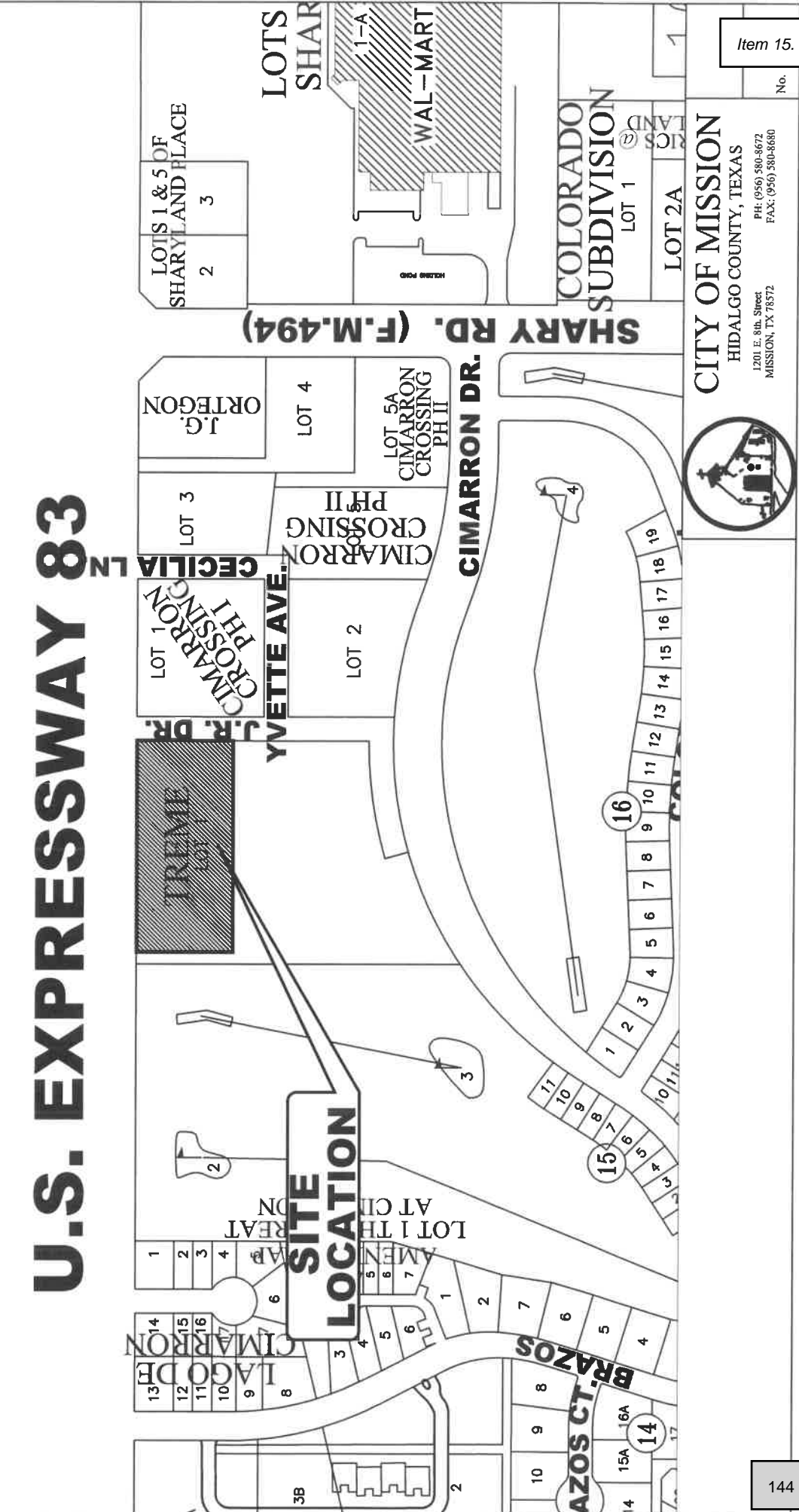
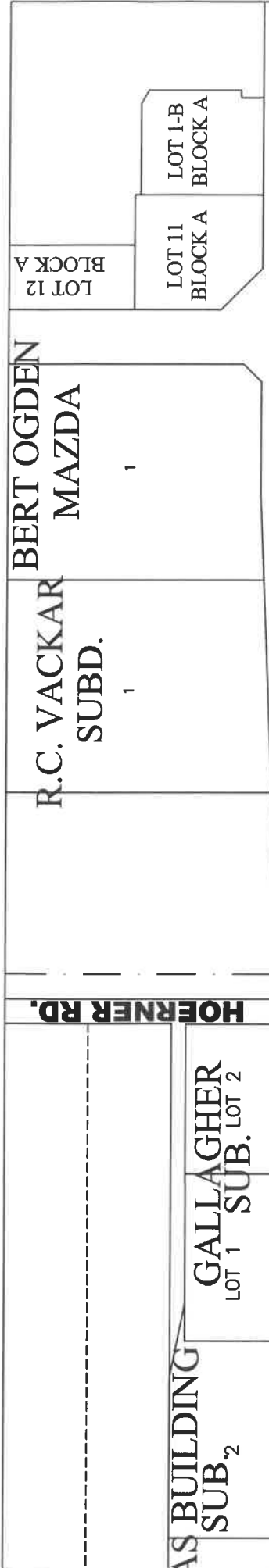
- **Days/Hours of operation:** Monday – Thursday from 12pm to 10pm, Friday – Saturday from 11 am to 11pm, and Sunday from 12pm to 9pm
- **Staff:** 5 employees will man this operation
- **Parking:** In reviewing the site plan, there is a total of 45 seating spaces which require 15 parking spaces. It is noted that parking is held in common and there is a total of 106 total parking spaces shared with the various businesses within the commercial plaza.
- **Sale of Alcohol:** This business does have a bar component which requires that there be no churches, schools, or residences within 300' of the restaurant. There are no such uses within 300'.

REVIEW COMMENTS: Staff mailed out 5 notices to property owners within 200' radius and staff has not received any comments in favor or against this request. Staff notes that the applicant has other similar businesses in McAllen, Pharr & South Padre Island that have been running with no problems.

RECOMMENDATION: Staff recommends approval subject to:

1. 1 year re-evaluation to assess the new business, and
2. Compliance with all City Codes (Building, Health, Fire, etc.)

U.S. EXPRESSWAY 83



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

Item 15.

No.

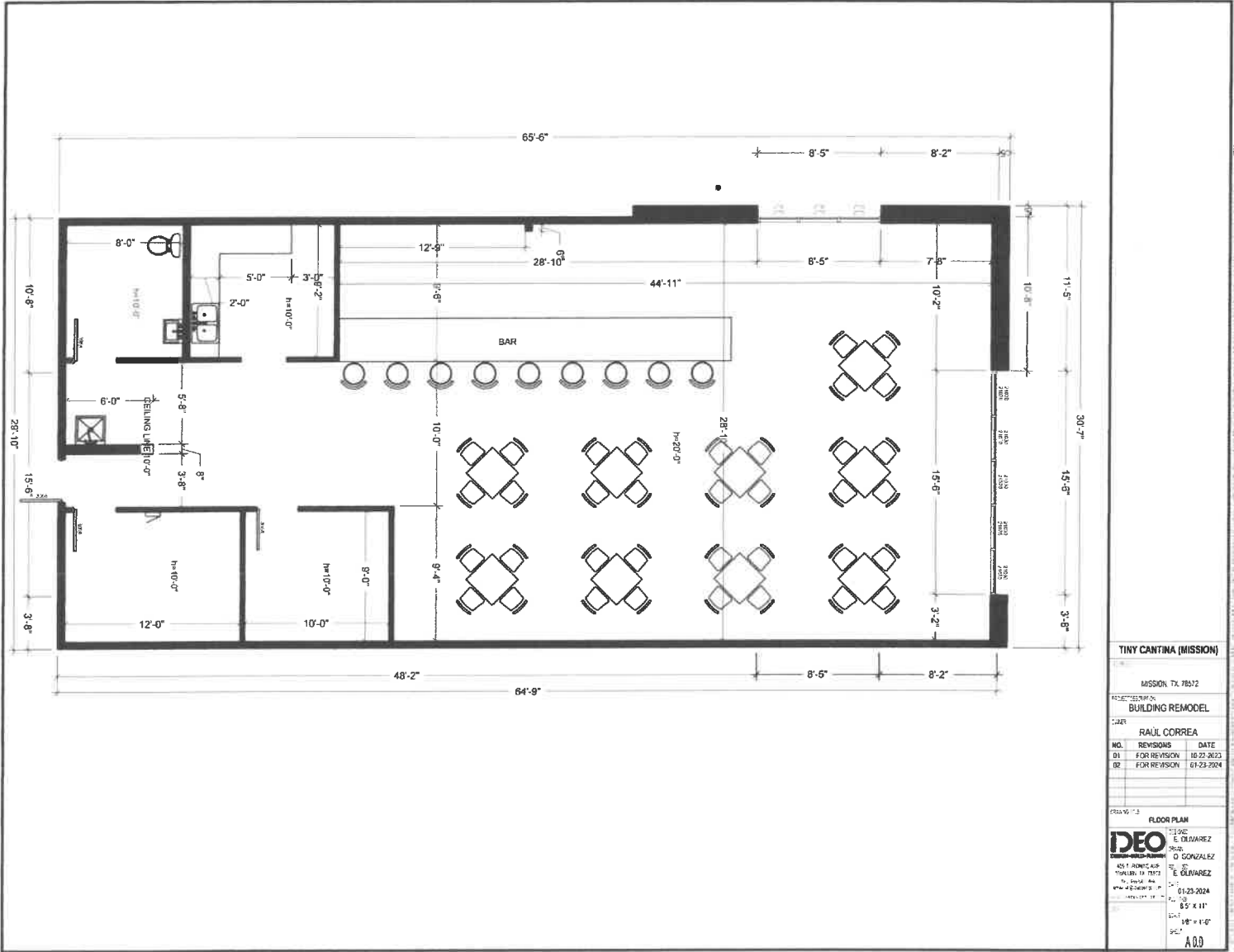


**SITE
LOCATION**

U.S. EXPRESSWAY 83 (IH 2)

J.R. DR.

TINY Cantina
 2210 E INTERSTATE HIGHWAY 2 S.Q
 210.362.4942



TINY CANTINA (MISSION)
 MISSION, TX 78132
 PROJECT NUMBER: 2103624942
BUILDING REMODEL
 OWNER: RAÚL CORREA
 NO. REVISIONS DATE
 01 FOR REVISION 10-23-2023
 02 FOR REVISION 01-23-2024

DESIGNER: IDEO
 ARCHITECTS
 401 F. AUSTIN AVE.
 HOUSTON, TX 77002
 TEL: 713-426-0000
 WWW.IDEOARCHITECTS.COM

PROJECT: TINY CANTINA (MISSION)
 DATE: 01-23-2024
 SCALE: 1/8" = 1'-0"
 SHEET: A.00

Tiny Canina



MICHELADAS DRINKS MARGARITAS FOOD

COMING SOON





PREMIUM MARGARITAS

MANGONADA
 STRAWBERRY
 CRISP CUCUMBER
 WACKY WATERMELON

VERY PEACHY
 PRICKLY PEAR
 SANGRIA - RITA
 PICKLE - RITA

DAQUIRIES

OCEAN POTION
 BOOZY HORCHATA
 TAHITIAN HURRICANE
 PIÑA COLADA

Item 15.

SPECIALTY DRINKS

TROPICAL DELIGHT MIAMI VICE STORMY BERRY STRAWBERRY SHORTCAKE
 TROPICAL BLISS PEACHY PARADISE MELON STORM MEXICAN PUNCH

16 oz... \$11

20 oz... \$14

32 oz... \$17

BEST MARGARITA FLIGHT \$14

MANGONADA
 CUCUMBER
 STRAWBERRY



\$3 SHOTS

*ASK ABOUT OUR OTHER SHOTS

MEXICAN CANDY MANGO ORANGE
 CANDY APPLE CUCUMBER SHOT
 KAMIKAZE HYPNOTIC
 BLUE HAWAIIAN PICKLE SHOT

DOMESTICS \$3.50

COORS LIGHT HEINEKEN
 BUDLIGHT MILLER LIGHT
 BUDWEISER MICHELOB ULTRA
 MICHELOB ULTRA PURE GOLD

SELTZERS/CIDERS \$5

TOPO-CHICO
 EXOTIC PINEAPPLE STRAWBERRY GUAVA
 TROPICAL MANGO TANGY LEMON-LIME

WHITE CLAWS
 MANGO RUBY GRAPEFRUIT
 BLACK CHERRY STELLA ARTOIS

AUSTIN EAST CIDER
 ORIGINAL PINEAPPLE BLOOD ORANGE

CRAFTS \$4.50

HOPADILLO LOVE STREET
 SHINER CRAWFORD
 BLUE MOON

IMPORTS \$4.50

BARRILITO CORONA DOS EQUIS NEGRA MODELO TECATE ROJA
 BOHEMIA CORONA LIGHT INDIO PACIFICO TECATE LIGHT
 CARTA BLANCA CORONA PREMIUM MODELO SOL

AWARD WINNER MICHELADAS

DOMESTICS... \$14

IMPORTS... \$15

32 OZ.

AWARD WINNER
 ON THE ROCKS!



REFRESHERS 16 oz... \$5.50
 ON THE ROCKS OR FROZEN 20 oz... \$6.50

SODAS BOTTLED FLAVORED LEMONADES
 WATER COFFEE CUCUMBER
 ICED TEAS LEMON-LIME
 TOPO CHICO STRAWBERRY

149



Accountable Alcohol Licensing

aalpserveu@gmail.com

TEXAS ALCOHOLIC BEVERAGE COMMISSION

Texans Helping Businesses & Protecting Communities

Item 15.

Required Certifications

Join TABC in the fight against human trafficking

L-CERT (7/2022)

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

LOCATION INFORMATION

Form containing location information fields: 1. Trade Name of Location (TINY CANTINA), 2. Owner of Business/Applicant (MARGARITA VILLA LLC), 3. Type of Owner, 4. Location Address (2210 E. INTERSTATE HWY 2, Suite Q), 5. Mailing Address, 6. Business Telephone Number (PENDING), 7. Application for: (Change of Location), 8A. Type of Off-Premise Retailer License/Permit, 8B. Type of On-Premise Retailer License/Permit, 8C. Type of Wholesaler's, Distributor's, or Manufacturer's License/Permit, 9. For On or OFF-Premise Applicants, Indicate Primary Business Type at this Location.

Trade Name: TINY CANTINA

Location Address: 2210 E. INTERSTATE HWY 2, Suite Q City: MISSION County: HIDALGO

Off-Premise Certifications

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

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

TX Alc. Bev. Code, Section 11.37 & 61.37

CHECK HERE IF NOT IN CITY LIMITS

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

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

OR

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

SIGN

HERE _____, TEXAS
City Secretary/Clerk _____ City _____

SEAL

On-Premise Certifications

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

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

TX Alc. Bev. Code, Section 11.37 & 61.37

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

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

SIGN

HERE _____, TEXAS
City Secretary/Clerk _____ City _____

SEAL

Certification for Late Hours Certificate (LH)

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

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

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

SIGN

HERE _____, TEXAS
City Secretary/Clerk _____ City _____

SEAL

Trade Name: TINY CANTINA

Location Address: 2210 E. INTERSTATE HWY 2, Suite Q

City: MISSION

County: HIDALGO

Wholesaler, Distributor or Manufacturer Certifications

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

Certificate of City Secretary for: J

CHECK HERE IF NOT IN CITY LIMITS

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

SIGN

HERE _____, _____, TEXAS
City Secretary/Clerk City

SEAL

Certificate of City Secretary for Winery (G) Applicants

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

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

OR

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

SIGN

HERE _____, _____, TEXAS
City Secretary/Clerk City

SEAL

Certificate of City Secretary for: BW & D

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

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

OR

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

SIGN

HERE _____, _____, TEXAS
City Secretary/Clerk City

SEAL

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

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

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

OR

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

SIGN

HERE _____, _____, TEXAS
City Secretary/Clerk City

SEAL

Trade Name: TINY CANTINA

Location Address: 2210 E. INTERSTATE HWY 2, Suite Q

City: MISSION

County: HIDALGO

Off-Premise Certifications

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

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

TX Alc. Bev. Code, Section 11.37 & 61.37

CHECK HERE IF NOT IN CITY LIMITS

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

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

OR

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

SIGN

HERE _____ County Clerk _____ County

SEAL

On-Premise Certifications

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

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

TX Alc. Bev. Code, Section 11.37 & 61.37

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

Table with 2 columns: Permits/Licenses Wet For, Based on most recent local option election, area is wet for: (MB, MB/FB, BG, BG/FB, BE, BE/FB)

SIGN

HERE _____ County Clerk _____ County

SEAL

Certification for Late Hours Certificate (LH)

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

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

Table with 2 columns: Option, Description (The governing body of this city or county has by ordinance or order authorized the sale of mixed beverages between midnight and 2:00 A.M.; The governing body of this city or county has by ordinance or order authorized the sale of malt beverage between midnight and ___ A.M.; The population of the city or county where premises are located was 500,000 or more according to the 24th Decennial Census of the United States as released by the Bureau of the Census on April 1, 2020; The population of the city or county where premises are located was 800,000 or more according to the last Federal Census (2020).)

SIGN

HERE _____ County Clerk _____ County

SEAL

Trade Name: TINY CANTINA

Location Address: 2210 E. INTERSTATE HWY 2, Suite Q City: MISSION County: HIDALGO

Wholesaler, Distributor or Manufacturer Certifications

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

Certificate of County Clerk for: J

CHECK HERE IF NOT IN CITY LIMITS

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

SIGN
HERE _____, _____ County
County Clerk

SEAL

Certificate of County Clerk for Winery (G) Applicants

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

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

OR

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

SIGN
HERE _____, _____ County
County Clerk

SEAL

Certificate of County Clerk for: BW & D

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

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

OR

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

SIGN
HERE _____, _____ County
County Clerk

SEAL

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

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

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

OR

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

SIGN
HERE _____, _____ County
County Clerk

SEAL

Trade Name: TINY CANTINA

Location Address: 2210 E. INTERSTATE HWY 2, Suite Q

City: MISSION

County: HIDALGO

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

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

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

SEAL

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

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

Sales Tax Permit Number _____ Outlet Number _____

Print Name of Comptroller Employee _____

Print Title of Comptroller Employee _____

SIGN HERE _____

FIELD OFFICE

SEAL

P1650-02-000-0000-00 (254449)
BLACK DIAMOND DEVELOPERS LLC
2807 SANTA ERICA
MISSION TX 78572

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

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

P1650-01-000-0000-05 (840959)
CARRERAS JOSE R & SYLVIA Y
1016 E GRIFFIN PKWY
MISSION TX 78572

B1865-00-000-000F-00 (1129587)
CDX DEVELOPMENT LLC
708 PADRE BLVD UT 605
SOUTH PADRE ISLAND TX 78597



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit: Manufacture of Sheet Metal in a C-3 Zone, 2500 W. Expressway 83, Lots 5, 6, & 7, Ala Blanca Norte Unit 1, C-3, Ines Lopez, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

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

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 to assess this new operation; 2) Must comply with all City Codes (Building, Fire, Landscaping, Parking, etc.); 3) Installation of a solid buffer fence along the north side of the property; and 4) Must acquire a business liicense

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

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

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit renewal request of February 14, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the 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, January 22, 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
2500 W. Expressway 83 Lots 5, 6, & 7, Ala Blanca Norte Unit 1	Manufacture of Sheet Metal in a C-3 Zone	1) 1 Year re-evaluation to assess this new operation; 2) Must comply with all City Codes (Building, Fire, Landscaping, Parking, etc.); 3) Installation of a solid buffer fence along the north side of the property; and 4) Must acquire a business license

READ, CONSIDERED AND PASSED, this the 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.9

CONDITIONAL USE PERMIT: Manufacture of Sheet Metal in a C-3 Zone
 2500 W. Expressway 83
 Lots 5, 6, & 7, Ala Blanca Norte Unit 1
 C-3
 Ines Lopez

REVIEW DATA

The subject site is located 100' west of Dolores Del Rio Avenue along the north side of W. Expressway 83 – see vicinity map. The applicant proposes to manufacture sheet metal (decoiling and cutting) within his 8,442 sq.ft. existing buildings. His future plans will be to have a display showroom within the building for a total of 18,244 sq.ft. Access to the site is via two driveways off of Expressway 83 Frontage Road. Zoning Code, Article VIII, Section 1.43.3.I states: Any of those permitted uses under the light industrial zoning district would be consider subject to applying for a conditional use permit.

This item was previously considered and approved by City Council on November 14, 2022 for a period of 1 year, however Section 1.54(4) of the Zoning Code states that if a conditional use permit has not been used within one year after the date granted, the permit is automatically canceled. Since it's being over a year and the business has not even started, therefore the need to re-apply.

The applicant proposed to utilize only 1 machine to cut and decoil the sheet metal. The customer would be able to decide the shape and size of the sheet metal that they need. The applicant stated that the roll forming line machine does not exceed 40-50 decibel, thus complying with the noise ordinance.

- **Hours of Operation:** Monday through Friday from 9:00 a.m. to 5:00 p.m. and Saturday from 9:00 a.m. to 1:00 p.m.
- **Staff:** 3 employees operating the business.
- **Parking & Landscape:** In reviewing the floor plan, the 5,192 sq. ft. building will require 16 parking spaces and he is proposing 19. Once phase 1 is complete he will need to add an additional 5 parking spaces to comply with the minimum requirement. The applicant is also proposing to have 23,691 sq.ft. of landscaping thus meeting code.

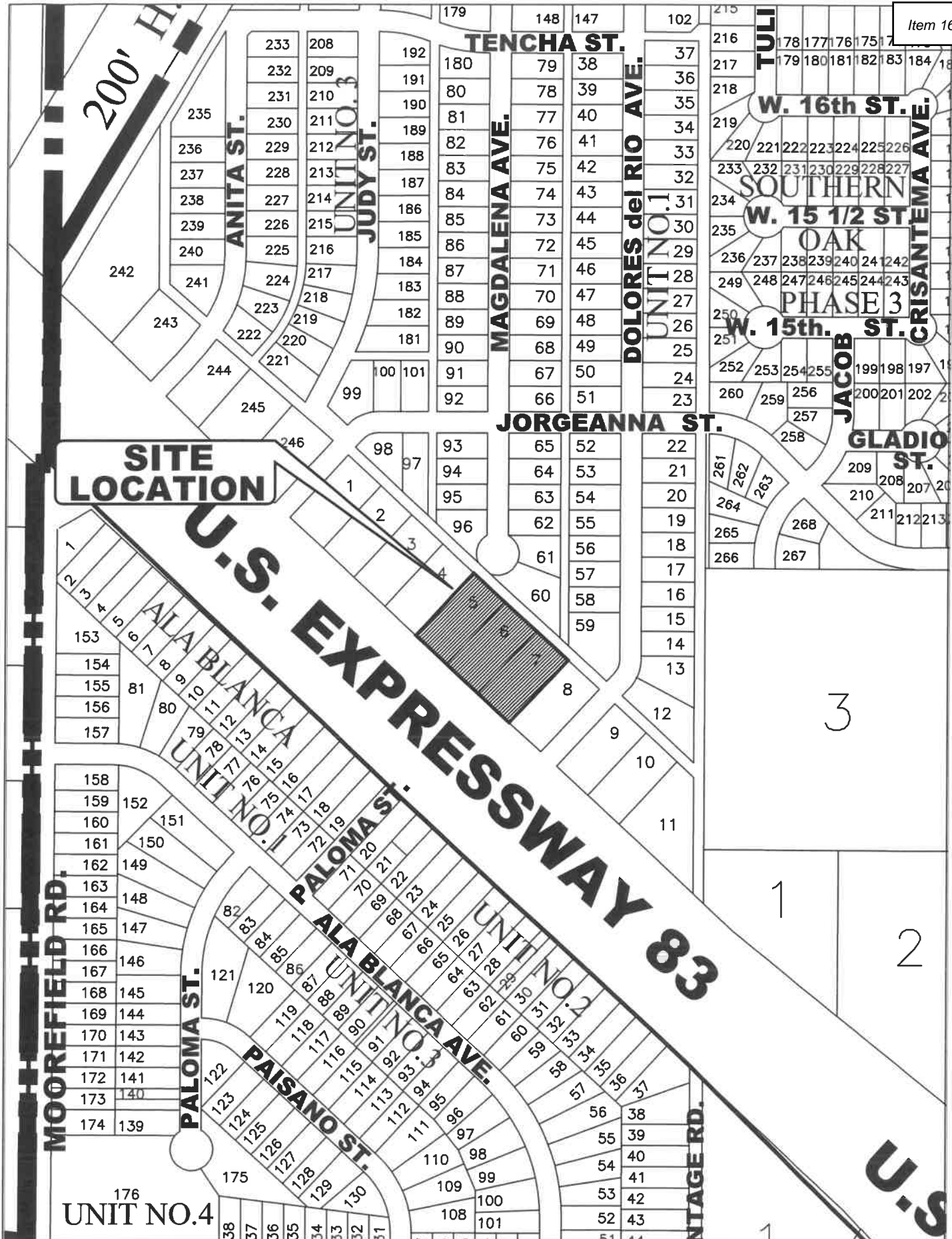
REVIEW COMMENTS: P&Z has reviewed and approved other similar requests for manufacturing and processing products, Staff feels that this new business will be beneficial to the current business area. Staff mailed out 21 notices to property owners within 200' radius and staff has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval subject to:

- 1.) 1 year re-evaluation to assess this new operation,
- 2.) Must comply with all City Codes (Building, Fire, Landscaping, Parking, etc.),
- 3.) Installation of a solid buffer fence along the north side of the property, and
- 4.) Must acquire a business license.

SITE LOCATION

U.S. EXPRESSWAY 83



CITY OF MISSION
 HIDALGO COUNTY, TEXAS

1201 E. 8th Street
 MISSION, TX 78572

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







A1700-01-000-0002-00 (109749)
EASY RIDE GOLF CARS SALES & SVC
2508 W EXPRESSWAY 83
MISSION TX 78572

A1700-01-000-0003-00 (109750)
CHAIREL PROPERTIES LLC
1010 ACACIA LAKE DR
BROWNSVILLE TX 78521

A1700-01-000-0004-00 (109751)
CHAIREL PROPERTIES LLC
1010 ACACIA LAKE DR
BROWNSVILLE TX 78521

A1700-01-000-0005-00 (109752)
ILJ REAL ESTATE LLC
3824 N ABRAM
PALMVIEW TX 78574

A1700-01-000-0007-00 (109754)
ILJ REAL ESTATE LLC
3824 N ABRAM
PALMVIEW TX 78574

A1700-01-000-0008-00 (109755)
CHAVERO ELEAZAR
1910 W 40TH ST
MISSION TX 78573

A1700-01-000-0009-00 (109756)
DE LA GARZA RODRIGO J & RUBEN M
509 S RESPLANDOR ST
MISSION TX 78572

A1700-01-000-0012-00 (109759)
GONZALEZ JAVIER
PO BOX 1232
LA JOYA TX 78560

A1700-01-000-0013-00 (109760)
BERNAL BLANCA
1202 DOLORES DEL RIO
MISSION TX 78572

A1700-01-000-0014-00 (109761)
BENAVIDES AIDE & ALVA
503 E CHAMPION LN
MISSION TX 78574-1839

A1700-01-000-0015-00 (109762)
SEPULVEDA JESUS & ENEDELIA
1206 DOLORES DEL RIO AVE
MISSION TX 78572

A1700-01-000-0056-00 (109804)
GONZALEZ ALBINO JR
1301 DOLORES DEL RIO AVE
MISSION TX 78572

A1700-01-000-0057-00 (109805)
CAMPOS JUANA MARTINEZ
43 SIERRA ST
RIO GRANDE CITY TX 78582

A1700-01-000-0058-00 (109806)
CEDILLO RAUL & DELIA
1609 WHITE ROCK AVE
PENITAS TX 78576

A1700-01-000-0059-00 (109807)
GARZA ANGEL O & ALEIDA
7114 PALMETTO ST
HOUSTON TX 77087

A1700-01-000-0060-00 (109808)
SANCHEZ GUADALUPE & MARIO CHAVEZ
1300 MAGDALENA AVE
MISSION TX 78572

A1700-01-000-0061-00 (109809)
MENDOZA RAUL & ROSALINDA
1302 MAGDALENA AVE
MISSION TX 78572

A1700-01-000-0062-00 (109810)
DURAN MARCELO & NORMA
1304 MAGDALENA AVE
MISSION TX 78572

A1700-01-000-0063-00 (109811)
GALVAN MARIO & ANA M
1306 MAGDALENA AVE
MISSION TX 78572

A1700-01-000-0095-00 (109844)
AREVALO JESSE & BENITA
1305 MAGDALENA AVE
MISSION TX 78572

A1700-01-000-0096-00 (109845)
CASTRO BALDEMAR & MARIA E
1802 DOLORES DEL RIO AVE
MISSION TX 78572

A1700-01-000-0097-00 (109846)
GARCIA JOEL
2510 W BUSINESS HIGHWAY 83
MISSION TX 78572



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Susana De Luna, Planning Director

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

NATURE OF REQUEST:

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

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) 6 months re-evaluation to assess this new operation; 2) Compliance with all City Codes (Building, Fire, Sign, etc.); 3) Compliance with Section 1.57-3 of the landscaping and buffering code on outside storage. Regarding the later condition of approval, the rear storage area of the site must be completely screened from public view. 4) Acquisition of a Business License; and 5) CUP not transferable to others.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

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

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of February 14, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the 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, February 26, 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
1523 E. IH 2 Lot 6, Henry Saenz Subdivision	To Keep a Portable Building for Sales Office Use – Twins Auto Plex	1) 6 month re-evaluation to assess this new operation; 2) Compliance with all City Codes (Building, Fire, Sign, etc.) 3) Compliance with Section 1.57-3 of the Landscaping and Buffering Code on outside storage. Regarding the later condition of approval, the rear storage area of the site must be completely screened from public view; 4) Acquisition of a business license; and 5) CUP not transferable to others

READ, CONSIDERED AND PASSED, this the 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 2.1

CONDITIONAL USE PERMIT: To keep a Portable Building for
Sales Office Use – Twins Auto Plex
1523 E. Interstate Highway 2
Lot 6, Henry Saenz Subdivision
C-4
Twins Auto Plex, LLC
c/o Javier Sergio Martinez

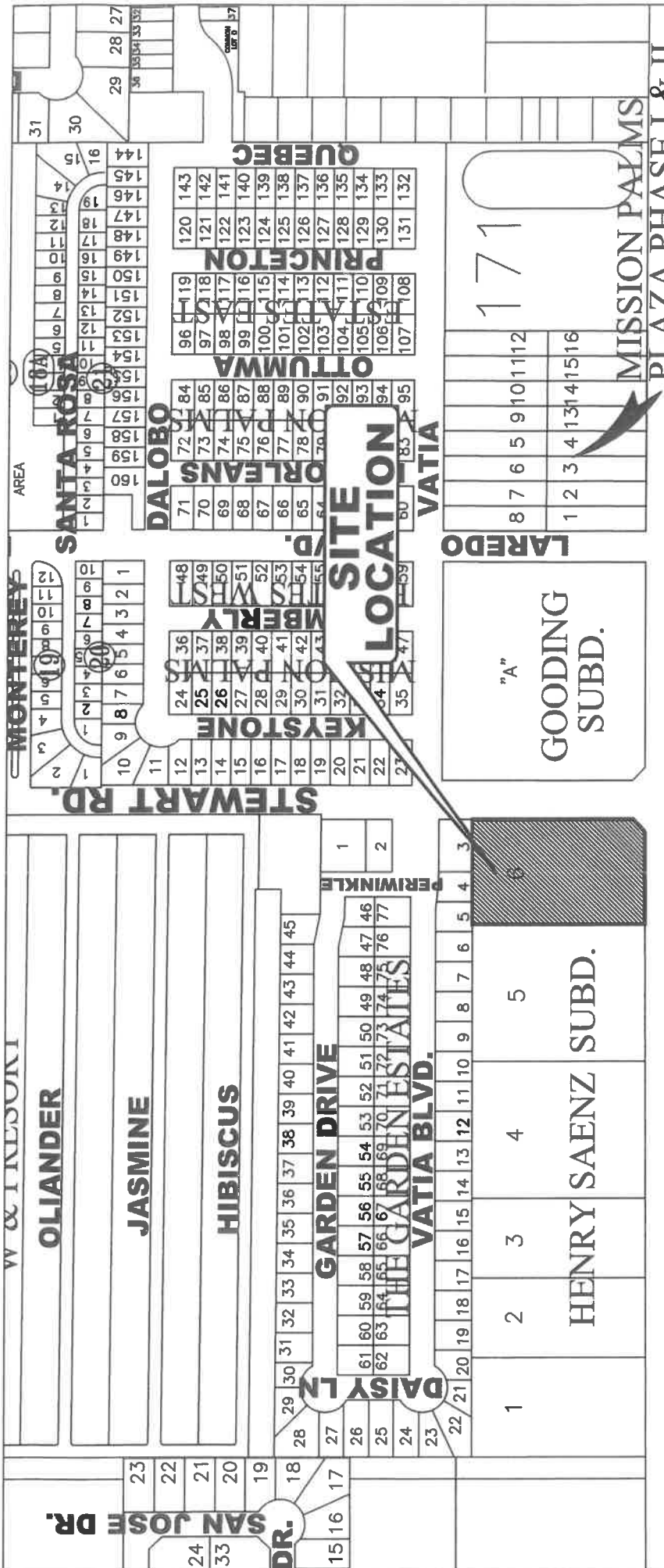
REVIEW DATA

The subject site is located on the NW corner of Interstate Highway 2 and Stewart Road —see vicinity map. The request is to keep a portable building to be used as a sales office for the sale of automobiles. This same portable building has been used as a sales office since January 26, 2005. Since the CUP is not transferable to others, the applicant desires his own CUP to continue the use of the portable building as a sales office. It is noted that Lots 1-5 of this subdivision all have portable buildings thereon that are also used as automobile sales offices.

- **Hours of Operation:** Monday to Friday from 9 am to 6 pm and Saturdays from 9 am to 4 pm
- **Staff:** Owner and 1 employee
- **Parking & Landscaping:** A 193' X 84' asphalt area exists in the front of the building. It will serve as the display area for the vehicles and parking for patrons as well. A minimum of 5 parking spaces are required for the proposed use based on the square footage of the building. Staff observes that the lot is in a highly visible area—NW corner area of U.S. Expressway 83 and Stewart Road. Like we have done with the other existing auto and truck sales dealers in the area, we are asking that the applicant improve the landscaping in the front display area of the lot.

RECOMMENDATION: Staff recommends approval subject to:

1. 6 month re-evaluation to assess this new operation,
2. Compliance with all City Codes (Building, Fire, Sign, etc.)
3. Compliance with Section 1.57-3 of the Landscaping and Buffering Code on outside storage. Regarding the later condition of approval, the rear storage area of the site must be completely screened from public view,
4. Acquisition of a Business License, and
5. CUP not transferable to others.



U.S. EXPRESSWAY 83



"A"
GOODING
SUBD.

171
MISSION PALMS
PLAZA PHASE I & II



CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th Street
MISSION, TX 78772
PH: (956) 580-8672
FAX: (956) 580-8680

Item 17.

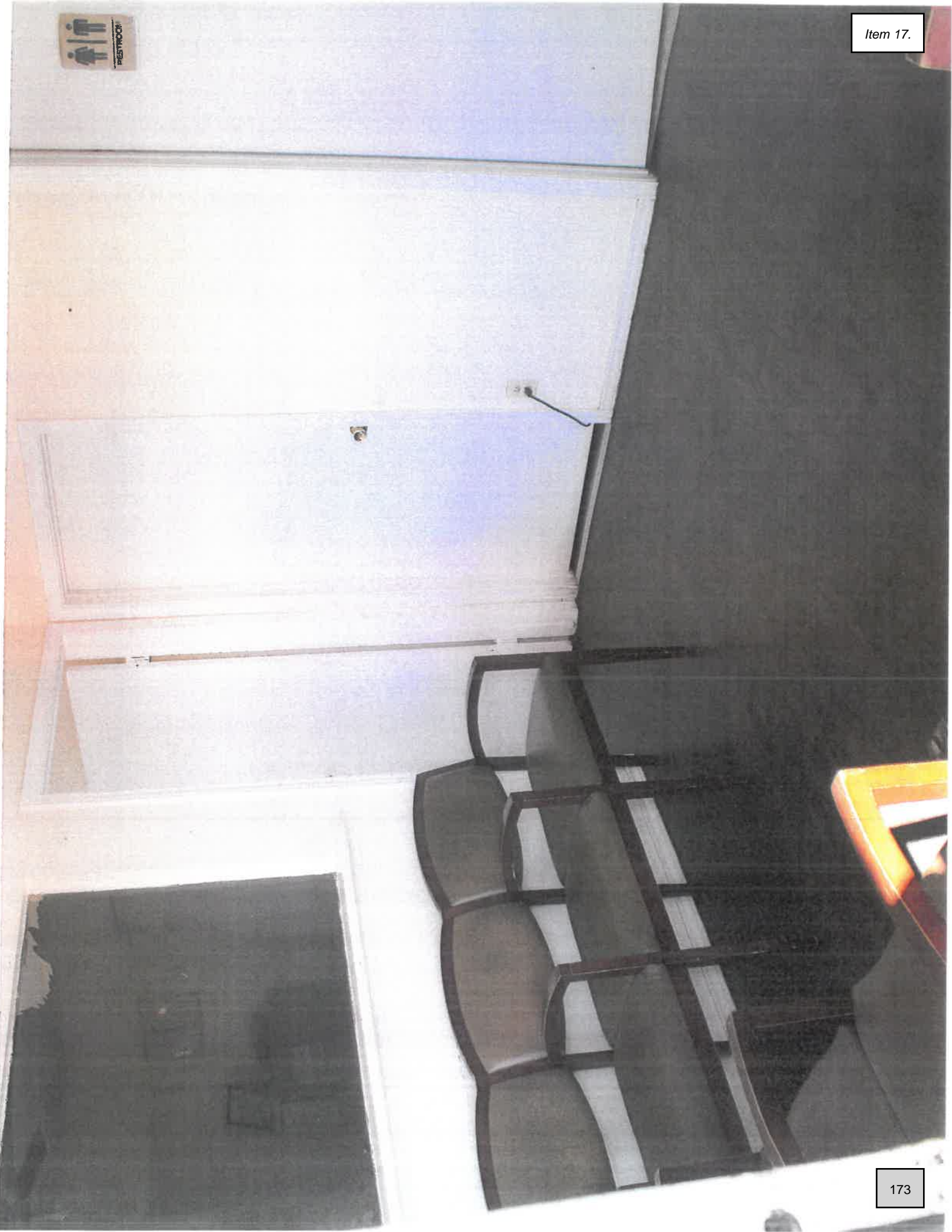






1523





G5785-00-000-000A-00 (514700)
 DUAL ELECTRICAL SERVICES LLC
 723 RENNEE DR
 KATY, TX 77450-2122

M5221-00-000-0022-00 (240835)
 GONZALEZ MARIN GRACIA
 120 KEYSTONE ST
 MISSION TX 78572

M5221-00-000-0023-00 (240836)
 TREVINO FELIX JR & MARIA GLORIA
 1304 S YANTONST
 ALTON, TX 78573

S0020-00-000-0005-00 (507924)
 FIGUEROA DIANA S
 1818 NORTHGATE LANE
 MCALLEN TX 78504

S0020-00-000-0006-00 (507925)
 RAMIREZ YOLANDA S
 111 LAKE ESTATES DR
 MONTGOMERY TX 77356

T3252-00-000-0001-00 (550725)
 MONTALVO JULIO C & MARIA DOLORE
 308 PERIWINKLE ST
 MISSION TX 78572

T3252-00-000-0003-00 (550728)
 MURILLO GERARDO
 8214 LANHAM LANE
 HOUSTON TX 77075

T3252-00-000-0004-00 (550729)
 MUNOZ YRMA NAJERA
 1516 VATIA BLVD
 MISSION TX 78572

T3252-00-000-0005-00 (550730)
 CRISTOBAL JUANITA & ENRIQUE
 1514 VATIA BLVD
 MISSION TX 78572

T3252-00-000-0006-00 (550731)
 VEGA ALEJANDRO & PATRICIA VEGA
 1512 VATIA BLVD
 MISSION TX 78572

T3252-00-000-0007-00 (550732)
 TORRES ANTONIO & BEATRIZ
 3706 FALCON DR
 MISSION TX 78572

T3252-00-000-0008-00 (550733)
 RIVERA BRANDON
 1508 VITIA BLVD
 MISSION TX 78572

T3252-00-000-0009-00 (550734)
 GARCIA MIRNA GABRIELA
 1506 VATIA BLVD
 MISSION TX 78572

T3252-00-000-0046-00 (550771)
 ZUNIGA MIGUEL A & PALOMA J
 1514 GARDEN DR
 MISSION TX 78572

T3252-00-000-0047-00 (550772)
 CANTU SILVIA RUTH DE LA GARZA
 1512 GARDEN DR
 MISSION TX 78572

T3252-00-000-0074-00 (550799)
 FERNANDEZ ELIA M
 1509 VATIA BLVD
 MISSION TX 78572

T3252-00-000-0075-00 (550800)
 MENDOZA MARTIN & MARTHA A
 1511 VATIA BLVD
 MISSION TX 78572

T3252-00-000-0076-00 (550801)
 SALINAS ISRAEL JR & MARLENE
 1513 VATIA BLVD
 MISSION TX 78572

T3252-00-000-0077-00 (550802)
 OLIVARES CELSO DANIEL
 2804 E 25TH ST
 MISSION TX 78574



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit: To Keep El Comalito Mobile Food Truck, 1900 W. Griffiin Parkway, Lot 4, Inspiration Point Subdivision, C-3, Omar Solis, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

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

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 to continue to assess this operation; 2) Compliance with all City Codes (Building, Fire, Parking, etc.); 3) No tables or chairs in parking lot; and 4) CUP not transferable to others.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO KEEP EL COMALITO MOBILE FOOD TRUCK, 1900 W. GRIFFIN PARKWAY, LOT 4, INSPIRATION POINT SUBDIVISION

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of February 14, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the 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, February 26, 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
1900 W. Griffin Parkway Lot 4, Inspiration Point Subdivision	To Keep El Comalito Mobile Food Truck	1) 2 year re-evaluation to continue to assess this operation; 2) Compliance with all City Codes (Building, Fire, Parking, etc.) 3) No tables or chairs in parking lot; and 4) CUP not transferable to others.

READ, CONSIDERED AND PASSED, this the 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 2.0

CONDITIONAL USE PERMIT: To Keep El Comalito Mobile Food Truck
 1900 W. Griffin Parkway
 Lot 4, Inspiration Point Subdivision
 C-3
 Omar Solis

REVIEW DATA

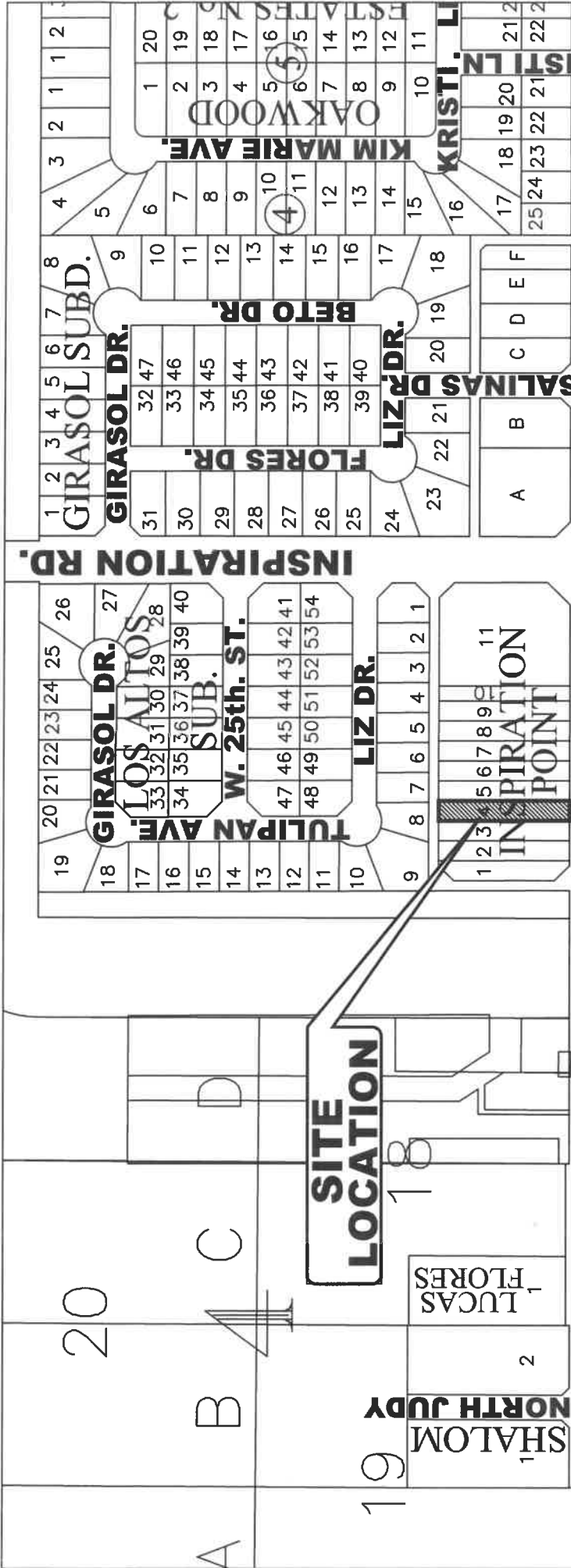
The subject site is located approximately 500' from N. Inspiration Road along the north side of W. Griffin Parkway (FM 495) –see vicinity map. El Comalito Mobile Food Truck offers Mexican inspired cuisine, like tacos, tostadas, and burritos. The operation is pick up and go basis. Access to the site is provided off of Griffin Parkway through 2 existing 24' concrete driveways. The last CUP for this location was approved by P&Z on April 27, 2022 for a period of 1 year. The applicant would like to renew his CUP, staff notes that this would be his first renewal.

- **Days / Hours of operation:** Monday – Sunday from 6am – 12 pm and 6:00 p.m. to 11:00 p.m.
- **Staff:** 2 employees will man this operation.
- **Parking:** The building measures 3,200 sq. ft. Based on the size of the building, there is a total of 11 parking spaces required for the building and 3 parking spaces that will be required for the mobile food trailer for a total of 14 parking spaces. Staff notes that the parking is held in common for this commercial plaza.

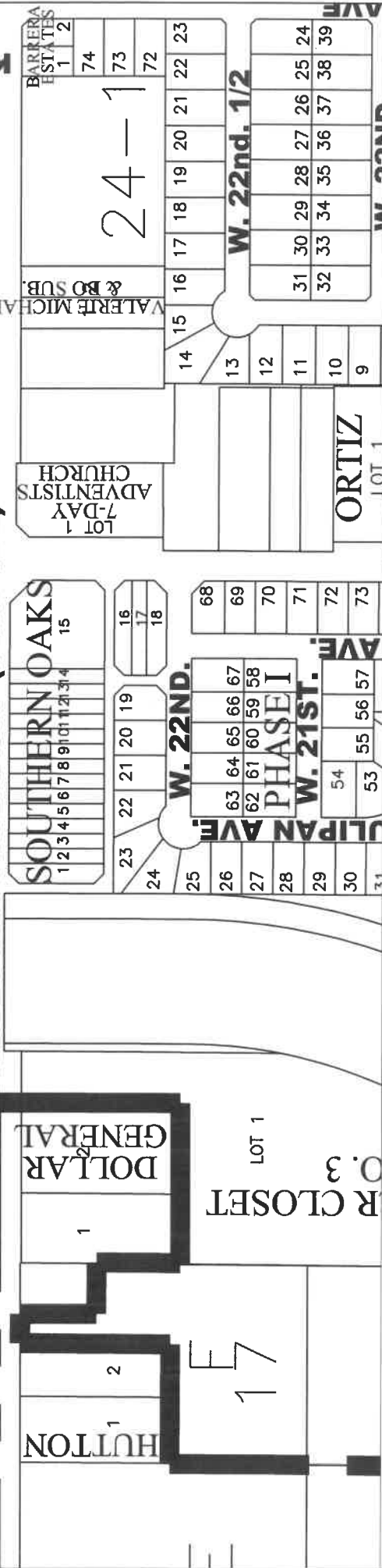
REVIEW COMMENTS: Staff notes that the property owner has two adjacent lots to this and Mr. Solis will be able to utilize those parking spaces for his business. Staff mailed out 28 notices to property owners within 200' radius and staff has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval subject to:

- 1) 2-year re-evaluation to continue to assess this operation,
- 2) Compliance with all City Codes (Building, Fire, Parking, etc.),
- 3) No tables or chairs in parking lot, and
- 4) CUP not transferable to others



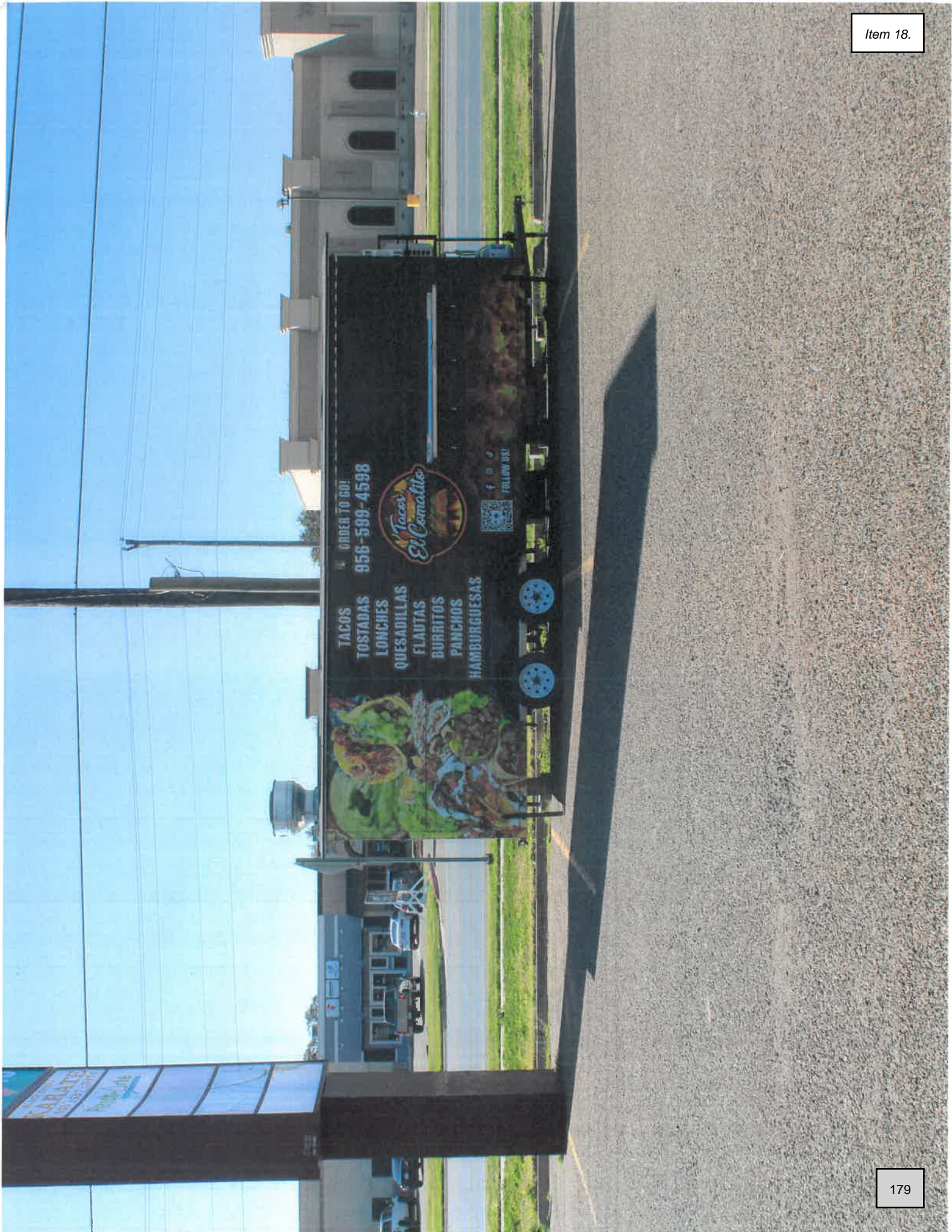
W. GRIFFIN PARKWAY (F.M. 495)



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78702
 PH: (956) 380-8672
 FAX: (956) 380-8680

Item 18.

No.





ORDER TO GO!
 956-599-4598

Tacos El Comalito

TACOS
 TOSTADAS
 LONCHES
 QUESADILLAS
 FLAUTAS
 BURRITOS
 PANCHOS
 HAMBURGUESAS

ORDER TO GO!
 956-599-4598

f i d
 FOLLOW US!

PLANCH-ORTE
 (956) 537-7470

ARCILLA
 EVENT CENTER



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

I4049-01-000-0002-00 (582864)
 MAROMATO LLC
 1905 JIM SCHRODER DR
 MISSION TX 78573-8409

I4049-01-000-0003-00 (582865)
 MAROMATO LLC
 1905 JIM SCHRODER DR
 MISSION TX 78573-8409

I4049-01-000-0004-00 (582866)
 MAROMATO LLC
 1905 JIM SCHRODER DR
 MISSION TX 78573-8409

I4049-01-000-0005-00 (582867)
 MAROMATO LLC
 1905 JIM SCHRODER DR
 MISSION TX 78573-8409

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

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

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

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

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

L5660-00-000-0004-00 (592226)
 GARZA HECTOR & SANDRA
 1807 LIZ DR
 MISSION TX 78574

L5660-00-000-0005-00 (592227)
 VAUGHN CORNELIUS ALEXANDER
 1809 LIZ DR
 MISSION TX 78574

L5660-00-000-0006-00 (592228)
 ESPINOZA NIDIA E
 1811 LIZ DR
 MISSION TX 78574

L5660-00-000-0007-00 (592229)
 AP PROPERTIES LP
 11916 N BRYAN ROAD
 MISSION TX 78573

L5660-00-000-0008-00 (592230)
 ZAMORA RUBEN & JUANITA TAYLOR
 1815 LIZ DR
 MISSION TX 78574

L5660-00-000-0009-00 (592231)
 TREVINO MYRNA A
 1817 LIZ DR
 MISSION TX 78574

L5660-00-000-0010-00 (592232)
 YBARRA MARCELINO & MARIBEL
 2301 TULIPAN AVE
 MISSION TX 78574

L5660-00-000-0048-00 (592270)
 BROWNING EDWARD LEE & MONICA DE
 1812 LIZ DR
 MISSION TX 78574

L5660-00-000-0049-00 (592271)
 NAVA REYNALDO M RAMIREZ & MARIA I
 1810 LIZ DR
 MISSION TX 78574

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

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

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

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

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

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

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



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Susana De Luna, Planning Director

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

NATURE OF REQUEST:

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

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) 6 months re-evaluation to assess this new operation; 2) Compliance with all City Codes (Building, Fire, Sign, etc.); 3) Compliance with Section 1.57-3 of the landscaping and buffering code on outside storage. Regarding the later condition of approval, the rear storage area of the site must be completely screened from public view. 4) Acquisition of a Business License; and 5) CUP not transferable to others.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

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

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of February 14, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the 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, February 26, 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
1523 E. IH 2 Lot 6, Henry Saenz Subdivision	To Keep a Portable Building for Sales Office Use – Pitayo Auto Sales	<ol style="list-style-type: none"> 1) 6 month re-evaluation to assess this new operation; 2) Compliance with all City Codes (Building, Fire, Sign, etc.) 3) Compliance with Section 1.57-3 of the Landscaping and Buffering Code on outside storage. Regarding the later condition of approval, the rear storage area of the site must be completely screened from public view; 4) Acquisition of a business license; and 5) CUP not transferable to others

READ, CONSIDERED AND PASSED, this the 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 2.2

CONDITIONAL USE PERMIT: To keep a Portable Building for
Sales Office Use – Pitayo Auto Sales
1523 E. Interstate Highway 2
Lot 6, Henry Saenz Subdivision
C-4
Pitayo Auto Sales & Auto Parts
c/o Ricardo Gomez, Jr.

REVIEW DATA

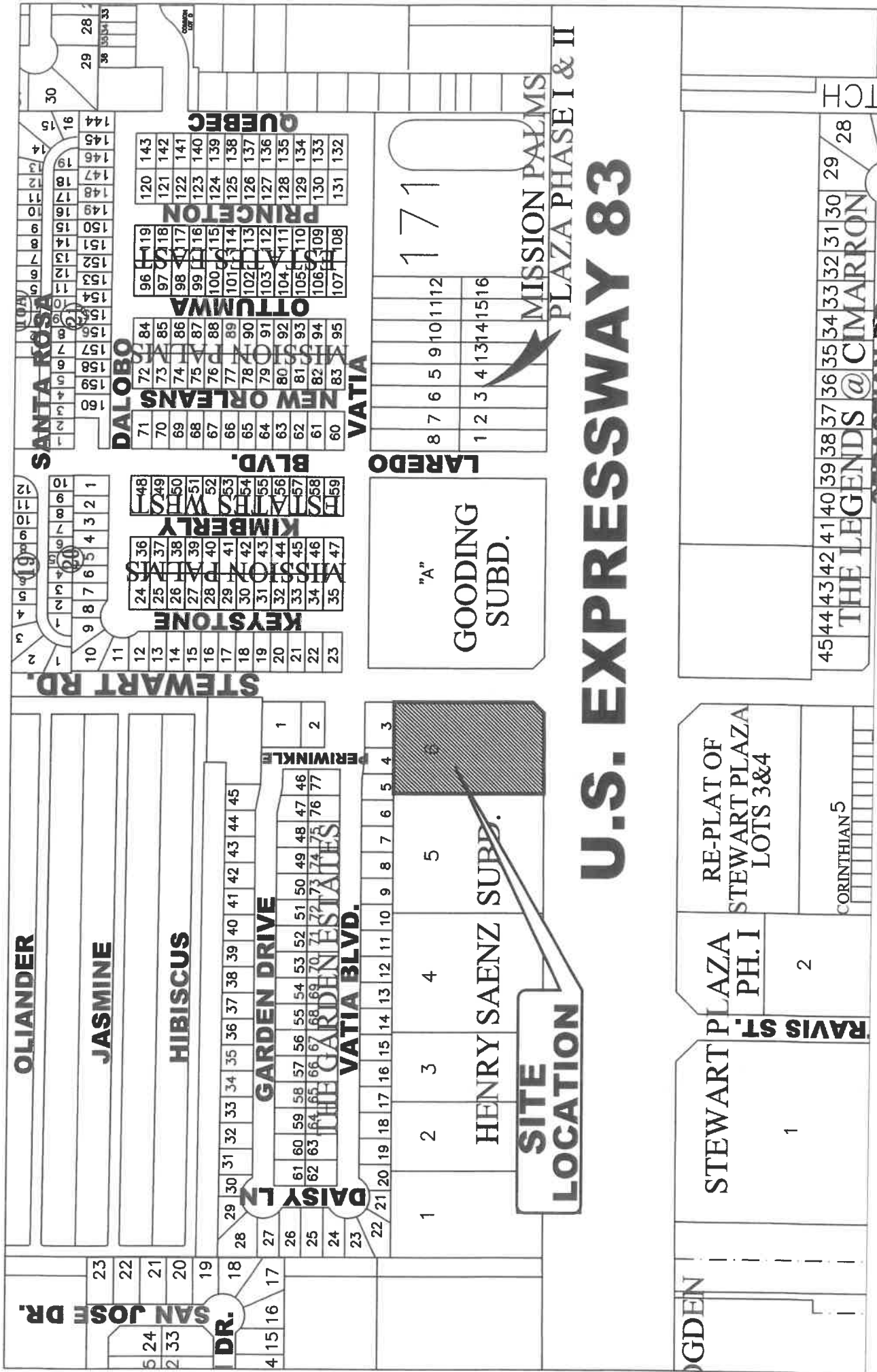
The subject site is located on the NW corner of Interstate Highway 2 and Stewart Road —see vicinity map. The request is to keep a portable building to be used as a sales office in conjunction with another car lot business. Staff notes that this same portable building has been used as a sales office since January 26, 2005. Since the CUP is not transferable to others, the applicant desires his own CUP to continue the use of the portable building as a sales office. It is noted that Lots 1-5 of this subdivision all have portable buildings thereon that are also used as automobile sales offices.

- **Hours of Operation:** Monday to Friday from 10am to 6pm and Saturdays from 10am to 5pm
- **Staff:** Owner and 1 employee
- **Parking & Landscaping:** A 193' X 84' asphalt area exists in the front of the building. It will serve as the display area for the vehicles and parking for patrons as well. A minimum of 5 parking spaces are required for the proposed use based on the square footage of the building. Staff observes that the lot is in a highly visible area—NW corner area of U.S. Expressway 83 and Stewart Road. Like we have done with the other existing auto and truck sales dealers in the area, we are asking that the applicant improve the landscaping in the front display area of the lot.

RECOMMENDATION: Staff recommends approval subject to:

1. 6 month re-evaluation to assess this new operation,
2. Compliance with all City Codes (Building, Fire, Sign, etc.)
3. Compliance with Section 1.57-3 of the Landscaping and Buffering Code on outside storage. Regarding the later condition of approval, the rear storage area of the site must be completely screened from public view,
4. Acquisition of a Business License, and
5. CUP not transferable to others.

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

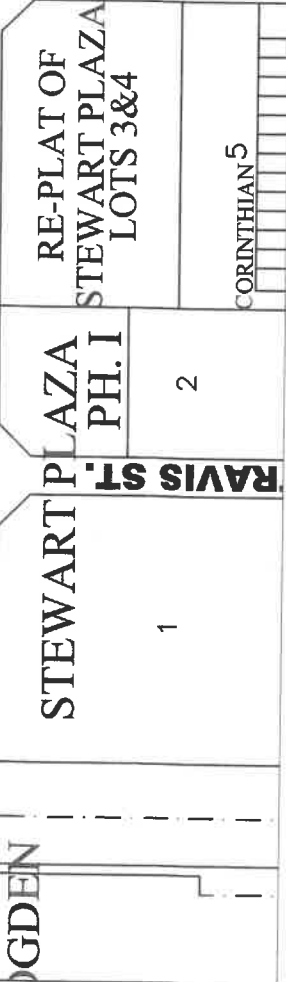


U.S. EXPRESSWAY 83

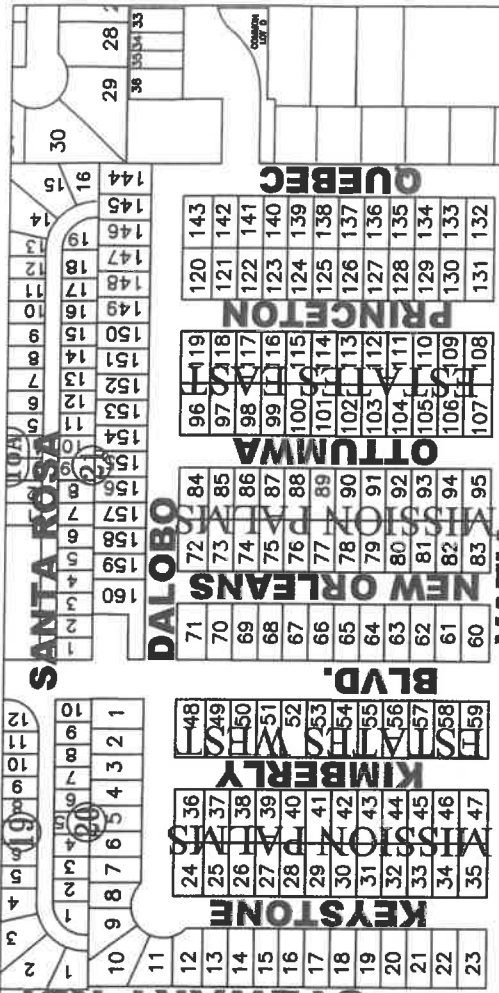
SITE LOCATION

"A"
 GOODING SUBD.

MISSION PALMS
 PLAZA PHASE I & II



THE LEGENDS @ CIMARRON

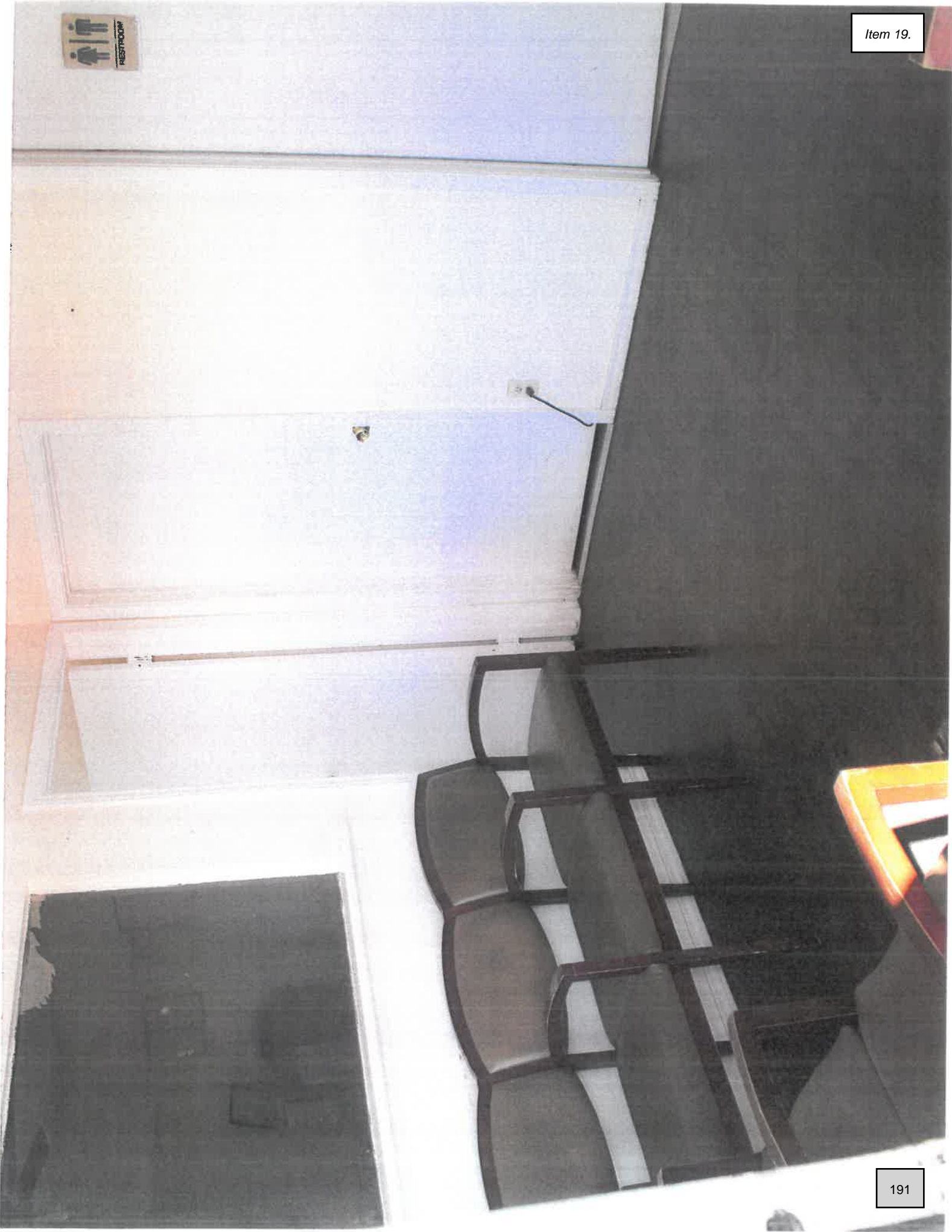












G5785-00-000-000A-00 (514700)
 DUAL ELECTRICAL SERVICES LLC
 723 RENNEE DR
 KATY, TX 77450-2122

M5221-00-000-0022-00 (240835)
 GONZALEZ MARIN GRACIA
 120 KEYSTONE ST
 MISSION TX 78572

M5221-00-000-0023-00 (240836)
 TREVINO FELIX JR & MARIA GLORIA
 1304 S YANTONST
 ALTON, TX 78573

S0020-00-000-0005-00 (507924)
 FIGUEROA DIANA S
 1818 NORTHGATE LANE
 MCALLEN TX 78504

S0020-00-000-0006-00 (507925)
 RAMIREZ YOLANDA S
 111 LAKE ESTATES DR
 MONTGOMERY TX 77356

T3252-00-000-0001-00 (550725)
 MONTALVO JULIO C & MARIA DOLORE
 308 PERIWINKLE ST
 MISSION TX 78572

T3252-00-000-0003-00 (550728)
 MURILLO GERARDO
 8214 LANHAM LANE
 HOUSTON TX 77075

T3252-00-000-0004-00 (550729)
 MUNOZ YRMA NAJERA
 1516 VATIA BLVD
 MISSION TX 78572

T3252-00-000-0005-00 (550730)
 CRISTOBAL JUANITA & ENRIQUE
 1514 VATIA BLVD
 MISSION TX 78572

T3252-00-000-0006-00 (550731)
 VEGA ALEJANDRO & PATRICIA VEGA
 1512 VATIA BLVD
 MISSION TX 78572

T3252-00-000-0007-00 (550732)
 TORRES ANTONIO & BEATRIZ
 3706 FALCON DR
 MISSION TX 78572

T3252-00-000-0008-00 (550733)
 RIVERA BRANDON
 1508 VITIA BLVD
 MISSION TX 78572

T3252-00-000-0009-00 (550734)
 GARCIA MIRNA GABRIELA
 1506 VATIA BLVD
 MISSION TX 78572

T3252-00-000-0046-00 (550771)
 ZUNIGA MIGUEL A & PALOMA J
 1514 GARDEN DR
 MISSION TX 78572

T3252-00-000-0047-00 (550772)
 CANTU SILVIA RUTH DE LA GARZA
 1512 GARDEN DR
 MISSION TX 78572

T3252-00-000-0074-00 (550799)
 FERNANDEZ ELIA M
 1509 VATIA BLVD
 MISSION TX 78572

T3252-00-000-0075-00 (550800)
 MENDOZA MARTIN & MARTHA A
 1511 VATIA BLVD
 MISSION TX 78572

T3252-00-000-0076-00 (550801)
 SALINAS ISRAEL JR & MARLENE
 1513 VATIA BLVD
 MISSION TX 78572

T3252-00-000-0077-00 (550802)
 OLIVARES CELSO DANIEL
 2804 E 25TH ST
 MISSION TX 78574



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – Angel’s Kitchen, 2005 W. Mile 3 Road, Ste. 1700, Lot 7, Block 4, Taurus Estates No. 9 Phase I, C-3, Angel’s Kitchen, LLC, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

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

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) 2 years re-evaluation at which time the applicant will have to renew his CUP & TABC License; 2) Must comply with all City Codes (Building, Fire, etc.); and 3) Waiver of the 300’ separation requirement from residential homes.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager’s Recommendation: Approval *RP*

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

_____ AYES
_____ NAYS
_____ DISSENTING _____

ORDINANCE NO. _____

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

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of February 14, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the 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, February 26, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit renewal:

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

Legal Description	Type	Conditions of Approval
2005 W. Mile 3 Road, Ste. 1700 Lot 7, Block 4, Taurus Estates No. 9 Phase I	Sale & On-Site Consumption of Alcoholic Beverages – Angel’s Kitchen	<ol style="list-style-type: none"> 1) 2 years re-evaluation at which time the applicant will have to renew his CUP & TABC License 2) Must comply with all City Codes (Building, Fire, etc.); and 3) Waiver of the 300’ separation requirement from residential homes.

READ, CONSIDERED AND PASSED, this the 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 2.3

CONDITIONAL USE PERMIT: Sale & On-Site Consumption of Alcoholic Beverages – Angel’s Kitchen
 2005 W. Mile 3 Road, Ste. 1700
 Lot 7, Block 4, Taurus Estates No. 9 Phase I
 C-3
 Angel’s Kitchen, LLC
 c/o Antonia Hernandez

REVIEW DATA

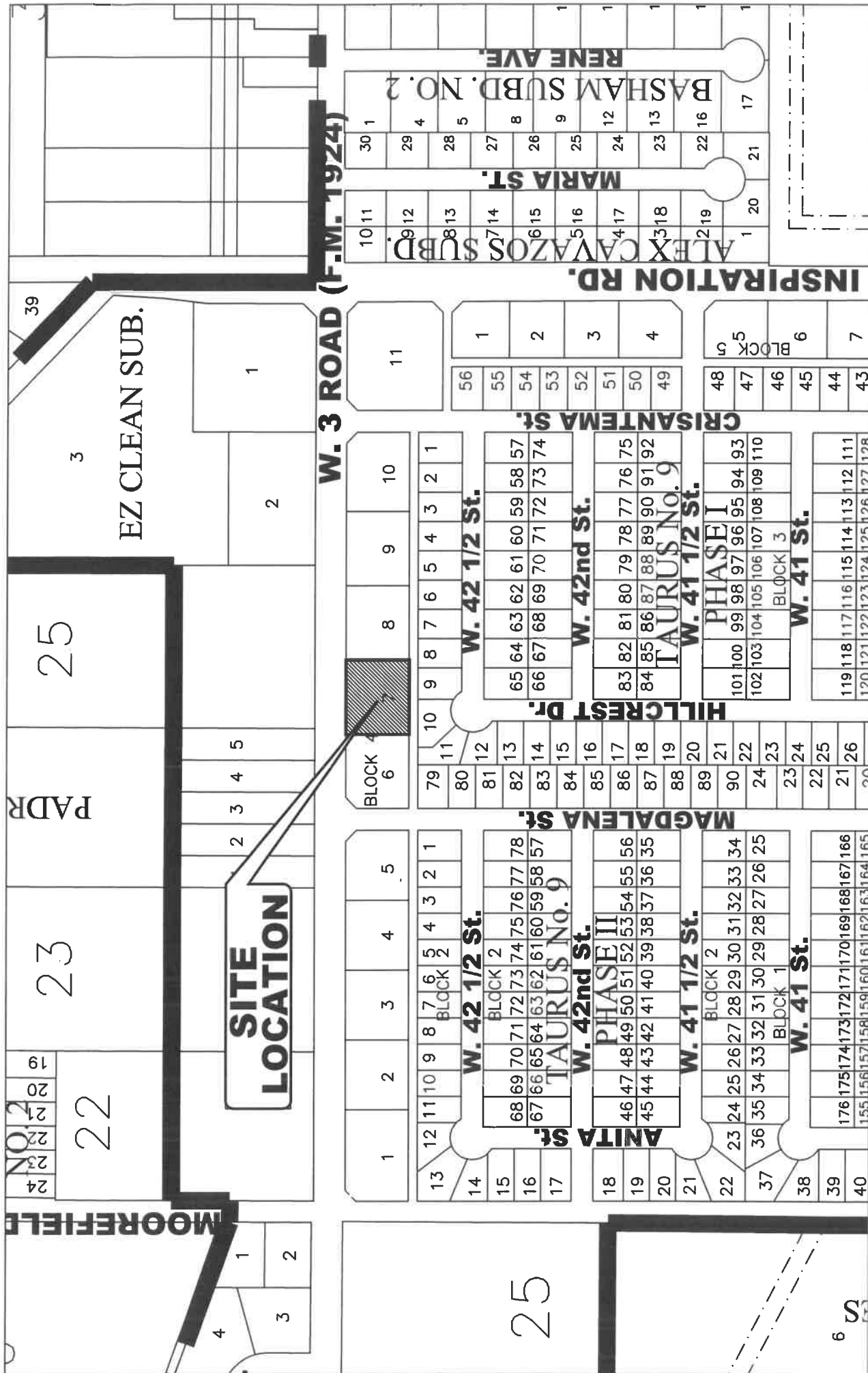
SITE: The site is located approximately 1/8 of a mile west of Inspiration Road along the south side of W. Mile 3 Road – **see vicinity map**. The applicant has been running the business at this location and would now like to offer alcoholic beverages with his meals. Access to this location is off of a 36’ driveway of W. Mile 3 Road, a 30’ driveway off of Crisantema Street and another along Magdalena Avenue.

- **Hours of Operation:** Monday – Friday from 8am to 9pm, Saturday from 8am to 7pm, and Sunday from 8am to 3pm
- **Staff:** 4 employees
- **Parking & Landscaping:** In reviewing the floor plan, there is a total of 53 seating spaces, which require 18 parking spaces (53 seats/1 space for every 3 seats = 17.6 parking spaces). It is noted that the parking area is held in common in this commercial plaza (165 existing parking spaces) and is shared with other businesses. Staff notes that the parking would need to be re-stripped, potholes fixed and add landscaping.
- **Sale of Alcohol:** This request is compliant to Sec. 6-4 which requires that no alcoholic beverages be sold within 300’ of church, public or private school, private hospital, or residential uses. There is a residential subdivision within 300’; however, P&Z and the Council have waived this separation requirement in previous CUP’s.

REVIEW COMMENTS: Staff mailed out 24 notices to property owners within 200’ radius of the site, and as of this writing, staff has not received any comments in favor or against this request. Since the sale of alcohol is not the primary use, staff does not object to this proposal.

RECOMMENDATION: Staff recommends approval subject to:

- 1.) 2 years re-evaluation at which time the applicant will have to renew his CUP & TABC License,
- 2.) Must comply with all City Codes (Building, Fire, etc.), and
- 3.) Waiver of the 300’ separation requirement from residential homes.



Item 20.

No.



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

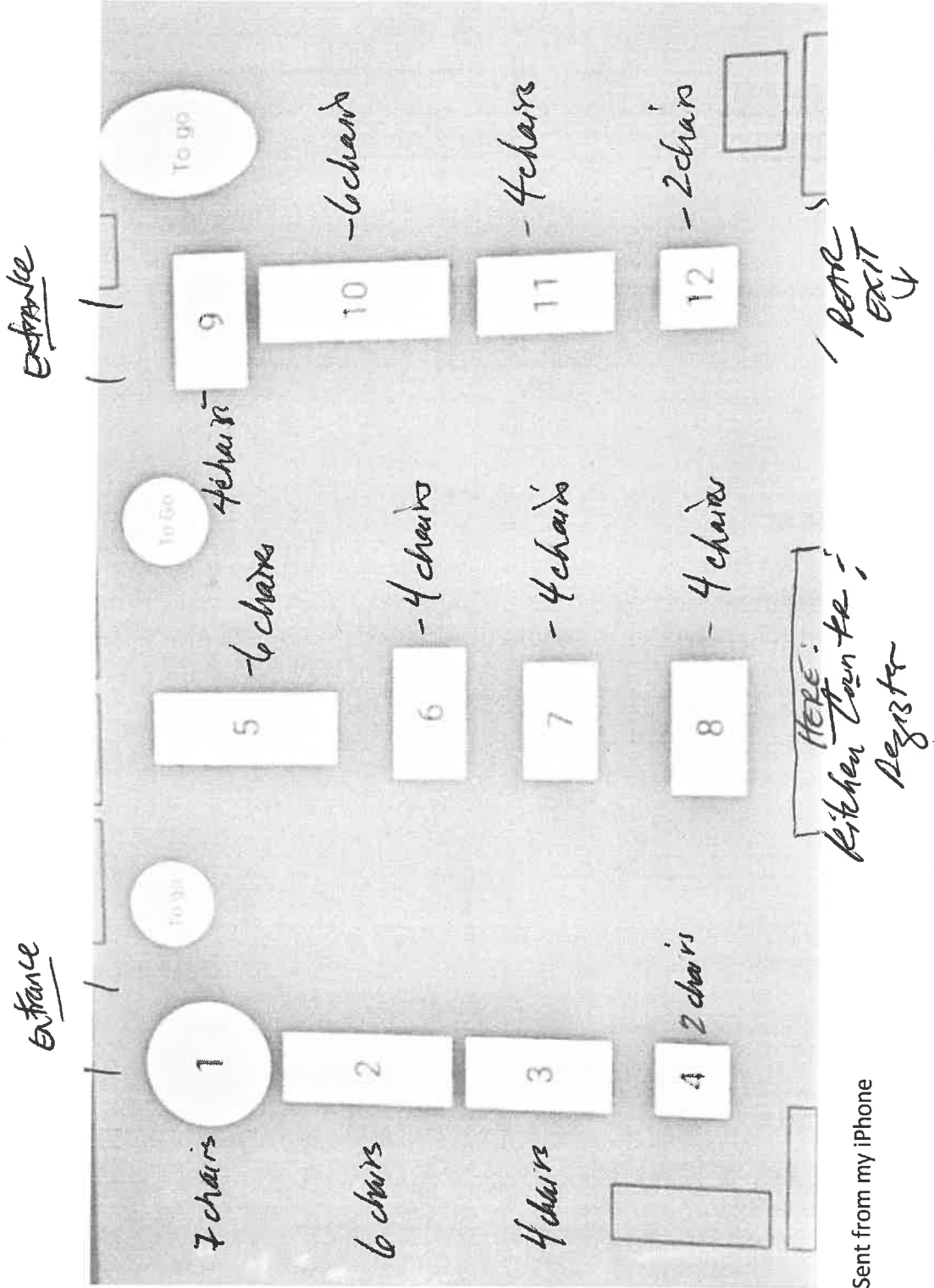
PH: (956) 580-8672
 FAX: (956) 580-8680



From: Joel Molano
Sent: Tuesday, January 9, 2024 12:53 PM
To: Joel Molano
Subject: Kitchen

Angel's Kitchen, LLC

12 Tables
53 chairs



Sent from my iPhone

EX. "B"



JAVIS LIQUOR STORE

Angel's Kitchen
MEXICAN RESTAURANT

NOW OPEN

1600

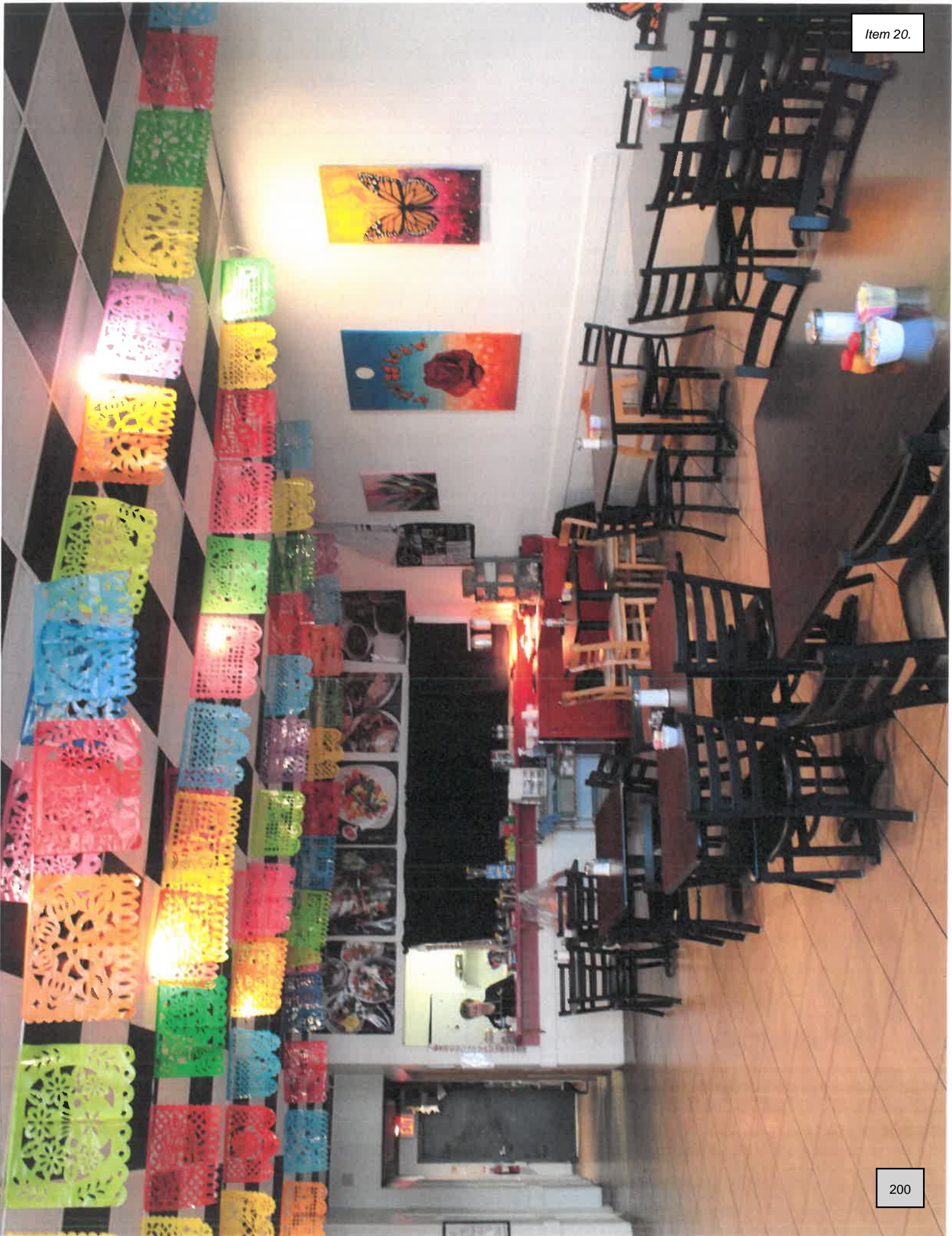
JAVIS LIQUOR STORE
LIQUOR • BEER • CIGARETTES
(956)598-5032

1700
OPEN
MEXICAN RESTAURANT

SUPPLEMENT STORE
OPEN
SUNSHINE SUPPLY

Item 20.

199





Angel's Kitchen

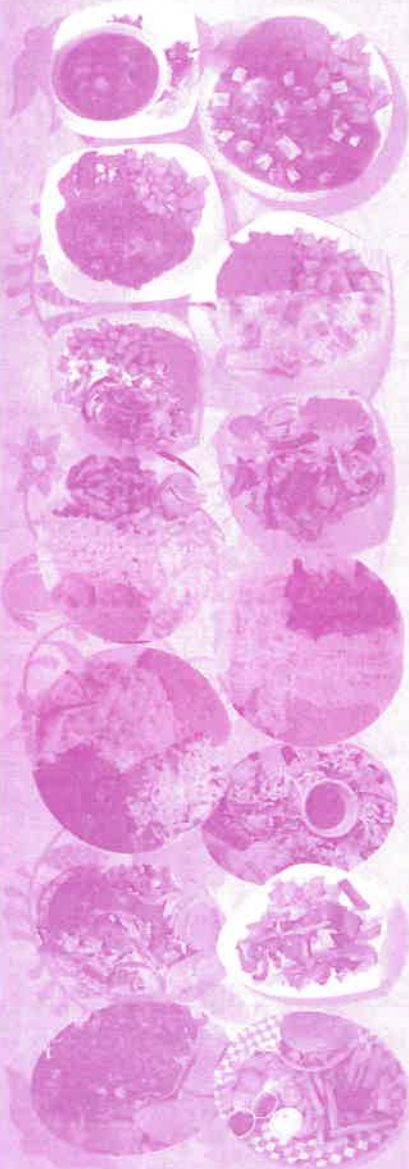
LLC MEXICAN RESTAURANT

2005 W. 3 MILE RD. SUITE 1700 MISSION, TX 78573
 (956) 598-5569
 Angel's Kitchen

Desde 2020 Sirviendo al Valle TX

Apetizers

Guacamole..... \$ 7.99 Chori queso..... \$ 7.49



Desayunos Caseros

Pancakes (2) Huevos, Tocino o Sausage y Hash Brown \$ 7.99
 Tonie's Plate (2) Huevos, (2) Sausage (1) Hash Brown y Pan Tostado \$ 6.99
 Jade's Plate (2) Huevos, Tocino o Sausage y Frijoles \$ 6.99
 Angel's Plate (2) Huevos, Principio de Menudo, Papas, Frijoles (Barbacoa, Chuleta o Bistec) \$ 11.99

Almuerzos Clásicos

Pancakes (2) \$ 3.99
 Bisquit \$ 2.99
 Avena Med. \$ 3.99 Gde. \$ 5.99

Almuerzos

TODOS LOS PLATOS VIENEN ACOMPAÑADOS CON FRUJLES REFritos Y PAPAS

HUEVOS AL GUSTO

Papas, Jamón, Chorizo, Migas, a la Mexicana \$ 6.99
 Divorciados \$ 6.99
 Rancheros \$ 6.99
 Machacado \$ 7.99
 Chori salsa \$ 7.99
 Chori salsa con queso..... \$ 8.99
 Tocino \$ 7.99
 Papas a la Mexicana..... \$ 5.99
 Papas con Chorizo \$ 6.99
 Chilaquiles (Verde o Rojo) \$ 7.99
 (Con Pollo o Huevo)..... \$ 8.99

QUESOS

Queso - Jamón \$ 8.99
 Queso - Tocino..... \$ 8.99
 Queso - Vegetales..... \$ 8.99

TACOS DE ALMUERZO HARINA O MAIZ

Huevo, Papas, Chorizo, Jamón, a la Mexicana \$ 2.49
 Huevo, Machado o Tocino..... \$ 2.99

Comidas

PLATILLO INCLUYE ARROZ, FRUJLES, ENSALADA Y TORTILLAS

Bistec Ranchero o a la Mexicana \$ 9.99
 Fajita Plate (Toreada o Ranchera) (Boz)..... \$ 12.99
 Pechuga de Pollo a la plancha (8 oz) \$ 8.99
 Milanesa de Res \$ 9.99 de Pollo \$ 8.99
 Chuleta de Puerco \$ 8.99
 Enchiladas Mexicanas Pollo o Queso..... \$ 8.99
 4 enchiladas Max. de queso acompañado de 4 oz bistec..... \$ 10.99
 Enchiladas Americanas Carne, Pollo, Queso \$ 8.99
 Enchiladas Suizas \$ 8.99
 3 enchiladas suizas de pollo acompañado de bistec oz..... \$ 10.99
 Entomatadas \$ 8.99
 3 entomatadas de pollo acompañado de bistec 4oz..... \$ 10.99
 Enmoladas \$ 8.99
 Fajita de Pollo \$ 8.99
 Plato de Picadillo \$ 7.99
 Flautas de Pollo \$ 7.99 Deshebrada \$ 8.99
 Sincronizada \$ 8.99
 Papa Asada \$ 5.99 Bistec \$ 9.99
 Hamburguesa Mexicana \$ 9.99
 Hamburguesa \$ 7.99
 Tortas Milanesa, Bistec, Deshebrada \$ 9.99
 Panchos - Bistec o Pollo \$ 10.99
 4 Sapos de desobrada y bistec \$ 9.99 queso y pollo..... \$ 8.99



**TEXAS ALCOHOLIC
BEVERAGE COMMISSION**
Texas Helping Businesses & Protecting Communities

Document reference ID : 283815

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: 283815
Applicant Name: Angel's Kitchen Mexican Restaurant LLC
License Type applied for: Wine and Malt Beverage Retailer's On-Premise Permit (BG)

Entity Information

Business Structure: Limited liability company
FEIN/SSN Number: 853028985
Member Managed or Manager Managed: Member Managed
Historically Underutilized Business: Yes
Veteran-owned business: No
Fraternal Owned: No
Secretary of State Filing Number: 803765779
Date Filed: 9/17/2020
Filing State: TX

Primary Business Entity Contact Information

Legal First Name: Antonia
Legal Middle Name: Hernandez
Email Address: tonichapa@hotmail.com
Phone Number: 956-330-8987

Initial Application Information

Authority Type: I am a principal or authorized user with binding authority
Prefix: Mrs
Legal First Name: Antonia
Legal Last Name: NavaHernandez
Email Address: Toniechapa@hotmail.com
Phone Number: 956-330-8987

Principal Parties

Principal Parent Entity	Principal Party	Role	%Ownership
Angel's Kitchen Mexican Restaurant LLC	Antonia Hernandez	Member	100

Basic Business information

Business/Trade Name: Angel's Kitchen LLC Mexican Restaurant
What is your primary business at this location? Restaurant

Location's Phone Numbers

Business Phone Number 956-598-5569
Alternate Phone Number 956-330-8987

Location Address

Address: 2005 W Mile 3 Rd, Mission, TX, United States, Hidalgo 78573
Is your location within city limits? Yes

Mailing Address Information

Address: 2002 Citrus Groves St, Mission, TX, United States, Hidalgo 78574

Measurement Information

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

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

Location Additional Information

Is the proposed location in a hotel or motel?

No

Alcohol percentage

Up to
14%

Sixty Day Sign Requirements

Posted the 60 day sign: Yes

Date Posted: 12/31/2023

Projected Sales Information

Sales Year: 2024

Alcohol Sale: \$20,000.00

Food Sales: \$200,000.00

Total Sales: \$220,000.00

Property Ownership

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

Are you operating under? Lease

Franchise Agreement

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

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

Shared premise information

Do you share the premises with another business entity?

No

Property Ownership Details

Property Type

Property Ownership Type

Entity Name

Building

Owner

Sol-Guz2, LLC

Location Diagram

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



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

Item 20.

City Secretary/Clerk

City

,TEXAS

SEAL





TEXAS ALCOHOLIC BEVERAGE COMMISSION
Texas Helping Businesses & Protecting Communities

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

Section 11.37 & 61.37

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

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

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

OR

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

SIGN HERE

County Clerk

County

SEAL



TEXAS ALCOHOLIC BEVERAGE COMMISSION
Texas Helping Businesses & Protecting Communities

COMPTROLLER OF PUBLIC ACCOUNTS CERTIFICATES

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

Sales Tax Permit Number _____

Outlet Number _____

Print Name of Comptroller Employee _____

Print Title of Comptroller Employee _____

SIGN HERE

Comptroller Representative

City

,TEXAS

SEAL



**TEXAS ALCOHOLIC
BEVERAGE COMMISSION**
Texas Helping Businesses & Protecting Communities

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

T0941-09-003-0005-00 (649522)
 GARCIA ALEJANDRO A JR & PERLA S RUIZ
 1908 W 42 1/2 ST
 MISSION TX 78573

T0941-09-003-0006-00 (649523)
 MARTINEZ NORA MARIBEL
 1910 W 42 1/2 ST
 MISSION TX 78573

T0941-09-003-0007-00 (649524)
 REYNA GERMAN
 1912 W 42 1/2 ST
 MISSION TX 78573

T0941-09-003-0008-00 (649525)
 BARRERA JORGE & MIGDALIA
 2000 W 42 1/2 ST
 MISSION TX 78573

T0941-09-003-0009-00 (649526)
 TIJERINA DORA ELIA
 2002 W 42 1/2 ST
 MISSION TX 78573

T0941-09-003-0010-00 (649527)
 FERNANDEZ ASHLEY
 2004 W 42 1/2 ST
 MISSION TX 78573

T0941-09-003-0011-00 (649528)
 MERCADO CYNTHIA
 4211 HILL CREST DR
 MISSION TX 78573

T0941-09-003-0012-00 (649529)
 CARRILLO JOSE J
 4209 HILL CREST DR
 MISSION TX 78573

T0941-09-003-0013-00 (649530)
 RILEY FREDDIE EARL & CAROLYN GENI
 5211 80TH SW
 LAKEWOOD WA 98499

T0941-09-003-0063-00 (649580)
 GONZALEZ CLAUDIA ALONSO
 1913 W 42 1/2 ST
 MISSION TX 78573

T0941-09-003-0064-00 (649581)
 PENA VICTOR ALI & MELISSA JUDITH
 3303 FRESNO AVE BLDG 1
 HIDALGO TX 78557

T0941-09-003-0065-00 (649582)
 ACEVEDO RODOLFO J & AURORA
 2003 W 42 1/2 ST
 MISSION TX 78573

T0941-09-004-0006-00 (649651)
 VILLA VALENCIA LLC
 1804 BARBARA ST
 MISSION TX 78572

T0941-09-004-0007-00 (649652)
 SOL GUZ 2 LLC
 2005 W 3 MILE RD STE 900
 MISSION TX 78572

T0941-09-004-0008-00 (649653)
 SOLIS PERFECTO
 2005 W 3 MILE RD STE NO 900
 MISSION TX 78572

T0941-09-004-0009-00 (649654)
 WOODLANDS PLAZA LLC
 1606 PLATINUM ST
 PENITAS TX 78576

T0942-09-000-0079-00 (670951)
 SILVA FLOR ELIZABETH
 4208 MAGDALENA ST
 MISSION TX 78573

T0942-09-000-0080-00 (670952)
 GONZALEZ RAYMUNDO J
 4206 MAGDALENA ST
 MISSION TX 78573

T0942-09-000-0081-00 (670953)
 SANCHEZ ISAIAS
 4204 MAGDALENA ST
 MISSION TX 78573

N1200-03-000-0025-00 (245049)
 VASQUEZ JOHNATHAN & YOLANDA E
 2004 W MI 3 RD
 MISSION TX 78573

N1200-03-000-0025-10 (245050)
 BOSEL TRUDI
 PO BOX 391360
 MOUNTAIN VIEW CA 94039

P0017-00-000-0003-00 (612215)
 GARCIA AIDA O
 4617 CEDAR AVE
 MCALLEN TX 78501

P0017-00-000-0004-00 (612216)
 GARCIA AIDA O
 4617 CEDAR AVE
 MCALLEN TX 78501

P0017-00-000-0005-00 (612217)
 GARCIA AIDA O
 4617 CEDAR AVE
 MCALLEN TX 78501



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit: Drive-Thru Service Window – La Mexico, 4009 N. Inspiration Road, Lot 9, Block 5, Taurus Estates Subdivision No. 9 Ph. I, C-2, Blesson B. George, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

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

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) 1 year re-evaluation in order to assess this new business; 2) Must comply with all City Codes (Building, Fire, etc.) and 3) CUP not to be transferable to others.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

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

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of February 14, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the 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, February 26, 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
4009 N. Inspiration Road Lot 1, Treme Subdivision	Drive-Thru Service Window – La Mexico	1) 1 year re-evaluation to assess the new business; 2) Must comply with all City Codes (Building, Fire, etc.); and 3) CUP not to be transferable to others.

READ, CONSIDERED AND PASSED, this the 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 2.4

CONDITIONAL USE PERMIT: Drive-Thru Service Window
- La Mexico
4009 N. Inspiration Road
Lot 9, Block 5, Taurus Estates Subdivision No. 9 Ph. I
C-2
Blesson B. George

REVIEW DATA

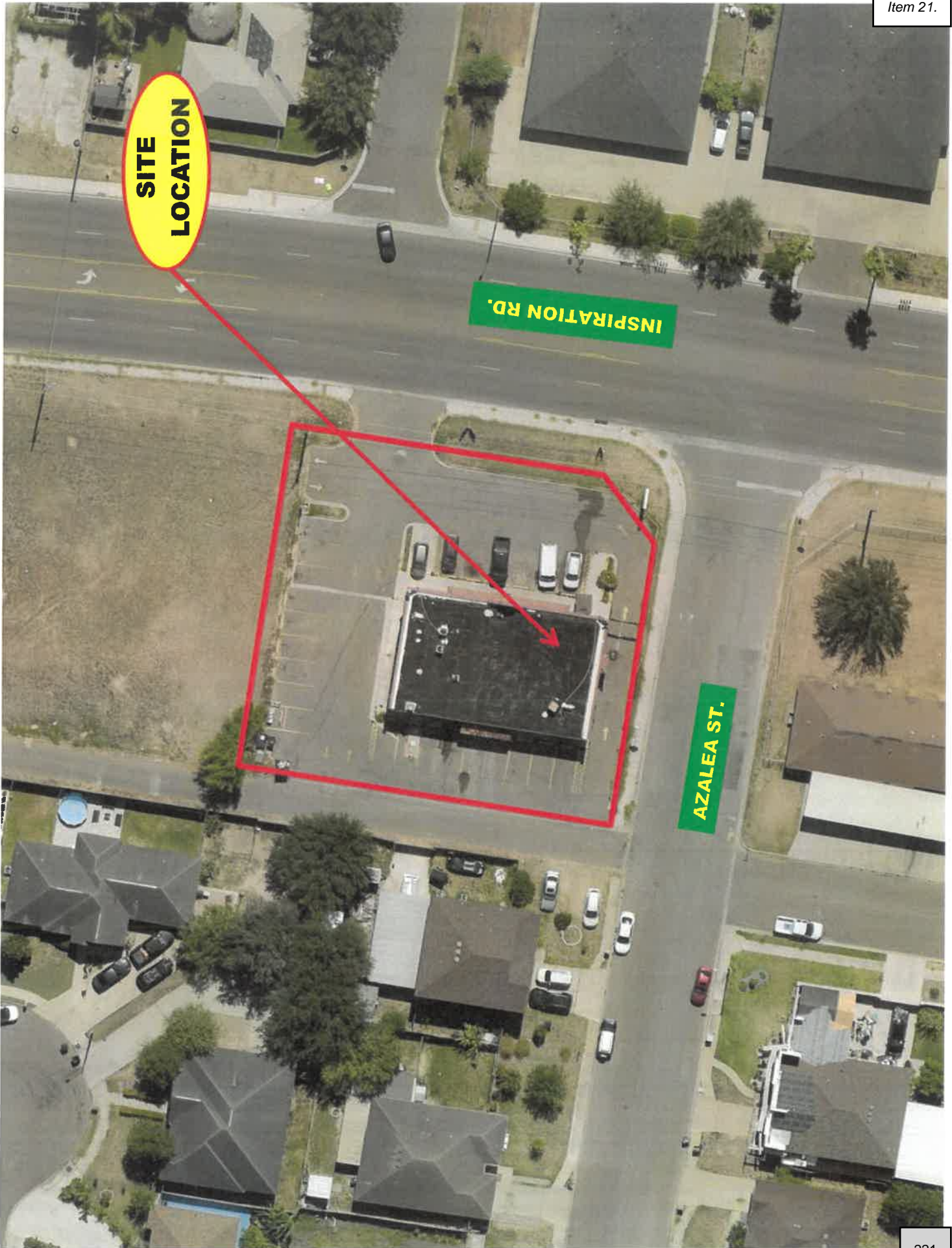
The 3,728' convenience store is located on the NW corner of Inspiration Road and Azalea Street. – see vicinity map. The applicant would like to renew the conditional use permit to keep utilizing the existing drive-thru service window for his business. The last CUP for the Drive-Thru Service Window was approved on September 26, 2022 for a period of 1 year. The site has a 30' access point off of Inspiration Road and a 24' access to an alley off of Azalea. Drive-thru customers would primarily use the Azalea alley access in order to utilize the drive-thru service window. The location of the window allows for enough stacking for at least 3 vehicles.

- **Hours of Operation:** Monday to Sunday from 6:00 a.m. to 1:00 a.m.
- **Staff:** 8 employees
- **Parking:** Based on the square footage of the building there are 12 parking spaces required. The applicant has 24 parking spaces, leaving 12 surplus spaces. Staff notes that the parking would need to be restriped and add more landscaping.

REVIEW COMMENTS: Staff mailed out 24 notices to property owners within 200' radius and 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 business;
- 2.) Must comply with all City Codes (Building, Fire, etc.), and
- 3.) CUP not to be transferable to others.





Item 21.





LA MEXICO
MEAT
VEGETALES • CARNE
OPEN FOR

ESPECIAL
BIS & D
PARTY
FAJ

Item 21.

C6170-01-000-0051-00 (564360)
 LAS PALMAS TRAILER PARK LLC
 1804 MAGNOLIA ST
 MISSION TX 78573

C6170-01-000-0052-00 (564361)
 CHAVEZ LUIS & ORALIA
 4006 N INSPIRATION RD APT 4
 MISSION TX 78573

C6170-01-000-0053-00 (564362)
 GONZALEZ EVA IDALIA
 1513 GARDEN DR
 MISSION TX 78572

W0100-00-032-0001-00 (317525)
 PADRON ARMANDO & ERIKA
 2808 SANTA TERESA
 MISSION TX 78572

C6170-01-000-001A-00 (614074)
 SANTANA EDGAR JAVIER & MARIA DE LA
 1822 MAGNOLIA ST
 MISSION TX 78573

T0941-09-003-0039-00 (649556)
 GUTIERREZ GUADALUPE & SUSANA
 1901 MAGNOLIA ST
 MISSION TX 78573

T0941-09-003-0040-00 (649557)
 VASQUEZ FLORENTINO JR & DULCE CRUZ
 4010 CRISANTEMA ST
 MISSION TX 78573

T0941-09-003-0041-00 (649558)
 ALANIS JOSE R & RITA M RIOS
 4012 CRISANTEMA ST
 MISSION TX 78573

T0941-09-003-0042-00 (649559)
 HARO PEDRO ALAN CORREA
 4014 CRISANTEMA
 MISSION TX 78573

T0941-09-003-0043-00 (649560)
 BARRERA HECTOR ANGEL
 4016 CRISANTEMA ST
 MISSION TX 78573

T0941-09-005-0007-00 (649663)
 CHAPA JOSE M & ALMA D
 802 PARADISE CIR
 PALMVIEW TX 78572

T0941-09-005-0008-00 (649664)
 PADRON ERIKA
 2808 SANTA TERESA
 MISSION TX 78572

T0941-09-005-0009-00 (649665)
 LEAL SAUL C & NORMA I
 JUAN A LOZANO & MARIA A MENDEZ
 4009 N INSPIRATION RD
 MISSION TX 78573

T0941-09-005-0010-00 (649666)
 CHAPA JOSE M & ALMA D
 802 PARADISE CIR
 PALMVIEW TX 78572

T0941-09-005-0011-00 (649667)
 CHAPA JOSE M & ALMA D
 802 PARADISE CIR
 PALMVIEW TX 78572

T0943-09-000-0001-00 (670975)
 PEREZ GONZALO HUGO
 1900 AZALEA ST
 MISSION TX 78573

T0943-09-000-0002-00 (670976)
 NAVARRO JENNY RAE & MARGARITO
 FIDELA RAMIREZ
 1902 AZALEA ST
 MISSION TX 78573

T0943-09-000-0003-00 (670977)
 RAMOS JOSUE P
 3408 SAN ESTEBAN ST
 MISSION TX 78572

T0943-09-000-0079-00 (671053)
 DELGADO IGNACIO & BELINDA S
 1900 W 40TH ST
 MISSION TX 78573

T0943-09-000-0080-00 (671054)
 DE LA CRUZ MELISSA
 1902 W 40TH ST
 MISSION TX 78573

T0943-09-000-0130-00 (671104)
 BARRERA NORBERTO III
 3301 HARVEY DR
 MCALLEN TX 78501

T0943-09-000-0131-00 (671105)
 HOYUELA MARIA ESTHER & ERIK
 301 N JO BETH ST
 ALTON TX 78573

T0943-09-000-0132-00 (671106)
 OROZCO RAUL
 1901 AZALEA ST
 MISSION TX 78573



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Approval of Minutes – Carrillo
 Regular Meeting – February 12, 2024

NATURE OF REQUEST:

See Attached Minutes

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



MINUTES

PRESENT:

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

ALSO PRESENT:

Irma Flores Lopez
Alix Pulido
JD Villarreal
Carlos Hernandez
Karina Cardoza
Lea Juarez
Nikki Matick
Brenda Enriquez
Julio Cerda
Romeo Sanchez
Mellie Becho
Mario Cantu
Armando O'cana

ABSENT:

STAFF PRESENT:

Anais Chapa, Assistant City Secretary
David Flores, Asst. City Manager
Juan Pablo Terrazas, Asst. City Manager
Andy Garcia, Asst. City Manager
Angie Vela, Finance Director
Adrian Garcia, Fire Chief
Michael Elizalde, Director of Grants & Strategic Dev.
Susie De Luna, Planning Director
Alex Hernandez, Assistant Planning Director
Noemi Munguia, HR Director
Robert Hinojosa, Director of Organizational Dev.
Abram Ramirez, IT Director
Mary Hernandez, Veterans Cemetery Director
Abel Bocanegra, P.E., City Engineer
Cesar Torres, Chief of Police
Joanne Longoria, CDBG Director
JC Avila, Fleet Director
Yenni Espinoza, Library Director
Jesse Mares, Facilities Supervisor
Roel Mendiola, Sanitation Dept. Director
Jesse Lerma Civil Service Director
Kenia Gomez, Media Relations Director
Stephen Kotsatos, Health Director
Michael H. Fernuik, Golf Course Director
Jose Silva, Internal Auditor
Brad Bentsen, Parks & Recreation Director
Miguel Pescador, Purchasing Director
Cynthia Lopez, Museum Director
S. Swink, Police Officer

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

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

INVOCATION AND PLEDGE ALLEGIANCE

Councilman Alberto Vela led the invocation and Pledge of Allegiance.

DISCLOSURE OF CONFLICT OF INTEREST

Councilman Vela signed a disclosure of conflict of interest for agenda item number 38.

PRESENTATIONS

1. Proclamation - Rotary Club of Mission 119th Anniversary – Carrillo

Councilwoman Jessica Ortega moved to approve the Proclamation – Rotary Club of Mission 119th Anniversary. Motion was seconded by Mayor Pro Tem Ruben Plata and approved unanimously 5-0.

2. Proclamation - Black History Month – Carrillo

Mayor Pro Tem Plata moved to approve the Proclamation – Black History Month. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

3. Recognition of Mission High School Junior Class – Torres

Cesar Torres, Chief of Police, recognized the Mission High School Junior Class for their efforts in helping make the “Kops for Kids” event a great success. The MHS Junior Class puts in a great effort to collect toy donations for this event. Due to their hard work, the Mission Police Department is able to distribute hundreds of toys throughout our community.

4. Presentation of 2023 Annual Crime Report – Torres

Police Chief Cesar Torres presented the 2023 Annual Crime Report. The annual crime report painted a picture of crime rate and how it was addressed. When a crime was committed, there was a process that followed. An officer took the report which was then assigned to investigations where a case would be opened. The crime analyst would then review said case and report it accordingly. The Mission Police Department had implemented several programs to deter crime. In 2023, a total of 3,563 offense reports were created. In comparison to 2022, the crime rate decreased by a total of 2399%.

5. Paint Mission Beautiful Presentation – Mendiola

Roel Mendiola, Sanitation Director, presented an upcoming project, “Paint Mission Beautiful”, which is a joint effort between Keep Mission Beautiful and the Community Development Block Grant (CDBG). This project would afford low income, elderly and/or disabled residents an opportunity to have their home repainted and their yards beautified. This would be done by community volunteers and school groups. The program was set to kick off on April 6, 2024.

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

Brenda Enriquez, Mission Chamber of Commerce President, spoke about upcoming events such as: Buenas Tardes Luncheon on Thursday, February 14th, Ribbon Cutting for Rally Credit Union on February 20th, February 22nd Educational Session on branding your business and

membership mixer, February 23rd Book Signing, February 29th Ribbon Cutting for the Recycling Drop off Center, Friday March 1st Annual Winter Texan Fiesta.

7. Departmental Reports – Perez

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

8. Citizen's Participation – Garza

Alix Pulido, of Freedom Life Church, stated that they were excited to be having their “Love Week” Valentines Campaign. During this time, they have been doing random acts of kindness, giving back to our community. She encouraged everyone to take part in the campaign and spread love and kindness.

JD Villarreal wanted to give his compliments to the city for their work on the Stewart Road project. He was thankful that the city took on this projected and executed it so well despite of bad weather days and delays. He thanked Mr. Bocanegra, City Engineer and the council for all their efforts in making the project a success.

Irma Flores Lopez, 1201 Keralum, stated she was pleasantly surprised to see the updated financial statements online. She reiterated how important it was to be transparent and provide this information to the public. Ms. Flores was also delighted that there were now water fountains at Astroland Park and was excited to see that the restrooms were coming soon. She also stated that she went to a Texas Citrus Fiesta meeting and was delighted to see how everyone greeted her and suggested that the council also greet everyone as we are a friendly city.

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

9. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – Taboo Bar & Grill, 608 N. Shary Road, Suites 9 & 10, Lot 1, Alba Plaza, C-3, BGD Investments, LLC, and Adoption of Ordinance#5439- De Luna

On January 24, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site was located ¼ mile south of East Business Highway 83 within a commercial plaza along the east side of Shary Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Mr. George, owner of Taboo Bar & Grill, stated that while they have been in business, they have not had many issues. The two incidents that occurred and were reported happened outside of the establishment. Other than those two reports, they have not had any other problems.

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

Mayor Pro Tem Plata moved to approve the Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – Taboo Bar & Grill, 608 N. Shary Road, Suites 9 & 10, Lot 1, Alba Plaza, C-3, BGD Investments, LLC, and Adoption of Ordinance#5439. Motion was seconded by Councilman Vela and approved 5-0.

ORDINANCE NO. 5439

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR THE SALE & ON-SITE
CONSUMPTION OF ALCOHOLIC BEVERAGES – TABOO BAR & GRILL, 608 N. SHARY
ROAD, SUITES 9 & 10, LOT 1, ALBA PLAZA

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

10. Approval of Minutes – Carrillo

Regular Meeting – January 22, 2024

Special Meeting – January 24, 2024

11. Acknowledge Receipt of Minutes – Perez

Shary Golf Course – December 13, 2023

Citizen’s Advisory Committee – December 12, 2023

Parks & Recreation Board – December 12, 2023

Mission Tax Increment Reinvestment Zone – November 28, 2023

Mission Redevelopment Authority – November 28, 2023

Mission Economic Development Corporation – November 29, 2023

Mission Economic Development Authority – November 29, 2023

Mission Education Development Council – October 25, 2023

Ambulance Board Meeting – October 19, 2023

Civil Service Commission – December 13, 2023

12. Authorization to Solicit bids for Disaster Shelter Concrete Pad and Carport at the Parks and Recreation Building utilizing CDBG funds – Garcia

Staff was seeking authorization to solicit bids for Disaster Shelter Concrete Pad and Carport at the Parks & Recreation building. The concrete pad/carport would be used to set-up portable shower/restroom trailer for use at the Warming Shelter for evacuees before, during and post disasters. Funding provided through the CARES ACT CDBG-CV to prevent, prepare for and respond to the COVID-19 Coronavirus pandemic.

13. Approval of Resolution #1879 supporting the proposed Anacua Senior Village, Ltd. application to the Texas Department of Housing and Community Affairs – Carrillo

Anacua Senior Village, Ltd, intended to submit an application to the Texas Department of Housing and Community Affairs for 2024 Competitive 9% Housing Tax Credits for Anacua Senior Village. This resolution confirms the city’s support of the proposed Anacua Senior Village application.

RESOLUTION NO. 1879

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION
SUPPORTING THE PROPOSED ANACUA SENIOR VILLAGE LTD, APPLICATION #24137

14. Approval of Resolution #1880 amending Resolution 1878 Section 5 calling a General Election in Mission, Texas to be held on May 4, 2024 providing for polling places and other matters relating to said election. – Carrillo

Early voting by personal appearance hours would be conducted from 7 a.m. to 7 p.m. Monday, April 22, 2024, thru Tuesday, April 30, 2024 – 7 a.m. 7 p.m. Polls would be close for voting on Sunday, April 28, 2024

RESOLUTION NO. 1880

APPROVAL OF RESOLUTION AMENDING RESOLUTION 1878 SECTION 5 CALLING A GENERAL ELECTION IN MISSION, TEXAS TO BE HELD ON MAY 4, 2024; PROVIDING FOR POLLING PLACES AND OTHER MATTERS RELATING TO SAID ELECTION.

15. Approval of Resolution #1881 to conduct joint elections with Mission Consolidated Independent School District in accordance with Texas Education Code Section 11.0581 – Carrillo

Texas Education Code Section 11.0581 required that School Districts conduct joint elections with the city located in the school district for their Board of Trustees Elections Section 11.0581 stated that the voters of the joint election shall be served by a common place.

RESOLUTION NO. 1881

THAT THE CITY AGREES TO HOLD ITS MAY 4, 2024 ELECTIONS JOINTLY WITH THE SCHOOL DISTRICT. THAT MISSION HIGH SCHOOL AND PARKS AND RECREATION BUILDING SHALL SERVE AS THE ELECTION-DAY COMMON POLLING LOCATIONS FOR THE DISTRICT'S JOINT ELECTION WITH THE CITY

16. Approval of Resolution #1882 to conduct joint elections with Sharyland Independent School District in accordance with Texas Education Code Section 11.0581 – Carrillo

Texas Education Code Section 11.0581 required that School Districts conduct joint elections with the city located in the school district for their Board of Trustees Elections Section 11.0581 stated that the voters of the joint election shall be served by a common place.

RESOLUTION NO. 1882

THAT THE CITY AGREES TO HOLD ITS MAY 4, 2024 ELECTIONS JOINTLY WITH THE SCHOOL DISTRICT. THE BOYS & GIRLS CLUB GYM AT BANNWORTH PARK SHALL SERVE AS THE ELECTION-DAY COMMON POLLING LOCATIONS FOR THE DISTRICT'S JOINT ELECTION WITH THE CITY.

17. Request by County of Hidalgo Elections Department to use Central Fire Station for the 2024 Elections in the event of an emergency and on November 5, 2024 – Carrillo

The County Elections Department was requesting the use of Central Fire Station for the 2024 Election Cycle in the event of an emergency and on November 5, 2024 for the General Election.

18. Authorization to terminate contract between City of Mission Fire Department and EMS Consultant Armando Martinez – A. Garcia

The Mission Fire Department was requesting authorization to terminate the current contract between the City of Mission Fire Department and EMS Consultant, Armando Martinez effective February 29, 2024.

19. Authorization to enter an agreement between the Texas Department of Public Safety and the City of Mission Police Department, in reference to the Texas Gang Intelligence Index – Torres

The Mission Police Department was requesting authorization to enter an agreement with the Texas Department of Public Safety, for the purpose of the Mission Police Department sharing gang intelligence via the Texas Gang Intelligence Index. This agreement would be in effect upon approval and will remain in effect until the next renewal.

20. Authorization to Solicit Bids for Construction of Restrooms – Bentsen

Authorization to Solicit for Bids for the Construction of Restrooms at Astroland, CWV and Oblate Parks.

21. Authorization to extend first one-year renewal for On-Call Geotechnical and Material Testing Services to Millennium Engineers Group, Inc. – Bocanegra

Seeking authorization to exercise one-year renewal option; this is the first of two renewals.

The City of Mission entered into an agreement with Millennium Engineers Group, Inc. for On-Call Geotechnical and Material Testing Services for the infrastructure projects within the City of Mission and its extraterritorial jurisdiction. The contract term was for one year with two one-year renewal options. This will extend Bid No. 23-092-11-28.

22. Authorization to enter into a Memorandum of Agreement between The Lower Rio Grande Valley TPDES Stormwater Task Force Partnership, Inc. and the City of Mission – Bocanegra

Memorandum of Agreement by and between City of Mission and The Lower Rio Grande Valley TPDES Stormwater Taskforce Partnership, Inc. for Representative Appointment to the Regional Lower Rio Grande Valley TPDES Stormwater Task Force MOA #R-RGV-TF-2024. Preparation of Texas Water Development Board Flood Infrastructure Fund Program Grant applications.

23. Approval of Resolution # 1883 recommending the use of WorkInTexas.com as the Primary Employment Platform for Local Employers – Andy Garcia

The Prosperity Task Force aimed to promote the use of WorkInTexas.com, an online application that offered job seekers immediate and continuous access to job matching services, to assist Hidalgo County residents in the job application and placement processes.

RESOLUTION NO. 1883

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION RECOMMENDING THE USE OF WORKINTEXAS.COM AS THE PRIMARY EMPLOYMENT PLATFORM FOR LOCAL EMPLOYERS

24. Approval of Resolution No.1884 authorizing the submittal of a grant application for the FY25 Project Safe Neighborhood Grant Program to the Office of the Governor (OOG) and authorizing Mayor as the Authorized Representative- Elizalde

The Mission Police Department was seeking approval of resolution authorizing the submittal of a grant application to the OOG for the FY25 Project Safe Neighborhoods Grant Program and

designated the Mayor as the Authorized Representative. The department sought to purchase four (4) Emergency Communication Towers with Beacon Lights. The grant did not have a match requirement.

RESOLUTION NO. 1884

BE IT RESOLVED THAT THE CITY OF MISSION APPROVES SUBMISSION OF THE GRANT APPLICATION FOR THE FY25 PROJECT SAFE NEIGHBORHOODS PROGRAM TO THE OFFICE OF THE GOVERNER.

25. Approval of Resolution No. 1885 authorizing the submittal of a grant application for the FY24 State Homeland Security Program (SHSP) to the Office of the Governor (OOG) and authorizing Mayor as the Authorized Representative- Elizalde

The Mission Police Department was seeking approval of resolution authorizing the submittal of a grant application to the OOG for the FY24 SHSP- Regular Projects Grant and designated the Mayor as the Authorized Representative. The department sought to purchase portable radios to replace outdated equipment with a request not to exceed \$100,000. The grant did not have a match req

RESOLUTION NO. 1885

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

26. Approval of resolution No. 1886 authorizing the submittal of a grant application for the FY25 Local Border Security Program (LBSP) to the Office of the Governor (OOG) and authorizing Mayor as the Authorized Representative. – Elizalde

The Mission Police Department was seeking approval of resolution authorizing the submittal of a grant application to the OOG for the FY25 LBSP Grant and designated the Mayor as the Authorized Representative. The grant would allow the Mission Police Department to increase patrol presence throughout the city, especially in and around the U.S./Mexico border through the support of overtime costs. The total project request was \$190,000.00. There was no match requirement.

RESOLUTION NO. 1886

BE IT RESOLVED THAT THE CITY OF MISSION APPROVES SUBMISSION OF THE GRANT APPLICATION FOR THE LOCAL BORDER SECURITY PROGRAM TO THE OFFICE OF THE GOVERNOR

27. Approval of Resolution No. 1887 authorizing the submittal of a grant application for the FY24-25 Regional Solid Waste Grant Program to the LRGVDC and authorizing Mayor as the Authorized Representative – Elizalde

The Mission Sanitation Department was seeking approval of resolution authorizing the submittal of a grant application for the FY2024-2025 Regional Solid Waste Grant Program to the Lower Rio Grande Valley Development Council and authorizing Mayor as the Authorized Representative. The department's total project request was \$30,000 and would allow the expansion of the city's waste management and recycling operations by acquiring additional roll-offs to be placed in designated areas across the city. The grant recommended a match for competitive purposes, which the department will support in-kind matching.

RESOLUTION NO. 1887

RESOLUTION OF LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL (LRGVDC) AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL FOR A REGIONAL SOLID WASTE GRANTS PROGRAM GRANT; AUTHORIZING NORIE GONZALEZ GARZA, MAYOR, TO ACT ON BEHALF OF THE CITY OF MISSION IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED THE CITY OF MISSION WILL COMPLY WITH THE GRANT REQUIREMENTS OF THE LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL, THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND THE STATE OF TEXAS.

28. Authorization to purchase a total of thirty (30) Standard Duty Front Load Containers and ten (10) Standard Duty Slant Front Load Containers from Wastequip via BuyBoard Contract #686-22 - Mendiola

Staff was seeking authorization to purchase a total of thirty (30) standard duty front load containers and ten (10) standard duty slant front load containers for our Commercial Division. Due to the city's rapid growth, the Sanitation Department was requesting these commercial containers to keep up with the demand and the city's current services. Ten (10) 2 cubic yard, ten (10) 6 cubic yard, ten (10) 4 cubic yard, and ten (10) 8 cubic yard (slant) containers would be purchased from Wastequip via BuyBoard Contract #686-22.

29. Authorization to surplus machinery and equipment – Vela

The City of Mission attached list contained items staff had determined were no longer of use to the city. All surplus items would be sold at online auction and those items with no resale value would be disposed. Finance Department was requesting authorization to surplus attached list of machinery and equipment.

Mayor Pro Tem Plata moved to approve all consent agenda items 10 thru 29 as presented. Motion was seconded by Councilman Vela and approved unanimously 5-0.

APPROVALS AND AUTHORIZATIONS**30. Request by Union Design Developers, LP to establish a development bond for the Anzalduas Industrial Park Ph I Subdivision to enable recording process of the subdivision without having all the infrastructure completed – De Luna**

On January 5, 2024, staff received a request by Bruno M. Castillo president of Union Design Developers, LP to have the City Council consider allowing him to establish a development bond for the Anzalduas Industrial Park Ph I Subdivision to enable the recording process of the subdivision without having all the infrastructure completed. The sole purpose of getting the plat recorded was for the sale of lots. Mr. Castillo was also requesting the City's participation in sharing 1/3 of the cost of the improvements totaling \$284,229.86 thru TIRZ Board. If request was approved, Mr. Castillo would be submitting the remaining balance.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Request by Union Design Developers, LP to establish a development bond for the Anzalduas Industrial Park Ph I Subdivision to enable recording process of the subdivision without having all the infrastructure completed. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

31. Ordinance #5440 of the City Council of the City of Mission, Texas amending Ordinance 5236 regarding Electioneering within city property, providing for compliance and setting a fine for violation thereof – Carrillo

The amendments to the ordinance were as follows:

- Political Action Committee (PAC's for the purpose of financing independent expenditures and other independent political activity)
- The placement of one political sign, no larger than four feet by eight feet (4ft x 8ft) on designated areas of City owned property during Early Voting and Election day period
- Allow any type of BBQ pits (trailed or self-standing, flat top grill or gas grills)

Staff and City Manager recommended approval.

Councilman Vela moved to approve Ordinance #5440 of the City Council of the City of Mission, Texas amending Ordinance 5236 regarding Electioneering within city property, providing for compliance and setting a fine for violation thereof. Motion was seconded by Councilwoman Marissa Gerlach and approved unanimously 5-0.

ORDINANCE NO. 5440

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS AMENDING ORDINANCE 5236 REGARDING ELECTIONEERING WITHIN CITY PROPERTY PROVIDING FOR COMPLIANCE AND SETTING A FINE FOR VIOLATION THEREOF

32. Approval on Second Reading of Resolution #1888 of the City of Mission, ordering and calling a Charter Election on proposed charter amendments, during General Election on May 4, 2024, and other matters relating to said election. - V. Flores

Second and Final Reading and Adoption of the Charter Election Ballot Provisions and the calling/ordering of said special election. January 22, 2024 was the First Public Hearing on the Proposed Charter Amendments.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Second Reading of Resolution #1888 of the City of Mission, ordering and calling a Charter Election on proposed charter amendments, during General Election on May 4, 2024, and other matters relating to said election. Motion was seconded by Councilman Vela and approved unanimously 5-0.

RESOLUTION NO. 1888

A RESOLUTION ORDERING AND CALLING A CHARTER ELECTION ON PROPOSED AMENDMENTS, DURING THE GENERAL ELECTION IN MISSION, TEXAS TO BE HELD ON MAY 4, 2024, AND OTHER MATTERS RELATING TO SAID ELECTION

33. Authorization to purchase golf course equipment from United Ag & Turf via Sourcewell Grounds Maintenance Contract # 031121-DAC (PG BT CG 76) – Fernuik

Shary Golf Course was seeking authorization to purchase (1) fairway mower and (2) Aerators from United Ag & Turf via Sourcewell Grounds Maintenance Contract #031121-DAC (PG BT CG 76).

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the purchase golf course equipment from United Ag & Turf via Sourcewell Grounds Maintenance Contract # 031121-DAC (PG BT CG 76). Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

34. Authorization to execute a Fourth Amendment to Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Police & Fire Substation #6 Project - Terrazas

This project involved the construction of the Police & Fire Substation #6 Project on Schuerbach Road. A Third Amendment to Reimbursement Agreement was in the amount of \$7.2 million, while the total cost of the project was \$7.6 million, creating a shortage of funds in the amount of \$585,902.80. The shortage was due to engineering costs and testing of materials, which were not factored in when the bid was awarded to The Warren Group. Other amendments were due to change orders related to furniture, road improvements, and equipment. A Fourth Amendment to the Reimbursement Agreement was proposed and approved by the Mission Redevelopment Authority at their Board meeting of January 23, 2024 to address the shortage of funds. The Authority's legal counsel, Sanjay Bapat with Allen Boone Humphries & Robinson LLP, will create the fourth amendment to reimbursement agreement. Attached is supporting documentation.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to Authorize a Fourth Amendment to Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Police & Fire Substation #6 Project. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

35. Authorization to execute a Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Walsh Road Expansion Project - Terrazas

This project involved engineering services for the construction of a three-quarter mile ($\frac{3}{4}$) expansion of a road from Perez Street to Frontage Road. The Mission Redevelopment Authority (MRA) Board engaged Melden & Hunt Inc. for engineering services at their meeting of November 28, 2023, and a proposal was submitted by Melden & Hunt Inc. for their services on the project in the amount of \$1,764,369.25. The approved a reimbursement agreement between the City of Mission and MRA at their Board meeting of January 23, 2024 in the amount of \$1,764,369.25. The Authority's legal counsel, Sanjay Bapat with Allen Boone Humphries & Robinson, LLP, will create the reimbursement agreement.

Staff and City Manager recommended approval.

Councilman Vela moved to authorize the Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Walsh Road Expansion Project. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

36. Authorization to execute a Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Hoerner Street Project - Terrazas

This project involved the construction of about $\frac{1}{4}$ mile extension of Hoerner Street along the west side of Home Depot (approximately 1,100 ft), the connection of water or wastewater lines extension along the project roadway, and storm drain connection to the existing pond at the north end of the street. The Mission Redevelopment Authority Board engaged Half Associates for the design and surveying services for this project. At their meeting of January 23, 2023, the Authority approved a reimbursement agreement between the City of Mission and the Authority in

the amount of \$98,000. The Authority’s legal counsel, Sanjay Bapat with Allen Boone Humphries & Robinson, LLP, will create the reimbursement agreement.

Staff and City Manager recommended approval.

Councilman Vela moved to authorize the Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the related to the Hoerner Street Project. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

37. Authorization to award contract to Kinloch Equipment & Supply, Inc. for the lease of Specialized Heavy Equipment via Sourcewell Cooperative Purchasing Contract #093021-ELG – Avila

Staff was seeking authorization to award contract to Kinloch Equipment & Supply, Inc, for the lease of two (2) Elgin RegenX 1 truck mounted regenerative air sweeper and one (1) Elgin RegenX regenerative air street sweeper via Sourcewell Cooperative Purchasing Contract #093021-ELG. Kinloch Equipment & Supply, Inc. would be providing a fleet and maintenance program that entailed repair and maintenance services, and warranty for the term of the lease program. The lease program (entitled “**Mile After Mile™**”) would allow staff to reduce operating costs/downtime, achieve long term sustainability and a high level of equipment availability. Quarterly reviews and assessments would be conducted to ensure the equipment and programs efficiency. Attached was the negotiated proposal from Kinloch Equipment & Supply, Inc., outlining the terms of the lease as well as payment breakdown with the option to purchase at the end of the four (4) year lease term.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to award contract to Kinloch Equipment & Supply, Inc. for the lease of Specialized Heavy Equipment via Sourcewell Cooperative Purchasing Contract #093021-ELG. Motion was seconded by Councilman Vela and approved unanimously 5-0.

38. Approval of Resolution #1889 supporting the proposed senior development “The Bryan” an application to the Texas Department of Housing and Community Affairs – Longoria

Rufino Contreras Affordable Housing Corporation, Inc intended to submit an application to the Texas Department of Housing and Community Affairs for 2024 Competitive 9% Housing Tax Credits for The Bryan. This resolution confirmed the city’s support of the proposed senior development The Bryan.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to Approve of Resolution #1889 supporting the proposed senior development “The Bryan” an application to the Texas Department of Housing and Community Affairs. Motion was seconded by Councilwoman Gerlach and approved 4-1, with Councilman Vela abstaining.

RESOLUTION NO. 1889

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION SUPPORTING THE PROPOSED THE BRYAN APPLICATION #24168

39. Approval of Amendment No. 1 to Professional Services Agreement between City of Mission and Emergicon, LLC – A. Garcia

The Mission Fire Department was requesting authorization of Amendment No. 1 with Emergicon, to include services for Medicaid and charity care reimbursements. This agreement would allow the department to receive funds from the Texas Ambulance Supplemental Program for indigent care provided by the City of Mission Fire EMS and administered by the State of Texas Health and Human Services Commission.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Approve of Amendment No. 1 to Professional Services Agreement between City of Mission and Emergicon, LLC. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

40. Approval of Amendment No. 2 to Professional Services Agreement between City of Mission and Emergicon, LLC for Fire/Emergency response billing through Emergifire – A. Garcia

Emergifire was engaged in the business of providing third-party billing and accounts receivable management specialized professional services related to motor vehicle accidents and other emergency responses for emergency service organizations. The city shall pay Emergifire a fee equivalent to fifteen percent (15%) of all revenues collected by Emergifire on behalf of the city.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Approve of Amendment No. 2 to Professional Services Agreement between City of Mission and Emergicon, LLC for Fire/Emergency response billing through Emergifire. Motion was seconded by Councilman Vela and approved unanimously 5-0.

41. Approval of Ordinance#5441 Establishing and Implementing a Billing Program through Emergifire, LLC. for the Deployment of Emergency and Non-Emergency Services by the City of Mission Fire Department – A. Garcia

The Mission Fire Department was seeking approval of an Ordinance with Emergifire, LLC for the implementation of a billing program for the deployment of Emergency and Non-Emergency Services for fire billing and fire prevention fees which meet current industry standards.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Approve Ordinance#5441 Establishing and Implementing a Billing Program through Emergifire, LLC. for the Deployment of Emergency and Non-Emergency Services by the City of Mission Fire Department. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ORDINANCE NO. 5441

AN ORDINANCE ESTABLISHING AND IMPLEMENTING A PROGRAM TO CHARGE MITIGATION RATES FOR THE DEPLOYMENT OF EMERGENCY AND NON-EMERGENCY SERVICES BY THE FIRE DEPARTMENT FOR SERVICES PROVIDED/RENDERED FOR THE CITY OF MISSION FIRE DEPARTMENT

42. Authorization to engage with Bickerstaff, Heath, Delgado, and Acosta (Kevin Pagan) for Civil Service Attorney – J. Lerma

On March 14, 2022, City Council authorized staff to engaged the services of Bickerstaff, Heath, Delgado and Acosta as Civil Service Attorneys. Contract was for a two-year term to expire on March 31, 2024.

Staff and City Manager were recommending to engage Bickerstaff, Heath, Delgado and Acosta for an additional two year term to expire on March 31, 2026. This request was made as per the established guidelines and requirements as outlined in the General Exemption Texas Local Government Code 252.022 (a) (4) procurement for personal, professional, or planning services. Staff and City Manager recommended approval.

Councilman Vela moved to engage with Bickerstaff, Heath, Delgado, and Acosta (Kevin Pagan) for Civil Service Attorney. Motion was seconded by Mayor Pro Tem Plata and approved 4-1, with Councilwoman Ortega voting against.

43. Acceptance of the December 2023 Tax Collection Report – Vela

Acceptance of monthly property tax report for the month of December 2023.

The 2023 total adjusted tax levy for taxes was \$33,004,426.35 and the amount of the collections as of December 31, 2023 is \$14,167,846.84 which represents 42.93% of the total 2023 tax levy.

The total adjusted tax levy for delinquent taxes was \$2,351,318.91 and the amount of collections as of December 31, 2023 is \$194,826.37 which represents 8.29% of the total tax levies from previous years.

Staff and City Manager recommended approval.

Councilman Vela moved to Accept the December 2023 Tax Collection Report. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

UNFINISHED BUSINESS

None

ROUTINE MATTERS

City Manager Comments – February 17th Boys & Girls Club Run With Heart 5K at the Mission Hike & Bike Trails, February 17th Microchip Clinic from 10am – 1pm at 227 Abelino Farias, February 22nd Teen Gamer Night from 6 – 9pm at the Speer Memorial Library, February 19th City Offices will be closed in observance of the Presidents' Day Holiday.

City Council Comments – Councilwoman Ortega stated that it was Valentine's week and the best love was to be kind. All council members wished everyone a Happy Valentine's Day.

Mayor's Comments – Happy Valentine's Day. Mayor also thanked Dr. Armando Martinez for all of his assistance throughout the years.

At 5:58 p.m., Mayor Pro Tem Plata moved to convene into Executive Session. Motion was seconded by Councilman Vela and approved unanimously 5-0.

EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to City of Mission v. Ricardo Martinez and Petra Martinez, Cause No. CCD-0696-F (City Attorney, V. Flores)
2. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to Fatima E. Garcia Guillot v. City of Mission, Cause No. CL-23-4928-E. (City Attorney, V. Flores)
3. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to Esther Pena v. City of Mission, Cause No. CL-24-0074-D (City Attorney, V. Flores)

4. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to City of Mission v. Warehouse Event Center, LLC DBA Blackout Private Social Club and MGV Investment Group, LLC, Cause No. C-3374-23-M (City Attorney, V. Flores)

Upon conclusion of Executive Session at 7:10 p.m., Mayor Pro Tem Plata moved to reconvene the regular meeting. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

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

1. Consideration and action, if any, related to City of Mission v. Ricardo Martinez and Petra Martinez, Cause No. CCD-0696-F.

Councilwoman Ortega moved to negotiate settlement related to City of Mission v Richard Martinez and Petra Martinez, Cause No. CCD-0696-F as discussed in executive session. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

ADJOURNMENT

At 7:11 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Randy Perez, City Manager

- Acknowledge Receipt of Minutes – Perez
- Citizens Advisory Committee – January 23, 2024
- Planning & Zoning Commission – January 10, 2024
- Zoning Board of Adjustments – October 18, 2023
- Keep Mission Beautiful – December 12, 2023

NATURE OF REQUEST:

See Attached Minutes

BUGETED: N/A **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

CITIZEN'S ADVISORY COMMITTEE
January 23, 2024
Regular Meeting

Members Present

Lorenzo Garza, Chairman
 Roxanne Mendez
 Marsha Terry
 Emigdio Villanueva
 Monika Rosales-Flores
 Zoreida Lopez, Vice-Chairwoman
 Francisco Cadena

Members Absent

Cynthia Pacheco
 Alma Garcia

Staff Present

Jo Anne Longoria
 Esther G. Rivera
 Danny X. Sanchez

Call Regular Meeting to Order

Ms. Jo Anne Longoria called Regular Meeting to order at 5:30 PM. Mr. Danny Sanchez conducted roll call. He stated that (7) members were present therefore there was a quorum.

Election of Officers

Ms. Longoria stated that the first meeting of the year we conduct Election of Officers. She mentioned that she asked the Chair and Vice-Chair that served prior year if they were interested in continuing to serve and both responded yes and opened the floor for nominations. After a brief discussion, Ms. Longoria asked for a motion for election of officers Lorenzo Garza as Chairman and Zoreida Lopez as Vice-Chair. Mr. Emigdio Villanueva, Jr. motioned to approve Chair and Vice-Chair as both members agreed to continue. Ms. Marsha Terry seconded the motion. Motion carried unanimously. (7-0)

Chairman Garza took time to acknowledge two newly appointed members. Each member then introduced themselves.

Citizens Participation

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

Discussion and Recommendation to approve Minutes for Regular Meeting held on January 23, 2024

Mr. Sanchez asked the members present if they had reviewed the minutes for the Regular Meeting held on January 23, 2024 and if there were any questions or comments. After a brief discussion, Chairman Garza asked for a motion to approve the minutes as presented. Ms. Marsha Terry motioned to approve the minutes as presented. Mr. Francisco Cadena seconded the motion. Motion carried. (7-0)

Discussion and Recommendation to approve Tentative Schedule for Annual Action Plan FY 2024-25 (Revisions)

Ms. Longoria presented the revised Tentative Schedule for Annual Action Plan FY 2024-25. She stated that the first meeting scheduled in March would be cancelled due to conflicts during Spring Break. She also mentioned that the Paint Mission Project is scheduled for April 6th during CDBG week and the Spring Rally is scheduled as a joint event with Music at the Park on April 12th. After a brief discussion on Welcome Home Events, Chairman Garza asked for a motion to approve the revised Tentative Schedule for Annual Action Plan FY 2024-25 as presented. Ms. Monika Rosales-Flores motioned to approve the Tentative Schedule for Annual Action Plan FY 2024-25 (Revisions) as presented. Mr. Villanueva seconded the motion. Motion carried. (7-0)

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

Ms. Longoria presented the Status of Housing Assistance Program (HAP) Applicant Waiting List. She went on to explain what the asterisks represented on the waiting list and the importance of their emphasis. She stated applicant #2 and #7 on the waiting list were eligible but withdrew due to personal reasons and health issues. Mr. Villanueva had a question about the process of the withdrawal of applicants from the program. Ms. Longoria stated that there is a form that the applicant(s) are required to complete. Chairman Garza followed with a question concerning the houses that recently burned. He asked if they had applied for the program. Ms. Esther Rivera responded that one of the homes was a rental home and the other one was a homeowner but had homeowner's insurance. Ms. Terry advised the committee and staff that they have a closet and would be able to donate clothing to the families. Ms. Longoria mentioned they would advise the fire department. After a brief discussion, Chairman Garza asked for a motion to approve the Status of Housing Assistance Program (HAP) Applicant Waiting List. Ms. Roxanne Mendez motioned to approve Status of Housing Assistance Program (HAP) Applicant Waiting List as presented. Vice-Chair Lopez seconded the motion. Motion carried. (7-0)

Presentation on HAP Phase 22-II Welcome Home Events

Ms. Rivera presented the PowerPoint Presentation for the Welcome Home Events that were held on December 7, 2023 and December 21, 2023. Mr. Cadena asked when the home for Mr. Gomez at Madero was built. Ms. Rivera responded that built in the 50's. No action was taken and moved on to the next item.

Other Business

A. Progress Report- December Unofficial

Mr. Sanchez presented the Unofficial Progress Report for December 2023. He went on to explain the expenditures received to date for the agencies, housing and administration. He mentioned that both Comfort House and Silver Ribbon had technical difficulties uploading the requests through the software. Mr. Sanchez explained 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 report as presented. Ms. Mendez motioned to approve the December progress report. Vice-Chair Lopez seconded the motion. Motion carried. (7-0)

B. Ethics Training/Open Meetings Act – Discussion

Ms. Longoria explained the required that all members are required to complete the Ethics Training and Open Meetings Act Training. She went on to say that since new CAC members needed the Ethics Training it would be a great opportunity for the other CAC members to view the video who had not previously attended the meeting. Ms. Longoria also stated that a quorum is required when viewing the training. She asked at what meeting they all wanted to include the training. There was a consensus from the members present to schedule it during the next meeting.

C. Chairman's Comments

Chairman Garza welcomed to the new members and enjoyed their interaction on the items presented.

D. Committee Member's Comments

Members present also welcomed the new members. Both new members expressed their interest in the CDBG program and stated they were happy to participate.

E. Director's Comments

Ms. Longoria stated she had no comments.

Adjourn

Chairman Garza asked for a motion to adjourn the meeting. Mr. Villanueva motioned to adjourn the meeting. Mr. Cadena seconded. Motion carried (7-0). The meeting was adjourned at 6:38 P.M.

Lorenzo Garza, Chairman

**PLANNING AND ZONING COMMISSION
JANUARY 10, 2024
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

Diana Izaguirre
Jasen Hardison
Steven Alaniz
Connie Garza
J.D Villarreal
Raquenel Austin
Omar Guevara

P&Z ABSENT

Kevin Sanchez

STAFF PRESENT

Susana De Luna
Jessica Munoz
Alex Hernandez
Victor Flores

GUEST PRESENT

Alejandro Romero
J. Angel Regalado
Manuel Soberon
Ruben Arcaute
Gerardo Cabello
Juan Reyes
Coney & Leslie Beyer
Gabriel Guerrero
Kenya Morin

CALL TO ORDER

Acting Chairman Hardison called the meeting to order at 5:38 p.m.

CITIZENS PARTICIPATION

Acting Chairman Mr. Hardison asked if there was any citizen's participation.

There was none.

APPROVAL OF MINUTES FOR DECEMBER 13, 2023

Acting Chairman Mr. Hardison asked if there were any corrections to the minutes for December 13, 2023. Mr. Villarreal made a correction on the minutes. Mrs. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:38 p.m.

Ended: 5:51 p.m.

Item #1.1

Election of Chairman & Vice-Chairman

Chairwoman Izaguirre asked if the board had any questions.

Mr. JD Villarreal stated that he would like to keep the acting Chairwoman and Vice Chairman.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Villarreal moved to reappoint Diana Izaguirre as Chairwoman and Mr. Kevin Sanchez as Vice-Chairman. Mrs. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:52 p.m.

Ended: 5:52 p.m.

Item #1.2

Rezoning:

**A tract of land containing 0.612 of one acre,
being a part or portion of the Gulf Course and Lake
Reserve out of Meadow Creek Country Club Phase I-B
1916 Crystal Drive
(AO-I) Agricultural Open Interim to
(R-1) Single Family Residential**

Meadow Creek Development

No Action Taken

Started: 5:52 p.m.

Ended: 5:52 p.m.

Item #1.3

Rezoning:

**A tract of land containing 0.551 of one acre, being a part or portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B
1931 Meadow Way Drive
(AO-I) Agricultural Open Interim to
(R-1) Single Family Residential
Meadow Creek Development**

No Action Taken

Started: 5:52 p.m.

Ended: 5:52 p.m.

Item #1.4

Rezoning:

**A tract of land containing 0.613 of one acre, being A part or portion of the Gulf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B
1914 Crystal Drive
(AO-I) Agricultural Open Interim to
(R-1) Single Family Residential
Meadow Creek Development**

No Action Taken

Started: 5:45 p.m.

Ended: 5:47 p.m.

Item #1.5

Rezoning:

**A 0.33 acres of land out of a 9.53 acre tract
Out of the West 13.335 acre of the South 19.55
Acres of Lot 29-8, West Addition to Sharyland
Of Porciones 53, 54, 55, 56, & 57
AO-I to R-1
Juan Reyes**

Ms. De Luna went over the write-up stating the subject site is located at ¼ mile west of Mayberry Road along the north side of Mile 2 Road –see vicinity map.

SURROUNDING ZONES:

- N: R-1 – Single Family Residential
- E: AO-I – Agricultural Open Interim
- W: R-1 – Single Family Residential
- S: P – Public

EXISTING LAND USES:

- N: Residential
- E: Vacant
- W: Residential
- S: Veterans High School

Site: Vacant

FLUM: Lower Density Residential (LD)

REVIEW COMMENTS: The proposed zone complies with the City's Future Land Use Map, and surrounding land uses.

RECOMMENDATION: Staff recommends approval.

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Mr. Villarreal asked that if the names and list attached to the packet were informed of the rezoning.

Ms. De Luna stated that a letter was sent to the residence on that list about the rezoning.

Mr. Villarreal asked if there was a response.

Ms. De Luna stated "no".

Mr. Villarreal asked that if there's been a practice by the city to post a notice on the property.

Ms. De Luna stated that a sign was posted on the property with information of the meeting.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to the approve the rezoning. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:55 p.m.

Ended: 6:01 p.m.

Item #1.6

Rezoning: A 48.75 acre tract of land, more or less
Out of Lots 9-5, 9-6, 10-6, and 10-5,
West Addition to Sharyland
R-2 to R-3
Cabe Investments, LP

Ms. De Luna went over the write-up stating the subject site is located at the Southwest corner of Military Parkway and S. Conway Blvd. (F.M. 1016)

SURROUNDING ZONES: N: I-1 – Light Industrial
E: I-1 – Light Industrial
W: I-1 – Light Industrial

S: AO-I – Agricultural Open Interim

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

FLUM: Planned Unit Development (PUD)

REVIEW COMMENTS: The proposed zone does not comply with the City’s Future Land Use Map, and surrounding land uses. Staff notes that the Future Land Use Map designation is Planned Unit Development due to Tony Domit’s proposed PUD development back in 2006. However, since no subdivision was ever finalized in the original PUD, the City initiated a zoning change for this area to Industrial back in May 2018 due to the construction of the Anzaldua’s International Bridge. The City recently approved an R-2 zone in September of 2022, now the request is to consider a multi-family. Staff does not object to the proposal since the property is approximately 230’ away from Conway Blvd.

RECOMMENDATION: Staff recommends approval.

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Mr. Villarreal asked that how often does the city discuss the future land use map.

Ms. De Luna stated that there was something in the works. She added that the ordinance committee meeting was working on it.

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

Started: 6:01 p.m.

Ended: 6:13 p.m.

Item #1.7

**Rezoning: All of Lot 1, Bodine Subdivision No. One
C-2 to C-3
Norma L. Cavazos**

Ms. De Luna went over the write-up stating the subject site is located at the NW corner of E. Griffin Parkway and Bryan Road. The tract has 200’ of frontage to E. Griffin Parkway (F.M. 495)

and 270' frontage to Bryan Road. Griffin Parkway is a 5-lane major thoroughfare and Bryan Road is designated as a major thoroughfare.

SURROUNDING ZONES: N: R-1A – Large Lot Single Family
E: C-3 – General Business
W: R-1 – Single Family Residential
S: C-1 – Office Building

EXISTING LAND USES: N: Residential
E: Vacant Commercial
W: Residential
S: Medical Offices & Related
Site: Mixture of Commercial & Multi-Family

FLUM: Lower Density Residential (LDA)

REVIEW COMMENTS: The proposed zone does not comply with the City’s Future Land Use Map, and surrounding land uses. Staff notes that the Future Land Use Map can be amended to reflect a commercial use. The City approved a C-2 (Neighborhood Commercial) zone for this property in October of 2018. Staff notes that slowly residential properties along Griffin Parkway are transitioning to commercial. Staff mailed 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.

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

Mr. Coney Echelbrger stated that he resides in Rio Concho subdivision and was against this request. He stated that expansion south of Bryan is four lanes and the expansion on Bryan north of 495 is going to take year. He added that once you change the zone from C-2 to C-3 you lose the ability of the type business that can be established. He mentioned that the worst-case scenario was traffic. He added that he would like staff to change that street into a four-lane street.

Mr. Ruben Arcaute was present representing his wife Dr. Norma Cavazos. He stated that the state highway has to be a part of this to expand it. He added that the lot had been for sale since 2018 and property won't sale as residential. He stated that they were not looking for convince stores to build on that property but were looking for businesses.

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

Mr. Villarreal asked that if the property across the street in red was vacant. He added that if that property had been rezoned.

Ms. De Luna stated that the property had been rezoned to general commercial. She added that the property owner was proposing a commercial plaza. She mentioned that it was in the subdivision process.

Mr. Villarreal asked that if the concern raised today, was that concern raised when the other property was rezoned.

Ms. De Luna stated that the city will ask the property owner to dedicate part of their property to expand the road.

Mr. Villarreal stated that when the property was ready for development the city would ask the property to widen the road.

Ms. De Luna stated that it was part of the subdivision process to dedicate that property to expand.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to the approve the rezoning. Mr. Villarreal seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:13 p.m.
Ended: 6:15 p.m.

Item #1.8

Conditional Use Permit: Drive-Thru Service Window
- MrKORN Gourmet Corn and More
722 E. 8th Street, Ste. G
Lots 11 & 12 & 20' strip adj.
to Lots, Block 113, Mission
Original Townsite
C-3
MrKORN Gourmet Corn and More, LLC
c/o Kenya Morin

Ms. De Luna went over the write-up stating the subject site is located on the Southwest corner of N. Mayberry Road and E. 8th Street. The applicant has been in business in this commercial plaza since May 6, 2022. In October 2023, the landlord acquired a conditional use permit to construct a drive-thru service window to the suite that the applicant is leasing in an effort to help boost this commercial plaza. Since the applicant would like to utilize the drive-thru service window, therefore the need for a conditional use permit. Access to the drive-thru service window is provided off of East 8th Street.

- **Days/Hours of operation:** Tuesday – Sunday from 12pm to 9pm, closed on Mondays
- **Staff:** 2 employees will man this operation
- **Parking:** Based on the square footage of the building, a total of 16 parking spaces are required for the plaza. The applicant has 16 parking spaces including the handicap parking and 2 in the drive-thru window, thus meeting code.

REVIEW COMMENTS: Staff mailed out 20 notices to property owners within 200' radius and staff has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval subject to:
1. 1 year re-evaluation to assess the new business, and
2. Compliance with all City Codes (Building, Health, Fire, etc.)

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

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

Started: 6:15 p.m.

Ended: 6:18 p.m.

Item #1.9

Conditional Use Permit:

**Drive-Thru Service Window and Sale & On-Site
Consumption of Alcoholic Beverages – Los Cuates
Taco Shop
2515 S. Colorado, Ste. 11
Lot 2, Block 2, Santa Lucia Development
C-3
Ana Castillo**

Ms. De Luna went over the write-up stating the subject site is located the NW corner of Colorado and Taylor Road. The applicant is leasing a 1,778 sq. ft. suite within this commercial development that includes a drive-thru service window and would like to utilize it for a proposed Taqueria. The applicant is also proposing to offer alcoholic beverages with their meals. Access to the site will be provided off of Colorado or Taylor through existing 24' driveways. Customers can park within the shared parking area to dine in or they can use the drive-thru service window to pick up their order. The menu consists of: Tacos, espadas, quesadillas, burritos, protein bowl, lettuce tacos, soups and salads. On the weekends they plan to offer Barbacoa, carnitas, and chicharron.

- **Days/Hours of operation:** Tuesday – Saturday from 12noon to 2am, and Sunday from 6am to 10pm
- **Staff:** a total of 15 employees will man this operation
- **Parking & Landscaping:** In reviewing the floor plan, there is a total of 46 seating spaces, which require 15 parking spaces. It is noted that the parking is held in common and there is a total of 74 parking spaces that are shared with the other businesses within the commercial plaza. The landscaping requirements are been met.
- **Sale of Alcohol:** Sec. 6-4 which states that no alcoholic beverages be sold within 300' of a church, public or private school, or public hospital, within the corporate limits of the city. Staff notes that there is a school however, it outside our city limits.

REVIEW COMMENTS: Staff mailed out 4 notices to property owners within 200' radius and staff has not received any comments in favor or against this request. Since this site has been previously used for a restaurant with the use of the drive-thru, staff does not object to a new applicant re-opening the site for a new similar restaurant.

RECOMMENDATION: Approval subject to:

1. 1 year re-evaluation in order to assess the new business.
2. Installing a speed bump at the end of drive-thru window.
3. Compliance with all City Codes (Building, Fire, Health, etc.), and

4. CUP is not transferable to others.

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

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

Started: 6:18 p.m.

Ended: 6:24 p.m.

Item #2.0

Conditional Use Permit:

**Sale & On-Site Consumption of Alcoholic Beverages
& Drive-Thru Service Window – Chisme Bar & Grill
1512 E. Expressway 83, Suites 108 & 109
Lot 1, Re-Subdivision of Plaza Cantera
(aka Lot 2A and 3, Stewart Plaza Subdivision
C-3
MN 2016, LLC
c/o Molamma B. George**

Ms. De Luna went over the write-up stating the subject site is located on the SW corner of Stewart Road and Expressway 83. The applicant is leasing two suites within the commercial plaza for the proposed Bar & Grill. Access to the site is provided from a 38' driveway off of Expressway 83. The applicant proposes to have a restaurant with a large dining area and bar where customers can relax and enjoy a delicious botana. The menu consists of: Indian and American appetizers, wings, burgers, tacos, Asian chlines, and bread. The applicant is proposing to have 14 booths, 25 tables, a bar, and a stage, where he proposes to have live music, mariachi, and karaoke.

- **Days/Hours of Operation:** Every day from 11:00 a.m. to 2:00 a.m.
- **Staff:** 20 employees
- **Parking & Landscaping:** In reviewing the floor plan, the applicant is proposing 159 seating spaces, which require 53 parking spaces (159 seating spaces/3 = 53 parking spaces). It is noted that the parking area is held in common and there is a total of 219 parking spaces that are shared with the other businesses within the commercial plaza.
- **Sale of Alcohol:** The restaurant includes a 'bar' component. Section 1.56 (3a) of the Zoning code requires a minimum separation of 300' from the property line of any churches, schools, publicly owned property, and residences. There are 3 residential lots that are within the 300'. However, P&Z and City Council have waived the separation requirement during other similar CUP's approval.

REVIEW COMMENTS: Staff mailed out 14 notices to property owners within 200' radius and staff has not received any comments in favor or against this request. Staff notes that other CUPS for the sale and on-site consumption of alcoholic beverages for this location have been approved for other businesses in the past.

RECOMMENDATION:

Staff recommends approval subject to:

- 1. 6 months re-evaluation to assess this new operation,
- 2. Waiver of the 300' separation requirement from residential uses,
- 3. Provide a sound buffer to avoid noise from traveling,
- 4. Continued compliance with all City Codes (Building, Fire, Health codes, Noise, etc.),
- 5. CUP not to be transferable to others, and
- 6. Acquisition of a business license prior to occupancy.

Vice Chairman Mr. Sanchez asked if there was any input in favor or against the request.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Chairwoman Izaguirre asked that if this was the same place the city had issues.

Ms. De Luna stated that it was same location but different owner.

Chairwoman Izaguirre asked that who was the owner before.

Ms. De Luna stated that it was Yair Cruz.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Hardison moved to approve the conditional use permit for 6 months. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:25 p.m.

Ended: 6:27 p.m.

Item #2.1

**Conditional Use Permit
Renewal:**

**Sale & On-Site Consumption of Alcoholic
Beverages – Buffalo Wings & Rings
907 S. Shary Road
Lot 2A, Colorado Subdivision
C-3
MS & PS, LLC**

Ms. De Luna went over the write-up stating the subject site is located on the NE corner of Shary Road and Colorado Street. Access to the restaurant is from both Shary and Colorado Street. Buffalo Wings & Rings has been in operation at this location with a conditional use permit since 2009. The applicant would like to continue to offer alcoholic beverages with his meals. The applicant would like to renew his conditional use permit. The last CUP approved for this location was on November 25, 2019 for a period of 4 years. Staff notes that this would be the applicant's 5th renewal.

- **Days/Hours of Operation:** Every day from 11a.m. to 12a.m. Alcoholic beverages are only served during allowable State selling hours.
- **Employees:** 40 - 42 in different shift
- **Parking & Landscaping:** The 5,171 sq.ft. restaurant has a total of 237 seating spaces, which require 79 parking spaces (237 seating spaces/3 = 79 parking spaces). There are 94 existing spaces, exceeding code by 15. They are also in compliance with the landscaping code. Staff notes that parking lot has to be restriped and maintained for potholes.
- **Sale of Alcohol:** This restaurant does have a bar component which requires that there be no churches, schools, or residences within 300' of the restaurant. There are no such uses within 300'.

REVIEW COMMENTS: Staff mailed out 8 notices to property owners within 200' radius and staff has not received any comments in favor or against this request. Staff has also requested a report from Mission P.D. in regards to any incidents which may have occurred in relation to the sale and on-site consumption of alcohol. We should have that report by the meeting date.

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

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

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

Started: 6:27 p.m.

Ended: 6:29 p.m.

Item #2.2

Conditional Use Permit

Renewal:

**Sale & On-Site Consumption of Alcoholic
 Beverages – Yoko's Sushi Restaurant
 122 S. Shary Road, Ste. K
 Lot 2, Home Depot Subdivision #2
 C-4
 Yoko's Sushi Restaurant, LLC**

Ms. De Luna went over the write-up stating the subject site is located 1,200' north of Expressway 83 along the west side of Shary Road within a commercial plaza. Access to the site is from two primary driveways off of Shary Road. Yoko's Sushi Restaurant is a family-oriented restaurant

that has been in operation with a conditional use permit since 2009. The applicant would like to continue to offer alcoholic beverages with their meals. The applicant would like to renew his conditional use permit. The last CUP approved for this location was on December 13, 2021 for a period of 2 years. Staff notes that this would be the applicant's 5th renewal.

- **Days/ Hours of Operation:** Sunday – Wednesday from 11:00a.m. to 10:00p.m. and Thursday - Saturday from 11:00a.m. to 2:00a.m. Alcoholic beverages are only served during allowable State selling hours.
- **Staff:** 6 employees
- **Parking:** The 1,400 sq.ft. restaurant has a total of 58 seating spaces, which require 19 parking spaces (58 seating spaces/3 = 19.3 parking spaces). A total of 80 parking spaces are held in common within the commercial plaza. Staff notes that the parking needs to be re-striped.
- **Sale of Alcohol:** This restaurant does have a bar component which requires that there be no churches, schools, or residences within 300' of the restaurant. There are no such uses within 300'.

REVIEW COMMENTS: Staff mailed out 7 notices to property owners within 200' radius and staff has not received any comments in favor or against this request. The hours of operation are consistent with other family restaurant in the area. Staff has also requested a report from Mission P.D. in regards to any incidents which may have occurred in relation to the sale and on-site consumption of alcohol. We should have that report by the meeting date. Since the sale of alcohol is not the primary item of purchase, staff does not object to an extended approval term.

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

- 1) Compliance with all City Codes (Building, Health, Fire, etc.), and
- 2) CUP not to be transferable to others.

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

There being no discussion, Chairwomen Izaguirre entertained a motion. Mr. Hardison moved to approve the conditional use permit. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:38 p.m.

Ended: 5:51 p.m.

Item # 2.3

Consideration and action related to proposed Zoning Ordinance Amendment, creating Article IV-A, providing for the Accommodations Review Board, Method for Submitting Reasonable Accommodations Requests, and Establishing Reasonable Accommodations Standards for Review and Appeal.

City Attorney Mr. Victor Flores went over the ordinance.

See Exhibit (A)

Ms. Garza asked that if there was a waiting period to reapply for consideration.

City Attorney Mr. Victor Flores stated "No" we don't want to have them wait 6 months to reapply. He added that they can automatically reapply and not have them wait.

Mr. Villarreal asked that how soon was this ordinance applicable after city council would approve.

City Attorney Victor Flores stated that he's hoping that it's applicable as soon as city council approves it.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Villarreal moved to the approve the request. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:14 p.m.

Ended: 6:15 p.m.

Item #3.0

Single Lot Variance:

**Being 0.33 acres of land out of a 9.53 acre tract out of the West 13.335 acres of the South 19.35 acres of Lot 29-8, West Addition to Sharyland AO-I (Proposed R-1)
Juan R. Reyes**

Mr. Ramirez went over the write-up stating the subject site is located north of Mile 2 Road approximately 405' west of Mayberry Rd. The property measures .33 acres net with a frontage of 100' and is currently vacant. The owner wishes to construct a residential home.

WATER: There is an existing 8" water line to the west side of this site readily available to service the lot. The Fire Marshal does not require any additional hydrants for this site since there is an existing fire hydrant located within 500' of the site.

SEWER: The property also has access to an existing 8" sanitary sewer line located along the within the ROW of E. 2 Mile Rd. A Capital Sewer Recovery fee will be assessed in the amount of \$200.00 (\$200/HUE) as per Ordinance #3022.

STREETS & DRAINAGE: The subject property will have frontage to E. 2 Mile Rd. An additional 25' of ROW will be required. Storm drainage will be accomplished through on-site detention.

OTHER COMMENTS:

- Payment of Park Fees in the amount of \$500 x HUE.
- Provide proof of water district exclusion
- There is an existing streetlight located across the street to the south of this lot.

RECOMMENDATION:

Staff recommends approval subject to:

1. Payment of the Capital Sewer Recovery Fee

2. Payment of the Park Fee
3. Provide proof of water district exclusion
4. Dedication of additional R.O.W. along Mile 2 North (50' from C/L)
5. Comply with all other format findings

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to approve the request. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

ITEM#4.0
ADJOURMENT

There being no further items for discussion, Chairwoman Izaguirre entertained a motion. Mr. Hardison moved to adjourn the meeting. Mrs. Austin seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 6:31 p.m.



Diana Izaguirre, Chairwoman
Planning and Zoning Commission

**ZONING BOARD OF ADJUSTMENTS
OCTOBER 18, 2023
CITY HALL'S COUNCIL CHAMBERS**

ZBA PRESENT

Alberto Salazar
Heracio Flores, Jr.
Marty Gonzalez
Andrew Riddle

ZBA ABSENT

Michael R. De Leon
Dolly Elizondo
Humberto Garza
Ellud Reyna

STAFF PRESENT

Susie De Luna
Victor Flores
Irasema Dimas
Jessica Munoz
Alex Hernandez

GUESTS PRESENT

Gilberto Mercado
Maria Hernandez
Anwar Perez
Olga Martinez
Lucas Compres
Narcisco Romero
Romulo Ramirez Jr.
Robert Yerena
Gail Smith
Seraplo De Anda
Luis Verdiguell

CALL TO ORDER

Chairman Alberto Salazar called the meeting to order at 4:55p.m.

CITIZENS PARTICIPATION

Chairman Alberto Salazar asked if there was anyone in the audience that had anything to present or express that was not on the agenda.

There was none.

APPROVAL OF MINUTES FOR SEPTEMBER 20, 2022

Chairman Alberto Salazar asked if there were any corrections to the minutes. Mr. Riddle moved to approve the minutes as presented. Mr. Flores seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #1.1

TO KEEP A 3' SIDE SETBACK INSTEAD OF THE REQUIRED 6 SIDE AT 807 FAIRWAY DRIVE, BEING LOT 55, BLOCK 2, MARINEL NO. 2, AS REQUESTED BY NARCISCO A. ROMERO

Ms. Dimas stated that the subject site is located approximately 295' east of Fairway Circle along the north side of Fairway Drive. The lot measures 50' x 120' for a total 6,000 sq. ft.

The applicant would like the Board to consider the above-mentioned variance to keep a 24'x19' outdoor covered patio that was built without a permit during COVID lockdown. The applicant did share that he had applied for a building permit but since he didn't hear back from the City he decided to continue with the construction. Staff did find a building permit application from December 1, 2020 which was pending because it was not meeting the side setback. However, this application was submitted after Code Enforcement had notified him of the violation on November 19, 2020.

Staff notes that ZBA has approved the following variance in Marinel Subdivision:

<u>Legal Description</u>	<u>Variance Request</u>	<u>Date of Meeting</u>	<u>Recommendation</u>
Lot 50	10' front setback	1/25/12	Approved

Staff mailed out 27 notices to the surrounding property owners within 200' radius to get their input in regards to this request. As of this writing staff has not received any comments in favor or against the request. Since the lot is not unique in shape and the violation was self-inflicted, staff cannot support the request.

RECOMMENDATION: Staff recommends denial. The structure needs to be modified to comply with the required setbacks.

Chairman Alberto Salazar asked if the board had any questions for staff.

There was none.

Mr. Carlos Romero was representing the applicant Mr. Narcisco A. Romero. Mr. Romero stated that they filed a permit application in 2020 during covid. He stated that he never heard back from the city so they decided to continue with construction. He mentioned that if the city would need to access any utilities he would be responsible for any demolition cost.

Chairman Alberto Salazar asked that if he was using it as a carport?

Mr. Carlos Romero stated no, we use it as a patio. He mentioned that he submitted estimates on the cost to demolish.

Mr. Andrew Riddle asked staff for confirmation on the side setbacks that there were no utilities.

Ms. Dimas stated that there were no utilities on the sides.

Chairman Alberto Salazar entertained a motion to close the public hearing. Mr. Flores moved to close the public hearing. Mr. Riddle seconded the motion. Upon a vote, the motion passed unanimously.

There being no further discussion Chairman Alberto Salazar entertained a motion Mr. Gonzalez moved to approve the variance request. Mr. Riddle seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #1.2

TO ALLOW A 0' EAST SIDE SETBACK AND A 3.6' WEST SETBACK INSTEAD OF THE REQUIRED 6'; A 0' REAR SETBACK INSTEAD OF THE REQUIRED 10'; AND TO KEEP A TOTAL OF 1,870 SQ.FT. INSTEAD OF 800 SQ. FT MAXIMUM ALLOWED AT 2813 TIERRA DORADA BLVD., BEING LOT 3, BLOCK 4, TIERRA DORADA PH. II, AS REQUESTED BY ALFONSO & MARIA G. HERNANDEZ

Ms. Dimas stated that the subject site is located approximately 153' east of Schuerbach Road along the south side of Tierra Dorada Blvd. The lot measures 65' x 115' for a total 7,475 sq.ft.

The applicant would like the Board to consider the above-mentioned variances to keep the following: 1) a 14'x32' carport that is encroaching to the east side setback; 2) a 21'x12' storage room that is encroaching into the west side and rear setback; 3) a 24'x21' carport that is

encroaching into the east side and rear setback, 4) a 164 sq.ft. palapa that is encroaching into the rear setback; and 5) to allow 1,070 sq.ft. over the maximum allowed 800 (this is including a 16'x18' canopy attached on the rear of the home). All of these structures were built without their proper permits. Staff notes that on 10/26/22, the applicant obtained a permit for a front porch, thus being the only permit on record other than the building permit for the construction of the home with the trades.

Accessory structures are allowed on R-1 (Single Family Residential) lots, however, they need to meet the following requirements.

- d) An accessory use customarily related to a principal use authorized in this district. Furthermore, any non-living accessory structure, such as a carport or a garage, whether as an addition or as a detached building, shall not exceed a maximum size equal to 40% of the primary structure's living area; and shall not exceed the primary structure's total height, as measured to the top of its roof. However, if the primary structure's living area totals less than 2,000 square feet, the accessory structure may be constructed to a maximum size of 800 square feet. It is noted that total living area of the home is 1,814 sq. ft.

Staff notes that ZBA has approved the following variances:

<u>Legal Description</u>	<u>Variance Request</u>	<u>Date of Meeting</u>	<u>Recommendation</u>
Lot 13, Block 10	5' side setback	11/9/99	Approved
Lot 11, Block 11	3' side setback	1/9/01	Denied
Lot 13, Block 16	3' side setback & 4' rear setback	12/12/00	Denied
Lot 3, Block 22	3' side setback	6/17/09	Denied
Lot 10, Block 13	2' side setback	10/20/10	Approved
Lot 12, Block 5	4' side setback	9/19/18	Approved
Lot 12, Block 5	0' side setback	11/14/18	Denied
Lot 12, Block 5	4' side setback & 14' front setback	2/20/19	Approved
Lot 10, Block 11	1' side setback & 3.6" rear setback	9/15/21	Denied
Lot 10, Block 28	2' side setback & 1' rear setback	7/19/23	Approved
Lot 10, Block 12	7' rear setback	9/20/23	Approved
Lot 5, Block 10	0' side setback & 0' rear setback	9/20/23	Approved

Staff mailed out 27 notices to the surrounding property owners within 200' radius to get their input in regards to this request. As of this writing staff has not received any comments in favor or against the request. Since the lot is not unique in shape and the violation were self-inflicted, staff cannot support the request.

RECOMMENDATION: Staff recommends denial. The structures need to be modified and/or removed to comply with the required setbacks and square footage allowed.

Chairman Alberto Salazar asked if the board had any questions for staff.

Mr. Andrew Riddle asked that if the property had any utility easements?

Ms. Dimas stated yes, there is a 10' utility easement in the rear.

Mr. Andrew Riddle asked that if a structure can be underneath power lines.

Mr. Alex Hernandez stated "no".

Chairman Alberto Salazar asked if there were any input in favor or against the request.

Mrs. Maria Briones was present. She stated that the structures were built more than 20 years ago.

Chairman Alberto Salazar asked if the storage shed was permanent?

Mrs. Maria Briones stated the little grey house?

Chairman Alberto Salazar stated "yes"

Mrs. Maria Briones stated that it can be moved.

Chairman Andrew Riddle entertained a motion to close the public hearing. Mr. Flores moved to close the public hearing. Mr. Riddle seconded the motion. Upon a vote, the motion passed unanimously.

There being no further discussion Chairman Alberto Salazar entertained a motion Mr. Andrew Riddle moved to deny the variance request based on the utility encroachment and being underneath power lines. Mr. Gonzalez seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #1.3

TO KEEP A 0' WEST SIDE SETBACK; A 2' EAST SIDE SETBACK INSTEAD OF THE REQUIRED 6'; A 0' REAR SETBACK INSTEAD OF THE REQUIRED 10' AND TO KEEP A TOTAL OF 1,554 SQ. FT. INSTEAD OF 800 SQ. FT. MAXIMUM ALLOWED AT 1003 DATE LANE, BEING LOT 2, BLOCK 1, PALMERAS VILLAGE, AS REQUESTED BY JUANA ULLOA

Ms. Dimas stated that the subject site is located approximately 70' east of S. Palma Avenue along the north side of Date Lane. The lot measures 60' x 122' for a total 7,320 sq.ft.

The applicant would like the Board to consider the above-mentioned variances to keep the following: 1) a 60'x17' carport, 2) 12'x25' patio, 3) 13'x18' shed, and 4) to allow 754 sq.ft. over the maximum 800 sq.ft.; which were built without obtaining the proper permits. Staff notes that the applicant did obtain a building permit for the patio in 2020 where the side setback was allowed to be at 4' based on Ord.#4963, which no longer exists. Staff at that time, met with the applicant and explained the reason the requirement was in place and advised that any new construction required a building permit. It is noted that now the roof of the patio has been extended up to the property line enclosing an electrical pole, which is a safety violation.

Accessory structures are allowed on R-1 (Single Family Residential) lots, however, they need to meet the following requirements.

- d) An accessory use customarily related to a principal use authorized in this district. Furthermore, any non-living accessory structure, such as a carport or a garage, whether as an addition or as a detached building, shall not exceed a maximum size equal to 40% of the primary structure's living area; and shall not exceed the primary structure's total height, as measured to the top of its roof. However, if the primary structure's living area totals less

than 2,000 square feet, the accessory structure may be constructed to a maximum size of 800 square feet. It is noted that total living area of the home is 1,565 sq. ft.

Staff notes that ZBA has not approved any variances in this subdivision.

Staff mailed out 24 notices to the surrounding property owners within 200' radius to get their input in regards to this request. As of this write up we haven't received any comments in favor or against the request. Staff notes that the applicant even included the utility pole as part of the carport, which is a fire hazard. Since the lot is not unique in shape and the violation was self-inflicted, staff cannot support the request.

RECOMMENDATION: Staff recommends denial. The structures need to be modified and/or removed to comply with the required setbacks and square footage allowed.

Chairman Alberto Salazar asked if the board had any questions for staff.

Chairman Alberto Salazar asked staff if a permit was obtained?

Ms. Dimas stated that a permit was obtained for the patio. She mentioned that back in 2020 the city had an ordinance that allowed you to leave 4' on the side but the city removed that ordinance. She added that the patio was extended all the way to the property line.

Mr. Alberto Salazar asked that if a permit was in file for the 4' from property line.

Ms. Dimas stated yes, there is a permit on file with a 4' side setback.

Chairman Alberto Salazar asked if there were any input in favor or against the request.

Mr. Robert Ulloa was present. He stated that when he got the permit for the patio they told him that as long as the poles were at 4' the roof can be overhanded.

Ms. Dimas stated that the poles are attached to the fence.

Mr. Roberto Ulloa stated that it was a gutter.

Mr. Robert Ulloa stated that the big carport was built after the storm we had. He added that he heard in the news that a permit wasn't needed to build anything.

Chairman Alberto Salazar asked for clarification on the comment Mr. Ulloa had made on no permits needed to build.

Ms. Dimas stated that the only permits that were waived were for roof repairs, and fences. She added that an application needed to be submitted to have in file but the fees were waived.

Mr. Robert Ulloa stated that maybe he misunderstood. He mentioned that they weren't specific on the type of permits. He added that in reference to the pole he spoke to AEP and AEP is moving it.

Mr. Marty Gonzalez asked that if Mr. Ulloa had something in writing stating that AEP was moving the pole.

Mr. Robert Ulloa stated yes, I can bring something in writing. He added that AEP provides you with a number.

Mr. Andrew Riddle asked that if the shed was on foundation.

Mr. Robert Ulloa stated no, that shed has been there for 20 years.

Mr. Marty Gonzalez asked what was stored in the shed.

Mr. Robert Ulloa stated that it was a shed to store tools. He added that it looks new because he just painted it.

Chairman Alberto Salazar entertained a motion to close the public hearing. Mr. Riddle moved to close the public hearing. Mr. Flores seconded the motion. Upon a vote, the motion passed unanimously.

Mr. Andrew Riddle stated he will go one item at a time.

The structure being in question is 13x8 shed.

There being no further Chairman Alberto Salazar entertained a motion Mr. Riddle moved to approve the 13x8 shed subject to signing a hold harmless agreement.

City Attorney Mr. Victor Flores stated that the hold harmless only applies to the current owner. He added that if the owner would convey the property in the future the variance would still be there but there would be no way to enforce the hold harmless.

Mr. Andrew Riddle retracted the motion.

There being no further discussion Chairman Alberto Salazar entertained a motion Mr. Riddle moved to deny the 13x8 shed to be relocated. Mr. Marty Gonzalez second the motion. Upon a vote, the motion passed unanimously.

The second item being discussed is the side setback.

Chairman Alberto Salazar entertained a motion Mr. Riddle moved to deny the 2' side setback. Mr. Marty Gonzalez second the motion. Upon a vote, the motion passed unanimously.

The third item being discussed is the 60x17 carport.

Discussion amongst the board about the AEP pole.

Ms. Dimas stated that the carport was over the sq. ft. allowed. She added that if the carport would to be approved it could be enclosed at any time.

Chairman Alberto Salazar entertained a motion Mr. Salazar moved to deny the 60x17 carport. Mr. Gonzalez second the motion. Upon a vote, the motion passed unanimously.

ITEM #1.4

TO KEEP A 19" SIDE SETBACK INSTEAD OF THE REQUIRED 6'; A 4.7' REAR SETBACK INSTEAD OF THE REQUIRED 10' AND TO KEEP A TOTAL OF 1,946 SQ.FT. INSTEAD OF THE 40% ALLOWED FOR LIVING AREA AT 1617 HERITAGE LANE, BEING LOT 9, BLOCK 1, GOLDEN CREST MANOR, AS REQUESTED BY ANWAR H. PEREZ

Ms. Dimas stated that the subject site is located at the northwest corner of the cul-de-sac between Heritage Lane and Dr. Fernando Ortegón Dr. The irregular lot measures 118'x131.50' for a total 15,517 sq.ft.

The applicant would like the Board to consider the above-mentioned variances to keep the following: 1) a 60'x23' carport/garage, which were built without obtaining the proper permits and 2) to allow 1,146 sq.ft. over the maximum sq.ft.

Accessory structures are allowed on R-1 (Single Family Residential) lots, however, they need to meet the following requirements.

- d) An accessory use customarily related to a principal use authorized in this district. Furthermore, any non-living accessory structure, such as a carport or a garage, whether as an addition or as a detached building, shall not exceed a maximum size equal to 40% of the primary structure's living area; and shall not exceed the primary structure's total height, as measured to the top of its roof. However, if the primary structure's living area totals less than 2,000 square feet, the accessory structure may be constructed to a maximum size of 800 square feet. It is noted that total living area of the home is 2,954 sq. ft. (2954 x 40%=1,182)

Staff notes that ZBA has considered the following variances within this subdivision.

<u>Legal Description</u>	<u>Variance Request</u>	<u>Date of Meeting</u>	<u>Recommendation</u>
Lot 1, Block 2	3' corner setback	8/14/01	Denied
Lot 17, Block 4	2' side setback & 6.6" rear setback	1/25/21	Approved
Lot 20, Block 4	0' side setback to the east; 1.3' side setback to the west & 0' rear setback	1/25/21	Denied
Lot 18, Block 4	3.6' side setback & 1' rear setback	3/3/21	Approved
Lots 21 & 22, Block 4	6.5' rear setback	3/3/21	Approved
Lot 6, Block 3	1' side setback & 10" rear setback	3/3/21	Approved
Lot 7, Block 3	4' side setback & 5' rear setback	3/3/21	Approved
Lot 6, Block 2	0' side setback & 0' rear setback	11/16/22	Approved

Staff mailed out 18 notices to the surrounding property owners within 200' radius to get their input in regards to this request. As of this writing staff has not received any comments in favor or against the request.

RECOMMENDATION: Since it's a self-inflicted violation, staff recommends denial. The structures need to be modified and/or removed to comply with the required setbacks and square footage.

Chairman Alberto Salazar asked if the board had any questions for staff.

Mr. Andrew Riddle asked if the entry to the garage was through the rear of the property.

Ms. Dimas stated that most of them have an entry through the rear.

Mr. Anwar Perez was present. He stated that the structure was built in 2017. He mentioned that carport/garage is being used as a batting cage. He added that the contractor that was hired didn't obtain the proper permits.

Mr. Andrew Riddle asked if the garage had rear access.

Mr. Anwar Perez stated "no", the access is through the front.

Mr. Andrew Riddle asked what the back part of the structure was used for.

Mr. Anwar Perez stated that it was used to store some classic cars he has.

Chairman Andrew Riddle asked if there were any input in favor or against the request.

Chairman Alberto Salazar entertained a motion to close the public hearing. Mr. Riddle moved to close the public hearing. Mr. Flores seconded the motion. Upon a vote, the motion passed unanimously.

Mr. Heraclio Flores stated it's only a setback issue.

Mr. Andrew Riddle asked that if the property had any utility easements on the rear of the property?

Ms. Dimas stated that it was an old subdivision that the utility easements ran through the alley.

Chairman Alberto Salazar entertained a motion. Mr. Riddle moved to "table the variance request to obtain bids to remove or to comply with setbacks. Mr. Flores seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #1.5

TO KEEP A 0' FRONT SETBACK INSTEAD OF THE REQUIRED 20'; A 2' SIDE SETBACK INSTEAD OF THE REQUIRED 6' AND TO KEEP A TOTAL OF 1,386 SQ. FT. INSTEAD OF 800 SQ. FT. MAXIMUM ALLOWED AT 3000 TULIPAN STREET, BEING LOT 51, TAURUS ESTATES NO. 3, AS REQUESTED BY OLGA MARTINEZ

Ms. Dimas stated that the subject site is located approximately 234' south of Giselle Street along the east side of Tulipan Street. The lot measures 60' x 117.50' for a total 7,050 sq. ft.

The applicant would like the Board to consider the above-mentioned variances to keep: 1) a 19.9' x 19.9' carport, 2) a 12'x12' storage shed, which were built without obtaining the proper permits; and to allow 587 sq.ft. over the maximum allowed.

Accessory structures are allowed on R-1 (Single Family Residential) lots, however, they need to meet the following requirements.

- d) An accessory use customarily related to a principal use authorized in this district. Furthermore, any non-living accessory structure, such as a carport or a garage, whether as an addition or as a detached building, shall not exceed a maximum size equal to 40% of the primary structure's living area; and shall not exceed the primary structure's total height, as measured to the top of its roof. However, if the primary structure's living area totals less than 2,000 square feet, the accessory structure may be constructed to a maximum size of 800 square feet. It is noted that total living area of the home is 1,252 sq. ft.

Staff notes that ZBA previously had approved the following:

<u>Legal Description</u>	<u>Variance Request</u>	<u>Date of Meeting</u>	<u>Recommendation</u>
Lot 3	19.5' front setback	9/11/01	Approved

Staff mailed out 29 notices to the surrounding property owners within 200' radius to get their input in regards to this request. As of this writing staff has not received any comments in favor or against the request. Since the lot is not unique in shape and the violation was self-inflicted, staff cannot support the request.

RECOMMENDATION: Staff recommends denial. The structures need to be modified and/or removed to comply with the required setback and square footage.

Chairman Alberto Salazar asked if the board had any questions for staff.

There was none.

Mrs. Olga Martinez was present. She stated that the carport was built 8 years ago. She mentioned that the reason it was built was for her special need's child.

Chairman Andrew Riddle asked if there were any input in favor or against the request.

There was none.

Chairman Alberto Salazar entertained a motion to close the public hearing. Mr. Riddle moved to close the public hearing. Mr. Flores seconded the motion. Upon a vote, the motion passed unanimously.

Mr. Andrew Riddle stated for medical reasons what do we require from the doctor.

Chairman Alberto Salazar entertained a motion. Mr. Riddle moved to "table" the 19'.9" x 19'.9" carport to obtain medical records. Mr. Flores second the motion. Upon a vote, the motion passed unanimously.

The second item being discussed is a 12'x12' storage shed.

Chairman Alberto Salazar entertained a motion. Mr. Salazar moved to deny the 12'x12' storage shed. Mr. Flores second the motion. Upon a vote, the motion passed unanimously.

Chairman Alberto Salazar entertained a motion to remove item 1.6 from the table. Mr. Riddle moved to remove item 1.6 from the table. Mr. Flores seconded the motion. Upon a vote, the motion passed unanimously.

TABLED

ITEM #1.6

TO KEEP A 2.3 SIDE SETBACK INSTEAD OF THE REQUIRED 6' AND A 3.3' REAR SETBACK INSTEAD OF THE REQUIRED 10' AT 3805 SAN DANIEL STREET, BEING LOT 43, SHARYLAND PLANTATION VILLAGE LAS PALMAS DE REY, AS REQUESTED BY GILBERTO MERCADO

Ms. Dimas stated that this item was previously tabled on September 20, 2023 in order to allow the property owner time to get with 811 to spot any utility lines within the property.

The subject site is located approximately 131' east of Santa Lorena Street along the north side of San Daniel Street. The lot measures 60' x 110' for a total 6,600 sq. ft.

The applicant would like the Board to consider the above-mentioned variances to keep the following: a 17'x9' pergola and an 18'x22' patio with an outdoor kitchen, which were built without obtaining the proper permits during covid. These violations were discovered by the Code Enforcement Division when doing a sweep in the area.

Staff notes that ZBA has considered the following variances within this subdivision.

<u>Legal Description</u>	<u>Variance Request</u>	<u>Date of Meeting</u>	<u>Recommendation</u>
Lots 1, 10 & 11, 28 & 29, 34 & 35, 40 & 41, and 70	10' corner setback	5/9/00	Approved

Staff mailed out 36 notices to the surrounding property owners within 200' radius to get their input in regards to this request. As of this writing staff has not received any comments in favor or against the request.

RECOMMENDATION: Since it's a self-inflicted violation, staff recommends denial. Structures need to be modified or removed to comply with the required setbacks.

Chairman Alberto Salazar asked if the board had any questions for staff.

Mr. Andrew Riddle asked if the HOA was present?

Ms. Dimas stated that the HOA was present. She added that the HOA sent Ms. De Luna an email stating that the owner submitted plans to modify the pergola. On September 14th, the Pergola is approved with the relocation of columns to be 6' from the side property line and adding the cantilever. The concrete needs to be reduced so that it is not in the setback unless the City of Mission approves as installed. She added that the patio cover with outdoor kitchen has been denied on August 10th due to the location and the materials. It was suggested to the owner that materials be added to the outdoor kitchen so that it matches the house. On September 28th the Committee reviewed the plans to add brick to the chimney and the metal column. The Committee has tabled this request pending the outcome of the ZBA meeting.

Mr. Gilberto Mercado was present. He stated that the last time he was present there was a suggestion to call 811. He added that 811 went out to his property and didn't find any utilities

Chairman Alberto Salazar entertained a motion. Mr. Riddle moved to approve the 17' x 9 pergola. Mr. Flores seconded the motion. Since it was a 3-1 vote, the motion dies.

Chairman Alberto Salazar entertained a motion to remove Item 1.7 from the table. Mr. Riddle moved to remove Item 1.7 from the table. Mr. Flores seconded the motion. Upon a vote, the motion passed unanimously.

TABLED

ITEM #1.7

TO KEEP A 3' SIDE SETBACK INSTEAD OF THE REQUIRED 5' AND A 4.8' REAR SETBACK INSTEAD OF THE REQUIRED 12' AT 3705 SAN RODRIGO STREET, BEING LOT 8, SHARYLAND PLANTATION VILLAGE LAS PALMAS DEL REY, AS REQUESTED BY EDUARDO HINOJOSA

Ms. Dimas stated that this Item was previously tabled on September 20, 2023 In order to allow the property owner time to get with 811 to spot any utility lines within the property.

The subject site is located approximately 136' west of Santa Lorena Street along the north side of San Rodrigo Street. The lots measures 60' x 110' for a total 6,600 sq. ft.

The applicant would like the Board to consider the above-mentioned variances to keep a 13'x30' pergola, which was built without obtaining the proper permits during covid. This violation was discovered by the Code Enforcement Division when doing a sweep in the area.

Staff notes that ZBA has considered the following variances within this subdivision.

<u>Legal Description</u>	<u>Variance Request</u>	<u>Date of Meeting</u>	<u>Recommendation</u>
Lots 1, 10 & 11, 28 & 29, 34 & 35, 40 & 41, and 70	10' corner setback	5/9/00	Approved

Staff mailed out 36 notices to the surrounding property owners within 200' radius to get their input in regards to this request. As of this writing staff has not received any comments in favor or against the request.

RECOMMENDATION: Since it's a self-inflicted violation, staff recommends denial. Structure need to be modified or removed to comply with the required setbacks.

Ms. Dimas stated that the HOA sent an email stating that the owner submitted plans for his project, and it was approved subject to the mesh cover must be removed. She added that must add decor detail to ends. Fence repair/addition must be lowered to the maximum height of six feet, six inches.

Chairman Alberto Salazar asked if the board had any questions for staff.

Mr. Eduardo Hinojosa was present. He stated that the previous time that he was seen, what was discussed were the poles that support his pergola were at 9 feet and the city requires 12. He added that if in the future the poles had to be removed he would. He mentioned that he called 811 and 811 marked his property.

Chairman Andrew Riddle asked if there were any input in favor or against the request.

Representing the HOA Ms. Gale Smith stated that it was approved subject to the mesh cover being removed. She added must add décor to ends.

Mr. Riddle asked if the flags were still on Mr. Hinojosa property or were they removed.

Ms. Dimas stated "yes". She added that Mr. Hinojosa stated that the flags were on the edge of the property and not under the pergola.

Mr. Riddle asked that if Mr. Hinojosa can show the board where exactly the flags were placed on his property.

Mr. Hinojosa pointed at the pictures staff presented.

Mr. Riddle stated that the flags were on the side setback.

Ms. Dimas stated that the utility easements run east and west which are along the pergola.

Chairman Alberto Salazar entertained a motion to close the public hearing. Mr. Riddle moved to close the public hearing. Mr. Flores seconded the motion. Upon a vote, the motion passed unanimously.

Chairman Alberto Salazar asked City Attorney Mr. Victor Flores that if the item were to be approved the applicant would be able to build over it.

City Attorney Mr. Victor Flores stated "yes" that is correct.

Mr. Riddle stated that he wanted to approve the pergola but he didn't know if the lines ran under the pergola.

First item being discussed is the deck.

Chairman Alberto Salazar entertained a motion. Mr. Riddle moved to deny the deck. Mr. Gonzalez seconded the motion. Upon a vote, the motion passed unanimously.

Second item being discussed is a 13x30 pergola.

Chairman Alberto Salazar entertained a motion. Mr. Riddle moved to approve the 13x30 pergola. Mr. Gonzalez seconded the motion. Since it was a 3-1 vote, the motion dies.

Chairman Alberto Salazar entertained a motion to remove Item 1.8 from the table. Mr. Riddle moved to remove Item 1.8 from the table. Mr. Gonzalez seconded the motion. Upon a vote, the motion passed unanimously.

TABLED

ITEM #1.8

TO KEEP A 0' CORNER SIDE SETBACK INSTEAD OF THE REQUIRED 10', 0' SIDE SETBACK INSTEAD OF THE REQUIRED 5', AND A 2' REAR SETBACK INSTEAD OF THE REQUIRED 12' U.E. AT 3709 SAN RODRIGO, BEING LOT 10, SHARYLAND PLANTATION VILLAGE LAS PALMAS DEL REY, AS REQUESTED BY LUIS VERDIGUEL

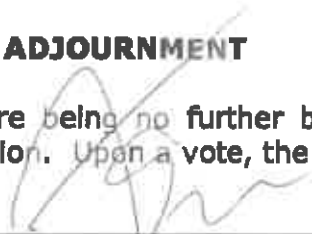
No Action was taken

2.0 OTHER BUSINESS

There was none.

3.0 ADJOURNMENT

There being no further business, Mr. Salazar moved to adjourn. Mr. Gonzalez seconded the motion. Upon a vote, the motion passed unanimously at 6:16 p.m.



Alberto Salazar, Chairman
Zoning Board of Adjustments



**KEEP MISSION
BEAUTIFUL BEAUTIFICATION
COMMITTEE REGULAR MEETING
MISSION CITY HALL
DECEMBER 12, 2023 at 5:45 PM**

MINUTES

MEMBERS PRESENT:

Mario Cantu
Lisa Salinas
Lucille Cavazos

ABSENT:

Robert Trevino
Gavino Garza

STAFF PRESENT:

Anais Chapa, Assistant City Secretary
Yaritza Peña, Administrative Coordinator
Laura Ojeda, Administrative Assistant
Roel Mendiola, Sanitation Director
Brad Bentsen, Parks & Rec Director
Pete Lopez, Parks Supervisor

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Anais Chapa, Assistant City Secretary, called the meeting to order at 5:44 p.m.

APPROVAL OF MINUTES – October 17, 2023

Members took a few minutes to review the minutes from the meeting held on October 17, 2023 meeting. Mr. Mario Cantu moved to approve the minutes as presented. Motion was seconded by Ms. Lisa Salinas and approved unanimously 3-0.

A. Discussion of collaboration with CDBG for the “Paint Mission Beautiful” Project

Mr. Roel Mendiola, Sanitation Director, began discussion on this item by presenting a packet. The packet included a “Paint Mission Beautiful” application form, a check list of supplies needed and a waiver for volunteers to sign. Mr. Mendiola stated that it was projected to begin this program in April. It was asked what the process would be. Mr. Mendiola stated that the CDBG department would be the ones reviewing the applications to see if residents qualify. Upon review by CDBG, and acceptance, then we would go out to inspect/prepare the home one weekend and get volunteers to paint it the following weekend. Program would be advertised mostly through CDGB. They would reach out to previous applicants who did not qualify for state/federal programs. They would also be able to advertise through ADV, AAA, and Silver Ribbon. Another concern was the supplies. Mr. Mendiola stated that the city would take care of purchasing supplies. Ms. Lisa Salinas suggested that we put together a sponsorship proposal and maybe reach out to banks and businesses to see if they would like to sponsor a home. Ms. Salinas also stated that the disclaimer be added that the homeowners have no intention of selling the home within 24 months.

B. Discussion on setting a timeline for the “Our Texas, Our Future” Grant Project

Discussion began on this item by asking when the best time would be to plant the citrus trees at the Speer Memorial Library. The project deadline was set for sometime in late May or

June. Ms. Cavazos said the best time to plant the citrus trees would be during the spring time. She suggested either late February or early March. Mr. Bentsen agreed saying that we should aim for the last week of February if weather permits. Then it was mentioned that spring break was in March and many students would probably be out of town. Upon much discussion, it was decided to set April 13th as the tentative date for the educational course and tree planting event.

Ms. Cavazos moved to set April 13th as the tentative date for the educational course and tree planting event at the Speer Memorial Library. Motion was seconded by Ms. Salinas and approved unanimously 3-0.

C. Discussion and action on setting a timeline for all upcoming projects.

There are several projects that we have in the works which have not been started yet. It was important to start setting dates for these projects so that we can get organized and start making our presence known within our community. Mr. Mendiola stated that we needed to be setting dates and moving forward with all projects. Ms. Salinas asked if it would be possible to designate a "Keep Mission Beautiful" Day within the city of Mission. It was suggested that we do this some time in April in conjunction with Earth Day. Ms. Cavazos stated that she would like to complete the project off Kika de la Garza loop (the median in front of Lion's Park). Brad said he needs to see about adding irrigation to the area first. The goal was to get this project going in the latter part of March.

D. Discussion and action on participation in upcoming events.

At the moment, there weren't any upcoming events that we could participate in. The only thing coming up in January was the Texas Citrus Fiesta Parade. It was suggested that we create a float of recycled materials to enter into the parade; however, the time frame was cutting it short. It was stated that next year, we could partner with schools to create a float made of recycled materials to be entered into the Texas Citrus Fiesta parade. As events were coming up, we would notify the board.

DATE AND TIME OF NEXT MEETING

The next meeting will be held on January 9th at 5:45 p.m.

CHAIRMAN'S COMMENTS

Mr. Cantu thanked Ms. Cavazos for hosting the meeting.

MEMBER'S COMMENTS

All members thanks Ms. Cavazos for her hospitality and for hosting our meeting. Ms. Cavazos also stated that she felt we were gaining momentum and was looking forward to seeing what we could do as a group.

ADJOURNMENT

At 6:31 p.m., Ms. Cavazos moved to adjourn the meeting. Motion was seconded by Ms. Salinas and approved unanimously 3-0.

Mario Cantu, Chairman



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Michael Elizalde, Grant Administrator

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

NATURE OF REQUEST:

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

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION # _____

WHEREAS, The City of Mission finds it in the best interest of the citizens of Mission, Texas that the Mission Fire Department’s State Homeland Security Program-Regular project #5130301 under the FY24 State Homeland Security Program be operated for the 2024-2025 fiscal year; and

WHEREAS, The City of Mission agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Mission assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, The City of Mission designates the City of Mission Mayor as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the City of Mission approves submission of the grant application for the SHSP-Regular Program to the Office of the Governor.

READ, CONSIDERED AND APPROVED, this 26th day of February 2024.

Norie Gonzalez Garza, Mayor

Attest:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024
PRESENTED BY: Cesar Torres, Chief of Police
AGENDA ITEM: Authorization to enter into an Interlocal Agreement with Rio Grande Valley Communication District 911 - Torres

NATURE OF REQUEST:

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

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



Rio Grande Valley Emergency Communication District

Mayor Gilbert Gonzales, Raymondville.....	President
Mayor Pro-Tem Joaquin "J.J." Zamora, McAllen	Vice President
Judge Aurelio "Keeter" Guerra, Willacy County.....	Secretary
Ramiro Garza Jr., Mayor, Edinburg.....	Treasurer

RGV9-1-1 BOARD OF MANAGERS

Gilbert Gonzales
Mayor, Raymondville

Joaquin "J.J." Zamora
Mayor Pro Tem, McAllen

Aurelio "Keeter" Guerra
Judge, Willacy County

Ramiro Garza Jr.
Mayor, Edinburg

Arturo Galvan Jr.
Mayor Pro Tem, Alton

Alonzo "AL" Perez Jr
Mayor, Elsa

Yvette Cabrera
Mayor, Granjeno

Oscar D. Montoya
Mayor, Mercedes

Ramiro Loya
Mayor, Penitas

Alma D. Salinas
Mayor, Sullivan City

Adrian Gonzalez
Mayor, Weslaco

Sheriff J. E. "Eddie" Guerra
Hidalgo County

STAFF:

EXECUTIVE DIRECTOR
Manuel "Manny" Cruz

February 5, 2024

Honorable Norie Gonzalez Garza, City of Mission
1201 E. 8th St.
Mission, TX 78572

Subject: Interlocal Agreement 2024-2026 - City of Mission Police Department and RGV9-1-1

Dear Mayor Garza,

Enclosed, please find a copy of the Interlocal Agreement 2024-2026, an agreement between the Rio Grande Valley Emergency Communication District (referred to as "RGV9-1-1") and the City of Mission Police Department.

The RGV9-1-1 District Board of Managers convened on **Wednesday, January 24, 2024**, and approved the attached agreement. This agreement, subject to renewal every two years, is a crucial document governing the provision of 9-1-1 services, ensuring seamless and effective emergency communication services for our community. The Interlocal Agreement outlines the specific duties and responsibilities assigned to both the Public Safety Answering Point (PSAP) and the RGV911 Communication District. We must have all renewals signed no later than **Wednesday, February 28th, 2024**.

Should you require any further information, have questions, or need clarification on any aspect of the agreement, please do not hesitate to reach out to Mr. Dennis Moreno, Assistant Director, at (956) 578-2888 (dmoreno@rgv911.org) or me at (956) 279-4130 (mcruz@lrgvdc.org).

Thank you for your attention to this matter.

Sincerely,

Manuel Cruz
Executive Director
Rio Grande Valley Emergency Communication District

CC: Ceasar Torres, Chief of Police

**INTERLOCAL AGREEMENT 2024-2026 BETWEEN
THE RIO GRANDE VALLEY EMERGENCY COMMUNICATION DISTRICT 9-1-1 AND
THE CITY OF MISSION POLICE DEPARTMENT
FOR 9-1-1 SERVICE**

SECTION 1: PARTIES AND PURPOSE

- 1.1 The Rio Grande Valley Emergency Communication District 9-1-1 (known as “RGV 9-1-1”) is a regional emergency communications authority and a political subdivision of the State of Texas organized under the Texas Health and Safety Code, Chapter 772, Subchapter H, through the passage of resolutions by County Commissioners Courts and City Councils within the District’s service area encompassing Hidalgo and Willacy Counties.
- 1.2 *The City of Mission (hereinafter “Public Agency”)* is a local government that operates a Public Safety Answering Point (“PSAP”) that participates in the RGV 9-1-1.
- 1.3 This Interlocal Agreement is entered into between the Rio Grande Valley Emergency Communication District 9-1-1 and Public Agency under Texas Government Code Chapter 791 so that the Rio Grande Valley Emergency Communication District 9-1-1 can operate and maintain the system utilized for the provision of 9-1-1 emergency communication services. For purposes of carrying out the Rio Grande Valley Emergency Communication District 9-1-1 duties and obligations under this agreement, the parties understand and agree that references to the Rio Grande Valley Emergency Communication District 9-1-1 include its employees, telecommunicators, directors, officers, agents, and their representatives individually, officially, and collectively.

SECTION 2: RIGHTS AND DUTIES OF THE PUBLIC AGENCY

The Public Agency that operates Public Safety Answering Points (PSAP) agree:

2.1 FINANCIAL/INSURANCE

- 2.1.1 The Public Agency shall reimburse the Rio Grande Valley Emergency Communication District 9-1-1 for damage to 9-1-1 equipment caused by intentional misconduct, abuse, misuse, or negligence by Public Agency employees or other persons granted access to the PSAP. This provision does not include ordinary wear and tear of day-to-day use of the equipment.
- 2.1.2 The Rio Grande Valley Emergency Communication District 9-1-1 may seek reimbursement of 9-1-1 funds if 9-1-1 funding were used in noncompliance with Applicable Law.
- 2.1.3 Such reimbursement of 9-1-1 Funds to the Rio Grande Valley Emergency Communication District 9-1-1, as applicable, shall be made by the Public Agency within 60 days after demand by the Rio Grande Valley Emergency Communication District 9-1-1 unless an alternative repayment plan is approved by the Rio Grande Valley Emergency Communication District 9-1-1.

2.2 EQUIPMENT AND INVENTORY

- 2.2.1 The Rio Grande Valley Emergency Communication District 9-1-1 shall maintain a current inventory of all 9-1-1 equipment consistent with Applicable Law and shall provide a copy to the Public Agency for insurance purposes (refer to Attachment A).
- 2.2.2 The Rio Grande Valley Emergency Communication District 9-1-1 will be responsible for tagging and identification labels for all 9-1-1 equipment.
- 2.2.3 Public Agency shall report any lost, stolen, or nonfunctioning equipment in writing to the Rio Grande Valley Emergency Communication District 9-1-1 immediately upon discovery.
- 2.2.4 Public Agency shall notify the Rio Grande Valley Emergency Communication District 9-1-1 in writing 30 days in advance of disposition of equipment due to obsolescence, failure, or other planned replacement.
- 2.2.5 Public Agency must meet minimum requirements for average call volumes in order to maintain/add additional call taking positions (Refer to Attachment B.)

2.3 SECURITY

- 2.3.1 The Public Agency shall protect Rio Grande Valley Emergency Communication District 9-1-1 provided equipment by implementing measures that secure the premises (including equipment/back room) of its PSAP against unauthorized entrance or use.
- 2.3.2 The Public Agency shall operate within local standard operating procedures and take appropriate security measures as may be necessary to ensure that non-approved third-party software applications cannot be integrated into the PSAPs Call Handling Equipment or workstations.
- 2.3.3 The Public Agency shall refrain from attaching or integrating any hardware device (i.e., external storage devices) or software application without the prior written approval of the Rio Grande Valley Emergency Communication District 9-1-1. Further, no unauthorized person shall configure, manipulate, or modify any hardware device or software application. Such authority can only be granted by the Rio Grande Valley Emergency Communication District 9-1-1.
- 2.3.4 The Rio Grande Valley Emergency Communication District 9-1-1 and the Public Agency agree to adhere to Health and Safety Code, Section 772.002(C), Confidentiality of Information.
- 2.3.5 The Rio Grande Valley Emergency Communication District 9-1-1 ensures section 5.2 CJIS Security Awareness Training requirements in the CJIS Security Policy are met. The Rio Grande Valley Emergency Communication District 9-1-1 Administrators shall document, maintain, and keep current a Level Four Security. These personnel have unescorted access to a physically secure location. <https://www.fbi.gov/services/cjis/cjis-security-policy-resource-center>. Rio Grande Valley Emergency Communication District 9-1-1 shall adhere to any background checks requested by the Public Agency or provide the Public Agency with current CJIS certification documents.
- 2.3.6 The Public Agency shall allow 24-hour access to the 9-1-1 equipment for audits, repairs, and maintenance services, as required or needed by the Rio Grande Valley Emergency Communication District 9-1-1 Administrators.

2.3.7 The Public Agency shall provide (2) two access cards OR (1) one physical key to maintaining the 24-hour access compliance. Failure to do so may result in ineligibility by the Rio Grande Valley Emergency Communication District 9-1-1.

2.4 MAINTENANCE

2.4.1 Rio Grande Valley Emergency Communication District 9-1-1 and the Public Agency shall ensure areas, where the Rio Grande Valley Emergency Communication District 9-1-1 equipment is installed are clean, clear of clutter, and allows for unobstructed access by the Rio Grande Valley Emergency Communication District 9-1-1 Administrators.

2.4.2 Public Agency must provide a minimum of two-weeks notice in writing to the Rio Grande Valley Emergency Communication District 9-1-1 regarding any maintenance that could adversely affect 9-1-1 operations.

2.4.3 The Public Agency must provide at least a 48-hour notice in writing to Rio Grande Valley Emergency Communication District 9-1-1 before work commences on any scheduled maintenance regarding commercial power backup generators. Failure to do so will result in ineligibility by the Rio Grande Valley Emergency Communication District 9-1-1.

2.4.4 The Public Agency must notify the Rio Grande Valley Emergency Communication District 9-1-1 of technical issues immediately upon discovery. The Public Agency will utilize one of the following methods:

- a. Via telephone by calling (956) 682-3481 Ext. 174 and/or email to helpdesk@rgv911.org
- b. Calling WSC (800) 414-2738 and/or email support@wscicom.com

2.4.5 The Rio Grande Valley Emergency Communication District 9-1-1 shall perform generator function tests automatically every month and conduct a load test at least once a year, to ensure that all the Rio Grande Valley Emergency Communication District 9-1-1 equipment remains functional under 9-1-1 generator power..

2.5 TRAINING

2.5.1 The Rio Grande Valley Emergency Communication District 9-1-1 shall provide telecommunicators access to emergency communications equipment training as approved by the Rio Grande Valley Emergency Communication District 9-1-1 training staff, or as determined by the Public Agency.

2.5.2 The Public Agency shall notify the Rio Grande Valley Emergency Communication District 9-1-1 in writing or email of any new 9-1-1 telecommunicator by listing their full name, date of hire, and PID#. The following link shall be used for PSAP staff changes:
<https://www.rgv911.org/pages/request>

2.5.3 The Public Agency shall ensure new telecommunicators are scheduled a Power 9-1-1 training within 120 days of their hire date. If a PSAP chooses to train its personnel, a copy of the agency's approved Learning Objectives and Lesson Plan must be provided to the Rio Grande Valley Emergency Communication District 9-1-1.

- 2.5.4 The Public Agency shall ensure that 9-1-1 telecommunicators meet minimum training requirements as listed in the Telecommunicators Proficiency Chart from TCOLE and abide by the TCOLE mandated rules and regulations for telecommunicator certification and/or licensing requirements..
- 2.5.5 Ensure that all telecommunicators abide by the TCOLE mandated rules and regulations for telecommunicator certification and/or licensing requirements.
- 2.5.6 Schedule telecommunicators to receive 9-1-1 equipment training within 120 days of his/her hire date.
- 2.5.7 The Public Agency shall ensure that 9-1-1 PSAP Supervisors/Managers (or designee) attend the Board of Managers Meetings. The Rio Grande Valley Emergency Communication District 9-1-1 offers at least four quarterly meetings per year and a minimum attendance of three meetings per year are required for each PSAP.
- 2.5.8 The Public Agency shall ensure PSAP Telecommunicators, Training Coordinators, Supervisors/Managers, and other essential personnel identified by the Supervisor/Manager attend mandatory training associated with the implementation of new technology. This training is generally scheduled for specific dates and times.
- 2.5.9 The Public Agency shall ensure that all telecommunicators attend a 9-1-1 equipment and technology training refresher course every two years.

2.6 FACILITIES

- 2.6.1 The Public Agency shall meet prescribed equipment room requirements (Attachment A). Any expenses associated with this requirement are the responsibility of the Public Agency.
- 2.6.2 The Public Agency shall meet minimum site requirements for backroom equipment. Most expenses associated with this are the responsibility of the Public Agency.
- 2.6.3 The Public Agency shall ensure areas with 9-1-1 equipment maintain a temperature between 65-78 degrees Fahrenheit.
- 2.6.4 The Public Agency shall ensure the 9-1-1 equipment room and communications area comply with the Americans with Disabilities Act of 1990. <https://www.ada.gov/law-and-regs/ada/>
- 2.6.5 The Public Agency shall provide access to the Rio Grande Valley Emergency Communication District 9-1-1 staff and contracted vendors that meet CJIS requirements on a 24/7/365 basis without prior notice.

2.7 MONITORING/REPORTING

- 2.7.1 The Rio Grande Valley Emergency Communication District 9-1-1 reserve the right to perform on-site monitoring of the PSAP(s) for compliance with Applicable Law and the performance of the deliverables specified in this Agreement.

2.7.2 The Public Agency shall cooperate fully with all reasonable monitoring requests from the Rio Grande Valley Emergency Communication District 9-1-1 to assess and evaluate Public Agency's performance under this Agreement.

2.8 MEDIA RELATION

2.8.1 The Public Agency must make every effort to communicate complete and accurate information in social media posts and/or interaction with the media, specifically as it relates to the Rio Grande Valley Emergency Communication District 9-1-1. Public Agencies must first coordinate with the Rio Grande Valley Emergency Communication District 9-1-1 before making comments on social media and/or speaking to the media regarding 9-1-1 technology and service or issues with the 9-1-1 service providers.

2.9 OPERATIONS

- 2.9.1 The Public Agency must sign and submit the contingent PSAP agreement, any changes to contingent PSAPs must be approved by the Rio Grande Valley Emergency Communication District 9-1-1.
- 2.9.2 The Public Agency shall provide a minimum of 90 days prior notice of any facility moves, adds, or changes that affect the 9-1-1 system at helpdesk@rgv911.org or by calling (956) 682-3481 Ext. 174. Failure to do so may result in ineligibility by the Rio Grande Valley Emergency Communication District 9-1-1.
- 2.9.3 The Public Agency at a minimum, provide dedicated 9-1-1 Licensed Telecommunicator(s) (TCs) to answer 9-1-1 calls 24/7/365, however, the required minimum number of TCs is based on the following:
- PSAP with one to three 9-1-1 workstations, at a minimum, must provide one TC.
 - PSAP with four to seven 9-1-1 workstations, at a minimum, must provide three TCs.
- 2.9.4 The Rio Grande Valley Emergency Communication District 9-1-1 recommends logging all TDD/TTY calls and test calls. Training and Testing of TDD/TTY will be the sole responsibility of the Public Agency.
- 2.9.5 The Public Agency shall notify the Rio Grande Valley Emergency Communication District 9-1-1 in writing at least 30 days prior to changing emergency services providers including medical, law enforcement, and fire.
- 2.9.6 The Public Agency shall report discrepancies with mapping to Rio Grande Valley Emergency Communication District 9-1-1 utilizing the tools in the dispatch mapping solution within 72 hours to the Rio Grande Valley Emergency Communication District 9-1-1.
- 2.9.7 The Public Agency shall ensure that all telecommunicators log into the 9-1-1 software at the beginning of his/her shift and logout at the end of his/her shift.

- 2.9.8 In accordance with Texas Health and Safety Code 772.619 (c), the 9-1-1 database information is not available for public inspection and cannot be released to the public. If a Public Information request specifies 9-1-1 database information, the Rio Grande Valley Emergency Communication District 9-1-1 must be notified within three (3) business days of the Public Agency receiving the request.
- 2.9.9 Rio Grande Valley Emergency Communication District 9-1-1 call recordings are a supplemental service that is provided to the Public Agency. The Rio Grande Valley Emergency Communication District 9-1-1 maintains a 365-day retention period for 9-1-1 call recordings.
- 2.9.10 9-1-1 calls are deemed a matter of public record, The Public Information Act (PIA) makes these records available to the public. Requests for copies of such calls should be directed to the agency that took the call. (i.e Police Department)
<https://www.texasattorneygeneral.gov/open-government/members-public/overview-public-information-act>
- 2.9.11 It is the responsibility of the Public Agency to maintain their present emergency dispatch services. The Rio Grande Valley Emergency Communication District 9-1-1 encourages the public agency to enhance its public safety call taking capabilities by encompassing all emergency services (Police, Fire, and Emergency Medical Services.)

SECTION 3: RIGHTS AND DUTIES OF THE RIO GRANDE VALLEY EMERGENCY COMMUNICATION DISTRICT 9-1-1

3.1 FINANCIAL

- 3.1.1 Develop a budget and strategic plan to meet Public Agency needs for the establishment and operation of 9-1-1 services throughout the Rio Grande Valley Emergency Communication District 9-1-1 region, according to standards established and approved by the Rio Grande Valley Emergency Communication District 9-1-1 Board of Managers.
- 3.1.2 Provide 9-1-1 service to include 9-1-1 equipment, software, services, and other items described in the current the Rio Grande Valley Emergency Communication District 9-1-1 Strategic Plan, throughout the region as funded by emergency service fees.

3.2 EQUIPMENT AND INVENTORY

- 3.2.1 Allow Public Agency the opportunity to participate in the planning, implementation, and operation of 9-1-1 equipment.
- 3.2.2 Conduct a physical inventory of critical hardware annually and reconcile inventory periodically.

3.3 TRAINING

- 3.3.1 Offer Call Handling Equipment (CHE) training to all new telecommunicators and refresher training every two years.
- 3.3.2 Offer to license training through the Regional Telecommunicator Academy that meets or exceeds Texas Commission on Law Enforcement (TCOLE) rules and regulations.

- 3.3.3 Offer continuing education training for Intermediate, Advanced, and Master Telecommunicator Certifications as budget allows.

3.4 MAINTENANCE

- 3.4.1 Practice preventative maintenance on all the Rio Grande Valley Emergency Communication District 9-1-1 owned or leased Call Handling Equipment (CHE), software, and databases including, at a minimum, backing up data, as necessary. The Rio Grande Valley Emergency Communication District 9-1-1 shall be responsible for any maintenance costs on the Rio Grande Valley Emergency Communication District 9-1-1 owned or leased equipment.

3.5 OPERATIONS

- 3.5.1 Inspect contingent PSAP agreements periodically.
- 3.5.2 Implement upgrades of PSAP equipment and software, as authorized in the current annual budget, through the Rio Grande Valley Emergency Communication District 9-1-1 processes for the purchase of new equipment and software.

3.6 CRISIS COMMUNICATIONS

- 3.6.1 The Rio Grande Valley Emergency Communication District will make every effort to communicate complete and accurate information to the Public Agency in a timely manner about 9-1-1 technology and services during 9-1-1 service interruptions.

SECTION 4: EFFECTIVE DATE AND TERM OF AGREEMENT

- 4.1.1 This Agreement shall take effect February 1, 2024, and shall continue until January 31, 2026, unless earlier terminated under 8.1 Early Termination of Agreement.

SECTION 5: OWNERSHIP, TRANSFERENCE, AND DISPOSITION EQUIPMENT

- 5.1.1 The Rio Grande Valley Emergency Communication District 9-1-1 may purchase, lease, or otherwise procure, on Public Agency's behalf, the 9-1-1 equipment, software, services, and other items as described in The Rio Grande Valley Communication District 9-1-1 Strategic Plan.
- 5.1.2 The Rio Grande Valley Emergency Communication District 9-1-1 shall establish ownership of all 9-1-1 equipment procured with 9-1-1 funds as defined herein and located within the Public Agency's jurisdiction. The Rio Grande Valley Emergency Communication District 9-1-1 may maintain ownership, or it may transfer ownership to Public Agency. Before any such transfer of ownership, The Rio Grande Valley Emergency Communication District 9-1-1 will evaluate the adequacy of controls of Public Agency to ensure that sufficient controls and security exist by which to protect and safeguard the equipment procured with 9-1-1 funds for the purpose of delivery of 9-1-1 calls. It is understood that the equipment may or may not be procured by The Rio Grande Valley Emergency Communication District 9-1-1 on behalf of the Public Agency, according to The Rio Grande Valley Emergency Communication District 9-1-1 Strategic Plan.

5.1.3 The basic 9-1-1 equipment categories are:

- Call Handling Equipment (CHE) – telephone equipment located at the PSAP which may include telephones, integrated workstations, servers, software, monitors, gateways, routers, and any other equipment necessary for 9-1-1 call delivery to the PSAP.
- Telecommunications Device for the Deaf (TDD)/Teletypewriter (TTY)
- Uninterruptable Power Supply (UPS)

5.1.4 Transfer-of-ownership documents shall be prepared by the Rio Grande Valley Communication District 9-1-1 and signed by both parties upon the transference of ownership of any 9-1-1 provided equipment. The Rio Grande Valley Communication District 9-1-1 shall maintain ownership of 9-1-1 call handling equipment.

SECTION 6: RELATIONSHIP BETWEEN THE PARTIES, ASSIGNMENT, AND SUBCONTRACTING

- 6.1.1 It is understood and agreed that the relationship described in this Agreement between the Parties is contractual and is not to be construed to create a partnership or joint venture or agency relationship between the parties.
- 6.1.2 This Agreement may not be assigned by either Party without the prior written consent of the other Party. Any attempted assignment in violation of this agreement is void.
- 6.1.3 The Public Agency may not subcontract its duties under this Agreement without the prior written consent of the Rio Grande Valley Communication District 9-1-1. Any subcontract shall be subject to all terms and conditions contained in this Agreement and Public Agency agrees to furnish a copy of this Agreement to its subcontractor(s).

SECTION 7: RECORDS AND MONITORING

- 7.1.1 The Rio Grande Valley Communication District 9-1-1 is entitled to inspect and copy, on a 24/7/365 basis, at Public Agency's office, the records maintained under this Agreement for as long as they are maintained.
- 7.1.2 The Rio Grande Valley Communication District 9-1-1 is entitled to visit Public Agency's offices, talk to its personnel, and audit its applicable 9-1-1 records during normal business hours to assist in evaluating its performance under the Agreement.

SECTION 8: EARLY TERMINATION OF AGREEMENT

- 8.1.1 The Rio Grande Valley Communication District 9-1-1 reserves the right to terminate this Agreement in whole or in part upon default by Public Agency. Notice of termination shall be provided to Public Agency in writing, shall set forth the reason(s) for termination, and provide for a minimum of thirty (30) days to cure the defect(s). Termination is effective only in the event Public Agency fails to cure the defect(s) within the period stated in the notice subject to any written extensions. If the Agreement is terminated, Public Agency shall cooperate with the Rio Grande Valley Communication District 9-1-1 to ensure an orderly transition of services. Further, all equipment shall be returned to the Rio Grande Valley Communication District 9-1-1 in working condition and the Rio Grande Valley Communication District shall only be liable for payment for services rendered before the effective date of termination. Either Party may terminate this Agreement for convenience upon 180 days

written notice to the other Party. Certain reporting requirements in the Agreement shall survive termination.

SECTION 9: NOTICE TO PARTIES

9.1.1 Notice under this contract must be in writing and received by the party or his/her representative or replacement, to which the notice is addressed. Notice is considered received by a party when it is:

- Delivered to the party personally;
- On the date shown on the return receipt if mailed by registered or certified mail, return receipt requested, to the party's address as specified in paragraph 9.2.1 and signed on behalf of the party; or
- Three business days after its deposit in the United States Mail, with first-class postage affixed addressed to the party's address specified in paragraph 9.2.1.

9.1.2 Notices shall be sent to the following address for each party:

If to RGV 9-1-1 District: Attn: Manuel Cruz
1912 Joe Stephens Ave. Ste. A
Weslaco, Texas 78599

If to Public Agency: Attn: Mayor Norie Gonzalez Garza
1201 E. 8th St.
Mission, TX 78572

SECTION 10: GENERAL PROVISIONS

10.1.1 **Governing Law.** This Agreement will be governed by and construed in accordance with the laws of the State of Texas, United States of America. The mandatory and exclusive venue for the adjudication or resolution of any dispute arising out of this Agreement shall be in Hidalgo County, Texas.

10.1.2 **Liability.** The Parties agree and acknowledge that each Party is not an agent of the other Party and that each Party is responsible for its acts, forbearances, negligence, and deeds, and those of its agents, contractors, officers, and employees in conjunction with each Party's performance under this Agreement.

10.1.3 **Limitation of Liability.** In no event shall either party be liable for special, consequential, incidental, indirect or punitive loss, damages or expenses arising out of or relating to this Agreement, whether arising from a breach of contract or warranty, or arising in tort, strict liability, by statute or otherwise, even if it has been advised of their possible existence or if such loss, damages, or expenses were reasonably foreseeable.

10.1.4 **Procurement.** Both parties agree to comply with all applicable federal, State, and local laws, rules and regulations for purchases under this Agreement. Failure to do so may result in ineligibility and denial of reimbursement by the Rio Grande Valley Communication District 9-1-1.

- 10.1.5 **Force Majeure.** It is expressly understood and agreed by the Parties to this Agreement that if either party hereto is prevented from or delayed in the performance of any of its obligations hereunder by reason of force majeure, defined as acts of God, war, riots, storms, fires or any other cause whatsoever beyond the reasonable control of the party, the party so prevented or delayed shall be excused from the performance of any such obligation to the extent and during the period of such prevention or delay. The period of time applicable to such requirement shall be extended for a period of time equal to the period of time such Party was delayed. Each Party must inform the other in writing within a reasonable time of the existence of such force majeure.
- 10.1.6 **Entire Agreement.** This Agreement and any attachments/addendums, as provided herein, constitute the entire agreement of the parties, and supersedes all other agreements, discussions, representations, or understandings between the parties with respect to the subject matter hereof.
- 10.1.7 **Amendments.** This Agreement may be amended only by a written amendment executed by both Parties, except that any alterations, additions, or deletions to the terms of this Agreement, which are required by changes in Federal and State law or regulations or required by the funding source, are automatically incorporated into this Agreement without written amendment hereto and shall become effective on the date designated by such law or regulation. In the event of such occurrence, written notice of alterations, additions, or deletions to the terms of this Agreement will be provided to Public Agency.
- 10.1.8 **Nondiscrimination and Equal Opportunity.** Public Agency shall not exclude anyone from participating under this Agreement, deny anyone benefits under this Agreement, or otherwise unlawfully discriminate against anyone in carrying out this Agreement because of race, color, religion, sex, age, disability, handicap, or national origin.
- 10.1.9 **Dispute Resolution.** The parties to this Agreement agree to the extent possible and not in contravention of any applicable State or Federal law or procedure established for dispute resolution, to attempt to resolve any dispute between them regarding this Agreement informally through voluntary mediation or any other local dispute mediation process before resorting to litigation.

The parties agree to continue performing their duties under this contract, which are unaffected by the dispute during the negotiation and mediation process.



THE CITY OF MISSION	THE RIO GRANDE VALLEY EMERGENCY COMMUNICATION DISTRICT 9-1-1
----------------------------	---

By: CITY OF MISSION

By: Rio Grande Valley Emergency
Communication District 9-1-1

Name: NORIE GONZALEZ GARZA

Name: MANUEL CRUZ

Title: MAYOR

Title: EXECUTIVE DIRECTOR

Signature:

Signature:

Date:

Date:

Date of governing body approval: January 24th, 2024

Attachments:

Attachment A: Equipment Room and Electrical

Attachment B: Call Volume requirements regarding PSAP Position utilization



Attachment A - Equipment Room and Electrical Requirements

Equipment Room:

- There must be enough space to remove equipment from the equipment room in the event of an upgrade or replacement of faulty equipment i.e., removal of the Uninterruptible Power Supply (UPS) battery system, or large rack-mounted servers.
- Do not attach any equipment that is not provided by the Rio Grande Valley Emergency Communication District 9-1-1 into the rack being utilized for 9-1-1 call delivery. Equipment racks must remain segregated to allow the Rio Grande Valley Emergency Communication District 9-1-1 the ability to add/remove/change any of their equipment when necessary.
- Do not stack anything on or around the Rio Grande Valley Emergency Communication District 9-1-1 equipment rack or UPS, UPS bypass switch, or electrical distribution panel. There must be elevator access to the equipment room, or 911 demarcation closets located upstairs.

Fire Protection:

- Dry pipe high-temperature type systems are recommended if sprinkler heads are to be in the 9-1-1 equipment room.
- If possible, non-combustible material must be used for the room construction.

Security Precautions:

- The Public Agency may need to extend and improve existing building security to provide adequate protection for the 9-1-1 equipment.
- Electric locks or push-button access codes or card readers are not recommended unless you provide a battery backup system.

Temperature and Humidity Control:

- A stable ambient operating temperature of 72 degrees Fahrenheit is recommended. Maximum tolerances are from 65 to 78 degrees non-condensing.
- Air conditioning units must be able to handle the heat produced by the 9-1-1 equipment.
- For estimates on the BTU output of the equipment, please consult with onsite installation personnel.

Static Electricity:

Static can damage circuitry permanently, interrupt system operation and cause lost data. To prevent static:

- The equipment room humidity must be constant.
- The room floor must not be carpeted unless the carpet is static-free and grounded.
- The room floor must be sealed, (preferably tiled), but not waxed.

Lighting:

- Lighting must not be powered from the switch room service panel.
- Lighting must provide 50-75-foot candles measured 30" above the equipment room floor.

Grounding:

- A single point, the isolated ground is required unless superseded by local code. The source must be the XO of the transformer that feeds the phase conductors to the equipment room electrical service panel.
- Terminations must be accessible for inspection during the life of the installation.
- Conductors must be continuous with no splices or junctions.
- Conductors must be no load, non-current carrying.

Electrical:

- The voltage required is 208/120 V three-phase: four-wire "wye" service or 240/120 single phase 4 wire "delta" service.
- A dedicated transformer is preferred; however, a shared transformer or distribution is acceptable.
- IGL6-15, 20, or 30 receptacles are required, and the ground must terminate on the IG buss.
- All circuit breakers must be clearly labeled.
- Terminal devices located in the equipment room will require local power. These outlets must be wired and fused independently from all other receptacles. They must also be IG type receptacles.
- The Rio Grande Valley Emergency Communication District 9-1-1 equipment must be plugged into independent circuits, and segregated from other non-911 equipment, such as floor heaters, radio equipment, etc. This will ensure that a failure of non-911 equipment will not adversely affect the performance of 9-1-1 call handling equipment.



Attachement B - Call Volume requirements regarding PSAP Position utilization

Public Safety Answering Point (PSAP) Adds, Moves, Changes, Consolidations, and Closures. (Minimum requirements for call volume per 9-1-1 Position Averaged per 12-month period)

Call Volume Chart

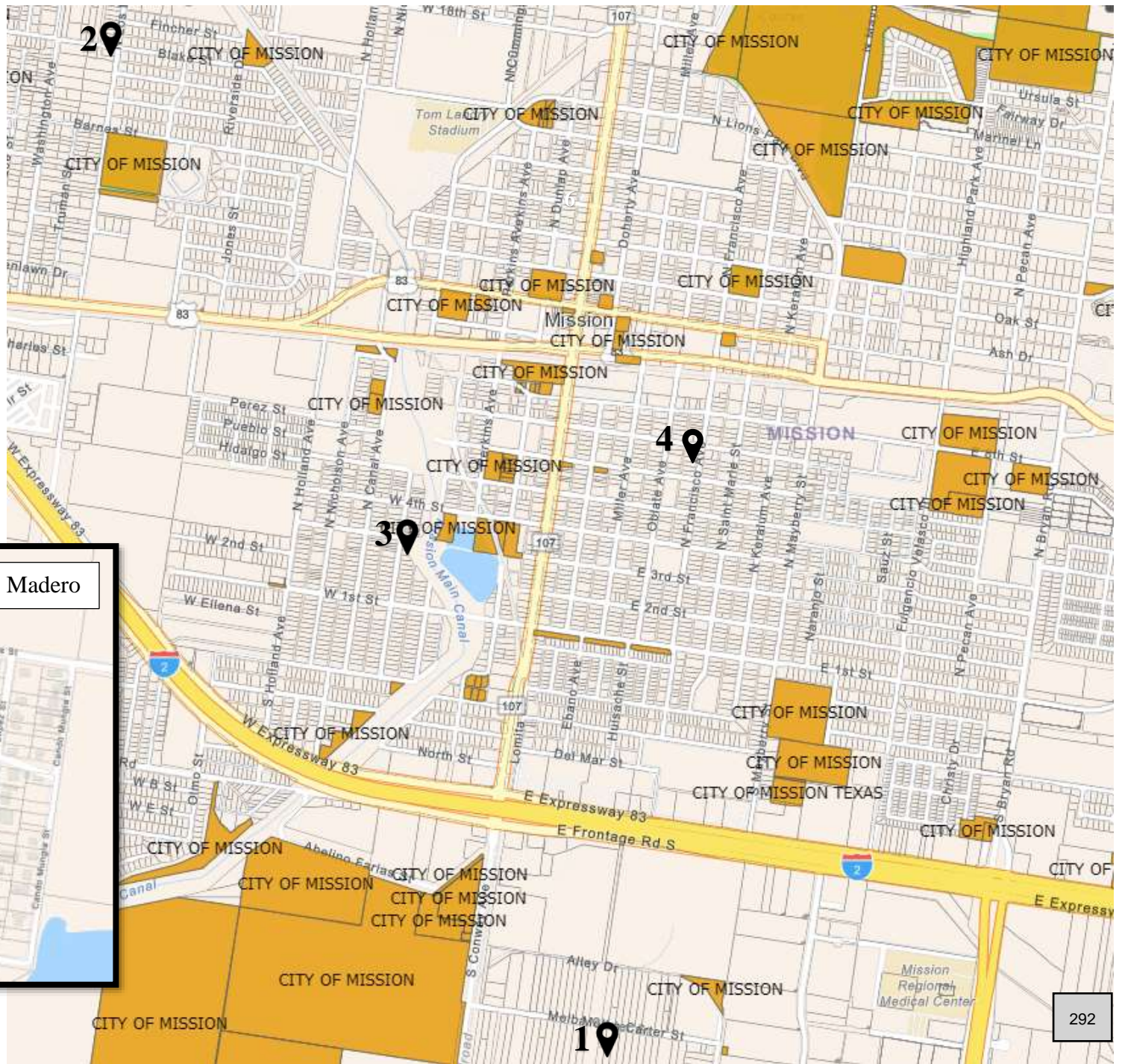
Minimum Average Call Volume for Maintaining/Requesting 9-1-1 Positions*

Total Number of Positions**	Minimum Daily Call Volume Average
2	20
3	50
4	80
5	120
6	150
7	200
8	225
9	250
10	300
15	400
20	500
25	600
30	700

- *Call volume is averaged over the previous 12 months from the date of request
- **Includes Current + Requested Positions
- Failure to meet the minimum call (per position) requirements will require an evaluation of PSAP(s) need for currently deployed 9-1-1 positions.

City of Mission Community Development Department Environmental 2023-2024

1. 408 Melba Carter Road
2. 1047 N. Los Ebanos Road
3. 222 N. Slabaugh Avenue
4. 615 N. Francisco Avenue
5. 3731 Garza Street





CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Abel Bocanegra, P.E., City Engineer

AGENDA ITEM: Authorization to extend 2nd One-Year renewal for Corrosion Inhibitor chemical for the Public Works Department North and South Water Treatment Plants - Bocanegra

NATURE OF REQUEST:

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

BUGETED: Yes **FUND:** Utility -North Plant **ACCT. #:** 02-430-64220

BUDGET: \$ 900,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$200,056

BUGETED: Yes **FUND:** Utility -South Plant **ACCT. #:** 02-413-64220

BUDGET: \$ 800,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$154,822

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____



5512 Dicks Warehouse, Suite 103, Dulles, VA 20153
877-848-0017 ph - 770-271-4068 fax
www.chemrite.com

February 5, 2024

City of Mission TX
ATTN: Criss Cantu
1201 E 8th Street R101
Mission, TX 78572

RE: 2st Year Renewal for Corrosion Inhibitor

Dear Crissy,

Chemrite is currently under contract with the City of Mission, TX for the corrosion inhibitor.

Due to rising inflation and continued pressure from all areas, including raw materials, transportation, fuel, energy, labor, supply constraints, and plant shutdowns at phosphate producers, Chemrite proposes the following price increase. This increase was indicated as a possibility as part of Chemrite's bid last year.

Product	Old Price	New Price
Corrosion Inhibitor	\$1.01875	\$1.14/LB

These new prices will be effective for the new contract renewal periods. Please let me know if you have any questions. We look forward to our continued business with the City of Mission

Best Regards,

Aaron Opp
Vice President
Chemrite, Inc.
770-271-5576



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Abel Bocanegra, P.E., City Engineer

AGENDA ITEM: Authorization to extend 1st Year renewal for Waterline Maintenance Supplies for the Public Works Department - Bocanegra

NATURE OF REQUEST:

The City of Mission entered into an agreement with Core & Main for Waterline Maintenance Supplies. The contract term was for one year with two one-year renewal options. Orders will be placed on an as needed basis for a one-year base term with a 5% increase. RFB: 23-171-01-11

BUGETED: Yes **FUND:** Utility **ACCT. #:** 02-412-64325

BUDGET: \$ 230,000 **EST. COST:** \$ 157,500 **CURRENT BUDGET BALANCE:** \$80,510

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

100 N. 1st Street
McAllen, TX 78501
956.478.1055



02/06/2024

Dear City of Mission,

Core & Main would like to proceed with the renewal of the RFB: 23-171-01-11 Waterline Maintenance Supplies for the Public Works Department Contract (2/23/2024 through 2/22/2025) for the first term extension. We will be adding the 5% price increase noted on the original contract documents submitted on 1/11/2023.

Please advise how you would like to proceed.

Thank you.

Jennifer Pinales

Outside Sales Representative

Core & Main LP



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Cesar Torres, Chief of Police

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

NATURE OF REQUEST:

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

BUGETED: Yes **FUND:** General Fund **ACCT. #:** 01-430-64270

BUDGET: \$45,000 **EST. COST:** \$2,664.48 **CURRENT BUDGET BALANCE:** \$19,389

BID AMOUNT: \$45,000 not to exceed

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



Quote

Customer: (1000945580) MISSION POLICE DEPT
Date: 01/31/2024
Sales Rep: CAMERON LORD

Page 1 of 2
Quote Number: 25744233
Quote Expiration: 03/01/2024

Sold To:
MISSION POLICE DEPT
ACCOUNTS PAYABLE
1201 EAST 8TH ST
MISSION, TX 78572
REYNALDO PEREZ

Ship To:
MISSION POLICE DEPT
1200 EAST 8TH ST
MISSION, TX 78572
REYNALDO PEREZ

Line	Item	Description	Qty	Retail	Your Price	Ext Total
1	TR506 BLK 46 OB	5.11 TAC LITE PANTS	3		52.02	156.06
2	TR506 BLK 30 30	5.11 TAC LITE PANTS	3		48.20	144.60
3	TR506 BLK 32 30	5.11 TAC LITE PANTS	3		48.20	144.60
4	TR506 BLK 34 30	5.11 TAC LITE PANTS	3		48.20	144.60
5	TR506 BLK 40 30	5.11 TAC LITE PANTS	3		48.20	144.60
6	TR506 BLK 40 30	5.11 TAC LITE PANTS	3		48.20	144.60
7	TR506 BLK 32 32	5.11 TAC LITE PANTS	3		48.20	144.60
8	TR506 BLK 32 32	5.11 TAC LITE PANTS	3		48.20	144.60
9	TR506 BLK 40 34	5.11 TAC LITE PANTS	3		48.20	144.60
10	SH386 BLK SM REG	LS BATTLE RIP BDU SHIRT	3		26.77	80.31
11	SH386 BLK MD REG	LS BATTLE RIP BDU SHIRT	3		26.77	80.31
12	SH386 BLK MD REG	LS BATTLE RIP BDU SHIRT	3		26.77	80.31
13	SH386 BLK MD REG	LS BATTLE RIP BDU SHIRT	3		26.77	80.31
14	SH386 BLK LG REG	LS BATTLE RIP BDU SHIRT	3		26.77	80.31
15	SH386 BLK XL REG	LS BATTLE RIP BDU SHIRT	3		26.77	80.31
16	SH386 BLK 2X REG	LS BATTLE RIP BDU SHIRT	3		26.77	80.31
17	SH386 BLK 4X REG	LS BATTLE RIP BDU SHIRT	3		26.77	80.31
18	SH386 BLK XL LNG	LS BATTLE RIP BDU SHIRT	3		26.77	80.31
19	NP238 BLK SM	GALLS MOLDED DUTY BELT	1		23.71	23.71
20	NP238 BLK SM	GALLS MOLDED DUTY BELT	1		23.71	23.71
21	NP238 BLK SM	GALLS MOLDED DUTY BELT	1		23.71	23.71
22	NP238 BLK SM	GALLS MOLDED DUTY BELT	1		23.71	23.71
23	NP238 BLK MD	GALLS MOLDED DUTY BELT	1		23.71	23.71
24	NP238 BLK LG	GALLS MOLDED DUTY BELT	1		23.71	23.71
25	NP238 BLK LG	GALLS MOLDED DUTY BELT	1		23.71	23.71



Quote

Customer: (1000945580) MISSION POLICE DEPT
Date: 01/31/2024
Sales Rep: CAMERON LORD

Page 2 of 2
Quote Number: 25744233
Quote Expiration: 03/01/2024

Sold To:
MISSION POLICE DEPT
ACCOUNTS PAYABLE
1201 EAST 8TH ST
MISSION, TX 78572
REYNALDO PEREZ

Ship To:
MISSION POLICE DEPT
1200 EAST 8TH ST
MISSION, TX 78572
REYNALDO PEREZ

Line	Item	Description	Qty	Retail	Your Price	Ext Total
26	NP238 BLK LG	GALLS MOLDED DUTY BELT	1		23.71	23.71
27	NP238 BLK 2X	GALLS MOLDED DUTY BELT	1		23.71	23.71
28	NY088 BLK	TRU-SPEC BALLISTIC NYLON BELT KEEPERS, 4 -PACK	9		7.62	68.58
29	NP489 BLK	GALLS MOLDED NYLON HANDCUFF (GSA) Buy Board # 670-22	18		16.77	301.86

Quote is valid for 30 days

SUBTOTAL:	2,619.48
SHIPPING:	45.00
TAX.....:	
TOTAL...:	2,664.48

Galls is required to collect sales tax on shipments to certain states. Sales tax will be added where applicable. For tax exempt customers, state laws require us to have signed tax exemption or resale certificates on file at our office. If you are tax exempt, please email or fax this information, (including your Galls account number) to Tax@galls.com or fax 859-268-5946.

Export Restrictions - This may contain commodities restricted in the United States International Trade Regulations.

1340 Russell Cave Rd
Lexington, KY 40505
Tel: 800-876-4242 Fax:877-914-2557

Payment - Invoices for items delivered pursuant to any sales order are payable only in United States currency. You, your business, and/or your agency (the "Buyer") understand that Galls, LLC (the "Seller") may impose and charge a finance charge that is the greater of 1.5% per month or the highest rate allowed by law on any amount which becomes past due and delinquent. Returned checks may be assessed a \$25.00 service fee. Additionally, Buyer shall be responsible for all collection costs, court costs, and reasonable attorney's fees in connection with the recovery of delinquent amounts.

All sales are made pursuant to these Credit Terms and Conditions of Sale, and Seller objects to any different or additional terms or conditions contained in Buyer's purchase order or any other document submitted by Seller. Payments may be applied against open balances at the sole discretion of Seller and may be applied across accounts if Buyer has more than one account with Seller. Credit memos are non-refundable and may be applied to open invoices at Seller's sole discretion.

Credit Terms - Any extension of credit is based upon all amounts payable on or before the due date on any written, quoted, or agreed terms, and shall be paid in accordance with such terms. If not paid on or before such date, accounts shall be considered delinquent and subject to the additional finance charges as set forth herein.

Buyer agrees to provide Seller, upon request, with an updated credit application as a condition to the continued extension of credit. Buyer acknowledges and agrees that Seller may utilize outside credit reporting services and financial institutions to obtain information on the Buyer as a condition precedent to or for continued extension of credit. Seller may terminate any credit availability within its sole discretion and without prior notice. Buyer's continued solvency is a precondition to any sale made by Seller.

Delays - Where a specific shipping date is not designated on the face hereof or in a subsequent writing signed by the Seller, the Seller shall not be responsible for any delays, nor shall Seller be liable for any loss or damages resulting from such delays. Seller shall not be liable for any delays in filling this order caused by accidents to machinery, differences with employees, strikes, labor shortage, fire, floods, priorities requested or required by an instrumentality of the United States Government or the government of any state, delays in transportation, restrictions imposed by any federal, state or municipal law or regulation, whether valid or invalid, or causes beyond the control of the Seller.

Warranty - Seller shall pass through to Buyer all manufacturer warranties and return policies applicable to Buyer's order. Seller shall take all reasonable actions to ensure that Buyer receives the benefit of such pass through warranties and return policies. Buyer's sole remedies for any goods sold hereunder shall be as provided in such warranties and return policies and shall be solely against the applicable manufacturer. SELLER, ON BEHALF OF ITSELF, DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, OR STATUTORY, RELATING TO SUCH GOODS.

Restocking - If a cancellation of an order or a return by Buyer is accepted or initiated by Seller and/or the manufacturer, it may be subject to a restocking charge at the discretion of Seller.

Delivery and Transportation - Products sold herein are sold FOB at the place indicated on the face of this sales order unless otherwise agreed to in writing by Seller and Buyer. The method and agency of transportation and the routing will be designated by the Seller. In the event the Buyer requests alternative shipment or routing, all extra packing, shipping and transportation charges thereby resulting will be for the Buyer's account.

Waiver - No provision herein shall be deemed a waiver by reason of any previous waiver, and no breach of any provision shall be deemed a waiver by reason of any previous breach.

Governing Law - The sole jurisdiction and venue shall be the courts of the Commonwealth of Kentucky.

Export Restrictions - This transaction may contain commodities restricted in the United States International Trade Regulations. If at a later date the Buyer decides these commodities will be exported from the United States please reference the United States Department of Commerce Bureau of Industry and Security Export Administration Regulations (15 CFR 730-774), the United States Department of State International Traffic in Arms Regulations (22 CFR 120-130) as well as any other applicable laws. These laws apply to private, commercial, and government agency export transactions. As an exporter, the Buyer will be responsible for compliance with all U.S. laws relating to the export of these items.

*Designates this item is on the Galls GSA Contract (47QSWA21D008H) all other items are OPEN MARKET.



Vendor Contract Information Summary

Vendor Galls, LLC
 Contact Tiffany Brewer
 Phone 800-876-4242
 Email teamtexas@galls.com
 Vendor Website www.galls.com
 TIN 20-3545989
 Address Line 1 1340 Russell Cave Rd.
 Vendor City Lexington
 Vendor Zip 40505
 Vendor State KY
 Vendor Country USA
 Delivery Days 10
 Freight Terms FOB Destination
 Payment Terms Net 30 days
 Shipping Terms Freight prepaid by vendor and added to invoice
 Ship Via Best Way
 Designated Dealer No
 EDGAR Received Yes
 Service-disabled Veteran Owned No
 Minority Owned No
 Women Owned No
 National No
 No Foreign Terrorist Orgs Yes
 No Israel Boycott Yes
 MWBE No
 ESCs All Texas Regions
 States All States
 Contract Name Uniforms and Accessories
 Contract No. 670-22
 Effective 06/01/2022
 Expiration 05/31/2025
 Accepts RFQs Yes
 Quote Reference Number 670-22
 Return Policy See Extended Exceptions for return policy



CITY OF
MISSION

**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: February 26, 2024
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Homestead Exemption Variance: A tract of land out of Lot 192, John H. Shary Subdivision, R-1, Rodrigo Gutierrez, - De Luna

NATURE OF REQUEST:

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Homestead Exemption Variance. The subject site is located on the east side of Union Street approximately 283' north of E. 2 1/2 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: Approval.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ITEM # 5.0**HOMESTEAD EXEMPTION
VARIANCE:**

A tract of land out of Lot 192,
John H. Shary Subdivision
R1
Rodrigo Gutierrez

REVIEW DATA

SITE – This tract is located on the east side of Union St. approximately 283’ north of E. 2 ½ St. – see vicinity map. The lot measures 75’x 165’ or 12,375 sq. ft. The lot exceeds the minimum square footage size requirements for an R1 lot. The applicant proposes to construct a single-family residence.

WATER – The applicant is to connect to an existing 8” water line located along the west side of Union St. to supply water to the lot.

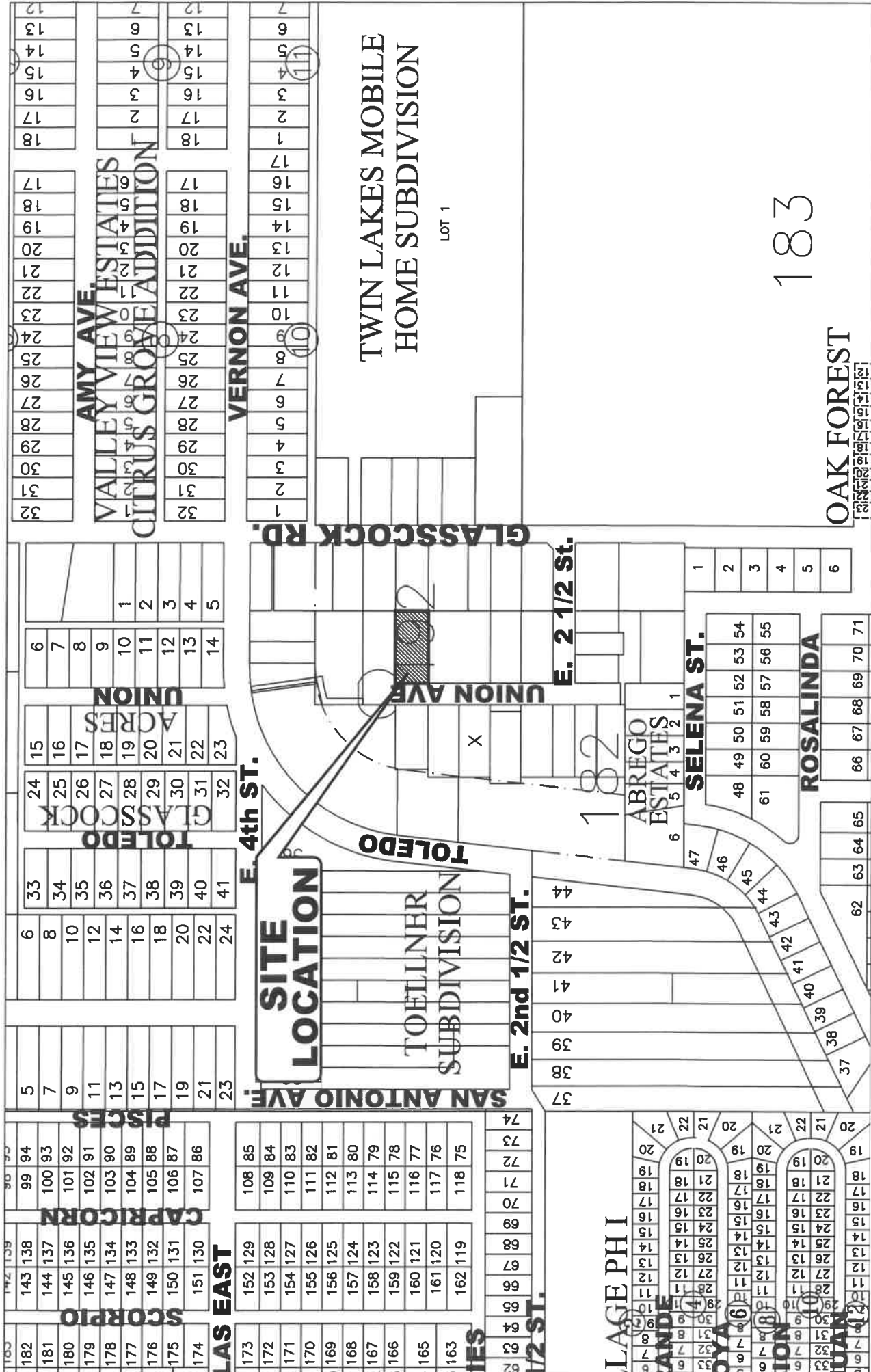
SEWER – The applicant is to connect to existing 8” sanitary sewer line located along the east side of Union St. to provide sewer service to the lot. The Capital Sewer Recovery Fee is waived as per the Homestead Exemption Variance.

STREET & STORM DRAINAGE – The subject site has frontage to Union St. No additional ROW will be required per Homestead Exemption Variance.

OTHER COMMENTS

- Waiver of park and sewer capital recovery fees.
- A fire hydrant is within the required 500’ minimum distance of the property. No additional fire hydrants are needed.
- A streetlight is located on front of the Lot.
- Submittal of affidavit of intention to build a single-family residence within one year for personal use only.

RECOMMENDATION: Staff recommends approval



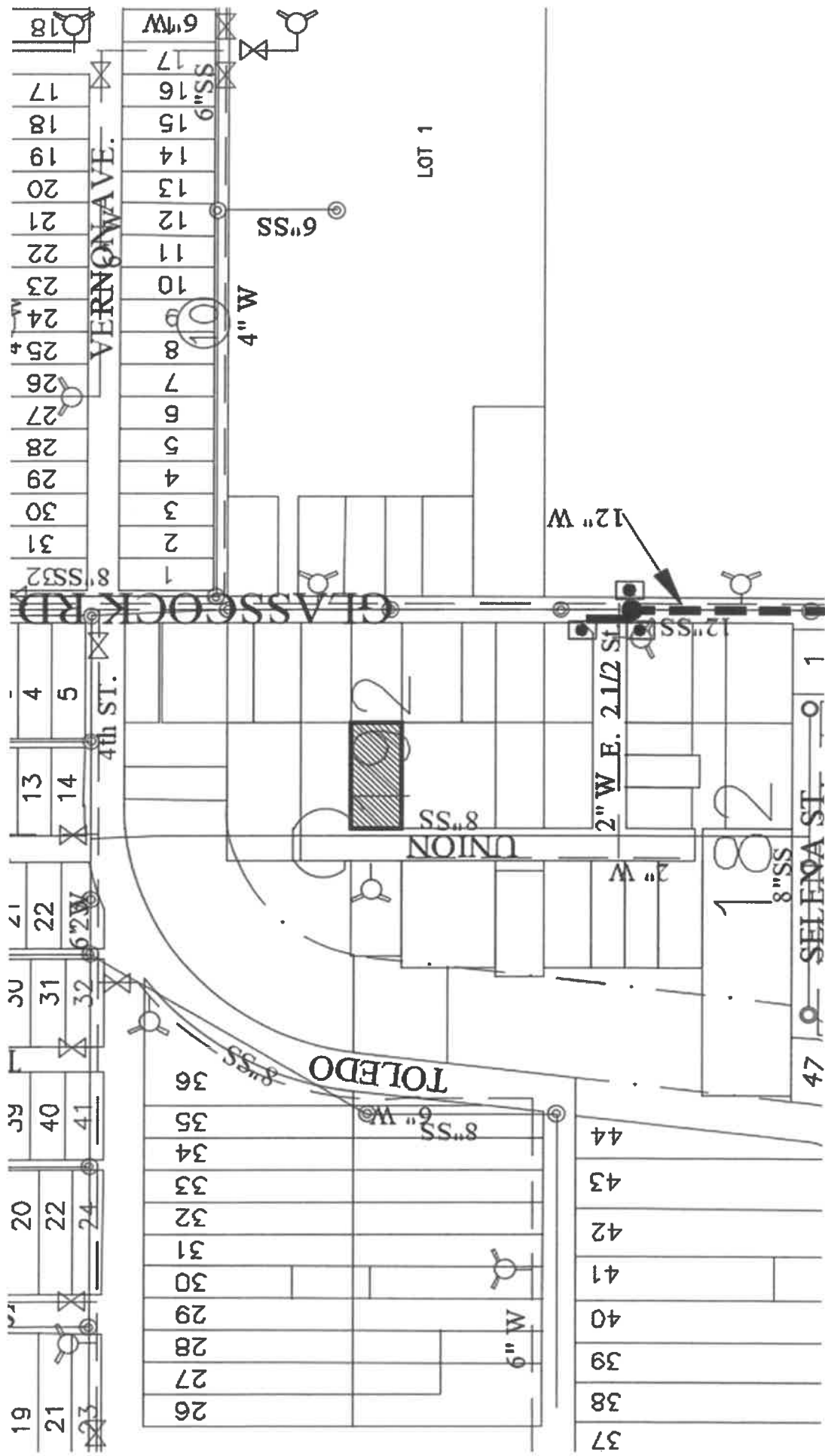
Item 30.

No.

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

304







CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Preliminary Plat Approval: RENU Acres Subdivision, A 5.0 acre tract of land out of Lot 92, The Nick Doffing Co. Subdivision No. 1, Rural E.T.J., Developer: Uner Gomez, Engineer: Nain Engineering, LLC, - De Luna

NATURE OF REQUEST:

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for RENU Acres Subdivision. The subject site is located at the southeast corner of the intersection of W. Mile 7 North and Brushline Road (Mission Rural ETJ). There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

STAFF RECOMMENDATION: Staff recommends approval subject to meeting the Model Subdivision Rules and meeting any comments from the County Planning Department.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

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

_____ AYES
_____ NAYS
_____ DISSENTING _____

ITEM # 6.1**PRELIMINARY & FINAL
PLAT APPROVAL:**

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

REVIEW DATA**PLAT DATA**

The proposed subdivision is located at the southeast corner of the intersection of W. Mile 7 North and Brushline Road (Mission Rural ETJ) – see vicinity map. The developer is proposing (5) Five Single Family Residential lots – see plat for actual dimension, square footages, and land uses.

WATER

The water CCN belongs to Agua Special Utility District. The developer is proposing to connect to an existing 8” water line located along the west side of Brushline Road with individual service lines to Lots 1, 3,4, & 5 and a service line connecting to an existing 8” main from W. Mile 7 North for Lot 2. There are 2 existing fire hydrants available to be used as filling stations via direction of the Fire Marshal’s office – see utility plan

SEWER

Sanitary Sewer service for this subdivision will be addressed by individual on-site sewage facilities (OSSF) of a standard design septic tank and drain field on each lot. Each lot meets or exceeds the county’s typical ½ acre standard where septic tanks are permitted. This is not within the City of Mission’s Sewer CCN.

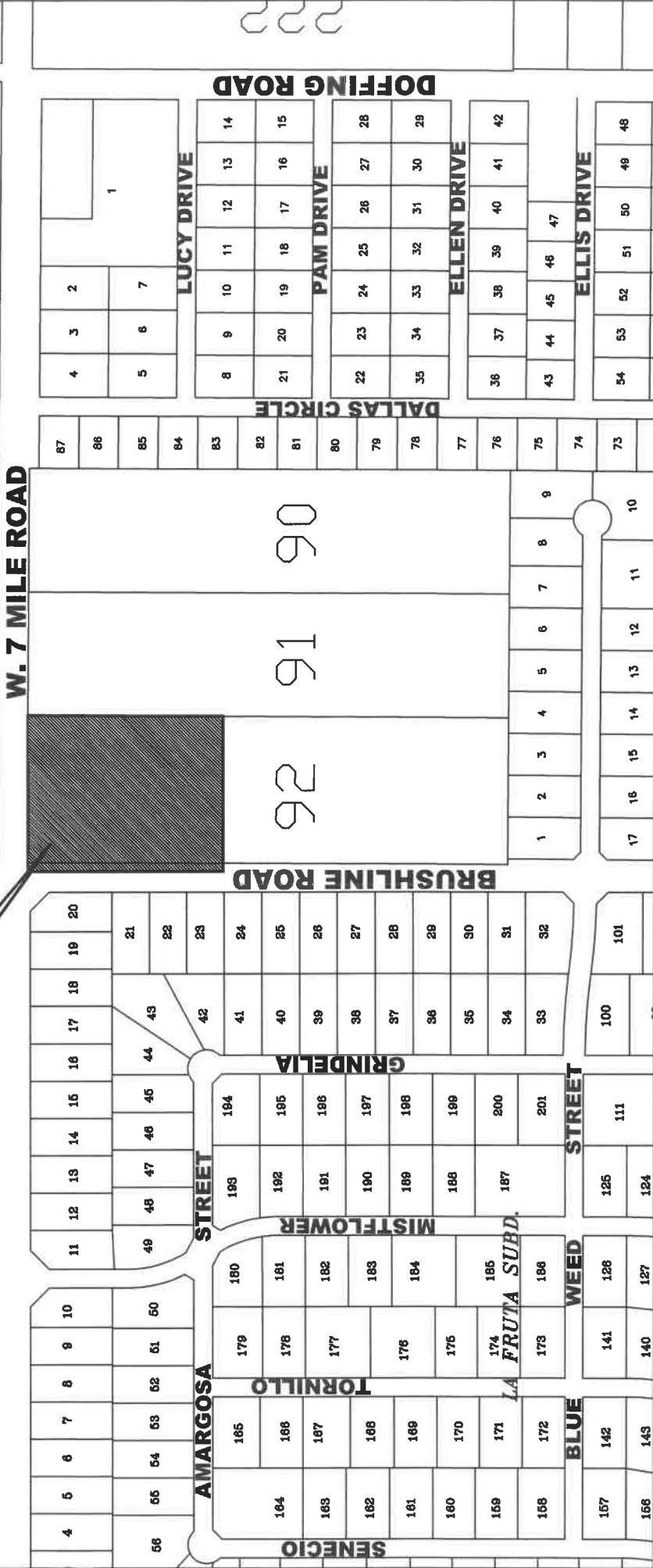
STREETS & STORM DRAINAGE

Access will be available from Brushline Rd for Lots 1, 3,4, and 5 and from W. Mile 7 North Rd for Lot 2. The storm runoff after development will be increased by 2.25cfs for a total of 5.0cfs, which has been calculated that 8,817 cf of storm runoff for a 50 yr design frequency and will be detained within the property by a proposed detention area. An 18” pipe with safety end treatment will be required at driveways. The City Engineer has reviewed and approved the drainage report.

RECOMMENDATION

Staff recommends approval subject to meeting the Model Subdivision Rules and meeting any comments from the County Planning Department.

128	116	104	93	82	71	60
127	114	105	92	69	70	61
126	113	106	91	68	69	62
125	112	107	90	67	68	63
130	111	108	89	66	67	64
131	109	109	88	65	66	65
LOS NARANJOS SUBD.						
18	17	16	15	14	13	12
SITE LOCATION						
4	5	6	7	8	9	10
58	56	54	53	52	51	50



Item 31.

No.

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

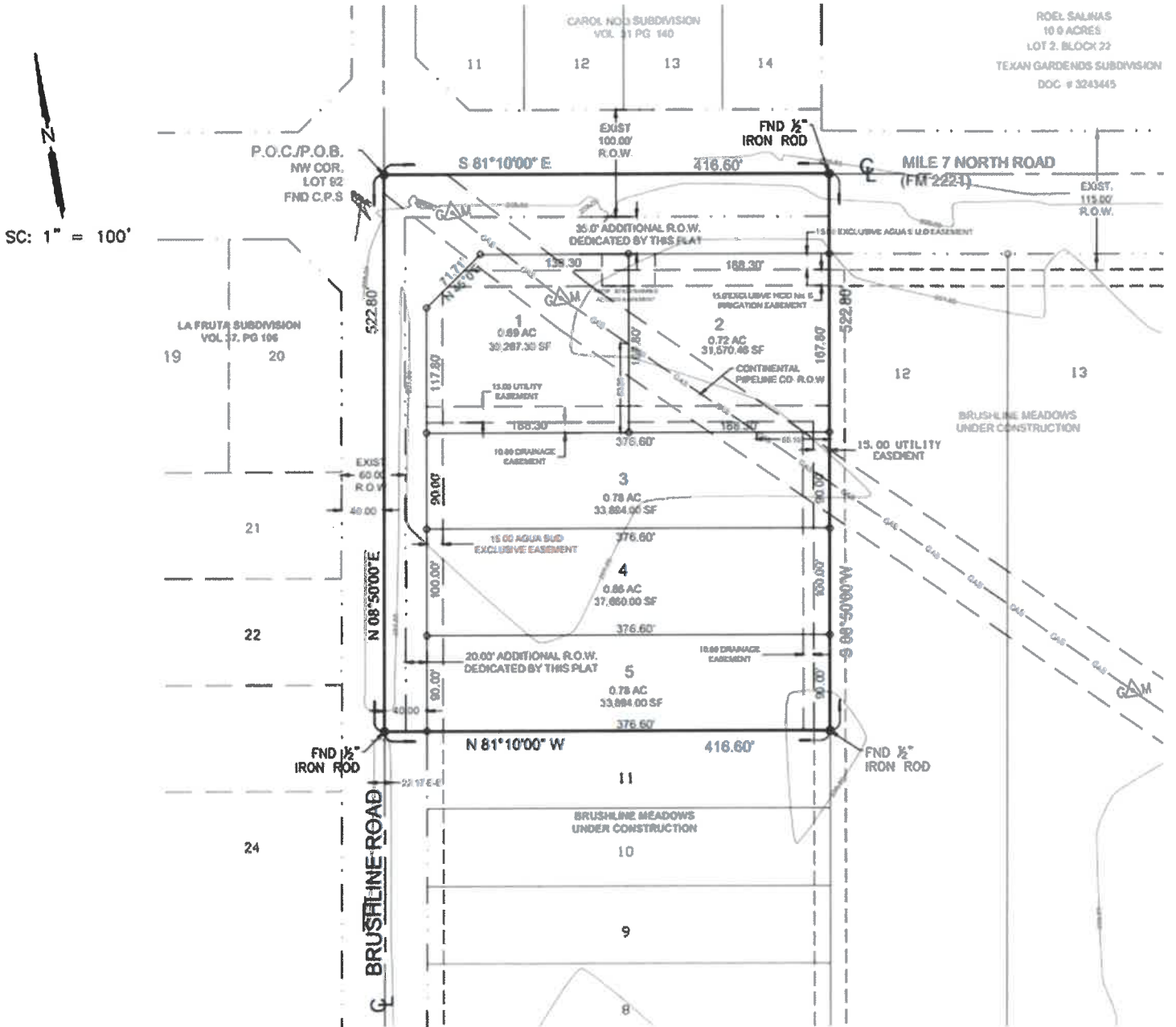


309



RENU ACRES SUBDIVISION

A 5.0 ACRE TRACT OF LAND OUT OF LOT 92, THE NICK DOFFING CO. SUBDIVISION NO. 1, ACCORDING TO THE MAP RECORDED IN VOLUME 5, PAGE 24, MAP RECORDS, HIDALGO COUNTY, TEXAS.



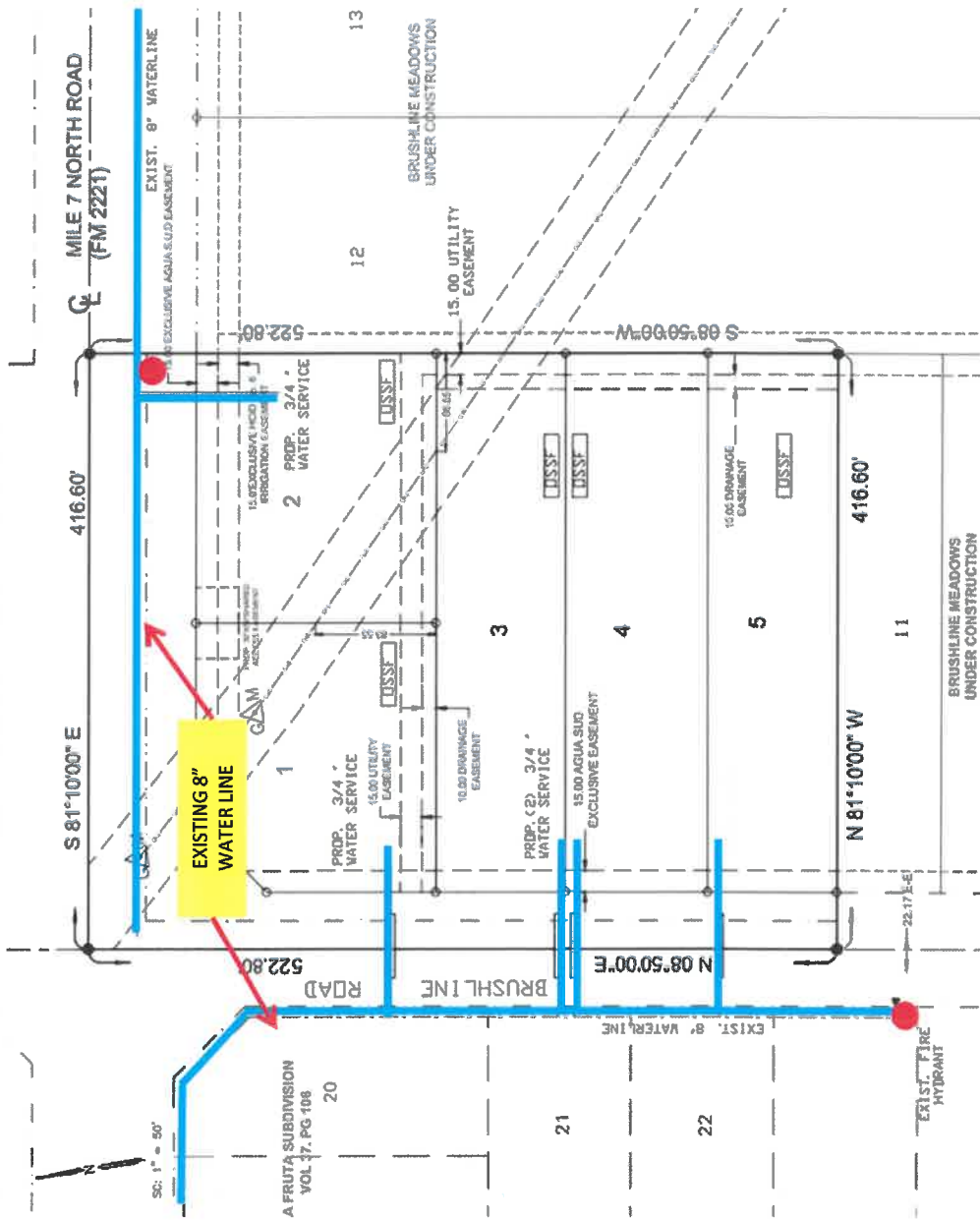
SC: 1" = 100'

NAIN ENGINEERING, L.L.C.
 CONSULTING ENGINEER

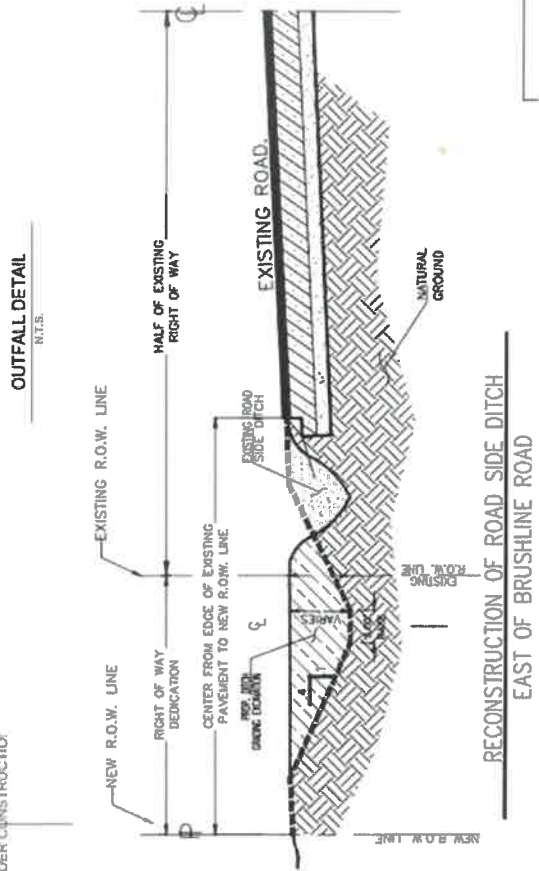
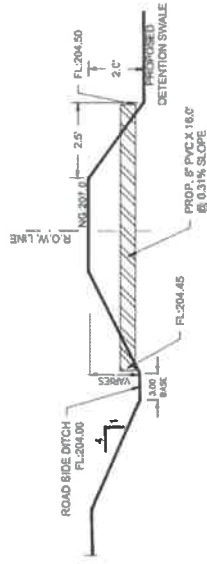
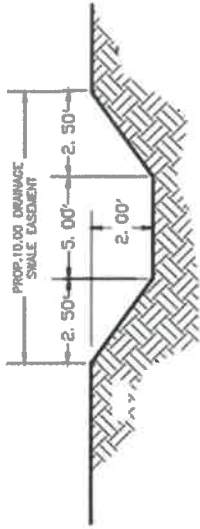
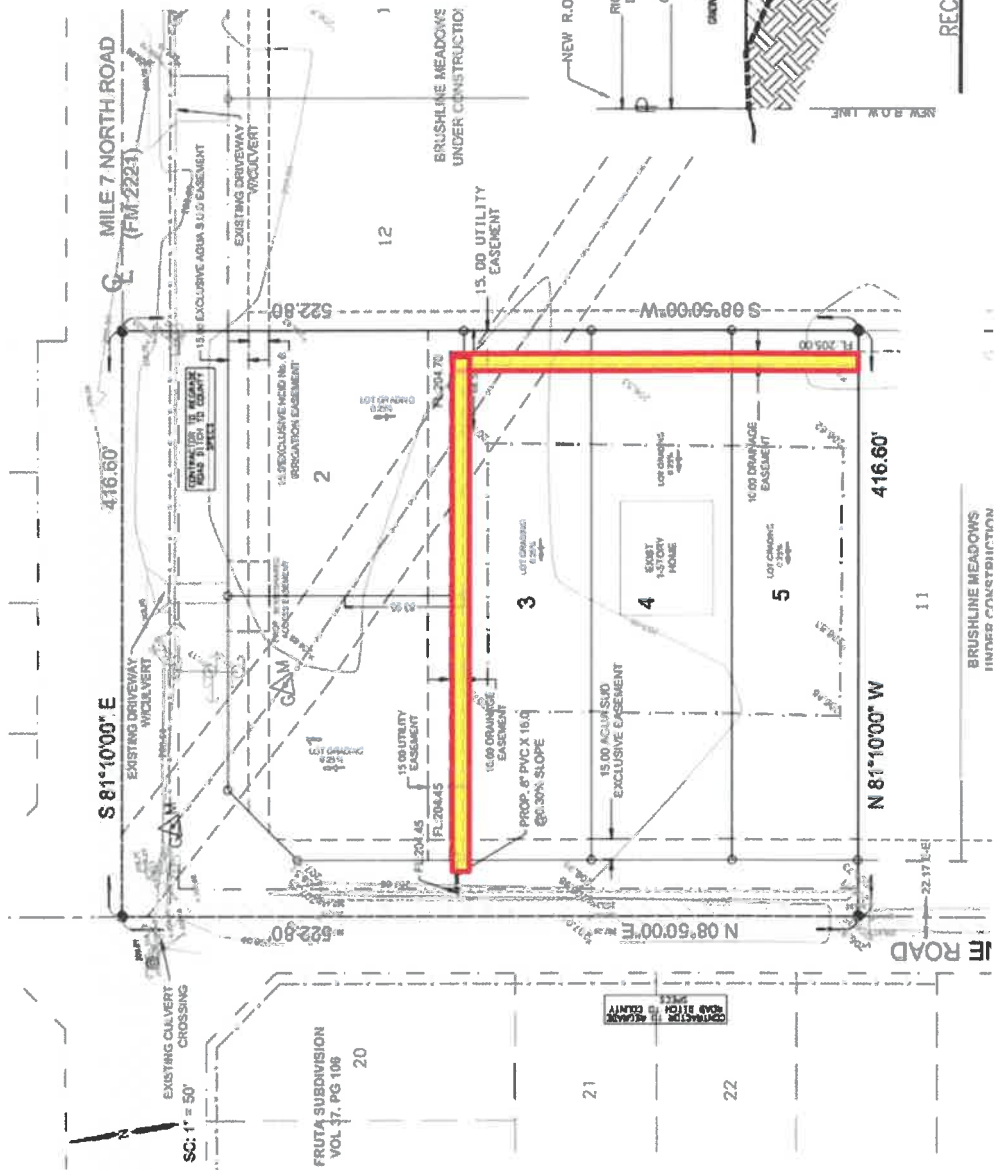
526 N. 5TH STREET DONNA, TEXAS. 78537 FIRM NO. F-9050 PH. (956) 784-0218
 E-MAIL: NAINENGINEERING@YAHOO.COM

PRINCIPAL CONTACTS:	NAME	ADDRESS	CITY & ZIP	PHONE
OWNER:	UNER GOMEZ	175 W. ANDERSON RD	DONNA, TX 78537.	(956) 784-0218
ENGINEER:	GUILLELMO A. ARRATIA, P.E.	526 N. 5TH ST.	DONNA, TX 78537.	(956) 784-0218
SURVEYOR:	HOMERO LUIS GUTIERREZ	2600 SAN DIEGO	MISSION, TEXAS 78572	956-269-0988

MAP OF WATER DISTRIBUTION SYSTEM MAPA DE DISTRIBUCION DE AGUA



MAP OF TOPOGRAPHY AND DRAINAGE
 MAPA DE TOPOGRAFIA Y DRENAJE



NAIN ENGINEERING, L.L.C.
CONSULTING ENGINEER
526 N. 5TH STREET, DONNA, TEXAS. 78537 PH. (956) 784-0218
FIRM NO. F-9050

DRAINAGE REPORT
For
RENU ACRES SUBDIVISION

I. PROJECT LOCATION

A 5.00 acre tract of land out of lot 92, The Nick Doffing Company Subdivision No. 1, according to the map recorded in volume 1, page 53, Map Records, Hidalgo County, Texas, and is located at the southeast corner of the intersection of Mile 7 North and Brushline Road and Brushline Road. This property is located within the 2 mile ETJ of the city limits of Mission. (Refer to Exhibit B).

II. FLOOD PLAIN

The subject tract lies in Zone "X", Areas Determined to be outside 500 year flood plain. F.E.M.A.-F.I.R.M. Map No. 480334 0290 D, Map Revised: June 6, 2000. (Refer to Exhibit C).

III. SOIL CONDITIONS


A review of the Soil Survey of Hidalgo County indicates the subject tract lies in an area of predominantly Hidalgo (25) sandy clay loam soil that has a pour low shrink-swell potential and is listed in Hydrological Group B. (Refer to exhibit D)

IV. EXISTING CONDITIONS

The subject tract is currently undeveloped. The existing terrain has a grade of approximately (0.01%). Existing runoff (8.23 cfs) from the site is by form of sheet flow runs towards the southeast side of this tract.

V. PROPOSED CONDITIONS

The proposed conditions for this subject tract is for 5 lots for residential use. The storm runoff after development will be increase 2.25 cfs for a total 5.0 cfs, I have calculated that 8,817 cf of storm runoff for a 50 year design frequency and will be detained within the property by a proposed detention areas. An 18 inch pipe with safety end treatment will be required at driveways.

<input type="checkbox"/> REJECTED	
<input checked="" type="checkbox"/> APPROVED FOR SUBMITTAL	
<input type="checkbox"/> TO H.C. PLANNING DEPT.	
<input checked="" type="checkbox"/> TO CITY	
<input type="checkbox"/> DISCHARGE PERMIT REQUIRED	
<input type="checkbox"/> DISTRICT FACILITY	
<input type="checkbox"/> CITY FACILITY	
<input type="checkbox"/> OTHER	
<i>Green G</i>	<i>1-25-24</i>
H.C.D.D. NO. 1	DATE



Guillermo A. Arratia, P.E.
10/16/23



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Susana De Luna, Planning Director

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

NATURE OF REQUEST:

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Reserve on Taylor Subdivision. The subject site is located on the West side of Taylor Road approximately 1,520' South of Griffin Parkway (F.M. 495). There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) Installation of Street Lighting as per City Standards; 2) Water District exclusions; 3) Payment of Park fees (\$500xLot); 4) Comply with all other format findings

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ITEM # 6.2**PRELIMINARY & FINAL
PLAT APPROVAL:**

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

REVIEW DATA**PLAT DATA**

The Reserve on Taylor Subdivision is located on the West side of Taylor Rd. approximately 1,520' South of Griffin Pkwy (F.M. 495) — see **vicinity map**. The tract is currently vacant with a proposed land use for 30 residential lots and 2 detention ponds. This subdivision will be private therefore shall comply with policies and regulations per city ordinance. — see plat for actual dimensions, square footages, and land uses.

WATER

The developer is proposing to connect to an existing 6" water line located along the west R.O.W. of Taylor Rd. and extend an 8" water line through the site providing water service to each lot. It will be looped to the west connecting into the existing adjacent subdivision. There are 4 proposed fire hydrants via direction of the Fire Marshal's office. — see **utility plan**

SEWER

The developer will connect to an existing sewer line located north of this site along the south ROW of the proposed E. 22nd St. and extend south into the subdivision with an 8" PVC line to collect from all lots abutting to this street which will end with a standard MH on front of Lot 30. All lots will be stubbed front-and-center with a 4" PVC line. The Capital Sewer Recovery Fee is required at \$200.00/Lot which equates to \$6,000.00 (\$200 x 30 Lots).

STREETS & STORM DRAINAGE

The subdivision will have 1 street with access from Taylor Rd. and end at a cul-de-sac. Since this development will be private, no other dead-ends for future expansions or accesses will be necessary. The street will have a 50' ROW with median islands to support gate entrances, key pads, and turn-arounds. The design will include a proposed 32' B-B paved street with curb & gutter. A 30' ROW parallel from the northern property line will be dedicated to the future expansion of E. 22nd St. which shall be escrowed to the City for this purpose.

The site lies within a Zone X flood zone as per FIRM panel No. 480345 005C. The site features uniform drainage patterns draining towards the west. The proposed drainage infrastructure consists of an internal pipe system with curb inlets that will capture and convey the residual storm runoff towards an onsite drainage detention pond situated along the east property line. From thereon, the onsite detention pond will connect and drain into an existing 36" storm line found along the west side of Taylor Rd. The municipal separate storm sewer system is owned and operated by the City of Mission. The designated detention pond is designed to accommodate the required storage volume. The City Engineer has reviewed and approved the drainage report.

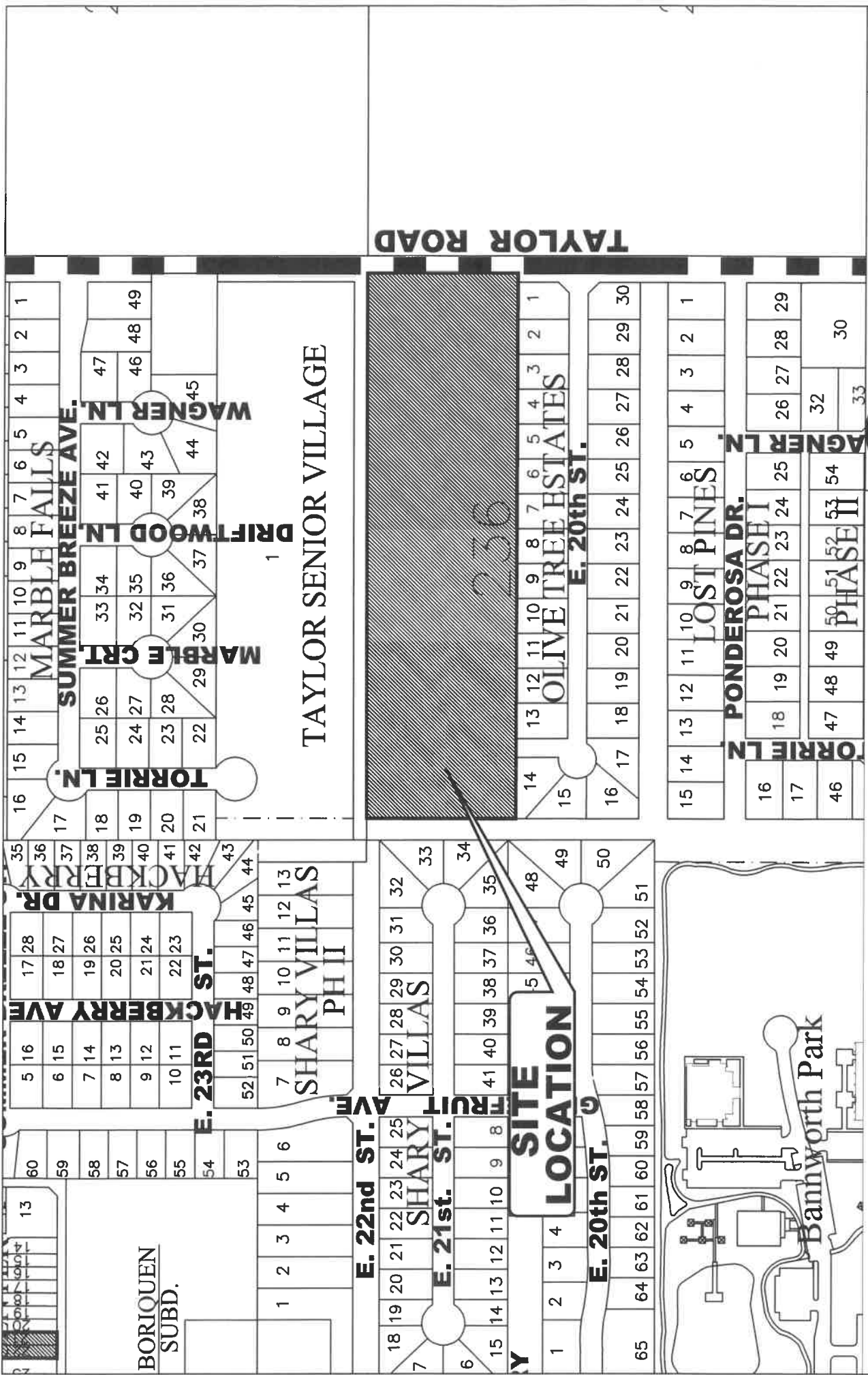
OTHER COMMENTS

1. Installation of Street Lighting as per City Standards
2. Water District exclusions
3. Payment of Park fees (\$500xLot)
4. Comply with all other format findings

RECOMMENDATION

Staff recommends approval.

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



TAYLOR ROAD

TAYLOR SENIOR VILLAGE

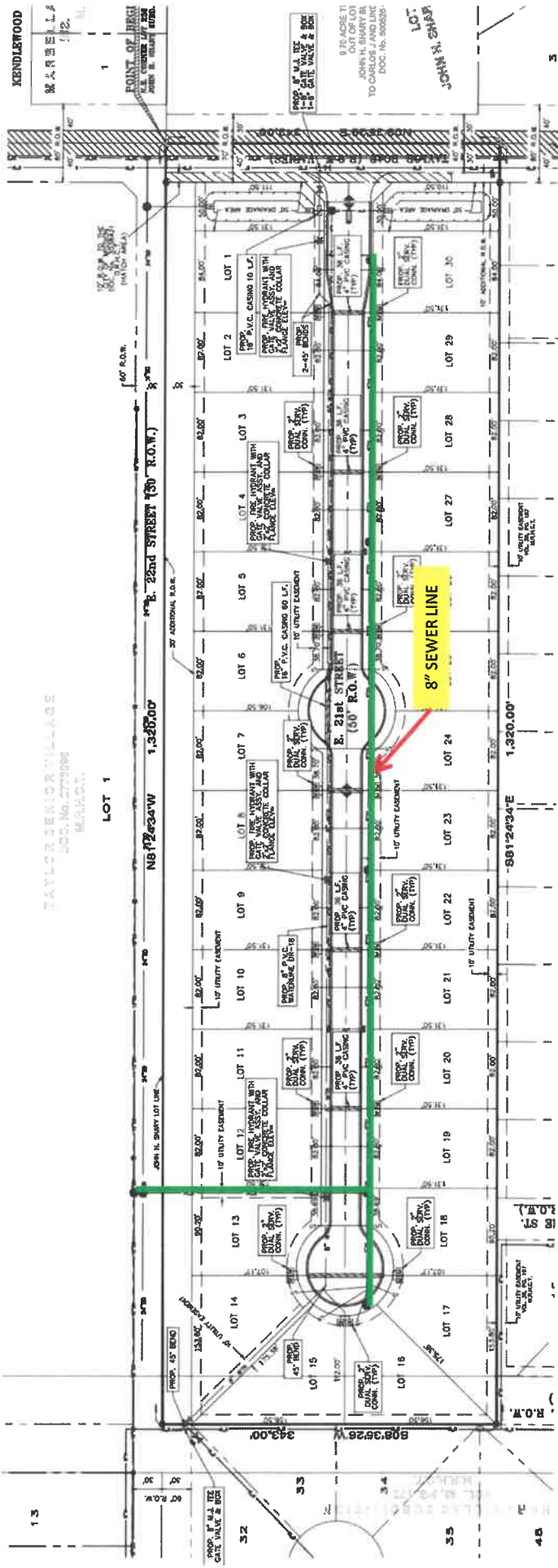
SITE LOCATION

236

Bannworth Park

13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60
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Drainage Statement
Reserve on Taylor Subdivision

Project Location

The Reserve on Taylor Subdivision is located on the West side of Taylor Road approximately 1,520-feet South of Pecan Blvd (FM 495) in the City of Mission, Texas.

The tract of land described as being a 10.0-acres tract of land out of Lot 236, John H. Shary Subdivision, as Recorded in Volume 1, Page 17, Map Records Hidalgo County, Texas.

Flood Plain

The site is located within Zone "X", Outside the 500-year flood plain. Based on Community FIRM Panel No. 480345 005C, Map Revised November 20, 1991.

Soils Information

According to the Soil Survey map for Hidalgo County, issued by the USDA Natural Resource Conservation Service, the site consists of two distinct soils: Hidalgo fine sandy loam with 0 to 1 percent slopes; Hidalgo sandy clay loam with 0 to 1 percent slopes. Both soils are classified as well drained and belong to Hydrologic Group B.

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
25	Hidalgo fine sandy loam, 0 to 1 percent slopes	1.3	12.2%
28	Hidalgo sandy clay loam, 0 to 1 percent slopes	9.4	87.8%
Totals for Area of Interest		10.7	100.0%

Undeveloped Conditions

The project site consists of a 10.00-acre tract of land located on the West side of Taylor Road approximately 1,520-feet South of Pecan Blvd (FM 495) and is currently vacant/undeveloped. The site features uniform drainage patterns with a tendency to drain towards the West over a near flat terrain with average slopes of 0.10 - 0.25%. The undeveloped flow drains at a rate of 3.64 CFS for a 10-year frequency storm.

Developed Conditions


The City of Mission and the Hidalgo County Drainage District No. 1 (HCDD#1) criteria require that the storm water runoff generated from the developed property including runoff from upstream drainage areas shall be detained for a 50-year frequency storm event and released into the receiving downstream system at the pre-developed peak discharge rate for a 10-year storm event. Exhibit "A" details the proposed drainage analysis, drainage area maps and coinciding drainage design criteria for the site.

The improvements for the Reserve at Taylor Subdivision are intended to accommodate a 28-Lot Single Family Residential Subdivision. The proposed drainage infrastructure consists of an internal pipe system with curb inlets that that will capture and convey the residual storm runoff towards an onsite drainage detention pond situated along the East Property Line. From thereon, the onsite detention pond will connect and drain in to an existing 36-inch Storm Line found along the West side of Taylor Road. The Municipal Separate Storm Sewer System (MS4) is owned and operated by the City of Mission. The

required detention for a 50-year frequency storm event for the development is 1.10 acre-feet (47,924 CF) at a peak runoff rate of 30.56 CFS increase due to the improvements. The proposed detention pond is designed to accommodate the required storage volume.

REJECTED
 APPROVED FOR SUBMITTAL
 TO H.C. PLANNING DEPT.
 TO CITY
 DISCHARGE PERMIT REQUIRED
 DISTRICT FACILITY
 CITY FACILITY
 OTHER

H.C.D.D. NO. 1 _____
DATE 4-12-27



Emigdio Salinas
8/31/2023

ITEM # 6.0**PRELIMINARY & FINAL
PLAT APPROVAL:**

Sendero Phase IA Subdivision
 Being a resubdivision of 16.473-acres of land out of
 the south end of Porcion 52
 PUD (R-1)
 Developer: Rhodes Development, Inc.
 Engineer: Melden & Hunt, Inc.

REVIEW DATA**PLAT DATA**

The proposed subdivision is part of a master plan located approximately 397' west of S. Inspiration Road and along the south side of Mile One South Road — see **vicinity map**. The developer is proposing (111) One Hundred Eleven Single Family Residential lots — see plat for actual dimensions, square footages, and land uses.

WATER

The developer connected to an existing 12" water line located along the south R.O.W. of Mile One South Rd. and extended an 8" water line through the subdivision providing a 2" water service to each lot. There are 5 fire hydrants via direction of the Fire Marshal's office. – see **utility plan**

SEWER

The developer is proposing to connect to an existing manhole within the R.O.W. at the southern access of the development and extend a 12" line west along the north side of the Perezville Ditch. An 8" Sanitary Sewer line will run through the subdivision and collect from each lot through a 4" front and center stub out service. The Capital Sewer Recovery Fee are required at \$200.00/Lot which equates to \$22,200.00 (\$200 x 111 Lots).

STREETS & STORM DRAINAGE

The proposed internal street is a 32' Back-to-Back within a 50' Right of Way, access will be from Mile One South Rd. and/or Inspiration Rd. The storm drainage system will consist of multiple curb inlets ranging in size from 24" to 42" RCP. Surface and street runoff will be caught by said inlets and conveyed via storm lines into the Perezville Drain (owned by H.C.D.D. No. 1) adjacent to south side of this property and ultimately have an outfall into the Mission Pilot Channel system of the H.C.D.D No.1 via 5'x5' box culvert under the United Main Canal. The development is included in Drainage Basins 26 & 32 of the Bentsen Palms Master Drainage Study. The required detention of 278,000 cubic feet (6.336 ac-ft) shall be provided within the Perezville Drain Ditch widening. The City Engineer has reviewed and approved the drainage report.

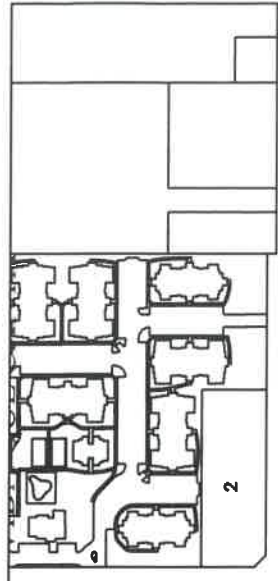
OTHER COMMENTS

No Park Fees – Mike Rhodes dedication of park land still stratifies the park Dedication Ord.
 Installation of Street Lighting as per City Standards

RECOMMENDATION

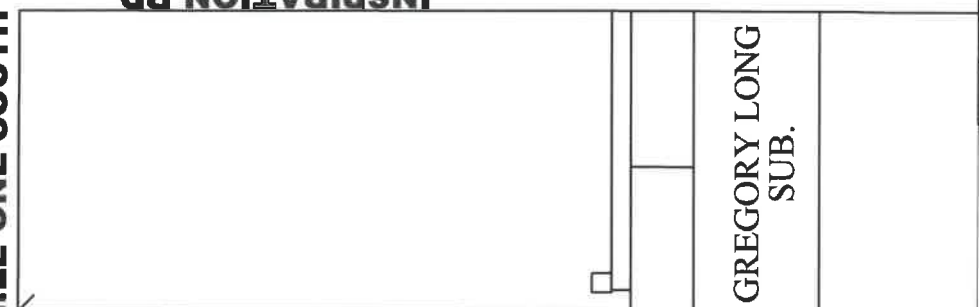
Staff recommends approval subject to:

1. Payment of Capital Sewer Recovery Fees
2. Provide Water District Exclusion
3. Comply with all other format findings

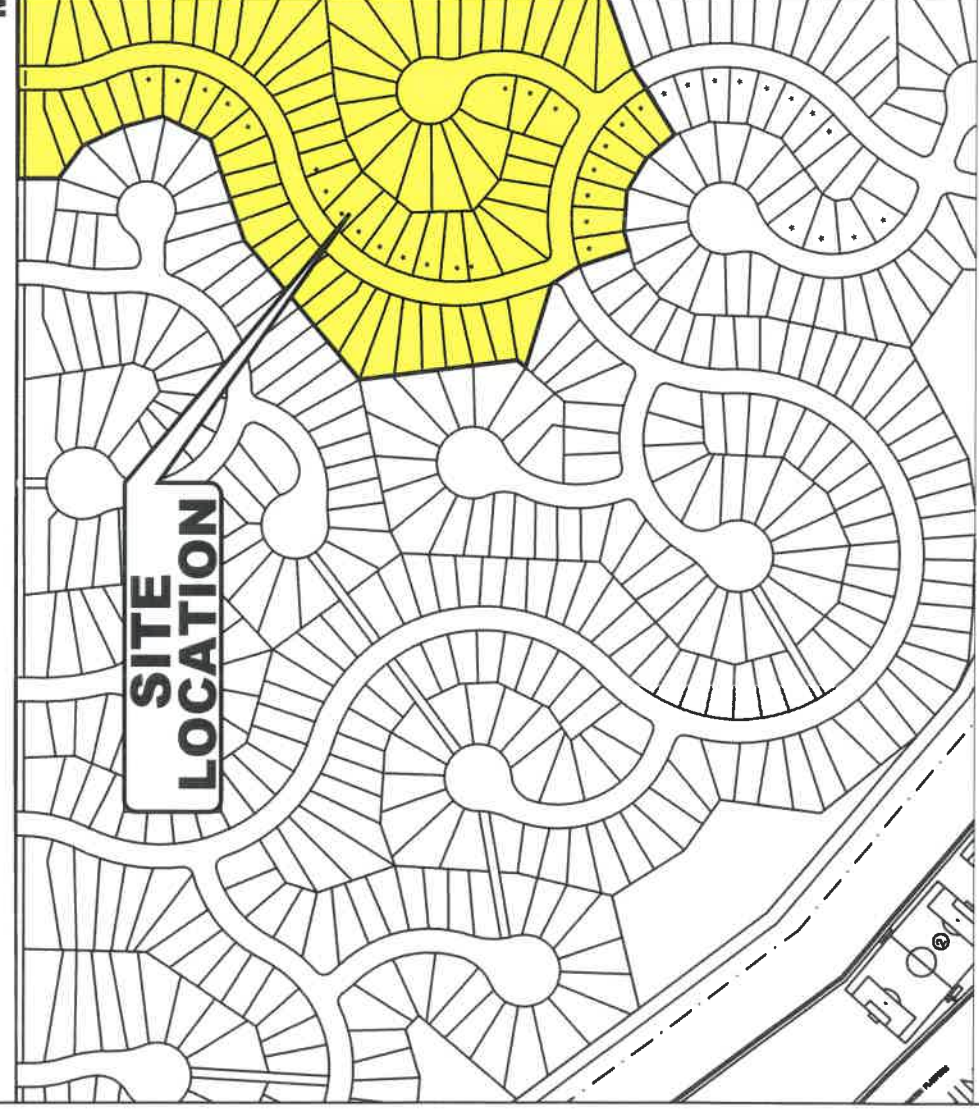
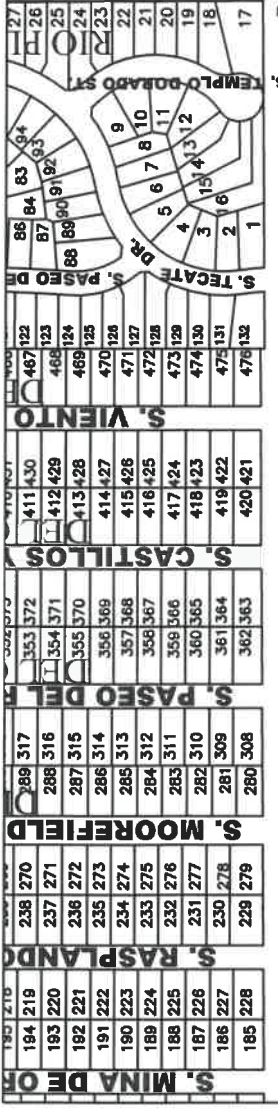


Item 33.

No.

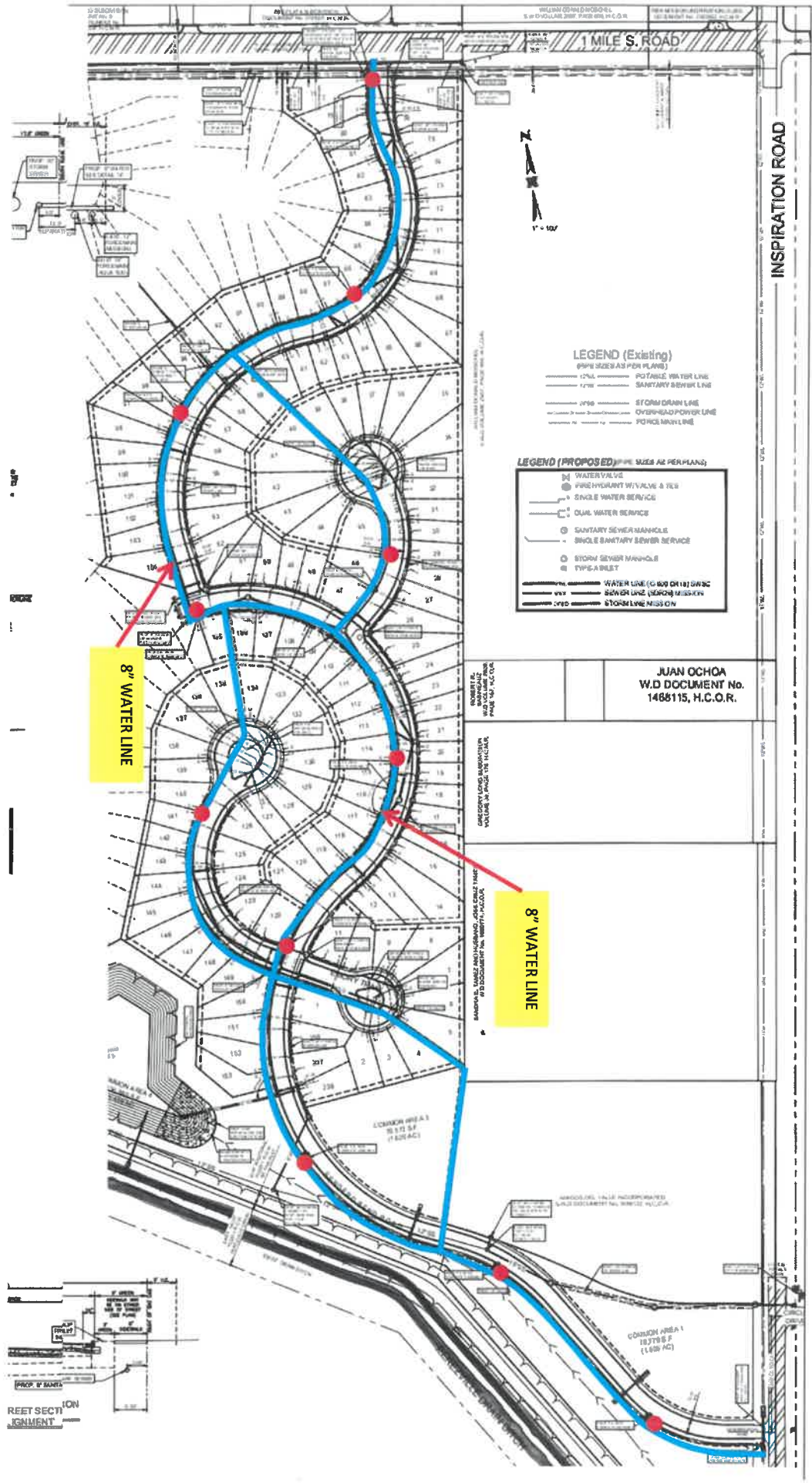


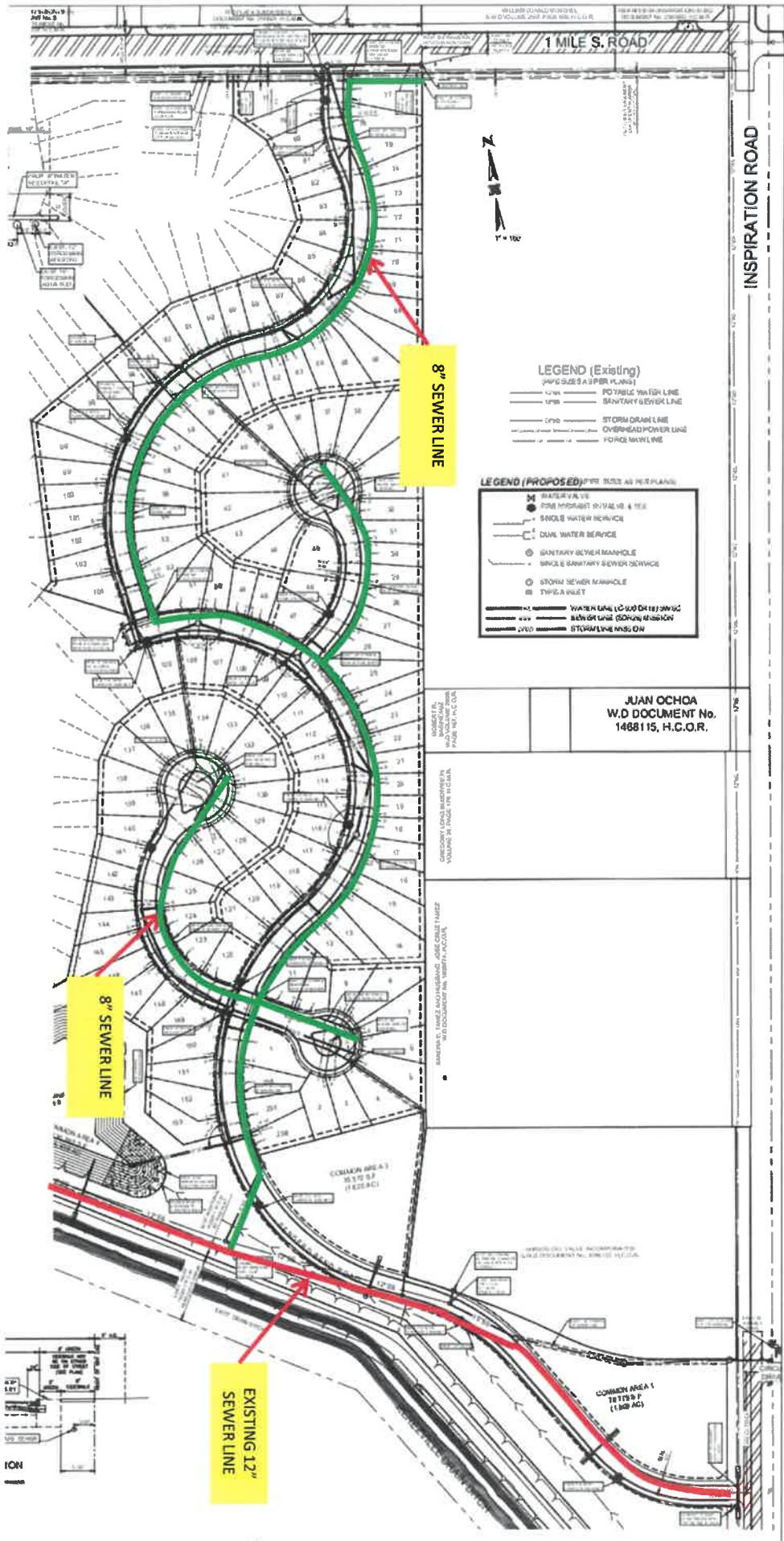
CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 580-8672
 FAX: (956) 580-8680

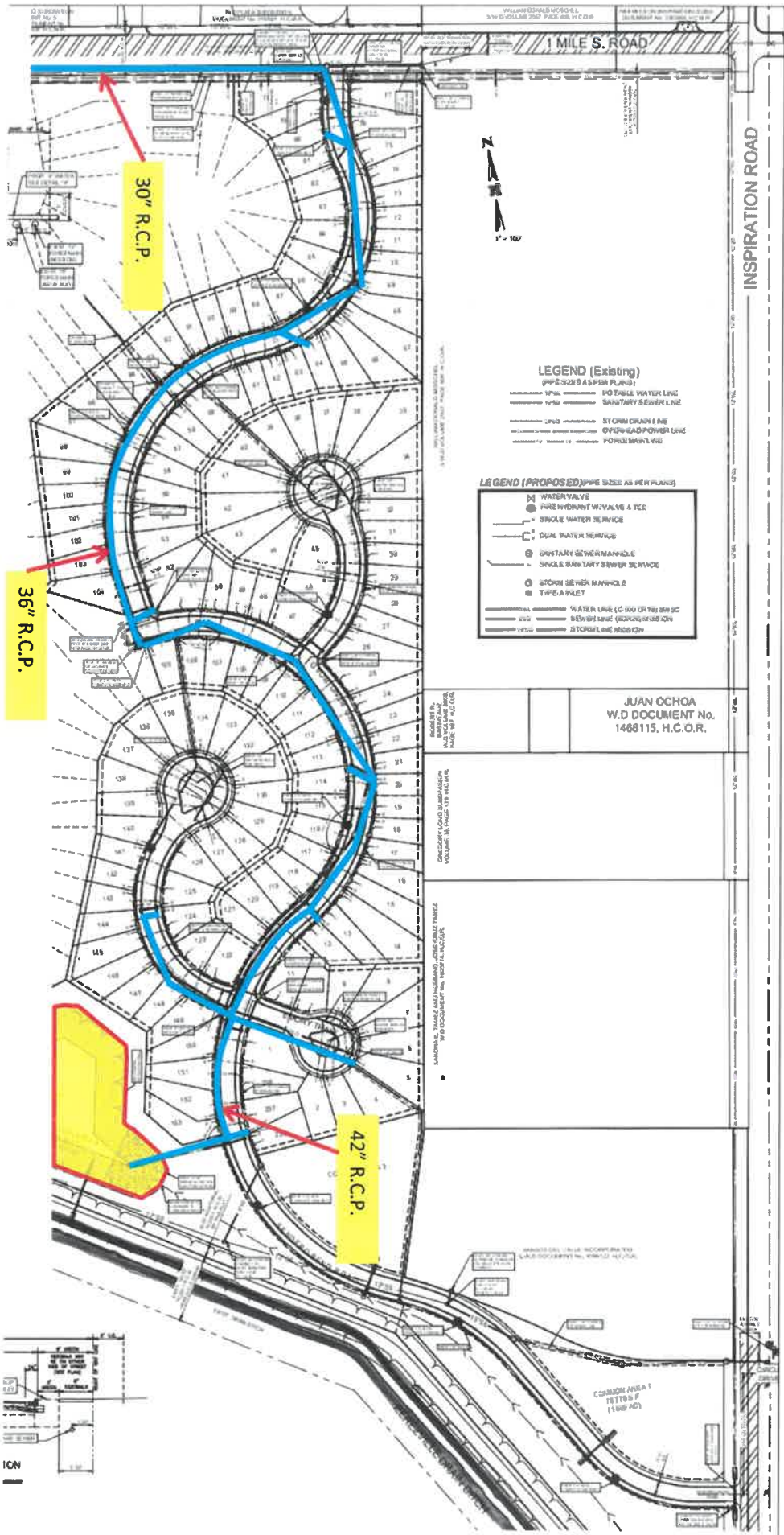


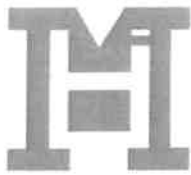
GREGORY LONG
 SUB.











TBPELS Firm # F-1435
TBPELS # 10090800

MELDEN & HUNT INC.

CONSULTANTS • ENGINEERS • SURVEYORS

FRED L. KURTH • ALLAN F. BOOE • KELLEY A. HELLER-VELA • ROBERTO N. TAMEZ • MAHIO A. REYNA • RUBEN JAMES DE JESUS

DRAINAGE STATEMENT

SENDERO (Master) Job # 20133

Date: March 02, 2021; REVISED April 01, 2021; April 9, 2021; May 27, 2021

SENDERO (Master) is a resubdivision of 126.756 acres of land out of the south end of Porcion 52, in the City of Mission, County of Hidalgo, Texas. The tract is currently vacant with a proposed land use of 50 residential lots. This property is located mostly in Zone "B" and partially in Zone "AH" on FEMA's Flood Insurance Rate Map, Community Panel No. 480334 0400 C Map Revised: November 16, 1982. Zone "B" is defined as areas between limits of the 100-year flood and 500-year flood; or certain areas subject to 100-year flooding with average depths less than one (1) foot, or where the contributing drainage area is less than one (1) square mile; or areas protected by levees from the base flood (medium shading). Zone "AH" is defined as areas of 100-year shallow flooding where depths are between one(1) and three(3) feet; base flood elevation has been determined to be , but no flood hazard factors are determined. According to FEMA's Flood Insurance Rate Map the BFE is elevation 113 (see attached). *LOMR-F will be submitted upon completion of site grading.*

The soils in this area are (20) Harlingen clay saline with "D" rating, (28) Hidalgo sandy clay loam with "B" rating, (29) Hidalgo sandy clay loam with "B" rating, (44) Olmito silty clay with "C" rating, (56) Reynosa clay loam saline with "C" rating, (64) Runn silty clay with "C" rating and (65) Runn silty clay saline with "C" rating. For the purpose of this report we will use rating "B" in Hydrologic Group Soils. Hidalgo Sandy clay loam has moderate infiltration rate when thoroughly wet. This soil consist chiefly of moderate fine texture to moderate coarse texture and has a moderate rate of water transmission (See excerpts from "Soil Survey of Hidalgo County, Texas).

Storm runoff on this tract is by surface flow, with a southerly direction. The volume of storm runoff is 26.01 c.f.s. based on the 10-year storm frequency, as per attached calculations. Proposed runoff after development is 154.97 c.f.s., during the 100-year storm frequency, as per the attached calculations, which is an increase of 128.96 c.f.s.

In accordance with the City of Mission's drainage policy, the proposed storm drainage system for this subdivision will consist of multiple curb inlets placed at strategic locations interconnected with storm pipes ranging in size from 24" to 42", refer to Flow Rate Determination Tables for sizing and design slope. Surface runoff from the lots and the proposed streets will be caught by said inlets and conveyed via said storm lines into the Perezville Drain (owned by H.C.D.D. No. 1) adjacent to south side of this property. This development is included in Drainage Basins 26 & 32 of the Bentsen Palms Master Drainage Study (see attached Drainage Area Map). Said Perezville Drain has an ultimate outfall into the Mission Pilot Channel system of the H.C.D.D. No. 1 via a 5'x5' box culvert under the United Main Canal. In accordance with the City's drainage policy, the difference between pre and post development storm runoff shall not increase during the 10-100 year rainfall event.





TBPELS Firm # F-1435
TBPELS # 10096900

MELDEN & HUNT INC.

CONSULTANTS • ENGINEERS • SURVEYORS

FRED L. KURTH • ALLAN F. BOOE • KELLEY A. HELLER-VELA • ROBERTO N. TAMEZ • MARIO A. REYNA • RUBEN JAMES DE JESUS

Therefore, as per attached calculations, and in accordance to the Approved Master Drainage Plan for the development, the required detention of 649,228 cubic feet (14.904 ac-ft) shall be provided within the Perezville Drain ditch widening (see widening detail) and will increase detention capacity from 1,747,500 c.f. to 2,903,180 c.f. for an additional 1,155,680 c.f. The overall master plan has been developed in accordance with City and County requirements.

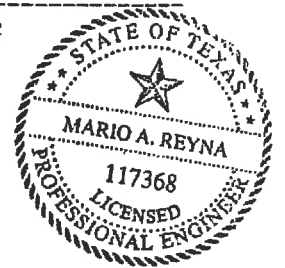
Detention requirements for each Phase will be pro-rated accordingly by acreage as follows:

- Phase 1 (54.320 acres) = 278,220 c.f.
- Phase 2 (24.474 acres) = 125,353 c.f.
- Phase 3 (27.996 acres) = 143,392 c.f.
- Phase 4 (19.966 acres) = 102,263 c.f.

For a total of 649,228 c.f. for entire 126.756 acre development.

The Perezville ditch widening will be excavated in its entirety before or in conjunction with Phase 1.

By: M.A. Reyna Date: 5-27-71
Mario A. Reyna, P.E. Date



<input type="checkbox"/> REJECTED	
<input checked="" type="checkbox"/> APPROVED FOR SUBMITTAL	
<input type="checkbox"/> TO H.C. PLANNING DEPT.	
<input checked="" type="checkbox"/> TO CITY	
<input checked="" type="checkbox"/> DISCHARGE PERMIT REQUIRED	
<input checked="" type="checkbox"/> DISTRICT FACILITY	
<input type="checkbox"/> CITY FACILITY	
<input type="checkbox"/> OTHER	
<u>Hector Garcia</u>	<u>6/10/21</u>
H.C.D.D. NO. 1	DATE



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Susana De Luna, Planning Director

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

NATURE OF REQUEST:

On November 8, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Washington Lots Subdivision. The subject site is located on the northeast corner of the intersection of Blake Avenue and Washington Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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; and 3) Comply with all other format findings.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

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

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

REVIEW DATA**PLAT DATA**

This property is located on the northeast corner of the intersection of Blake Ave. and Washington St. — see **vicinity map**. The developer is proposing a 11 Lot residential subdivision. Currently, the land is vacant — see plat for actual dimensions, square footages, and land uses.

WATER

Water will be supplied by a proposed 8" water main line located along the east side of Washington St. to include a fire hydrant. The line will connect to an existing 8" main perpendicular on Blake Ave. and looped to an existing line along W. 18th St. — see **utility plan**

SEWER

A proposed 8" sanitary sewer line will be made available to service each lot which will be installed within a 10' utility easement located at the rear, east of the development. The line will connect to an existing 8" sewer line from W. 18th St. and run south ending at a proposed cleanout. The Capital Sewer Recovery Fee is required at \$200.00/Lot which equates to \$2,200.00 (\$200.00 x 11 lots).

STREETS & STORM DRAINAGE

Access to the proposed Lots will be from Washington St. The post development volume of storm water runoff is 5.99 cfs based on the 50-yr storm frequency. Approximately 4,283 cft or 0.098 ac-ft will need to be detained within the green areas of the proposed lots and overflowing into Washington St. This street eventually outfalls into a City of Mission Ditch located on the northeast corner of the intersection of Los Ebanos Rd. an W. Griffin Parkway. The City Engineer has reviewed and approved the drainage report.

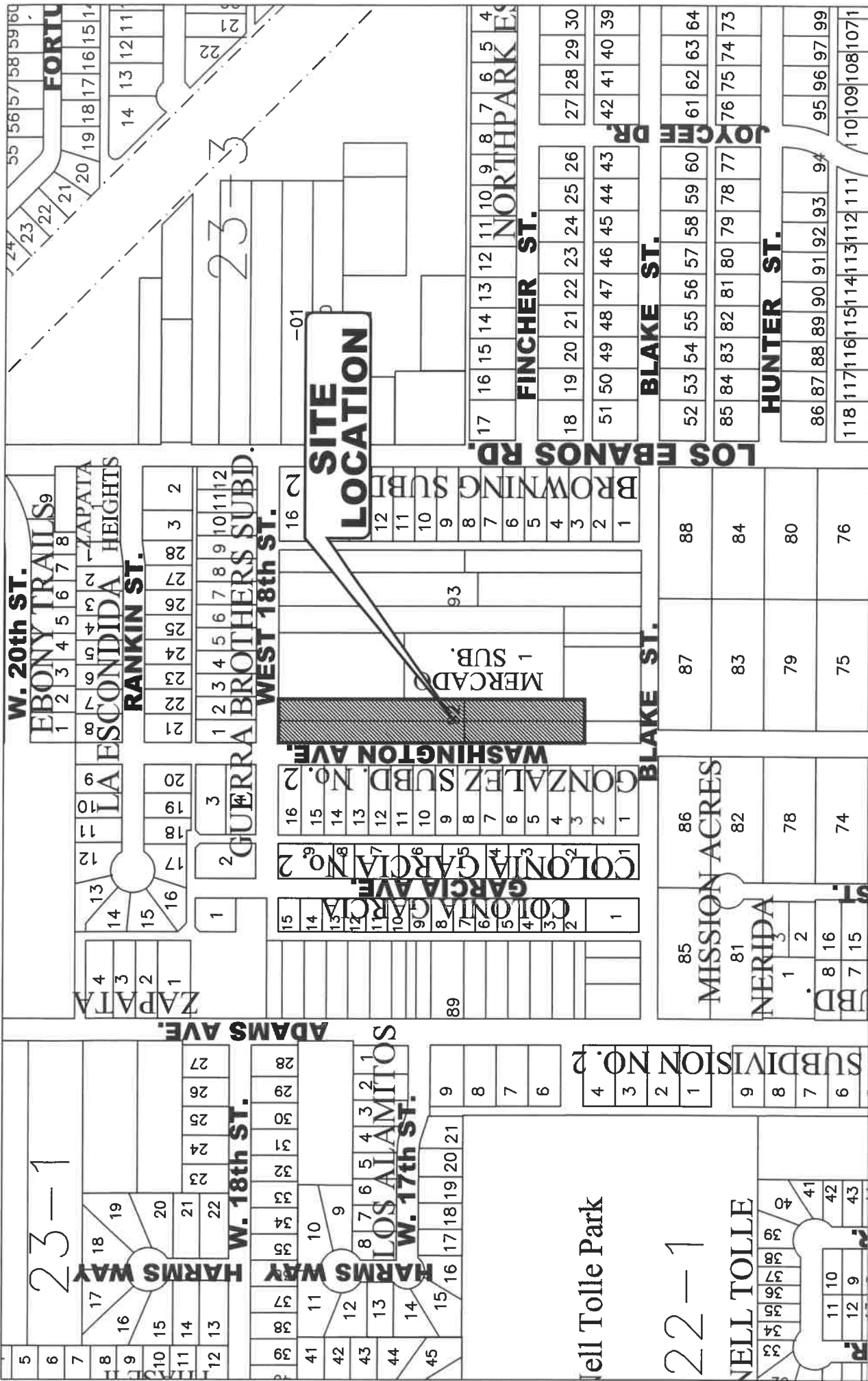
OTHER COMMENTS

Payment of Park Fees in the amount of \$5,500.00 (\$500 x 11 lots)
 The development has existing Street Lighting as per City Standards
 Must Comply with all other format findings

RECOMMENDATION

Staff recommends approval subject to:

1. Payment of Capital Sewer Recovery Fees
2. Payment of Park Fees
3. Comply with all other format findings.



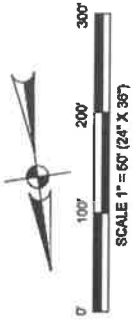
CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572

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

Item 34.

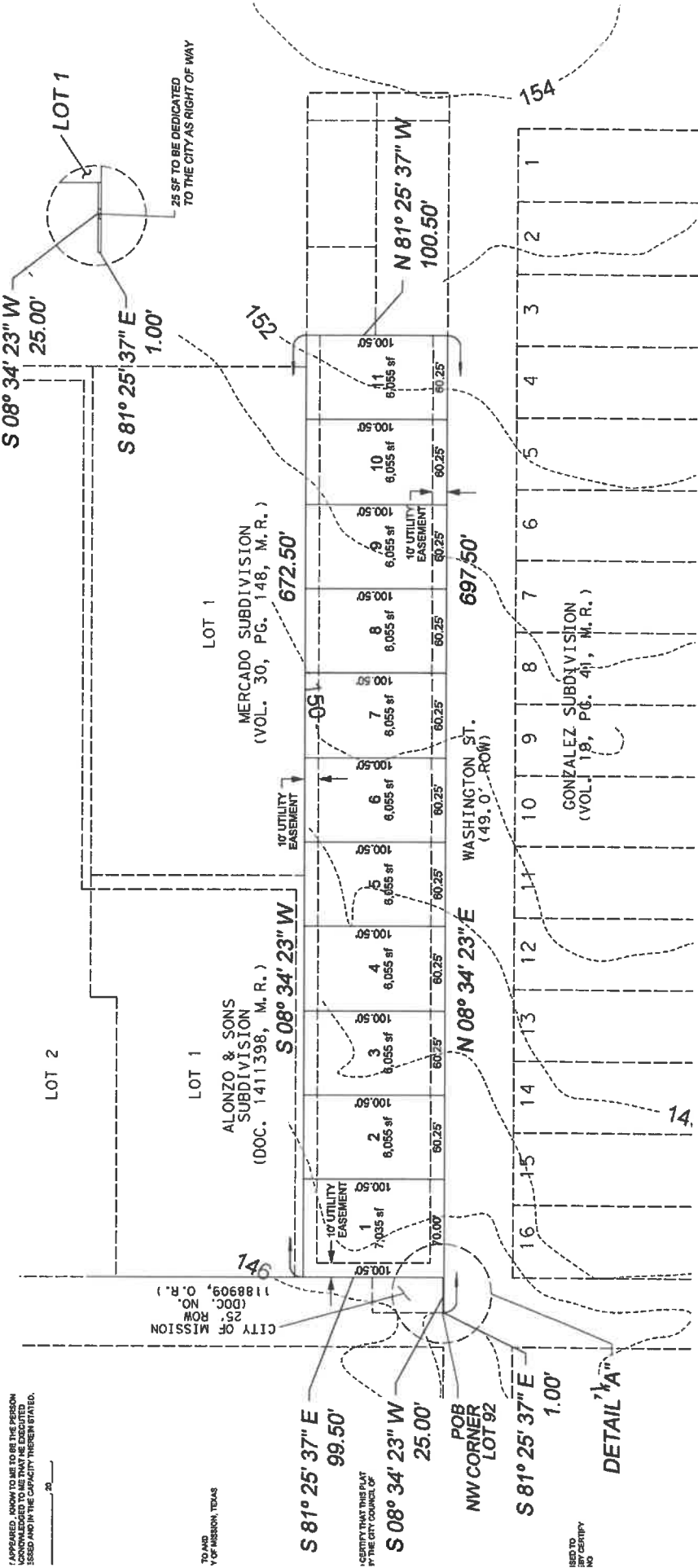
No.





WASHINGTON LOTS SUBDIVISION

BEING A 0.97 ACRE TRACT OF LAND MORE OR LESS, BEING THE SOUTH 845.0 FEET OF THE WEST ONE (W.1) ACRE LOT 92, MISSION ACRES, HIDALGO COUNTY, TEXAS, ACCORDING TO THE PLAT OR MAP THEREOF RECORDED IN VOLUME 6 PAGE 14, MAP RECORDS OF HIDALGO COUNTY, TEXAS, ACCORDING TO THE PLAT OR MAP THEREOF RECORDED IN VOLUME 6.



I HEREBY CERTIFY THAT THIS PLAT IS ACCORDING TO THE CITY COUNCIL OF THE CITY OF MISSION (VOL. 118909, P. 2) AND IN THE CAPACITY THEREIN STATED.

TO AND FROM MISSION, TEXAS

I HEREBY CERTIFY THAT THIS PLAT IS ACCORDING TO THE CITY COUNCIL OF THE CITY OF MISSION (VOL. 118909, P. 2) AND IN THE CAPACITY THEREIN STATED.

PLAT NO. 207

WASHINGTON LOTS SUBDIVISION

DRAINAGE REPORT

DRAINAGE REPORT – WASHINGTON LOTS SUBDIVISION

PROJECT LOCATION

Washington Lots Subdivision is a proposed 12-lot residential subdivision located within the City of Mission Jurisdiction. Being a 1.71 acre out of Lot 92, Mission Acres Subdivision, Hidalgo County, Texas. This property is located on the Northeast corner of the intersection of Blake Avenue and Washington Street.

FLOOD PLAIN

The property is in zone "X"; Zone "X" are areas determined to be outside 500-year-flood-plain; Community Panel No. 480345 0005 C, revised November 20, 1991.

SOIL CONDITIONS




According to the Soil Survey Report prepared for Hidalgo County by the U.S.D.A. Soil Conservation Service, the site consists of 100 % of Hidalgo-Urban land complex (31), 0 to 1 percent slopes. These soils are well drained, surface runoff is negligible, permeability is moderately high to high, and the water capacity is high. This soil are listed in Hydrologic Group B. See Appendix C.

EXISTING CONDITIONS

The subject property is currently part undeveloped and part developed. Topographic elevations obtained from the site indicate that the existing terrain has a slight grade from the south west, to the north east part of the property. In accordance with the Drainage policies of the City of Mission and County of Hidalgo, the Rationale Method, 10-year frequency storm event was utilized to determine the existing storm water runoff for this site. The total contributing 10-year existing storm water runoff from this site is approximately **3.48 cfs**.

PROPOSED CONDITIONS

The post development volume of storm water runoff is **5.99 cfs** base on the 50-year storm frequency, as per attached calculations, which is an increase of **3.83 cfs**. In accordance with the City of Mission and Hidalgo County Drainage District No. 1 policy, we have calculated that approximately a stotal of **4,283 cft** or **0.098 acre-ft**, will need to be detained withing the green areas of the proposed lots and overflowing into Washington Street. This street eventually outfalls into a City of Mission Ditch located on the Northeast corner of the intersection of Los Ebanos Rd and West Griffin Parkway.

<input type="checkbox"/> REJECTED	
<input checked="" type="checkbox"/> APPROVED FOR SUBMITTAL	
<input type="checkbox"/> TO H.C. PLANNING DEPT.	
<input checked="" type="checkbox"/> TO CITY	
<input type="checkbox"/> DISCHARGE PERMIT REQUIRED	
<input type="checkbox"/> DISTRICT FACILITY	
<input type="checkbox"/> CITY FACILITY	
<input type="checkbox"/> OTHER	
	
H.C.D.D. NO. 1	DATE


Victor Trevino, P.E.
South Texas
Infrastructure Group, LLC
04/28/2022



PROJECT LOCATION MAP



CITY OF MISSION, TEXAS FINANCIAL SUMMARY REPORT as of November 30, 2023

Departments Funds	REVENUES			EXPENSES				
	Amended Budget	Actual Amount	YTD % Received	Amended Budget	Actual Amount	Encumb.	Actual w/Encumb.	YTD % Used
10-Legislative	-	-	0.00%	38,013	1,906	766	2,671	11.35%
11-Executive	-	-	0.00%	808,151	77,355	397	77,752	13.33%
12-Finance	497,000	1,308	0.65%	1,050,600	99,172	11,260	110,432	18.47%
13-Municipal Court	895,500	56,280	12.58%	787,269	71,041	2,500	73,541	13.53%
14-Planning	2,009,000	150,362	13.18%	1,378,722	116,610	21,574	138,184	13.81%
15-Facilities Maint.	-	-	0.00%	1,524,306	116,130	78,564	194,694	15.72%
16-Fleet Maint.	-	-	0.00%	1,221,045	109,043	244,117	353,160	31.92% ¹
17-Organizational	49,853,441	1,642,709	3.74%	2,838,125	299,117	220,132	519,249	30.08% ¹
18-Purchasing	-	-	0.00%	347,316	19,871	24,622	44,492	16.59%
19-City Secretary	148,800	9,998	13.55%	442,792	42,003	10,300	52,303	16.04%
22-Risk	40,000	4,467	11.17%	765,487	25,515	3,848	29,363	4.93%
24-Civil Service	-	-	0.00%	209,537	18,283	7,019	25,303	14.92%
25-Human Resources	-	-	0.00%	375,269	39,857	377	40,234	14.80%
26-Information Tech.	-	-	0.00%	1,256,375	158,183	189,976	348,159	53.20% ¹
27-Media Relations	-	-	0.00%	423,779	35,975	450	36,425	12.29%
28-Legal	-	-	0.00%	579,591	46,332	13,651	59,983	13.19%
30-Police	1,536,033	2,997	0.42%	20,560,608	2,153,785	206,300	2,360,085	16.43%
31-Fire	2,450,000	2,545	0.33%	11,818,776	1,158,802	164,840	1,323,642	14.95%
32-Fire Prevention	-	-	0.00%	837,387	98,591	4,833	103,424	17.72%
40-Streets	72,000	6,000	16.67%	5,111,369	452,444	394,958	847,402	18.62%
43-Health Regulation & Inspection	142,000	3,480	7.11%	447,146	40,406	1,862	42,268	13.43%
44-Animal Welfare	-	-	0.00%	751,647	58,158	337,841	395,999	58.72% ²
51-Mission Historical Museum	-	-	0.00%	394,522	32,847	1,400	34,247	12.40%
60-Parks & Rec Administration	-	-	0.00%	278,708	28,410	804	29,215	14.53%
61-Parks	25,000	2,130	37.70% ¹	3,159,187	268,604	40,898	309,502	13.44%
63-Recreation	48,000	3,280	16.26%	417,432	15,460	4,189	19,649	6.19%
64-Library	56,000	2,339	10.08%	1,545,170	135,695	6,951	142,646	13.01%
65-Bannworth Pool	25,000	630	7.32%	333,583	13,908	6,845	20,752	7.67%
67-Mayberry Pool	35,000	-	0.00%	395,853	14,742	5,779	20,521	6.63%
98-Transfers Out	4,308,791	-	0.00%	3,261,829	-	-	-	0.00%
GENERAL FUND	62,141,565	1,888,526	3.75%	63,437,644	5,748,245	2,007,053	7,755,299	16.83%
SPECIAL REVENUE FUNDS	24,725,798	278,358	1.58%	26,685,200	886,779	3,878,943	4,765,722	18.95%
CAPITAL PROJECTS FUNDS	-	94,608	0.00%	-	749,435	16,466,435	17,215,870	0.00%
DEBT SERVICE FUNDS	6,846,000	252,982	3.89%	6,255,452	400	-	400	0.01%
UTILITY FUND	22,906,000	2,209,890	11.65%	24,360,052	1,042,512	2,256,783	3,299,295	14.97%
GOLF COURSE FUND	977,000	96,816	17.09%	1,806,091	120,198	57,550	177,748	12.37%
SOLID WASTE FUND	9,431,500	811,947	10.04%	9,427,373	463,834	729,021	1,192,855	14.18%
EVENT CENTER FUND	1,150,100	68,726	9.74%	1,077,779	79,265	31,831	111,095	13.96%
INTERNAL SERVICE FUND	7,849,821	508,011	12.97%	8,070,277	344,769	2,656	347,425	5.51%
Grand Total	136,027,784	6,209,864		141,119,868	9,435,437	25,430,272	34,865,709	

Ist Quarter
All Exp < 25%

Unadjusted FUND BALANCE 11/30/2023
(187,841)
1,243,485
11,102,603
1,651,460
6,633,847
(5,565,525)
6,081,573
(256,349)
783,107
21,486,359

¹ Park Facility Rentals Increased
¹ Funds encumbered for supplies & services.
² RGV Humane Society Fee Encumbered for Entire Year

**CITY OF MISSION, TEXAS
GENERAL FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 11/30/23**

	General Fund
Beginning Unadjusted Fund Balance	\$ 3,663,092.49
Adjustment to Prior Year Fund Balance	8,785.59
Unadjusted Fund Balance	\$ 3,671,878.08
 Revenues:	
Property Taxes	1,447,617.61
Sales Taxes	8,583.19
Other Taxes	171,820.97
Licenses and permits	98,174.41
Intergovernmental Revenues	6,000.00
Charges for Services	80,817.27
Fines and Forfeits	58,670.91
Interest Earned	1,008.35
Miscellaneous	15,833.35
Total Revenues:	1,888,526.06
Transfers In:	-
Total Resources Available:	5,560,404.14
 Expenditures:	
Legislative	1,905.62
Executive	77,355.15
Finance	99,171.72
Municipal Court	71,041.40
Planning	116,610.17
Facilities Maintenance	116,130.25
Fleet Maintenance	109,042.86
Organizational	299,116.83
Purchasing	19,870.64
City Secretary	42,002.50
Risk Management	25,515.37
Civil Service	18,283.48
Human Resources	39,857.07
Information Technology	158,183.20
Media Relations	35,974.85
Legal	46,332.25
Police	2,153,785.32
Fire	1,158,802.11
Fire Prevention	98,591.48
Streets	452,443.50
Health	40,406.06
Animal Welfare	58,157.52
Museum	32,846.92
Parks and Recreation	28,410.35
Parks	268,604.33
Recreation	15,460.07
Library	135,694.94
Bannworth Pool	13,907.71
Mayberry Pool	14,741.66
Total Expenditures:	5,748,245.33
Transfers - Out:	-
Ending Fund Balance: (unadjusted)	\$ (187,841.19)

**CITY OF MISSION, TEXAS
GENERAL FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 11/30/23**

	General Fund
Assets:	
Cash:	3,948.00
Investments:	505,722.30
Prepaid items	111,344.35
Receivables:	
Taxes	(1,336,202.49)
Accounts	1,716,014.89
Less: allowance for uncollectibles	(1,920,860.00)
Due from other governments	567,670.65
Due from other funds	5,672,700.72
Long-term receivable	5,200.00
Inventory	23,532.37
Total Assets:	5,349,070.79
 Liabilities and Fund Balance:	
Accounts Payable	165,963.78
Other liabilities	804,071.92
Accrued payroll	923,410.40
Due to other funds	3,792,679.04
Deferred Revenue	(149,213.16)
Total Liabilities	5,536,911.98
 Net Assets:	
Nonspendable	140,076.72
Unassigned	(327,917.91)
 Total Fund Balance	\$ (187,841.19)

FINANCIAL STATEMENT
AS OF: NOVEMBER 30, 2023

01 -GENERAL FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUM.	BUDGET BALANCE
REVENUE SUMMARY						
	62,141,565.00	1,888,526.06	2,331,842.93	3.75	0.00	59,809,722.07
*** TOTAL REVENUES ***	62,141,565.00	1,888,526.06	2,331,842.93	3.75	0.00	59,809,722.07
EXPENDITURE SUMMARY						
10-LEGISLATIVE	38,013.00	1,905.62	3,549.28	11.35	765.80	33,697.92
11-EXECUTIVE	808,151.00	77,355.15	107,322.13	13.33	397.05	700,431.82
12-FINANCE	1,050,600.00	99,171.72	182,767.46	18.47	11,260.49	856,572.05
13-MUNICIPAL COURT	787,269.00	71,041.40	103,999.73	13.53	2,500.00	680,769.27
14-PLANNING	1,378,722.00	116,610.17	168,836.49	13.81	21,574.05	1,188,311.46
15-FACILITIES MAINTENANCE	1,524,306.00	116,130.25	161,021.33	15.72	78,563.95	1,284,720.72
16-FLEET MAINTENANCE	1,221,045.00	109,042.86	145,583.93	31.92	244,116.84	831,344.23
17-ORGANIZATIONAL EXPENSE	2,838,125.00	299,116.83	633,486.89	30.08	220,131.83	1,984,506.28
18-PURCHASING	347,316.00	19,870.64	33,006.13	16.59	24,621.56	289,688.31
19-CITY SECRETARY	442,792.00	42,002.50	60,737.91	16.04	10,300.00	371,754.09
22-RISK MANAGEMENT	765,487.00	25,515.37	33,893.12	4.93	3,847.52	727,746.36
23-ELECTIONS	78,050.00	0.00	3.40	0.00	0.00	78,046.60
24-CIVIL SERVICE	209,537.00	18,283.48	24,235.82	14.92	7,019.27	178,281.91
25-HUMAN RESOURCES	375,269.00	39,857.07	55,173.75	14.80	377.12	319,718.13
26-INFORMTION TECHNOLOGY	1,256,375.00	158,183.20	478,411.65	53.20	189,975.62	587,987.73
27-MEDIA RELATIONS	423,779.00	35,974.85	51,632.33	12.29	450.00	371,696.67
28-LEGAL	579,591.00	46,332.25	62,792.49	13.19	13,651.24	503,147.27
30-POLICE	20,560,608.00	2,153,785.32	3,172,521.51	16.43	206,299.88	17,181,786.61
31-FIRE	11,818,776.00	1,158,802.11	1,601,737.69	14.95	164,839.69	10,052,198.62
32-FIRE PREVENTION	837,387.00	98,591.48	143,546.86	17.72	4,833.00	689,007.14
40-STREETS	5,111,369.00	452,443.50	556,629.16	18.62	394,958.27	4,159,781.57
43-HEALTH REGULATION & IN	447,146.00	40,406.06	58,187.80	13.43	1,861.96	387,096.24
44-ANIMAL CONTROL	751,647.00	58,157.52	103,555.66	0.00	337,841.09	310,250.25
51-MISSION HISTORICAL MUS	394,522.00	32,846.92	47,528.75	12.40	1,400.00	345,593.25
60-PARKS & RECREATION ADM	278,708.00	28,410.35	39,702.77	14.53	804.27	238,200.96
61-PARKS	3,159,187.00	268,604.33	383,679.35	13.44	40,898.11	2,734,609.54
63-RECREATION	417,432.00	15,460.07	21,660.43	6.19	4,189.22	391,582.35
64-LIBRARY	1,545,170.00	135,694.94	194,085.67	13.01	6,951.34	1,344,132.99
65-BANNWORTH POOL	333,583.00	13,907.71	18,728.21	7.67	6,844.76	308,010.03
67-MAYBERRY POOL	395,853.00	14,741.66	20,475.46	6.63	5,779.25	369,598.29
99-TRANSFERS OUT	3,261,829.00	0.00	0.00	0.00	0.00	3,261,829.00
*** TOTAL EXPENDITURES ***	63,437,644.00	5,748,245.33	8,668,493.16	16.83	2,007,053.18	52,762,097.66

CITY OF MISSION, TEXAS
SPECIAL REVENUE FUNDS
FINANCIAL STATEMENTS FOR THE
MONTH ENDING 11/30/23

SPECIAL REVENUE PAGE 1

	<u>Total</u>	<u>CDBG Fund 04</u>	<u>Police State Sharing Fund 10</u>	<u>Police Federal Sharing Fund 11</u>	<u>Municipal Court Tech Fund 14</u>	<u>Designated Purpose Fund 15</u>
Beginning Unadjusted Fund Balance	\$ 1,833,203.19	\$ (21,330.17)	\$ 73,869.28	\$ 557,870.36	\$ 254,763.61	\$ 76,153.37
Adjustment to Prior Year Fund Balance	18,702.64	-	-	571.60	-	-
Unadjusted Fund Balance	\$ 1,851,905.83	\$ (21,330.17)	\$ 73,869.28	\$ 558,441.96	\$ 254,763.61	\$ 76,153.37
Revenues:						
Intergovernmental Revenues	153,406.11	149,034.00	-	4,372.11	-	-
Other Taxes	8,615.64	-	-	-	-	-
Charges for Services	8,514.97	-	-	-	3,182.28	-
Interest Earned	2,181.07	-	143.45	-	-	1,477.88
Special Assessments	105,640.31	-	-	-	-	-
Total Revenues:	278,358.10	149,034.00	143.45	4,372.11	3,182.28	1,477.88
Transfers In:	-	-	-	-	-	-
Total Resources Available:	2,130,263.93	127,703.83	74,012.73	562,814.07	257,945.89	77,631.25
Expenditures:						
Police	103,022.72	-	-	-	-	103,022.72
Organizational	461,530.30	-	-	-	-	240,158.48
Media	9,137.13	-	-	-	-	-
Municipal Court	4,688.79	-	-	-	401.16	-
Fire	2,928.31	-	-	-	-	2,928.31
Recreation	1,234.86	-	-	-	-	-
Drainage	20,262.97	-	-	-	-	-
Boys & Girls Club	77,112.25	-	-	-	-	-
Veteran's Cemetery	62,319.52	-	-	-	-	-
CDBG	144,542.56	144,542.56	-	-	-	-
Total Expenditures:	886,779.41	144,542.56	-	-	401.16	346,109.51
Transfers - Out:	-	-	-	-	-	-
Ending Unadjusted Fund Balance:	\$ 1,243,484.52	\$ (16,838.73)	\$ 74,012.73	\$ 562,814.07	\$ 257,544.73	\$ (268,478.26)
Assets:						
Cash:	5,984,885.15	77,333.25	-	-	-	5,907,551.90
Investments:	795,328.61	-	32,626.71	-	-	-
Receivables:						
Accounts	315,998.88	168.81	-	2,828.10	-	20.35
Less: allowance for uncollectibles	(8,220.19)	-	-	-	-	-
Accrued interest receivable	64.29	-	-	-	-	-
Due from other governments	243,334.50	-	-	-	-	55,834.50
Due from other funds	6,963,095.07	765.67	42,160.71	559,985.97	257,544.73	575,505.93
Total Assets	14,294,486.31	78,267.73	74,787.42	562,814.07	257,544.73	6,538,912.68
Liabilities and Fund Balance:						
Accounts Payable	24,557.24	5,589.88	774.69	-	-	9,543.30
Retainage Payable	128,426.84	-	-	-	-	128,426.84
Other liabilities	3,863,664.26	8,188.86	-	-	-	40,231.10
Due to other funds	2,367,600.10	81,327.72	-	-	-	592,969.13
Deferred Revenue	6,666,753.35	-	-	-	-	6,036,220.57
Total Liabilities	13,051,001.79	95,106.46	774.69	-	-	6,807,390.94
Net Assets						
Unreserved net assets (fund balance)	\$ 1,243,484.52	\$ (16,838.73)	\$ 74,012.73	\$ 562,814.07	\$ 257,544.73	\$ (268,478.26)

CITY OF MISSION, TEXAS
SPECIAL REVENUE FUNDS
FINANCIAL STATEMENTS FOR THE
MONTH ENDING 11/30/23

SPECIAL REVENUE PAGE 2

	Drainage Assessment Fund 16	Cemetery Trust Fund 17	Records Preservation Fund 20	Speer Memorial Macdonald Fund 22	Hotel/Motel Tax Fund 24	Munic Court Bldg Security Fund 25
Beginning Unadjusted Fund Balance	\$ 423,251.66	\$ 18,966.34	\$ 12,681.82	\$ 27,476.62	\$ 486,580.53	\$ 182,448.83
Adjustment to Prior Year Fund Balance	8,680.14	-	-	-	1,943.90	571.60
Unadjusted Fund Balance	\$ 431,931.80	\$ 18,966.34	\$ 12,681.82	\$ 27,476.62	\$ 488,524.43	\$ 183,020.43
Revenues:						
Intergovernmental Revenues	-	-	-	-	-	-
Other Taxes	-	-	-	-	8,615.64	-
Charges for Services	-	-	960.00	-	-	1,984.86
Interest Earned	518.12	-	-	-	20.81	-
Special Assessments	105,640.31	-	-	-	-	-
Total Revenues:	106,158.43	-	960.00	-	8,636.45	1,984.86
Transfers In:	-	-	-	-	-	-
Total Resources Available:	538,090.23	18,966.34	13,641.82	27,476.62	497,160.88	185,005.29
Expenditures:						
Police	-	-	-	-	-	-
Organizational	-	-	-	-	-	-
Media	-	-	-	-	-	-
Municipal Court	-	-	-	-	-	-
Fire	-	-	-	-	-	-
Recreation	-	-	-	-	-	-
Drainage	20,262.97	-	-	-	-	-
Boys & Girls Club	-	-	-	-	-	-
Veteran's Cemetery	-	-	-	-	-	-
CDBG	-	-	-	-	-	-
Total Expenditures:	20,262.97	-	-	-	-	-
Transfers - Out:	-	-	-	-	-	-
Ending Unadjusted Fund Balance:	\$ 517,827.26	\$ 18,966.34	\$ 13,641.82	\$ 27,476.62	\$ 497,160.88	\$ 185,005.29
Assets:						
Cash:	-	-	-	-	-	-
Investments:	481,419.09	-	-	-	67,431.00	-
Receivables:						
Accounts	111,113.34	-	-	-	201,403.16	-
Less: allowance for uncollectibles	(8,220.19)	-	-	-	-	-
Accrued interest receivable	-	-	-	-	-	-
Due from other governments	-	-	-	-	-	-
Due from other funds	-	18,966.34	13,641.82	27,476.62	228,326.72	185,005.29
Total Assets	584,312.24	18,966.34	13,641.82	27,476.62	497,160.88	185,005.29
Liabilities and Fund Balance:						
Accounts Payable	541.30	-	-	-	-	-
Retainage Payable	-	-	-	-	-	-
Other liabilities	4,413.11	-	-	-	-	-
Due to other funds	61,530.57	-	-	-	-	-
Deferred Revenue	-	-	-	-	-	-
Total Liabilities	66,484.98	-	-	-	-	-
Net Assets						
Unreserved net assets (fund balance)	\$ 517,827.26	\$ 18,966.34	\$ 13,641.82	\$ 27,476.62	\$ 497,160.88	\$ 185,005.29

CITY OF MISSION, TEXAS
SPECIAL REVENUE FUNDS
FINANCIAL STATEMENTS FOR THE
MONTH ENDING 11/30/23

SPECIAL REVENUE PAGE 3

	Speer Memorial Breyfogle Fund 26	Park Dedication Fund 27	Juevenile Case Manager Fund 28	Capital Asset Replacement Fund 29	PEG Capital Fund Fund 30
Beginning Unadjusted Fund Balance	\$ 6,811.75	\$ (0.00)	\$ 170,991.49	\$ (111,216.56)	\$ 692,008.56
Adjustment to Prior Year Fund Balance	-	-	-	-	6,935.40
Unadjusted Fund Balance	\$ 6,811.75	\$ (0.00)	\$ 170,991.49	\$ (111,216.56)	\$ 698,943.96
Revenues:					
Intergovernmental Revenues	-	-	-	-	-
Other Taxes	-	-	-	-	-
Charges for Services	-	-	2,037.83	-	-
Interest Earned	-	-	-	-	20.81
Special Assessments	-	-	-	-	-
Total Revenues:	-	-	2,037.83	-	20.81
Transfers In:	-	-	-	-	-
Total Resources Available:	<u>6,811.75</u>	<u>(0.00)</u>	<u>173,029.32</u>	<u>(111,216.56)</u>	<u>698,964.77</u>
Expenditures:					
Police	-	-	-	-	-
Organizational	-	-	-	221,371.82	-
Media	-	-	-	-	9,137.13
Municipal Court	-	-	4,287.63	-	-
Fire	-	-	-	-	-
Recreation	-	1,234.86	-	-	-
Drainage	-	-	-	-	-
Boys & Girls Club	-	-	-	-	-
Veteran's Cemetery	-	-	-	-	-
CDBG	-	-	-	-	-
Total Expenditures:	-	1,234.86	4,287.63	221,371.82	9,137.13
Transfers - Out:	-	-	-	-	-
Ending Unadjusted Fund Balance:	<u>\$ 6,811.75</u>	<u>\$ (1,234.86)</u>	<u>\$ 168,741.69</u>	<u>\$ (332,588.38)</u>	<u>\$ 689,827.64</u>
Assets:					
Cash:	-	-	-	-	-
Investments:	-	-	-	-	213,851.81
Receivables:					
Accounts	-	-	-	-	-
Less: allowance for uncollectibles	-	-	-	-	-
Accrued interest receivable	-	-	-	-	64.29
Due from other governments	-	-	-	-	-
Due from other funds	6,811.75	629,297.92	171,489.79	-	501,821.03
Total Assets	<u>6,811.75</u>	<u>629,297.92</u>	<u>171,489.79</u>	<u>-</u>	<u>715,737.13</u>
Liabilities and Fund Balance:					
Accounts Payable	-	-	156.35	-	1,107.87
Retainage Payable	-	-	-	-	-
Other liabilities	-	-	1,926.03	-	24,801.62
Due to other funds	-	-	665.72	332,588.38	-
Deferred Revenue	-	630,532.78	-	-	-
Total Liabilities	<u>-</u>	<u>630,532.78</u>	<u>2,748.10</u>	<u>332,588.38</u>	<u>25,909.49</u>
Net Assets					
Unreserved net assets (fund balance)	<u>\$ 6,811.75</u>	<u>\$ (1,234.86)</u>	<u>\$ 168,741.69</u>	<u>\$ (332,588.38)</u>	<u>\$ 689,827.64</u>

CITY OF MISSION, TEXAS
SPECIAL REVENUE FUNDS
FINANCIAL STATEMENTS FOR THE
MONTH ENDING 11/30/23

SPECIAL REVENUE PAGE 4

	Boys & Girls Club Fund 32	Veteran's Cemetery Fund 35	Tax Increment Fund 81
Beginning Unadjusted Fund Balance	\$ (1,112,840.34)	\$ 91,161.32	\$ 3,554.72
Adjustment to Prior Year Fund Balance	-	-	-
Unadjusted Fund Balance	\$ (1,112,840.34)	\$ 91,161.32	\$ 3,554.72
Revenues:			
Intergovernmental Revenues	-	-	-
Other Taxes	-	-	-
Charges for Services	350.00	-	-
Interest Earned	-	-	-
Special Assessments	-	-	-
Total Revenues:	350.00	-	-
Transfers In:	-	-	-
Total Resources Available:	(1,112,490.34)	91,161.32	3,554.72
Expenditures:			
Police	-	-	-
Organizational	-	-	-
Media	-	-	-
Municipal Court	-	-	-
Fire	-	-	-
Recreation	-	-	-
Drainage	-	-	-
Boys & Girls Club	77,112.25	-	-
Veteran's Cemetery	-	62,319.52	-
CDBG	-	-	-
Total Expenditures:	77,112.25	62,319.52	-
Transfers - Out:	-	-	-
Ending Unadjusted Fund Balance:	\$ (1,189,602.59)	\$ 28,841.80	\$ 3,554.72
Assets:			
Cash:	-	-	-
Investments:	-	-	-
Receivables:			
Accounts	465.12	-	-
Less: allowance for uncollectibles	-	-	-
Accrued interest receivable	-	-	-
Due from other governments	-	187,500.00	-
Due from other funds	-	-	3,744,294.78
Total Assets	465.12	187,500.00	3,744,294.78
Liabilities and Fund Balance:			
Accounts Payable	4,706.56	2,137.29	-
Retainage Payable	-	-	-
Other liabilities	26,471.73	16,891.75	3,740,740.06
Due to other funds	1,158,889.42	139,629.16	-
Deferred Revenue	-	-	-
Total Liabilities	1,190,067.71	158,658.20	3,740,740.06
Net Assets			
Unreserved net assets (fund balance)	\$ (1,189,602.59)	\$ 28,841.80	\$ 3,554.72

**CITY OF MISSION, TEXAS
CAPITAL PROJECTS FUNDS
FINANCIAL STATEMENTS FOR THE MONTH ENDING 11/30/23**

	Total	Capital Projects Fund 09	2018 CO Fund 75	2021 CO Fund 76
Beginning Unadjusted Fund Balance	\$ 11,584,064.57	\$ (1,495,692.30)	\$ 3,966,217.85	\$ 9,113,539.02
Unadjustment to Prior Year Fund Balance	173,365.00	-	-	173,365.00
Unadjusted Fund Balance	\$ 11,757,429.57	\$ (1,495,692.30)	\$ 3,966,217.85	\$ 9,286,904.02
Revenues:				
MRA Reimbursement	65,229.39	65,229.39	-	-
Interest Earned	29,378.71	-	14,414.28	14,964.43
Total Revenues:	94,608.10	65,229.39	14,414.28	14,964.43
Transfers In:	-	-	-	-
Total Resources Available:	11,852,037.67	(1,430,462.91)	3,980,632.13	9,301,868.45
Expenditures:				
Streets-S Inspiration/Military Rd Project	25,801.65	25,801.65	-	-
Streets-Taylor Rd Project	24,806.90	24,806.90	-	-
Facilities - PD/Fire Substation #6	240,373.64	240,373.64	-	-
Facilities - City Hall Roof	930.24	-	930.24	-
Parks - Lions Park Project	399,426.10	-	399,426.10	-
Drainage - Esperanza	26,107.55	-	-	26,107.55
Drainage - Stewart A	20,160.40	-	-	20,160.40
Drainage - Glasscock	11,828.54	-	-	11,828.54
Total Expenditures:	749,435.02	290,982.19	400,356.34	58,096.49
Transfers - Out:	-	-	-	-
Ending Unadjusted Fund Balance:	\$ 11,102,602.65	\$ (1,721,445.10)	\$ 3,580,275.79	\$ 9,243,771.96
Assets:				
Cash:	2,233,413.18	-	430,215.55	1,803,197.63
Investments:	11,120,965.31	-	3,235,667.69	7,885,297.62
Receivables:				
Accrued interest receivable	768.83	-	-	768.83
Due from other governments	1,585,204.19	1,585,204.19	-	-
Total Assets	14,940,351.51	1,585,204.19	3,665,883.24	9,689,264.08
Liabilities and Fund Balance:				
Accounts Payable	213,193.80	213,193.80	-	-
Retainage Payable	967,741.03	436,641.46	85,607.45	445,492.12
Other liabilities	1,029,628.17	1,029,628.17	-	-
Due to other funds	843,809.85	843,809.85	-	-
Deferred revenue	783,376.01	783,376.01	-	-
Total Liabilities	3,837,748.86	3,306,649.29	85,607.45	445,492.12
Net Assets				
Restricted Fund Balance	\$ 11,102,602.65	\$ (1,721,445.10)	\$ 3,580,275.79	\$ 9,243,771.96

**CITY OF MISSION, TEXAS
DEBT SERVICE FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 11/30/23**

	Debt Service Fund 08
Beginning Unadjusted Fund Balance	\$ 1,390,454.77
Adjustment to Prior Year Fund Balance	8,423.67
Unadjusted Fund Balance	\$ 1,398,878.44
Revenues:	
Property Taxes	252,981.66
Total Revenues:	252,981.66
Transfers In:	-
Total Resources Available:	1,651,860.10
Expenditures:	
Fiscal fees	400.00
Total Expenditures:	400.00
Transfers - Out:	-
Unadjusted Fund Balance:	\$ 1,651,460.10
Assets:	
Investments:	243,848.19
Receivables:	
Taxes	1,983,856.50
Accrued interest receivable	41.95
Less: allowance for uncollectibles	(192,141.30)
Total Assets	2,035,605.34
Liabilities and Fund Balance:	
Due to other funds	384,145.24
Total Liabilities	384,145.24
Net Assets:	
Restricted Fund Balance	\$ 1,651,460.10

**CITY OF MISSION, TEXAS
UTILITY ENTERPRISE FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 11/30/23
UNADJUSTED**

	Total Utility Funds 02	Utility Fund	Utility Reserve & Ext Funds	Utility I&S Funds	Utility Capital Project Fund
Beginning Unadjusted Retain Earnings	\$ 5,405,010.22	\$ 2,694,363.93	\$ 771,831.11	\$ 1,767,511.87	\$ 171,303.31
Adjustment to Prior Year Retain Earnings	61,458.62	45,394.33	7,148.79	8,915.50	-
Unadjusted Retain Earnings	\$ 5,466,468.84	\$ 2,739,758.26	\$ 778,979.90	\$ 1,776,427.37	\$ 171,303.31
Revenues:					
Charges for Services	2,196,288.28	2,196,288.28	-	-	-
Interest Earned	4,121.59	2,446.41	542.14	1,084.64	48.40
Miscellaneous	360.00	360.00	-	-	-
Special Assessments	9,120.00	9,120.00	-	-	-
Total Revenues:	2,209,889.87	2,208,214.69	542.14	1,084.64	48.40
Transfers In:	-	-	-	-	-
Total Resources Available:	<u>7,676,358.71</u>	<u>4,947,972.95</u>	<u>779,522.04</u>	<u>1,777,512.01</u>	<u>171,351.71</u>
Expenditures:					
Administration	103,789.80	103,789.80	-	-	-
Water Distribution	255,063.92	255,063.92	-	-	-
Water Treatment	169,462.68	169,462.68	-	-	-
Wastewater Treatment	123,516.68	123,516.68	-	-	-
Industrial Pre-Treatment	8,481.43	8,481.43	-	-	-
Utility Billing and Collecting	54,941.64	54,941.64	-	-	-
Organizational Expense	82,091.70	82,091.70	-	-	-
Meter Readers	50,808.31	50,808.31	-	-	-
North Water Plant	192,780.57	192,780.57	-	-	-
Golf Course:					
Club House	-	-	-	-	-
Grounds	-	-	-	-	-
Restaurant	-	-	-	-	-
Organizational	-	-	-	-	-
Solid Waste	-	-	-	-	-
Event Center	-	-	-	-	-
Principal, Interest & Fees	1,575.00	-	-	1,575.00	-
Total Expenditures:	1,042,511.73	1,040,936.73	-	1,575.00	-
Transfers - Out:	-	-	-	-	-
Ending Retain Earnings: (unadjusted)	<u>\$ 6,633,846.98</u>	<u>\$ 3,907,036.22</u>	<u>\$ 779,522.04</u>	<u>\$ 1,775,937.01</u>	<u>\$ 171,351.71</u>
Assets:					
Cash:	7,727,674.49	7,727,674.49	-	-	-
Investments:	940,465.35	940,465.35	-	-	-
Prepaid items	6,100.00	6,100.00	-	-	-
Receivables:					
Accounts	2,035,320.88	2,035,320.88	-	-	-
Less: allowance for uncollectibles	(175,674.89)	(175,674.89)	-	-	-
Accrued interest receivable	43.15	43.15	-	-	-
Due from other funds	522,660.39	522,660.39	-	-	-
Inventory	186,866.82	186,866.82	-	-	-
Total Current Assets	<u>11,243,456.19</u>	<u>11,243,456.19</u>	<u>-</u>	<u>-</u>	<u>-</u>
Non-Current Assets					
Restricted Assets:					
Cash and cash equivalents	14,726,419.95	12,745,537.83	439,933.68	1,369,596.73	171,351.71
Investments	1,293,246.69	547,454.49	339,451.92	406,340.28	-
Accrued interest	136.44	-	136.44	-	-
Deferred charges	319,631.71	319,631.71	-	-	-
Capital Assets:					
Land, water rights, and construction in progress	37,872,790.05	37,872,790.05	-	-	-
Other capital assets, net of accumulated depreciation	56,397,305.94	56,397,305.94	-	-	-
Total Non-current assets	<u>110,609,530.78</u>	<u>107,882,720.02</u>	<u>779,522.04</u>	<u>1,775,937.01</u>	<u>171,351.71</u>
Total Assets:	<u>121,852,986.97</u>	<u>119,126,176.21</u>	<u>779,522.04</u>	<u>1,775,937.01</u>	<u>171,351.71</u>
Liabilities:					
Accounts Payable	313,225.27	313,225.27	-	-	-
Retainage payable	2,740.00	2,740.00	-	-	-
Accrued interest payable	-	-	-	-	-
Other liabilities	206,773.12	206,773.12	-	-	-
Compensated absences	174,111.23	174,111.23	-	-	-
Accrued payroll	15,310.83	15,310.83	-	-	-
Due to other funds	5,779,506.08	5,779,506.08	-	-	-
Customer deposits	2,931,519.74	2,931,519.74	-	-	-
Deferred Revenue	161,206.66	161,206.66	-	-	-
Current portion of long-term	1,262,139.65	1,262,139.65	-	-	-
Subdividers deposits	2,788,313.06	2,788,313.06	-	-	-
Leases	883,688.67	883,688.67	-	-	-
Long-term obligations:	38,896,534.08	38,896,534.08	-	-	-
Total Liabilities	<u>53,415,068.39</u>	<u>53,415,068.39</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Assets:					
Nonspendable	61,804,071.60	61,804,071.60	-	-	-
Restricted	2,726,810.76	-	779,522.04	1,775,937.01	171,351.71
Committed	2,731,655.87	2,731,655.87	-	-	-
Unassigned	1,175,380.35	1,175,380.35	-	-	-
	<u>\$ 68,437,918.58</u>	<u>\$ 65,711,107.82</u>	<u>\$ 779,522.04</u>	<u>\$ 1,775,937.01</u>	<u>\$ 171,351.71</u>

FINANCIAL STATEMENT
AS OF: NOVEMBER 30, 2023

02 -UTILITY FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUM.	BUDGET BALANCE
REVENUE SUMMARY						
	22,906,000.00	2,209,889.87	2,668,213.99	11.65	0.00	20,237,786.01
*** TOTAL REVENUES ***	22,906,000.00	2,209,889.87	2,668,213.99	11.65	0.00	20,237,786.01
EXPENDITURE SUMMARY						
10-ADMINISTRATION	1,170,463.00	103,789.80	149,256.88	12.75	0.00	1,021,206.12
12-WATER DISTRIBUTION/SEW	3,715,835.00	255,063.92	347,421.40	18.49	339,703.97	3,028,709.63
13-SOUTH WATER PLANT	2,817,424.00	169,462.68	202,270.87	37.83	863,576.00	1,751,577.13
14-WASTEWATER TREATMENT	2,412,967.00	123,516.68	152,101.20	13.23	167,211.17	2,093,654.63
15-INDUSTRIAL PRE-TREATME	360,126.00	8,481.43	11,964.73	3.32	0.00	348,161.27
16-UTILITY BILLING AND CO	756,877.00	54,941.64	83,671.58	11.32	1,979.98	671,225.44
17-ORGANIZATIONAL EXPENSE	5,771,281.00	83,666.70	145,637.85	2.59	3,882.38	5,621,760.77
18-METER READERS	697,521.00	50,808.31	73,151.19	13.41	20,353.49	604,016.32
30-NORTH WATER PLANT	3,448,767.00	192,780.57	225,134.42	31.47	860,076.00	2,363,556.58
61-2015 TWDB BONDS	0.00	0.00	0.00	0.00	0.00	0.00
63-2021 PSI BOND	0.00	0.00	0.00	0.00	0.00	0.00
99-TRANSFERS OUT	3,208,791.00	0.00	0.00	0.00	0.00	3,208,791.00
98-CONTRA ACCOUNTS	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL EXPENDITURES ***	24,360,052.00	1,042,511.73	1,390,610.12	14.97	2,256,782.99	20,712,658.89

**CITY OF MISSION, TEXAS
ALL OTHER ENTERPRISE FUNDS
FINANCIAL STATEMENTS FOR THE MONTH ENDING 11/30/23
UNADJUSTED**

	Golf Course Fund	Solid Waste Fund	Event Center Fund 23
Beginning Unadjusted Retain Earnings	\$ (5,542,142.24)	\$ 5,730,565.27	\$ (245,810.67)
Adjustment to Prior Year Retain Earnings	-	2,894.78	-
Unadjusted Retain Earnings	\$ (5,542,142.24)	\$ 5,733,460.05	\$ (245,810.67)
Revenues:			
Charges for Services	96,806.84	767,077.28	68,726.11
Interest Earned	-	1,230.03	-
Miscellaneous	9.03	43,639.99	-
Special Assessments	-	-	-
Total Revenues:	96,815.87	811,947.30	68,726.11
Transfers In:	-	-	-
Total Resources Available:	<u>(5,445,326.37)</u>	<u>6,545,407.35</u>	<u>(177,084.56)</u>
Expenditures:			
Administration	-	-	-
Water Distribution	-	-	-
Water Treatment	-	-	-
Wastewater Treatment	-	-	-
Industrial Pre-Treatment	-	-	-
Utility Billing and Collecting	-	-	-
Organizational Expense	-	-	-
Meter Readers	-	-	-
North Water Plant	-	-	-
Golf Course:			
Club House	47,921.62	-	-
Grounds	62,507.49	-	-
Restaurant	7,201.22	-	-
Organizational	2,567.92	-	-
Solid Waste	-	463,834.24	-
Event Center	-	-	79,264.66
Principal, Interest & Fees	-	-	-
Total Expenditures:	120,198.25	463,834.24	79,264.66
Transfers - Out:	-	-	-
Ending Retain Earnings: (unadjusted)	<u>\$ (5,565,524.62)</u>	<u>\$ 6,081,573.11</u>	<u>\$ (256,349.22)</u>
Assets:			
Cash:	650.00	1,536,153.84	2,500.00
Investments:	-	476,045.28	-
Prepaid items	5,000.00	-	4,115.00
Receivables:			
Accounts	5,245.72	853,835.01	1,650.86
Less: allowance for uncollectibles	-	(63,270.84)	-
Accrued interest receivable	-	337.68	-
Due from other funds	-	-	-
Inventory	44,737.92	-	17,713.00
Total Current Assets	<u>55,633.64</u>	<u>2,803,100.97</u>	<u>25,978.86</u>
Non-Current Assets			
Restricted Assets:			
Cash and cash equivalents	30,379.24	-	-
Investments	-	-	-
Accrued interest	-	-	-
Deferred charges	2,954.18	7,071.99	965.81
Capital Assets:			
Land, water rights, and construction in progress	1,642,918.52	-	-
Other capital assets, net of accumulated depreciation	1,729,435.13	3,867,370.73	62,621.10
Total Non-current assets	<u>3,405,687.07</u>	<u>3,874,442.72</u>	<u>63,586.91</u>
Total Assets:	<u><u>3,461,320.71</u></u>	<u><u>6,677,543.69</u></u>	<u><u>89,565.77</u></u>
Liabilities:			
Accounts Payable	4,772.44	24,300.49	17,900.93
Retainage payable	-	-	-
Accrued interest payable	-	1,000.00	(1.87)
Other liabilities	90,539.59	220,104.49	22,264.86
Compensated absences	12,345.44	14,610.92	-
Accrued payroll	1,066.11	2,070.49	-
Due to other funds	3,355,422.00	42,160.11	221,818.94
Customer deposits	-	-	-
Deferred Revenue	53,865.13	68,295.17	58,470.50
Current portion of long-term	100,737.53	12,665.07	3,041.67
Subdividers deposits	-	-	-
Leases	300,164.99	55,797.01	5,409.36
Long-term obligations:	76,113.19	154,966.83	17,010.60
Total Liabilities	<u>3,995,026.42</u>	<u>595,970.58</u>	<u>345,914.99</u>
Net Assets:			
Nonspendable	5,035,419.86	3,638,515.65	-
Restricted	30,379.24	-	-
Committed	-	334,897.87	-
Unassigned	(5,565,524.62)	2,108,159.59	(256,349.22)
	<u><u>\$ (499,725.52)</u></u>	<u><u>\$ 6,081,573.11</u></u>	<u><u>\$ (256,349.22)</u></u>

**CITY OF MISSION, TEXAS
INTERNAL SERVICE FUNDS
FINANCIAL STATEMENTS FOR THE MONTH ENDING 11/30/23**

	Total
Beginning Unadjusted Fund Balance	\$ 619,864.64
Revenues:	
Charges for Services	507,990.50
Interest Earned	20.42
Total Revenues:	508,010.92
Transfers In:	-
Total Resources Available:	1,127,875.56
Expenditures:	
Insurance claim drafts	339,571.03
Organizational Cost	5,197.54
Total Expenditures:	344,768.57
Transfers - Out:	-
Ending Unadjusted Fund Balance:	\$ 783,106.99
Assets:	
Cash:	246,156.13
Investments:	4,664.69
Receivables:	
Accounts	(524.89)
Due from other funds	533,068.56
Restricted Assets	(257.50)
Total Assets:	783,106.99
Liabilities:	
Accounts Payable	77,450.00
Other liabilities	(102,122.52)
Due to other funds	24,672.52
Total Liabilities	\$ -
Net Assets:	
Restricted Fund Balance	\$ 783,106.99



CITY OF MISSION, TEXAS FINANCIAL SUMMARY REPORT as of December 31, 2023

Departments Funds	REVENUES			EXPENSES				
	Amended Budget	Actual Amount	YTD % Received	Amended Budget	Actual Amount	Encumb.	Actual w/Encumb.	YTD % Used
10-Legislative	-	-	0.00%	38,013	732	1,116	1,848	14.20%
11-Executive	-	-	0.00%	808,151	59,375	141	59,516	20.64%
12-Finance	497,000	3,306	1.32%	1,050,600	72,360	12,357	84,716	25.46%
13-Municipal Court	895,500	62,523	19.57%	787,269	56,144	2,046	58,190	20.60%
14-Planning	2,009,000	104,415	18.38%	1,378,722	89,144	19,985	109,129	20.16%
15-Facilities Maint.	-	-	0.00%	1,524,306	105,229	64,448	169,677	21.69%
16-Fleet Maint.	-	-	0.00%	1,221,045	151,877	168,173	320,049	38.13% ¹
17-Organizational	49,853,441	12,342,197	28.50% ¹	2,838,125	390,407	199,492	589,899	43.11% ¹
18-Purchasing	-	-	0.00%	347,316	27,162	100	27,262	17.35%
19-City Secretary	148,800	10,107	20.34%	442,792	34,348	8,095	42,444	23.30%
22-Risk	40,000	12,434	42.25% ²	765,487	435,759	4,681	440,440	61.96% ²
24-Civil Service	-	-	0.00%	209,537	16,598	3,921	20,518	21.36%
25-Human Resources	-	-	0.00%	375,269	30,114	262	30,376	22.80%
26-Information Tech.	-	-	0.00%	1,256,375	145,402	96,645	242,047	57.34% ¹
27-Media Relations	-	-	0.00%	423,779	27,358	513	27,871	18.76%
28-Legal	-	-	0.00%	579,591	29,755	8,887	38,642	17.50%
30-Police	1,536,033	6,407	0.83%	20,560,608	2,011,944	203,563	2,215,506	26.21%
31-Fire	2,450,000	2,374	0.43%	11,818,776	1,007,982	2,395,718	3,403,700	42.35% ³
32-Fire Prevention	-	-	0.00%	837,387	75,506	17,376	92,882	28.23%
40-Streets	72,000	-	16.67%	5,111,369	260,529	367,403	627,932	23.18%
43-Health Regulation & Inspection	142,000	1,944	8.48%	447,146	31,244	3,411	34,655	20.76%
44-Animal Welfare	-	-	0.00%	751,647	56,340	304,088	360,427	61.73% ⁴
51-Mission Historical Museum	-	-	0.00%	394,522	31,419	1,893	33,312	20.49%
60-Parks & Rec Administration	-	-	0.00%	278,708	21,662	520	22,182	22.20%
61-Parks	25,000	1,630	44.22% ³	3,159,187	231,172	49,669	280,841	21.03%
63-Recreation	48,000	2,200	20.84%	417,432	14,132	3,098	17,230	9.32%
64-Library	56,000	3,083	15.59%	1,545,170	111,420	7,001	118,421	20.22%
65-Bannworth Pool	25,000	480	9.24%	333,583	16,343	3,312	19,655	11.51%
67-Mayberry Pool	35,000	-	0.00%	395,853	16,341	2,246	18,587	9.87%
98-Transfers Out	4,308,791	-	0.00%	3,261,829	-	-	-	0.00%
GENERAL FUND	62,141,565	12,553,099	23.95%	63,437,644	5,557,797	3,950,160	9,507,957	28.65%
SPECIAL REVENUE FUNDS	24,725,798	183,072	2.32%	26,685,200	1,679,818	3,843,213	5,523,031	25.11%
CAPITAL PROJECTS FUNDS	-	22,769	0.00%	-	3,423,686	14,526,556	17,950,243	0.00%
DEBT SERVICE FUNDS	6,846,000	1,860,079	31.06%	6,255,452	-	-	-	0.01%
UTILITY FUND	22,906,000	1,819,345	19.59%	24,360,052	1,900,833	2,967,524	4,868,357	25.69%
GOLF COURSE FUND	977,000	104,347	27.77%	1,806,091	125,860	54,250	180,111	19.16%
SOLID WASTE FUND	9,431,500	788,565	18.40%	9,427,373	627,018	1,022,181	1,649,199	23.94%
EVENT CENTER FUND	1,150,100	36,297	12.89%	1,077,779	151,555	19,262	170,817	26.85%
INTERNAL SERVICE FUND	7,849,821	743,190	22.43%	8,070,277	789,743	3,195	792,938	15.31%
Grand Total	136,027,784	18,110,764		141,119,868	14,256,310	26,386,343	40,642,653	

Ist Quarter
All Exp < 25%

Unadjusted
FUND BALANCE
12/31/2023

6,807,461
(253,262)
7,701,685
3,511,539
6,552,359
(5,587,037)
6,243,120
(371,607)
736,554
25,340,813

¹ Property Tax revenue collection rate of 42.93% at end of 1st quarter.
² Insurance Settlement claims reimbursed.
³ Park Facility Rentals Increased
⁴ Funds encumbered for supplies and services.
² Premiums for Insurance paid in 1st quarter of the fiscal year.
³ Leased heavy equipment encumbered and received in FY23-24.
⁴ RGV Humane Society Fee Encumbered for Entire Year

**CITY OF MISSION, TEXAS
GENERAL FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/23**

	General Fund
Beginning Unadjusted Fund Balance	\$ (187,841.19)
Revenues:	
Property Taxes	10,702,888.57
Sales Taxes	1,623,174.77
Other Taxes	3,992.33
Licenses and permits	82,870.53
Intergovernmental Revenues	3,153.69
Charges for Services	48,236.62
Fines and Forfeits	65,539.80
Interest Earned	2,305.79
Miscellaneous	20,937.21
Total Revenues:	12,553,099.31
Transfers In:	-
Total Resources Available:	12,365,258.12
Expenditures:	
Legislative	731.80
Executive	59,375.16
Finance	72,359.58
Municipal Court	56,143.51
Planning	89,143.82
Facilities Maintenance	105,229.17
Fleet Maintenance	151,876.81
Organizational	390,406.63
Purchasing	27,162.26
City Secretary	34,348.32
Risk Management	435,758.84
Civil Service	16,597.95
Human Resources	30,113.84
Information Technology	145,402.12
Media Relations	27,358.41
Legal	29,755.16
Police	2,011,943.52
Fire	1,007,982.14
Fire Prevention	75,505.64
Streets	260,529.08
Health	31,244.20
Animal Welfare	56,339.54
Museum	31,419.39
Parks and Recreation	21,661.82
Parks	231,172.39
Recreation	14,131.69
Library	111,419.77
Banworth Pool	16,342.92
Mayberry Pool	16,341.22
Total Expenditures:	5,557,796.70
Transfers - Out:	-
Total Expenditures:	5,557,796.70
Ending Fund Balance: (unadjusted)	\$ 6,807,461.42

**CITY OF MISSION, TEXAS
GENERAL FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/23**

	General Fund
Assets:	
Cash:	248,137.84
Investments:	3,507,169.22
Prepaid items	15,036.18
Receivables:	
Taxes	16,055,464.81
Accounts	1,700,432.79
Less: allowance for uncollectibles	(1,920,860.00)
Due from other governments	566,494.86
Due from other funds	5,648,815.68
Long-term receivable	5,000.00
Inventory	23,937.91
Total Assets:	25,849,629.29
 Liabilities and Fund Balance:	
Accounts Payable	125,568.21
Other liabilities	423,915.80
Accrued payroll	(4,204.86)
Due to other funds	1,253,434.58
Deferred Revenue	17,243,454.14
Total Liabilities	19,042,167.87
 Net Assets:	
Nonspendable	43,974.09
Committed	1,954,731.38
Unassigned	4,808,755.95
Total Fund Balance	\$ 6,807,461.42

FINANCIAL STATEMENT
AS OF: DECEMBER 31, 2023

01 -GENERAL FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUM.	BUDGET BALANCE
REVENUE SUMMARY						
	62,141,565.00	12,553,099.31	14,884,942.24	23.95	0.00	47,256,622.76
*** TOTAL REVENUES ***	62,141,565.00	12,553,099.31	14,884,942.24	23.95	0.00	47,256,622.76
EXPENDITURE SUMMARY						
10-LEGISLATIVE	38,013.00	731.80	4,281.08	14.20	1,115.80	32,616.12
11-EXECUTIVE	808,151.00	59,375.16	166,697.29	20.64	141.15	641,312.56
12-FINANCE	1,050,600.00	72,359.58	255,127.04	25.46	12,356.85	783,116.11
13-MUNICIPAL COURT	787,269.00	56,143.51	160,143.24	20.60	2,046.20	625,079.56
14-PLANNING	1,378,722.00	89,143.82	257,980.31	20.16	19,985.05	1,100,756.64
15-FACILITIES MAINTENANCE	1,524,306.00	105,229.17	266,250.50	21.69	64,447.66	1,193,607.84
16-FLEET MAINTENANCE	1,221,045.00	151,876.81	297,460.74	38.13	168,172.66	755,411.60
17-ORGANIZATIONAL EXPENSE	2,838,125.00	390,406.63	1,023,893.52	43.11	199,492.14	1,614,739.34
18-PURCHASING	347,316.00	27,162.26	60,168.39	17.35	99.58	287,048.03
19-CITY SECRETARY	442,792.00	34,348.32	95,086.23	23.30	8,095.37	339,610.40
22-RISK MANAGEMENT	765,487.00	435,758.84	469,651.96	61.96	4,681.48	291,153.56
23-ELECTIONS	78,050.00	0.00	3.40	0.00	0.00	78,046.60
24-CIVIL SERVICE	209,537.00	16,597.95	40,833.77	21.36	3,920.50	164,782.73
25-HUMAN RESOURCES	375,269.00	30,113.84	85,287.59	22.80	262.12	289,719.29
26-INFORMTION TECHNOLOGY	1,256,375.00	145,402.12	623,813.77	57.34	96,645.15	535,916.08
27-MEDIA RELATIONS	423,779.00	27,358.41	78,990.74	18.76	513.00	344,275.26
28-LEGAL	579,591.00	29,755.16	92,547.65	17.50	8,887.24	478,156.11
30-POLICE	20,560,608.00	2,011,943.52	5,184,465.03	26.21	203,562.86	15,172,580.11
31-FIRE	11,818,776.00	1,007,982.14	2,609,719.83	42.35	2,395,718.32	6,813,337.85
32-FIRE PREVENTION	837,387.00	75,505.64	219,052.50	28.23	17,376.04	600,958.46
40-STREETS	5,111,369.00	260,529.08	817,158.24	23.18	367,403.03	3,926,807.73
43-HEALTH REGULATION & IN	447,146.00	31,244.20	89,432.00	20.76	3,410.57	354,303.43
44-ANIMAL CONTROL	751,647.00	56,339.54	159,895.20	0.00	304,087.69	287,664.11
51-MISSION HISTORICAL MUS	394,522.00	31,419.39	78,948.14	20.49	1,892.98	313,680.88
60-PARKS & RECREATION ADM	278,708.00	21,661.82	61,364.59	22.20	520.08	216,823.33
61-PARKS	3,159,187.00	231,172.39	614,851.74	21.03	49,668.85	2,494,666.41
63-RECREATION	417,432.00	14,131.69	35,792.12	9.32	3,098.32	378,541.56
64-LIBRARY	1,545,170.00	111,419.77	305,505.44	20.22	7,001.13	1,232,663.43
65-BANNWORTH POOL	333,583.00	16,342.92	35,071.13	11.51	3,311.78	295,200.09
67-MAYBERRY POOL	395,853.00	16,341.22	36,816.68	9.87	2,246.27	356,790.05
99-TRANSFERS OUT	3,261,829.00	0.00	0.00	0.00	0.00	3,261,829.00
*** TOTAL EXPENDITURES ***	63,437,644.00	5,557,796.70	14,226,289.86	28.65	3,950,159.87	45,261,194.27

CITY OF MISSION, TEXAS
SPECIAL REVENUE BONDS
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/23

SPECIAL REVENUE PAGE 1

	<u>Total</u>	<u>CDBG Fund 04</u>	<u>Police State Sharing Fund 10</u>	<u>Police Federal Sharing Fund 11</u>	<u>Municipal Court Tech Fund 14</u>
Beginning Adjusted Fund Balance	\$ 1,243,484.52	\$ (16,838.73)	\$ 74,012.73	\$ 562,814.07	\$ 257,544.73
Revenues:					
Intergovernmental Revenues	65,107.19	64,107.19	-	-	-
Charges for Services	11,576.43	-	-	-	3,756.78
Interest Earned	1,550.03	-	148.73	-	-
Sale of City Equip. & Assets	(1,000.00)	-	(1,000.00)	-	-
Special Assessments	105,838.06	-	-	-	-
Total Revenues:	<u>183,071.71</u>	<u>64,107.19</u>	<u>(851.27)</u>	<u>-</u>	<u>3,756.78</u>
Transfers In:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Resources Available:	<u>1,426,556.23</u>	<u>47,268.46</u>	<u>73,161.46</u>	<u>562,814.07</u>	<u>261,301.51</u>
Expenditures:					
Police	392,868.36	-	2,475.80	291,149.75	-
Organizational	639,249.09	-	-	-	-
Municipal Court	4,005.95	-	-	-	200.58
Fire	1,000.00	-	-	-	-
Health	511.94	-	-	-	-
Recreation	356,412.96	-	-	-	-
Tourist Promotion	1,827.00	-	-	-	-
Drainage	74,906.78	-	-	-	-
Boys & Girls Club	88,179.30	-	-	-	-
Veteran's Cemetery	55,576.96	-	-	-	-
CDBG	65,279.69	65,279.69	-	-	-
Total Expenditures:	<u>1,679,818.03</u>	<u>65,279.69</u>	<u>2,475.80</u>	<u>291,149.75</u>	<u>200.58</u>
Transfers - Out:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Adjusted Fund Balance:	<u>\$ (253,261.80)</u>	<u>\$ (18,011.23)</u>	<u>\$ 70,685.66</u>	<u>\$ 271,664.32</u>	<u>\$ 261,100.93</u>
Assets:					
Cash:	5,019,743.61	38,246.34	-	-	-
Investments:	795,477.34	-	32,775.44	-	-
Receivables:					
Accounts	410,930.26	-	-	2,828.10	-
Less: allowance for uncollectibles	(8,109.27)	168.81	-	-	-
Accrued interest receivable	64.29	-	-	-	-
Due from other governments	<u>180,834.50</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Due from other funds	<u>2,927,251.72</u>	<u>765.67</u>	<u>39,230.91</u>	<u>268,836.22</u>	<u>261,100.93</u>
Total Assets	<u>9,326,192.45</u>	<u>39,180.82</u>	<u>72,006.35</u>	<u>271,664.32</u>	<u>261,100.93</u>
Liabilities and Fund Balance:					
Accounts Payable	49,486.17	14,952.93	546.00	-	-
Other liabilities	28,209.75	1,362.26	774.69	-	-
Payable from restricted assets:					
Retainage payable	99,139.34	-	-	-	-
Due to other funds	<u>2,235,865.64</u>	<u>40,876.86</u>	<u>-</u>	<u>-</u>	<u>-</u>
Deferred Revenue	<u>7,166,753.35</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Liabilities	<u>9,579,454.25</u>	<u>57,192.05</u>	<u>1,320.69</u>	<u>-</u>	<u>-</u>
Net Assets					
Unreserved net assets (fund balance)	<u>\$ (253,261.80)</u>	<u>\$ (18,011.23)</u>	<u>\$ 70,685.66</u>	<u>\$ 271,664.32</u>	<u>\$ 261,100.93</u>

SPECIAL REVENUE PAGE 2

Designated Purpose (grants) Fund 15	Drainage Assessment Fund 16	Cemetery Trust Fund 17	Records Preservation Fund 20	Speer Memorial Macdonald Fund 22	Hotel/Motel Tax Fund 24	Municipal Court Bldg Security Fund 25
\$ (268,478.26)	\$ 517,827.26	\$ 18,966.34	\$ 13,641.82	\$ 27,476.62	\$ 497,160.88	\$ 185,005.29
1,000.00	-	-	-	-	-	-
-	-	-	1,195.00	-	-	2,331.99
1,361.03	-	-	-	-	20.13	-
-	-	-	-	-	-	-
-	105,838.06	-	-	-	-	-
2,361.03	105,838.06	-	1,195.00	-	20.13	2,331.99
-	-	-	-	-	-	-
<u>(266,117.23)</u>	<u>623,665.32</u>	<u>18,966.34</u>	<u>14,836.82</u>	<u>27,476.62</u>	<u>497,181.01</u>	<u>187,337.28</u>
99,242.81	-	-	-	-	-	-
627,967.18	-	-	-	-	-	-
-	-	-	-	-	-	-
1,000.00	-	-	-	-	-	-
511.94	-	-	-	-	-	-
354,233.22	-	-	-	-	-	-
-	-	-	-	-	1,827.00	-
-	74,906.78	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
1,082,955.15	74,906.78	-	-	-	1,827.00	-
-	-	-	-	-	-	-
<u>\$ (1,349,072.38)</u>	<u>\$ 548,758.54</u>	<u>\$ 18,966.34</u>	<u>\$ 14,836.82</u>	<u>\$ 27,476.62</u>	<u>\$ 495,354.01</u>	<u>\$ 187,337.28</u>
4,981,497.27	-	-	-	-	-	-
-	481,419.09	-	-	-	67,431.00	-
91,015.12	115,218.76	-	-	-	201,403.16	-
-	(8,278.08)	-	-	-	-	-
-	-	-	-	-	-	-
55,834.50	-	-	-	-	-	-
575,505.93	-	18,966.34	14,836.82	27,476.62	226,519.85	187,337.28
<u>5,703,852.82</u>	<u>588,359.77</u>	<u>18,966.34</u>	<u>14,836.82</u>	<u>27,476.62</u>	<u>495,354.01</u>	<u>187,337.28</u>
-	541.30	-	-	-	-	-
13,518.81	334.66	-	-	-	-	-
99,139.34	-	-	-	-	-	-
404,046.48	38,725.27	-	-	-	-	-
6,536,220.57	-	-	-	-	-	-
<u>7,052,925.20</u>	<u>39,601.23</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>\$ (1,349,072.38)</u>	<u>\$ 548,758.54</u>	<u>\$ 18,966.34</u>	<u>\$ 14,836.82</u>	<u>\$ 27,476.62</u>	<u>\$ 495,354.01</u>	<u>\$ 187,337.28</u>

SPECIAL REVENUE PAGE 3

Speer Library Breyfogle Fund 26	Park Dedication Fund 27	Juevenile Case Manager Fund 28	Capital Asset Replacement Fund 29	PEG Capital Fund Fund 30	Boys & Girls Club Fund 32	Veteran's Cemetery Fund 35	Tax Increment Fund 81
\$ 6,811.75	\$ (1,234.86)	\$ 168,741.69	\$ (332,588.38)	\$ 689,827.64	\$ (1,189,602.59)	\$ 28,841.80	\$ 3,554.72
-	-	-	-	-	-	-	-
-	-	2,372.66	-	-	1,920.00	-	-
-	-	-	-	20.14	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	2,372.66	-	20.14	1,920.00	-	-
-	-	-	-	-	-	-	-
<u>6,811.75</u>	<u>(1,234.86)</u>	<u>171,114.35</u>	<u>(332,588.38)</u>	<u>689,847.78</u>	<u>(1,187,682.59)</u>	<u>28,841.80</u>	<u>3,554.72</u>
-	-	-	-	-	-	-	-
-	-	-	11,281.91	-	-	-	-
-	-	3,805.37	-	-	-	-	-
-	-	-	-	-	-	-	-
-	2,179.74	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	88,179.30	-	-
-	-	-	-	-	-	55,576.96	-
-	-	-	-	-	-	-	-
-	2,179.74	3,805.37	11,281.91	-	88,179.30	55,576.96	-
-	-	-	-	-	-	-	-
<u>\$ 6,811.75</u>	<u>\$ (3,414.60)</u>	<u>\$ 167,308.98</u>	<u>\$ (343,870.29)</u>	<u>\$ 689,847.78</u>	<u>\$ (1,275,861.89)</u>	<u>\$ (26,735.16)</u>	<u>\$ 3,554.72</u>
-	-	-	-	-	-	-	-
-	-	-	-	213,851.81	-	-	-
-	-	-	-	-	465.12	-	-
-	-	-	-	-	-	-	-
-	-	-	-	64.29	-	-	-
-	-	-	-	-	-	125,000.00	-
6,811.75	627,118.18	168,457.20	-	500,733.30	-	-	3,554.72
<u>6,811.75</u>	<u>627,118.18</u>	<u>168,457.20</u>	<u>-</u>	<u>714,649.40</u>	<u>465.12</u>	<u>125,000.00</u>	<u>3,554.72</u>
-	-	156.35	1,958.86	24,801.62	3,845.22	2,683.89	-
-	-	991.87	-	-	7,979.42	3,248.04	-
-	-	-	-	-	-	-	-
-	-	-	341,911.43	-	1,264,502.37	145,803.23	-
-	630,532.78	-	-	-	-	-	-
-	630,532.78	1,148.22	343,870.29	24,801.62	1,276,327.01	151,735.16	-
<u>\$ 6,811.75</u>	<u>\$ (3,414.60)</u>	<u>\$ 167,308.98</u>	<u>\$ (343,870.29)</u>	<u>\$ 689,847.78</u>	<u>\$ (1,275,861.89)</u>	<u>\$ (26,735.16)</u>	<u>\$ 3,554.72</u>

**CITY OF MISSION, TEXAS
CAPITAL PROJECTS FUNDS
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/23**

	Total	Capital Projects Fund 09	2018 CO Fund 75	2021 CO Fund 76
Beginning Unadjusted Fund Balance	\$ 11,102,602.65	\$ (1,721,445.10)	\$ 3,580,275.79	\$ 9,243,771.96
Revenues:				
Interest Earned	22,768.97	-	13,689.05	9,079.92
Total Revenues:	<u>22,768.97</u>	<u>-</u>	<u>13,689.05</u>	<u>9,079.92</u>
Transfers In:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Resources Available:	<u>11,125,371.62</u>	<u>(1,721,445.10)</u>	<u>3,593,964.84</u>	<u>9,252,851.88</u>
Expenditures:				
Streets-Taylor Rd Project	617,065.75	617,065.75	-	-
Streets-Inspiration/Military Rd Project	1,215.00	1,215.00	-	-
Facilities-City Hall Roof	186,485.00	-	186,485.00	-
Parks-Lions Park Project	669,287.53	-	669,287.53	-
Streets - Los Ebanos Project	1,027,683.00	-	-	1,027,683.00
Drainage - Esperanza	18,760.03	-	-	18,760.03
Drainage - Stewart A	648,744.89	-	-	648,744.89
Drainage - Glasscock	254,444.94	-	-	254,444.94
Total Expenditures:	<u>3,423,686.14</u>	<u>618,280.75</u>	<u>855,772.53</u>	<u>1,949,632.86</u>
Transfers - Out:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Unadjusted Fund Balance:	<u>\$ 7,701,685.48</u>	<u>\$ (2,339,725.85)</u>	<u>\$ 2,738,192.31</u>	<u>\$ 7,303,219.02</u>
Assets:				
Cash:	1,617,344.75	-	1,617,344.75	-
Investments:	9,143,149.72	-	1,249,243.64	7,893,906.08
Receivables:				
Accrued interest receivable	768.83	-	-	768.83
Due from other governments	1,585,204.19	1,585,204.19	-	-
Total Assets	<u>12,346,467.49</u>	<u>1,585,204.19</u>	<u>2,866,588.39</u>	<u>7,894,674.91</u>
Liabilities and Fund Balance:				
Retainage Payable	1,083,514.90	466,150.84	128,396.08	488,967.98
Other liabilities	1,029,628.17	1,029,628.17	-	-
Due to other funds	1,748,262.93	1,645,775.02	-	102,487.91
Deferred revenue	783,376.01	783,376.01	-	-
Total Liabilities	<u>4,644,782.01</u>	<u>3,924,930.04</u>	<u>128,396.08</u>	<u>591,455.89</u>
Net Assets				
Restricted Fund Balance	<u>\$ 7,701,685.48</u>	<u>\$ (2,339,725.85)</u>	<u>\$ 2,738,192.31</u>	<u>\$ 7,303,219.02</u>

**CITY OF MISSION, TEXAS
DEBT SERVICE FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/23**

	Debt Service Fund 08
Beginning Undjusted Fund Balance	\$ 1,651,460.10
Revenues:	
Property Taxes	1,860,079.38
Total Revenues:	<u>1,860,079.38</u>
Transfers In:	-
Total Resources Available:	<u><u>3,511,539.48</u></u>
Expenditures:	
Organizational Costs	-
Total Expenditures:	<u>-</u>
Transfers - Out:	-
Unadjusted Fund Balance:	<u><u>\$ 3,511,539.48</u></u>
Assets:	
Investments	243,848.19
Due from other funds	1,475,934.14
Receivables:	
Taxes	4,950,092.24
Accrued interest receivable	41.95
Less: allowance for uncollectibles	<u>(192,141.30)</u>
Total Assets	<u><u>6,477,775.22</u></u>
Liabilities and Fund Balance:	
Deferred Revenue	2,966,235.74
Total Liabilities	<u><u>2,966,235.74</u></u>
Net Assets:	
Restricted Fund Balance	<u><u>\$ 3,511,539.48</u></u>

CITY OF MISSION, TEXAS
UTILITY ENTERPRISE FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/23
UNADJUSTED

	Total Utility Funds 02	Utility Fund	Utility Reserve & Ext Funds	Utility I&S Funds	Utility Capital Project Fund
Beginning Unadjusted Retain Earnings	\$ 6,633,846.98	\$ 3,907,036.22	\$ 779,522.04	\$ 1,775,937.01	\$ 171,351.71
Revenues:					
Charges for Services	1,809,661.39	1,809,661.39	-	-	-
Interest Earned	4,200.85	2,354.07	675.22	1,121.53	50.03
Miscellaneous	423.00	423.00	-	-	-
Special Assessments	5,060.00	5,060.00	-	-	-
Total Revenues:	<u>1,819,345.24</u>	<u>1,817,498.46</u>	<u>675.22</u>	<u>1,121.53</u>	<u>50.03</u>
Transfers In:	-	-	-	-	-
Total Resources Available:	<u>8,453,192.22</u>	<u>5,724,534.68</u>	<u>780,197.26</u>	<u>1,777,058.54</u>	<u>171,401.74</u>
Expenditures:					
Administration	74,436.54	74,436.54	-	-	-
Water Distribution	342,718.39	342,718.39	-	-	-
Water Treatment	360,929.45	360,929.45	-	-	-
Wastewater Treatment	106,757.79	106,757.79	-	-	-
Industrial Pre-Treatment	7,309.99	7,309.99	-	-	-
Utility Billing and Collecting	187,843.15	187,843.15	-	-	-
Organizational Expense	375,417.49	375,417.49	-	-	-
Meter Readers	65,382.46	65,382.46	-	-	-
North Water Plant	380,037.58	380,037.58	-	-	-
Golf Course:					
Club House	-	-	-	-	-
Grounds	-	-	-	-	-
Restaurant	-	-	-	-	-
Organizational	-	-	-	-	-
Solid Waste	-	-	-	-	-
Event Center	-	-	-	-	-
Total Expenditures:	<u>1,900,832.84</u>	<u>1,900,832.84</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers - Out:	-	-	-	-	-
Ending Retain Earnings: (unadjusted)	<u>\$ 6,552,359.38</u>	<u>\$ 3,823,701.84</u>	<u>\$ 780,197.26</u>	<u>\$ 1,777,058.54</u>	<u>\$ 171,401.74</u>
Assets:					
Cash:	7,305,652.99	7,305,652.99	-	-	-
Investments:	941,017.49	941,017.49	-	-	-
Prepaid items	6,100.00	6,100.00	-	-	-
Receivables:					
Accounts	1,869,064.51	1,869,064.51	-	-	-
Less: allowance for uncollectibles	(177,948.83)	(177,948.83)	-	-	-
Accrued interest receivable	43.15	43.15	-	-	-
Due from other funds	522,660.39	522,660.39	-	-	-
Inventory	186,866.82	186,866.82	-	-	-
Total Current Assets	<u>10,653,456.52</u>	<u>10,653,456.52</u>	<u>-</u>	<u>-</u>	<u>-</u>
Non-Current Assets					
Restricted Assets:					
Cash and cash equivalents	14,727,744.55	12,746,077.23	440,289.08	1,369,976.50	171,401.74
Investments	1,295,358.87	548,368.65	339,908.18	407,082.04	-
Deferred charges	319,631.71	319,631.71	-	-	-
Capital Assets:					
Land, water rights, and construction in progress	37,872,790.05	37,872,790.05	-	-	-
Other capital assets, net of accumulated depreciation	56,397,305.94	56,397,305.94	-	-	-
Total Non-current assets	<u>110,612,831.12</u>	<u>107,884,173.58</u>	<u>780,197.26</u>	<u>1,777,058.54</u>	<u>171,401.74</u>
Total Assets:	<u>121,266,287.64</u>	<u>118,537,630.10</u>	<u>780,197.26</u>	<u>1,777,058.54</u>	<u>171,401.74</u>
Liabilities:					
Accounts Payable	174,897.05	174,897.05	-	-	-
Retainage payable	2,740.00	2,740.00	-	-	-
Accrued interest payable	-	-	-	-	-
Other liabilities	55,118.77	55,118.77	-	-	-
Compensated absences	174,111.23	174,111.23	-	-	-
Accrued payroll	15,310.83	15,310.83	-	-	-
Due to other funds	5,510,303.81	5,510,303.81	-	-	-
Customer deposits	2,946,334.74	2,946,334.74	-	-	-
Deferred Revenue	161,206.66	161,206.66	-	-	-
Current portion of long-term	1,262,139.65	1,262,139.65	-	-	-
Subdividers deposits	2,827,471.17	2,827,471.17	-	-	-
Leases	883,688.67	883,688.67	-	-	-
Long-term obligations:	38,896,534.08	38,896,534.08	-	-	-
Total Liabilities	<u>52,909,856.66</u>	<u>52,909,856.66</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Assets:					
Nonspendable	61,804,071.60	61,804,071.60	-	-	-
Restricted	2,728,657.54	-	780,197.26	1,777,058.54	171,401.74
Committed	2,650,168.27	2,650,168.27	-	-	-
Unassigned	1,173,533.57	1,173,533.57	-	-	-
	<u>\$ 68,356,430.98</u>	<u>\$ 65,627,773.44</u>	<u>\$ 780,197.26</u>	<u>\$ 1,777,058.54</u>	<u>\$ 171,401.74</u>

FINANCIAL STATEMENT
AS OF: DECEMBER 31, 2023

02 -UTILITY FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUM.	BUDGET BALANCE
REVENUE SUMMARY						
	22,906,000.00	1,819,345.24	4,487,559.23	19.59	0.00	18,418,440.77
*** TOTAL REVENUES ***	22,906,000.00	1,819,345.24	4,487,559.23	19.59	0.00	18,418,440.77
EXPENDITURE SUMMARY						
10-ADMINISTRATION	1,170,463.00	74,436.54	223,693.42	19.11	0.00	946,769.58
12-WATER DISTRIBUTION/SEW	3,715,835.00	342,718.39	690,139.79	33.86	568,203.28	2,457,491.93
13-SOUTH WATER PLANT	2,817,424.00	360,929.45	563,200.32	54.50	972,197.10	1,282,026.58
14-WASTEWATER TREATMENT	2,412,967.00	106,757.79	258,858.99	29.31	448,282.74	1,705,825.27
15-INDUSTRIAL PRE-TREATME	360,126.00	7,309.99	19,274.72	5.35	0.00	340,851.28
16-UTILITY BILLING AND CO	756,877.00	187,843.15	271,514.73	37.57	12,852.47	472,509.80
17-ORGANIZATIONAL EXPENSE	5,771,281.00	375,417.49	521,055.34	9.66	36,667.50	5,213,558.16
18-METER READERS	697,521.00	65,382.46	138,533.65	22.73	20,002.73	538,984.62
30-NORTH WATER PLANT	3,448,767.00	380,037.58	605,172.00	43.91	909,318.60	1,934,276.40
61-2015 TWDB BONDS	0.00	0.00	0.00	0.00	0.00	0.00
63-2021 PSI BOND	0.00	0.00	0.00	0.00	0.00	0.00
99-TRANSFERS OUT	3,208,791.00	0.00	0.00	0.00	0.00	3,208,791.00
98-CONTRA ACCOUNTS	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL EXPENDITURES ***	24,360,052.00	1,900,832.84	3,291,442.96	25.69	2,967,524.42	18,101,084.62

**CITY OF MISSION, TEXAS
ALL OTHER ENTERPRISE FUNDS
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/23
UNADJUSTED**

	Golf Course Fund 03	Solid Waste Fund 05	Event Center Fund 23
Beginning Unadjusted Retain Earnings	\$ (5,565,524.62)	\$ 6,081,573.11	\$ (256,349.22)
Revenues:			
Charges for Services	104,330.30	788,301.17	36,296.66
Interest Earned	-	-	-
Miscellaneous	17.10	263.78	-
Special Assessments	-	-	-
Total Revenues:	<u>104,347.40</u>	<u>788,564.95</u>	<u>36,296.66</u>
Transfers In:	-	-	-
Total Resources Available:	<u>(5,461,177.22)</u>	<u>6,870,138.06</u>	<u>(220,052.56)</u>
Expenditures:			
Administration	-	-	-
Water Distribution	-	-	-
Water Treatment	-	-	-
Wastewater Treatment	-	-	-
Industrial Pre-Treatment	-	-	-
Utility Billing and Collecting	-	-	-
Organizational Expense	-	-	-
Meter Readers	-	-	-
North Water Plant	-	-	-
Golf Course:			
Club House	47,281.49	-	-
Grounds	50,420.44	-	-
Restaurant	7,010.88	-	-
Organizational	21,147.45	-	-
Solid Waste	-	627,018.31	-
Event Center	-	-	151,554.51
Total Expenditures:	<u>125,860.26</u>	<u>627,018.31</u>	<u>151,554.51</u>
Transfers - Out:	-	-	-
Ending Retain Earnings: (unadjusted)	<u>\$ (5,587,037.48)</u>	<u>\$ 6,243,119.75</u>	<u>\$ (371,607.07)</u>
Assets:			
Cash:	650.00	1,520,868.35	2,500.00
Investments:	-	476,045.28	-
Prepaid items	5,000.00	-	4,115.00
Receivables:			
Accounts	12,632.21	916,877.97	1,678.16
Less: allowance for uncollectibles	-	(63,697.88)	-
Accrued interest receivable	-	337.68	-
Due from other funds	-	-	-
Inventory	44,737.92	-	17,713.00
Total Current Assets	<u>63,020.13</u>	<u>2,850,431.40</u>	<u>26,006.16</u>
Non-Current Assets			
Restricted Assets:			
Cash and cash equivalents	31,085.49	-	-
Investments	-	-	-
Deferred charges	2,954.18	7,071.99	965.81
Capital Assets:			
Land, water rights, and construction in progress	1,642,918.52	-	-
Other capital assets, net of accumulated depreciation	1,729,435.13	3,867,370.73	62,621.10
Total Non-current assets	<u>3,406,393.32</u>	<u>3,874,442.72</u>	<u>63,586.91</u>
Total Assets:	<u>3,469,413.45</u>	<u>6,724,874.12</u>	<u>89,593.07</u>
Liabilities:			
Accounts Payable	4,402.13	35,232.01	11,329.17
Retainage payable	-	-	-
Accrued interest payable	-	1,000.00	(1.87)
Other liabilities	64,295.24	137,116.87	7,010.42
Compensated absences	12,345.44	14,610.92	-
Accrued payroll	1,066.11	2,070.49	-
Due to other funds	3,411,642.26	-	351,480.29
Customer deposits	-	-	-
Deferred Revenue	53,865.13	68,295.17	65,920.50
Current portion of long-term	100,737.53	12,665.07	3,041.67
Subdividers deposits	-	-	-
Leases	300,164.99	55,797.01	5,409.36
Long-term obligations:	76,113.19	154,966.83	17,010.60
Total Liabilities	<u>4,024,632.02</u>	<u>481,754.37</u>	<u>461,200.14</u>
Net Assets:			
Nonspendable	5,035,419.86	3,651,180.72	-
Restricted	30,438.04	-	-
Committed	-	-	-
Unassigned	(5,587,037.48)	2,095,494.52	(371,607.07)
	<u>\$ (521,179.58)</u>	<u>\$ 6,243,119.75</u>	<u>\$ (371,607.07)</u>

**CITY OF MISSION, TEXAS
INTERNAL SERVICE FUNDS
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/23**

	Total
Beginning Unadjusted Fund Balance	\$ 783,106.99
Revenues:	
Charges for Services	526,233.07
Stop Loss & Other Rebates	216,935.67
Interest Earned	21.39
Total Revenues:	743,190.13
Transfers In:	-
Total Resources Available:	1,526,297.12
Expenditures:	
Insurance claim drafts	486,521.85
Premium payments	219,163.63
Organizational Cost	84,057.88
Total Expenditures:	789,743.36
Transfers - Out:	-
Ending Unadjusted Fund Balance:	\$ 736,553.76
Assets:	
Cash:	882,910.67
Investments:	4,686.08
Receivables:	
Accounts	(524.89)
Restricted Assets	(257.50)
Total Assets:	886,814.36
Liabilities:	
Accounts Payable	252,383.12
Other liabilities	(102,122.52)
Total Liabilities	\$ 150,260.60
Net Assets:	
Restricted Fund Balance	\$ 736,553.76



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: 02/26/2024
PRESENTED BY: Angie Vela, Finance Director
AGENDA ITEM: Award Financial Advisor Services - Vela

NATURE OF REQUEST:

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

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

BUDGETED: N/A **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

PROPOSAL NAME/NUMBER: 24-204-01-17 Municipal Financial Advisor



OPEN DATE: January 17, 2024 2:00 PM CST

Evaluator					
Andy Garica		Ezeiza Garcia		Michael Elizalde	

Proposer	Rating		Points		Rating		Points		Rating		Points		Average
Estrada Hinojosa & Company, Inc. 600 North Pearl St., Ste, 2100 (South Tower) Dallas, TX 75201	Acceptable		Acceptable		Acceptable								
Sec. 1. Statement of Organization (5 Points max)	Acceptable	5	Acceptable	5	Acceptable	5							
Sec. 2. Experience and Performance History: (40 Points max)	Acceptable	32	Acceptable	40	Acceptable	40							
Sec. 3. References: (10 Points max)	Acceptable	10	Acceptable	10	Acceptable	10							
Sec. 4. Key Personnel: (20 Points max)	Acceptable	19	Acceptable	20	Acceptable	20							
Sec. 5. Cost Proposal: (25 Points max)	Acceptable	23	Acceptable	22	Acceptable	22							
Total Score		89		97		97							94.33

Notes:

Strengths: (AG) Provided synopsis of work w/analysis of City of Mission finances. Provided process(procedure) information for TWDB submissions. Provided profile of Estrada Hinojosa. Provides City of Mission experience. *Strong tenure w/establishment in 1992. #1 in state for #2 par issued & #2 in nation for # of issues. Good experience w/TWDB experience w/City of Mission & other localities.* Acceptable & reputable references provided. *Knowledgeable personnel. Provided project team structure and understanding of service delivery. Provision of Local key personnel.* Competitive issuance rates relative to competitor for both GO & Revenue/Refund bonds. Stable issuance rate structure. **(EG)** Local branch office in Edinburg, *Have been serving Texas cities and across the nation for 32 yrs., Experience serving as either Financial Advisor or underwriter to Texas issues, Firm consistently ranks among the top Financial Advisory firms in Texas and the country. City of Edinburg assisted with funding of \$29,585 million at an interest 2.392% with a \$75,000 principal forgiveness from TWDB, City of Mercedes assisted with a strategy to optimize water/sewer rates, City of San Juan provided a strategy to load new debt & going forward the I&S rate, improved their rating;* Investment banking team must have over 20 years of experience; **(ME)** The organization provided a well organized summary of their expertise and experience related to the city's scope of services being seeked out. *The organization provides its years of experience and background. The organization includes relevant services provided to local municipalities within the same region as Mission.* The organization provides valuable references that are similar to our organization. These references are also in addition to the performance of work showcased. *The firm provides excellent overview of key personnel and have several personnel locally officed.* The organization provides a very detailed fee schedule. Based on the fee structure, the higher bond issuance would only gradually increase the fee schedule.

Weaknesses: (AG) Multiple additional charges disclosed(e.g. computer/structuring fee/, app preparation fee, continuing disclosures optional). Slightly higher rate for hurly managing Director & Analyst. **(EG) (ME)**

Comments: (AG) Would have liked to see comprehensive project listing. *Strong given provision of Locally available key personnel and provided organizational structure. Cost analysis enclosed. Most appropriate for primary bond issuance products w/ negotiation recommended on hourly rates.* **(EG)** Headquarters in Dallas but branch offices in SA, Austin, Chicago, Denver, Edinburg, Houston, Miami & New York. see page 1; see page 1; see page 7; see page 4-6 see page 30

PROPOSAL NAME/NUMBER: 24-204-01-17 Municipal Financial Advisor



OPEN DATE: January 17, 2024 2:00 PM CST

Evaluator					
Andy Garica		Ezeiza Garcia		Michael Elizalde	

Proposer	Rating		Points		Rating		Points		Rating		Points		Average
Hilltop Securities 1155 Mt. Vernon Hwy, Ste. 800 Atlanta, GA 30338	Acceptable		Acceptable		Acceptable								
Sec. 1. Statement of Organization (5 Points max)	Acceptable	5	Acceptable	5	Acceptable	5							
Sec. 2. Experience and Performance History: (40 Points max)	Acceptable	38	Acceptable	38	Acceptable	38							
Sec. 3. References: (10 Points max)	Acceptable	10	Acceptable	8	Acceptable	9							
Sec. 4. Key Personnel: (20 Points max)	Acceptable	17	Acceptable	19	Acceptable	18							
Sec. 5. Cost Proposal: (25 Points max)	Acceptable	15	Acceptable	18	Acceptable	15							
Total Score		85		88		85							86.00

Notes:

Strengths: (AG) Provided full service approach & services provided. Provided timeline and how scope of services(incl. TWDB) will be delivered. Provide firm at glimpse and history of firm. Also provides rankings and ratings. *Subcontracting 4 years of tenure as organization(since 1946 Pre-Consolidation). #2 in state and nation respectively. Strong experience w/ TWDB Projects. Knowledge of local area including Mission TIRZ.* Acceptable & reputable references provided. *Knowledgeable personnel. Large # of personnel. Slightly lower hourly rate relative to competitor for managing Director and Analyst.* (EG) #1 financial advisor in state of Texas, acts as financial advisor or underwriter to more that 1,450 clients, see page 15, *Engaged as financial advisor for MRA Mission redevelopment Authority with new money issuance., City of Donna with financing of approximately \$29.3M., City of Garland achieving AAA bond rating for its general obligation* (ME) The organization presents itself very well and provides a well organized overview; *The organization provides its years of experience along with its history of merging. The list of similar entities assisted are relevant to the city's scope. The organization provided ample references.* The organization provides a clear overview of staff and their experience. *The organization provides an overview of its price proposal along with detailed fee schedules.*

Weaknesses: (AG) Relatively more expensive than competitor for both Go & Revenue/Refund bonds. Very high cost for economic development issuances. No clarity on any additional charges in fee schedule. (EG) no local office (ME) The references were the same as the entities listed on performance history. 2 of the 4 were local, with one being redevelopment authority. *The firm's key personnel are not officed locally and distance may hinder communication efforts.* The higher of bond issuance, the more substantial the fee rates increase, rather than gradual fee increases.

Comments: (AG) Given higher consideration given degree of experience and years of establishment. Would have liked to see additional project listings aside from TWDB. *Knowledgeable personnel but not local and large # of clients. Still good.* Cost analysis enclosed. (EG) many Texas office locations see page 15 for locations, see page 2; starts page 16-21; provided

PROPOSAL NAME/NUMBER: 24-204-01-17 Municipal Financial Advisor



OPEN DATE: January 17, 2024 2:00 PM CST

Evaluator					
Andy Garica		Ezeiza Garcia		Michael Elizalde	

Proposer	Rating		Points		Rating		Points		Rating		Points		Average
RBC Capital Markets 303 Pearl Parkway, Ste. 220 San Antonio, TX 78215	Acceptable		Acceptable		Acceptable								
Sec. 1. Statement of Organization (5 Points max)	Acceptable	5	Acceptable	5	Acceptable	5							
Sec. 2. Experience and Performance History: (40 Points max)	Acceptable	32	Acceptable	40	Acceptable	40							
Sec. 3. References: (10 Points max)	Acceptable	10	Acceptable	8	Acceptable	9							
Sec. 4. Key Personnel: (20 Points max)	Acceptable	17	Acceptable	20	Acceptable	20							
Sec. 5. Cost Proposal: (25 Points max)	Acceptable	19	Acceptable	25	Acceptable	23							
Total Score		83		98		97							92.67

Notes:

Strengths: (AG) Provides scope of work and approach to financing solutions. Also provides banking & rating, it does include information on engagements with City of Mission. *Strong tenure w/establishment in 1933. over 300 personnel. Experience w/ City of Mission. #3 in Texas for par issued behind other competitors.*; Acceptable an dreputable references. *Knowledgeable personnel. Provides team and roles.* Reasonable issuance rates, w/exception of larger paramount, although not lowest. (EG) Has been financial advisor to the City since 2005, Has a long history of being one of the leading financial advisory and underwriting firms nationally and in Texas; RBCCM oporates one of the largest municipal finance departments in teh country., employ over 300 banking sales, trading, and underwriting, operated offices in the state of TX since 1933; City of Beaumont, City of Victoria, City of Pflugerville, City of La Porte; *RBCCM team overall has 20 years plus more of experience*; (ME) The organization provides a well performed background of its expertise. The information presented is relevant to services in scope of work. *The organization shares many years experience performing financial advisor services related to municipal services., Adequate references provided., Personnel presented to be well qualified and available.*; Base fee is fair and competative to market. Other fee structure is appropriate and scheduled clearly.

Weaknesses: (AG) *Recent lack of involvement, per staff, in recent issues.* (EG) Only listed 4 references; *Higher issuance cost at higher par. Relatively more expensive for both GO & Revenue/refunds than competitor, although not highest. Only includes single higher rate for non-issuance advisory services.* (ME) References are municipal organizations not of similarity as ours.

Comments: (AG) Strong municipal experience and knowledgable w/City of Mission. Behind competitors on par market share, although, a knowlegeable firm & staff. *Knowledgeable team, but not local housed out of San Antonio and Dallas.* Cost analysis enclosed (issuance only) (EG) tab 3; tab 2; tab 4

BID NAME/NUMBER: 24-246-02-12 / Electrical Repair and Maintenance Services

OPEN DATE: February 12, 2024 2:00 PM CST



Vendor Name:	J&E Lift Station Services Inc.	Hill-Tex Electric			
Street address:	P.O. Box 239	P.O. Box 4464			
City, State:	La Blanca, TX 78558	Edinburg, TX 78540			
Phone:	(956) 262-7796	(210) 324-3705			
Fax:	(956) 262-7864	(956) 205-2631			
Contact:	Jose Pena Jr.	Florentino Vasquez Jr.			
Email:	jeliftstation@yahoo.com	hilltexelectric@yahoo.com			
DESCRIPTION:	UOM	Qty	Hourly Rate	Hourly Rate	Hourly Rate
Regular Rates: Electrician	HR	1	\$17.950	\$12.000	
Regular Rates: Assistant	HR	1	\$10.000	\$9.000	
Mark-up/down on parts & materials			18% up	20% up	
Emergency Rates: Electrician	HR	1	\$17.950	\$20.000	
Emergency Rates: Assistant	HR	1	\$10.000	\$17.000	
Mark-up/down on parts & materials			18% up	25% up	
Hours/Days to Respond Regular Work			1 Hour	1-5 Hours	
Hours/Days to Respond Emergency Work			1 Hour	1 Hour	
1st Year Renewal Option			1.0%	0.0%	
2nd Year Renewal Option			1.0%	0.0%	
ADDENDUMS			None	None	

Apparent Lowest Responsible Bidder for Electrical Repair and Maintenance Services:

Regular Repairs: Hill-Tex Electric
 Emergency Repairs: J&E Lift Station Services, Inc.



BID NAME/NUMBER: 24-246-02-12 / Electrical Repair and Maintenance Services

OPEN DATE: February 12, 2024 2:00 PM CST

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Street address:	P.O. Box 239	P.O. Box 4464	
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Phone:	(956) 262-7796	(210) 324-3705	
Fax:	(956) 262-7864	(956) 205-2631	
Contact:	Jose Pena Jr.	Florentino Vasquez Jr.	
Email:	jeliftstation@yahoo.com	hilltexelectric@yahoo.com	

DESCRIPTION of FORMS:				
	Solicitation Signed		Yes	Yes
	Terms & Conditions Included		Yes	Yes
	Pricing Schedule		Yes	Yes
	Subcontractor(s)/Subconsultant(s)		Yes	Yes
	Non-Collusive		Yes	Yes
	Contractor Site Visit		Yes	Yes
	Addenda(s)		None	None
	Gen. Business Questionare		Yes	Yes
	References		Yes	Yes
	CIQ			
	Master License		Yes	Yes



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024
PRESENTED BY: Juan Pablo "JP" Terrazas, P.E., Assistant City Manager
AGENDA ITEM: Authorization to award bid for Tierra Dorada Lift Stations - Terrazas

NATURE OF REQUEST:

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

BUGETED: Yes **FUND:** Utility **ACCT. #:** 02-414-74937

BUDGET: \$1,962,375 **EST. COST:** \$2,334,367.50 **CURRENT BUDGET BALANCE:** \$1,962,375

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: TIRZ

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

BID NAME/NUMBER: 24-214-01-31 / Tierra Dorada Lift Stations

OPEN DATE: February 14, 2024 2:00 PM CST



Vendor Name:	Foremost Paving, Inc.	RDH Site and Concrete, LLC.	Saenz Utility Contractors	Mor-Wil, LLC.	RBM Contractors, LLC.
Street address:	P.O. Box 29	3809 Clavel St. Ste. D.	22290 N. FM 88	808 S. Shary Rd., Ste. 5 PMB 274	2919 N. Kenyon Rd. Ofc. 2
City, State:	Weslaco, TX 78599	Palmview, TX 78572	Edcouch, TX 78538	Mission, TX 78572	Edinburg, TX 78542
Phone:	(956) 316-8900	(956) 502-5426	(956) 262-8506	(956) 456-0628	(956) 520-5707
Fax:	(956) 316-8901	(956) 475-3917	(956) 262-6493		
Contact:	Trey Pebley	Teresa Puente	Juan Saenz	Albert Garza	Braulio Rios
Email:	try@qptex.com	teri@rdhcompany.com	juan@saenzutility.com	albert.garza03@yahoo.com	rbmcontractors@yahoo.com

DESCRIPTION:	UOM	Est. Qty.	Unit Price	Ext. Price	Unit Price	Ext. Price	Unit Price	Ext. Price	Unit Price	Ext. Price	Unit Price	Ext. Price		
Sanitary Sewer Improvements: Gravity Line														
1 12" PVC SDR26	LF	1,980	\$250.00	\$495,000.00	\$84.00	\$166,320.00	\$226.75	\$448,965.00	\$177.52	\$351,489.60	\$141.23	\$279,635.40		
2 Manhole	EA	8	\$35,000.00	\$280,000.00	\$15,000.00	\$120,000.00	\$21,750.50	\$174,004.00	\$8,817.18	\$70,537.44	\$11,767.25	\$94,138.00		
3 Decommission of Existing Lift Stations (Complete in place)	EA	2	\$8,000.00	\$16,000.00	\$100,000.00	\$200,000.00	\$125,750.00	\$251,500.00	\$5,285.00	\$10,570.00	\$14,610.15	\$29,220.30		
4 Trench Excavation Protection	LF	1,980	\$10.00	\$19,800.00	\$3.00	\$5,940.00	\$10.00	\$19,800.00	\$22.88	\$45,302.40	\$7.91	\$15,661.80		
5 Dewatering	LS	1	\$1,125,000.00	\$1,125,000.00	\$200,000.00	\$200,000.00	\$150,750.00	\$150,750.00	\$113,250.00	\$113,250.00	\$30,437.82	\$30,437.82		
6 24" Bore (Complete in place)	LF	55	\$400.00	\$22,000.00	\$350.00	\$19,250.00	\$305.250	\$16,788.75	\$837.360	\$46,054.80	\$350.000	\$19,250.00		
7 24" Steel Casing	LF	55	\$130.00	\$7,150.00	\$250.00	\$13,750.00	\$200.00	\$11,000.00	\$204.56	\$11,250.80	\$303.00	\$16,665.00		
8 Sidewalk & Asphalt Open-cut, Haul off, Restoration, & TCP (Complete in Place)	LS	1	\$1,500.00	\$1,500.00	\$49,500.00	\$49,500.00	\$30,000.00	\$30,000.00	\$7,550.00	\$7,550.00	\$145,149.44	\$145,149.44		
9 Drain Ditch Embankment Restoration and Compaction (Complete in Place)	LS	1	\$1.00	\$1.00	\$12,000.00	\$12,000.00	\$50,000.00	\$50,000.00	\$90,600.00	\$90,600.00	\$10,348.86	\$10,348.86		
Sanitary Sewer Improvements: Force Main														
10 12" PVC DR18	LF	4,080	\$110.00	\$448,800.00	\$84.00	\$342,720.00	\$215.75	\$880,260.00	\$89.43	\$364,874.40	\$129.86	\$529,828.80		
11 Manhole w/Air Relief Valve	EA	3	\$8,000.00	\$24,000.00	\$17,000.00	\$51,000.00	\$18,500.00	\$55,500.00	\$9,812.69	\$29,438.07	\$12,551.26	\$37,653.78		
12 90 Deg Elbow/Horizontal	EA	4	\$5,000.00	\$20,000.00	\$2,000.00	\$8,000.00	\$2,950.25	\$11,801.00	\$4,836.20	\$19,344.80	\$3,265.06	\$13,060.24		
13 Connect to Existing Discharge Manhole (Complete in Place)	LS	1	\$25,000.00	\$25,000.00	\$2,500.00	\$2,500.00	\$30,250.50	\$30,250.50	\$5,402.45	\$5,402.45	\$4,143.20	\$4,143.20		
14 24" Bore (Complete in place)	LF	250	\$400.00	\$100,000.00	\$350.00	\$87,500.00	\$265.50	\$66,375.00	\$410.72	\$102,680.00	\$501.04	\$125,260.00		
15 24" Steel Casing	LF	250	\$130.00	\$32,500.00	\$250.00	\$62,500.00	\$200.00	\$50,000.00	\$206.34	\$51,585.00	\$345.40	\$86,350.00		
16 Sidewalk & Asphalt Open-cut, Haul off, Restoration, & TCP (Complete in Place)	LS	1	\$1,000.00	\$1,000.00	\$102,000.00	\$102,000.00	\$30,000.00	\$30,000.00	\$22,650.00	\$22,650.00	\$14,450.00	\$14,450.00		
17 Drain Ditch Embankment Restoration and Compaction (Complete in Place)	LS	1	\$1.00	\$1.00	\$24,000.00	\$24,000.00	\$50,000.00	\$50,000.00	\$22,650.00	\$22,650.00	\$23,558.87	\$23,558.87		
18 5' Concrete Sidewalk w/ramps	SF	2675	\$9.00	\$24,075.00	\$6.50	\$17,387.50	\$30.00	\$80,250.00	\$6.77	\$18,109.75	\$7.71	\$20,624.25		
19 24" Bore Drain Ditch (Complete in place)	LF	100	\$1,000.00	\$100,000.00	\$350.00	\$35,000.00	\$305.25	\$30,525.00	\$634.20	\$63,420.00	\$303.00	\$30,300.00		
20 24" Steel Casing	LF	100	\$130.00	\$13,000.00	\$250.00	\$25,000.00	\$200.00	\$20,000.00	\$213.12	\$21,312.00	\$345.40	\$34,540.00		
Sanitary Sewer Improvements: (Lift Station)														
21 Lift Station (complete in place)	LS	1	\$975,000.00	\$975,000.00	\$500,000.00	\$500,000.00	\$752,750.50	\$752,750.50	\$882,879.18	\$882,879.18	\$872,200.99	\$872,200.99		
22 Power allowance	LS	1		\$10,000.00		\$10,000.00		\$10,000.00		\$10,000.00		\$10,000.00		
23 Dewatering	LS	1	\$150,000.00	\$150,000.00	\$120,000.00	\$120,000.00	\$200,750.00	\$200,750.00	\$113,250.00	\$113,250.00	\$18,262.69	\$18,262.69		
24 Allowance	LS	1		\$100,000.00		\$100,000.00		\$100,000.00		\$100,000.00		\$100,000.00		
Alternate														
25 24" Aerial Crossing Drain Ditch (Complete in Place)	LF	100	\$500.00	\$50,000.00	\$350.00	\$35,000.00	\$525.50	\$52,550.00	\$146.00	\$14,600.00	\$383.52	\$38,352.00		
26 24" Steel Casing	LF	100	\$130.00	\$13,000.00	\$250.00	\$25,000.00	\$200.00	\$20,000.00	\$206.06	\$20,606.00	\$345.40	\$34,540.00		
Total Base Amount for Sanitary Sewer Improvements			\$4,052,827.00		\$2,334,367.50		\$3,593,819.75		\$2,609,406.69		\$2,633,631.44			
Hours/Days to complete work:			270 Calendar Days			270 Calendar Days			320 Calendar Days			270 Calendar Days		
ADDENDUMS			Yes (3)			Yes (3)			Yes (3)			Yes (3)		
Bid Bond			Yes			Yes			Yes			Yes		

Apparent lowest responsive bidder: RDH Site and Concrete

Please note: **** Shaded areas have been corrected mathematically on extensions**

BID NAME/NUMBER: 24-214-01-31 / Tierra Dorada Lift Stations



OPEN DATE: February 14, 2024 2:00 PM CST

Vendor Name:	Foremost Paving, Inc.	RDH Site and Concrete, LLC.	Saenz Utility Contractors	Mor-Wil, LLC.	RBM Contractors, LLC.
Street address:	P.O. Box 29	3809 Clavel St. Ste. D.	22290 N. FM 88	808 S. Shary Rd., Ste. 5 PMB 274	2919 N. Kenyon Rd. Ofc. 2
City, State:	Weslaco, TX 78599	Palmview, TX 78572	Edcouch, TX 78538	Mission, TX 78572	Edinburg, TX 78542
Phone:	(956) 316-8900	(956) 502-5426	(956) 262-8506	(956) 456-0628	(956) 520-5707
Fax:	(956) 316-8901	(956) 475-3917	(956) 262-6493		
Contact:	Trey Pebley	Teresa Puente	Juan Saenz	Albert Garza	Braulio Rios
Email:	trv@qpitex.com	teri@rdhcompany.com	juan@saenzutility.com	albert.garza03@yahoo.com	rbccontractors@yahoo.com

DESCRIPTION of FORMS:		Completed	Completed				
	Solicitation Signed	Yes	Yes	Yes	Yes	Yes	Yes
	Terms & Conditions Included	Yes	Yes	Yes	Yes	Yes	Yes
	Non-Collusive	Yes	Yes	Yes	Yes	Yes	Yes
	Pricing Schedule	Yes	Yes	Yes	Yes	Yes	Yes
	Subcontractor/SubConsultant	Yes	Yes	Yes	Yes	Yes	Yes
	Addenda(s)	Yes (3)	Yes (3)	Yes (3)	Yes (3)	Yes (3)	Yes (3)
	Contractor Site Visit	Yes	Yes	Yes	Yes	Yes	Yes
	Gen. Business Questionare	Yes	Yes	Yes	Yes	Yes	Yes
	References	Yes	Yes	Yes	Yes	Yes	Yes
	CIQ						
	Bid Bond	Yes	Yes	Yes	Yes	Yes	Yes

MEDICAL DIRECTOR AGREEMENT

STATE OF TEXAS §
 COUNTY OF HIDALGO §

This Agreement is made and executed on the date of signature below, by and between the City of Mission, Texas, a Texas home-rule municipal corporation, to the benefit of the Mission Fire Department Emergency Medical Services, and Ivan Melendez, MD, FAAFP.

WHEREAS, on November 3, 2021, the City of Mission and Ivan Melendez, MD, FAAFP, entered into a medical director agreement for a term of two years, expiring on October 25, 2023; and

WHEREAS, on December 19, 2023, the City of Mission and Ivan Melendez, MD, FAAFP, entered into an Extension of Medical Director Agreement, expiring on February 29, 2024; and

WHEREAS, the Mayor and City Council desires to provide medical direction for its Mission Fire – Emergency Medical Services through the use of a licensed physician; and

WHEREAS, all other previous agreements with Dr. Ivan Melendez have or will soon expire; and

WHEREAS, the Mayor and City Council desire to contract with Dr. Ivan Melendez to serve as Medical Director for Mission Fire Department – EMS and Dr. Melendez is willing to serve as Medical Director under the terms and conditions stated herein.

NOW, THEREFORE, in consideration of the premises, the agreements herein contained and other valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

I. APPOINTMENT OF MEDICAL DIRECTOR

The City of Mission hereby appoints Ivan Melendez, MD, FAAFP, physician currently licensed to practice medicine in the State of Texas, as the Medical Director of the Mission Fire Department Emergency Medical Services, in compliance with the State of Texas, Health and Safety Code for the term stated below.

II. COMPENSATION

In consideration for rendering the services of Medical Director under the terms of this Agreement, the City shall pay aggregate compensation at a twelve-month rate of SIXTY THOUSAND DOLLARS (\$60,000.00) to be distributed on a monthly basis of equal payments of \$5,000.00/month.

III. TERM AND TERMINATION

The term of this Agreement shall be a period of twelve (12) months commencing upon the effective date hereof; provided however, that the City of Mission shall have the exclusive right and option to extend the term hereof by up to two (2) additional twelve (12) month periods by giving written

notice to the Medical Director of the City's election to extend the term thereof, such notice shall be given not more than ninety (90) days prior to the expiration of the initial term or the immediately preceding term.

In all case, either party shall have the right and option, with or without cause, and without penalty or prejudice to any other remedy it may be entitled to at law, or in equity or otherwise under this Agreement, terminate further work under this Agreement, in whole or in part by giving at least thirty (30) days prior written notice thereof to the other party with the understanding that all services being terminated shall cease upon the date such notice is received unless otherwise indicated in writing by the notifying party.

IV. SCOPE OF SERVICES AS MEDICAL DIRECTOR

Ivan Melendez, MD, FAAFP, shall serve as the Medical Director of the Emergency Medical Services Division of the Fire Department (the "Department") and will provide medical supervision of developing protocols and standing orders of EMS personnel and units; approve EMS medical equipment and personnel permitted to function within the EMS system: give guidance and directions to the Director of EMS and his staff; approve EMS training programs and training personnel; receive input from emergency departments and community physicians; advise the Department regarding creation and enforcement of ordinances pertaining to Emergency Medical Services; provide guidance related to disaster preparedness; and assist in developing communications and dispatching procedures related to EMS; receive and investigate complaints; participate in ongoing medical audits, provide review and performance appraisals of EMS personnel and system functions; and report to the Fire Chief the goals and progress of the Emergency Medical Services.

In addition, Dr. Ivan Melendez agrees to (a) provide a minimum of four (4) hours of EMS related every month to Mission Fire Department EMS personnel and (b) attend the Texas Medical Directors Conference annually at his own expense.

V. COMPLIANCE WITH APPLICABLE LAWS

Dr. Ivan Melendez shall at all times observe and comply with all Federal, State and local laws, ordinances and regulations including all amendments and revisions thereto, which in any manner affect the Medical Director or his work and SHALL INDEMNIFY AND HOLD HARMLESS THE CITY AGAINST ANY CLAIM RELATED TO OR ARISING FROM THE VIOLATION OF ANY SUCH LAWS, ORDINANCES AND REGULATIONS BY THE MEDICAL DIRECTOR. If the Medical Director observes that the work is not in compliance, he shall promptly notify the City in writing.

VI. INSURANCE AND CERTIFICATES OF INSURANCE

Ivan Melendez, MD, FAAFP, shall acquire and maintain for the duration of this Agreement his own malpractice and medical director liability insurance, as set forth herein and at his own

expense. The insurance policies shall include the City of Mission as an additional insured. The insurance coverage policy must carry FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00) per incident and ONE MILLION DOLLARS (\$1,000,000.00), per occurrence. Dr. Ivan Melendez shall provide a signed insurance certificates verifying that it has obtained the required insurance coverages prior to the effective date of this Agreement.

VII. ASSIGNMNET

Dr. Ivan Melendez agrees to retain control and to give full attention to the fulfillment of this Agreement, that this Agreement shall not be assigned without the prior written consent of the City of Mission, and that no part or feature of the work will be assigned to anyone objectionable to the city. Further, Dr. Melendez agrees that the assignment of any portion or feature of this work, or materials required in the performance of this Agreement, shall not relieve him from its full obligations to the City as provided by this Agreement.

VIII. INDEPENDENT CONTRACTOR

Dr. Melendez agrees that he is an independent contractor and not an officer, agent, servant, or employee of the City of Mission; that he shall have exclusive control of and exclusive right to control the details of the work performed hereunder and all persons performing the same, and shall be responsible for the acts and omissions of himself; that the doctrine of respondeat superior shall not apply as between the City and Dr. Melendez, and nothing herein shall be construed as creating a partnership or joint enterprise between the City and Dr. Melendez.

IX. NOTICES

Any notice provided for in or permitted under this Agreement shall be made in writing or served by: (i) delivering the same in person to the Party to be notified, (ii) depositing the same in the United States mail, postage prepaid, registered or certified with return receipt requested, and addressed to the Party to be notified at the address herein specified, or (iii) delivery by private courier with proof of delivery required. If notice is deposited in the United States mail pursuant to (ii) of this Article, it will be effective from and after the date of receipt or delivery. Notice given in any other manner shall be effective only if and when received by the Party to be notified. For the purpose of notice, the address of the parties shall be, until changed as provided for, as follows:

If to City:
 City of Mission
 Randy Perez, City Manager
 1201 East 8th Street
 Mission, Texas 78572
 rperez@missiontexas.us

With a copy to:
City Attorney’s Office
Victor A. Flores, City Attorney
1201 East 8th Street
Mission, Texas 78572
vaflores@missiontexas.us

If to Medical Director:
Ivan Melendez, MD, FAAFP

With a copy to:

X. MISCELLANEOUS

The following miscellaneous provisions are made part of this Agreement:

Entire Agreement. This Agreement constitutes the entire agreement between the Parties with respect to the subject matter covered in this Agreement. There is no other collateral oral or written agreement between the Parties that, in any manner relates to the subject matter of this Agreement, as approved by the City Council of the City of Mission and the Medical Director. Any alteration of or amendment to this Agreement shall NOT be effective unless given in writing and signed by the party or parties sought to be charged or bound by the alteration or amendment.

Applicable Law and Venue. 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 agree to submit to the personal and subject matter jurisdiction of a court of competent jurisdiction of said county.

Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall constitute one and the same document.

Construction. The Parties acknowledge that the Parties and their counsel have reviewed and revised the Agreement and that the normal rule of construction to the effect that any ambiguities

are to be resolved against the drafting party shall not be employed in the interpretation of the Agreement.

Headings. All headings herein are inserted only for convenience and ease of reference and are not to be considered in the construction or interpretation of any provision of this Agreement.

Effective Date. This Agreement shall be effective from and after the date of execution by the last signatory hereto as evidenced below.

IN WITNESS WHEREOF, the parties have executed this Agreement by signing below.

CITY OF MISSION

By: _____
Randy Perez, City Manager

Date: _____

By: _____
Adrian Garcia, Fire Chief
Fire Department
Emergency Medical Services

Date: _____

ATTEST:

Anna Carrillo, City Secretary

MEDICAL DIRECTOR

By: _____
Ivan Melendez, MD, FAAFP

Date: _____



1 PowerLoad

Quote Number: 10850877
Version: 1
Prepared For: MISSION FIRE DEPT
Attn:

Rep: Chad Lewis
Email: chad.lewis@stryker.com
Phone Number:

Quote Date: 02/09/2024
Expiration Date: 02/15/2024
Contract Start: 01/16/2024
Contract End: 01/15/2025

Equipment Products:

#	Product	Description	U/M	Qty	Sell Price	Total
1.0	639005550001	MTS POWER LOAD	PCE	1	\$31,263.05	\$31,263.05
Equipment Total:						\$31,263.05

ProCare Products:

#	Product	Description	Months	Qty	Sell Price	Total
2.1	POWERLOAD-PROCARE	Power Load for MTS POWER LOAD 01/17/2024 - 01/16/2030 <small>√ Parts, Labor, Travel √ Preventative Maintenance √ Batteries Service</small>	72	1	\$12,410.58	\$12,410.58
ProCare Total:						\$12,410.58

Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Freight/Shipping:	\$390.79
Grand Total:	\$44,064.42

Prices: In effect for 30 days

Terms: Net 30 Days

Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law



1 PowerLoad

Quote Number: 10850877
Version: 1
Prepared For: MISSION FIRE DEPT
Attn:

Rep: Chad Lewis
Email: chad.lewis@stryker.com
Phone Number:

Quote Date: 02/09/2024
Expiration Date: 02/15/2024
Contract Start: 01/16/2024
Contract End: 01/15/2025

or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html.



To whom it may concern:

Stryker is the sole-source provider in the Hospital (hospitals and hospital-owned facilities), Emergency Response Services and Emergency Response Training (paramedics, professional and volunteer fire) markets in the U.S. and Canada for the following products:

- New Emergency Relief Patient Cover
- New LIFEPAK® 15 monitor/defibrillators
- New LIFEPAK 20e defibrillator/monitors
- New LIFEPAK 1000 automated external defibrillators
- New LUCAS® chest compression system
- TrueCPR® coaching devices
- CODE-STAT™ data review software and service
- Power-PRO XT ambulance cot
- Performance-PRO XT ambulance cot
- Power-LOAD cot fastener
- Stair-PRO stair chair
- Performance-LOAD cot fastener
- LIFEPAK CR2 automated external defibrillator
- LIFEPAK CR Plus automated external defibrillator

Stryker is the sole-source provider in all markets for the following products and services:

- RELI™ (Refurbished Equipment from the Lifesaving Innovators) devices
- LIFENET® system and related software
- Factory-authorized inspection and repair services which include repair parts, upgrades, inspections and repairs
- HealthEMS® Software
- HomeSolutions.net® Software
- ACLS (non-clinical) LIFEPAK defibrillator/monitors
- Heart Safe SolutionSM Government Campus Solution
- MultiTech 4G and Titan III gateways

Stryker is also the sole-source distributor of the following products for EMS customers in the U.S. and Canadian markets:

- McGRATH™ MAC EMS video laryngoscope

Stryker does not authorize any third parties to sell these products or services in the markets listed above. We will not fulfill orders placed by non-authorized businesses seeking to resell our products or services. If you have questions, please feel free to contact your local Stryker customer service representative at 800.442.1142.

Sincerely,

Matt Van Der Wende, Senior Director, Americas Sales

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CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2023
PRESENTED BY: Angie Vela, Finance Director
AGENDA ITEM: Approval of Budget Amendment: General Fund - Vela

NATURE OF REQUEST:
 Approval of the attached budget amendments:
 General Fund – (\$44,065.00 Expenditures)

BUGETED: N/A **FUND:** _____ **ACCT. #:** _____
BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____
BID AMOUNT: \$ _____

STAFF RECOMMENDATION:
 Approval

Departmental Approval: None
Advisory Board Recommendation: N/A
City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE:

	APPROVED:	_____
	DISAPPROVED:	_____
	TABLED:	_____

_____ AYES
 _____ NAYS
 _____ DISSENTING _____

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2023-2024
DATE: February 26, 2024
DEPARTMENT: Fire
FUND: GENERAL

BA-24-04

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
01-431-44640	Repair & Maint. Machinery & Equip.	145,000.00	12,411.00	157,411.00
01-431-74950	Machinery & Equipment	475,841.00	31,654.00	507,495.00
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
TOTAL		620,841.00	44,065.00	664,906.00

JUSTIFICATION

Budget amendment is necessary to allocate the cost of an MTS Power-Load for EMS Ambulance Operations.

Finance Director: 

Date: 2/21/2024

City Council Approved on: _____

Date Posted: _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Amy Tijerina, Community Events Director

AGENDA ITEM: Approval of Joint Resolution No. _____ between the City of Mission and the Texas Citrus Fiesta related to the transfer of management and operations for the annual Texas Citrus Fiesta to the City of Mission and other matters relating to said festivities - Tijerina

NATURE OF REQUEST:

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

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: Texas Citrus Fiesta Board Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____

**AMENDED BY-LAWS OF
TEXAS CITRUS FIESTA, INC.**

ARTICLE I.

ORGANIZATION

Texas Citrus Fiesta, Inc. is a Texas Non-Profit Corporation formed exclusively for charitable, scientific, and educational purposes within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986, as amended.

ARTICLE II.

DEFINITIONS

1. “Articles of Incorporation” means those articles governing Texas Citrus Fiesta, Inc. which are properly filed with the Texas Secretary of State.
2. “Board of Directors” means the Board of Directors for Texas Citrus Fiesta, Inc..
3. “City” means the City of Mission, Hidalgo County, Texas.
4. “City Council” means the City Council for the City of Mission.
5. “Corporation” means Texas Citrus Fiesta, Inc..
6. “Electronic communication” means electronic mail or email.

ARTICLE III.

PURPOSE AND POWER

Section 3.1 Objectives: The objectives of the Board of Directors shall be to promote the celebration, displays, exhibits, and other educational matters in connection with growing and marketing of the citrus industry and lessen the burdens of government to the extent that raising private funds for Texas Citrus Fiesta events and activities will relieve the City and its taxpayers from financial burdens.

Section 3.2 Powers and Duties: The Board of Directors shall have the following powers and duties:

- a. Market and promote the goals and mission of Texas Citrus Fiesta, Inc.;
- b. Further advance promote the celebration, displays, exhibits, and other educational matters in connection with growing and marketing of the citrus industry to the extent that raising private funds for Texas Citrus Fiesta events and activities will relieve the City and its taxpayers from financial burdens;
- c. Market and promote the City and amenities consistent with the purposes and duties set out in the Corporation’s Articles of Incorporation and By-Laws; and
- d. Develop long-range goals and programs for the Corporation consistent with the purposes and duties set in the Corporation’s Articles of Incorporation and By-laws.

ARTICLE IV.

BOARD OF DIRECTORS

Section 4.1 General Powers: The affairs of the Corporation shall be managed by the Board of Directors, subject to such limitations as imposed by the law, Articles of Incorporation or these By-laws. The City of Mission shall assist with the management and operations of Texas Citrus Fiesta events and activities as it deems advisable and as allowed by state law.

Section 4.2 Number: The limited number of directors is nine (9) and shall be designated as Director Place One, Director Place Two, Director Place Three, Director Place Four, Director Place Five, Director Place Six, Director Place Seven, Director Place Eight and Director Place Nine. Director Place Nine shall be filled by a member of the King’s Association.

Section 4.3 City’s Ex Officio Director on the Board of Directors: In addition, the City Council shall appoint one (1) ex-officio (non-voting) director held by a City of Mission employee. It shall be a necessary qualification for appointment as the City’s Ex Officio Director that such person holds the position as a current City of Mission employee.

Section 4.4 Initial Appointment of Directors: As of the effective date of these By-laws, the City Council shall appoint directors from a list of qualified applicants for Places 1 - 8 to serve as the Corporation’s Board of Directors, subject to final approval of a majority of the King’s Association Board. All applications shall be submitted to the City Secretary’s Office in compliance

with City requirements governing city appointments. Upon appointment, each director's Place (and subsequent initial tenure as established below) shall be determined by the drawing of lottery. The City Secretary shall prepare equal sized squares marked Director Place One Two, Three, Four, Five, Six, Seven, and Eight. Director Place Nine shall not participate in the lottery since these bylaws have already established that Place Nine shall be the appointment by the King's Association. All other appointments shall participate in the lottery.

Section 4.5 Tenure: The initial term for directors shall be staggered as described herein. Directors Places 1-3 shall be appointed for an initial term of one (1) year. Directors Places 4-6 shall be appointed for an initial term of two (2) years. Directors Places 7-9 shall be appointed for an initial term of three (3) years. Upon the expiration of the initial terms set forth herein, subsequent appointments shall be for a term of three (3) years.

Section 4.6 Attendance: Directors are expected to attend all regular and special meetings during their tenure. Directors shall be automatically removed upon receiving three (3) absences during their term of office.

Section 4.7 Vacancy: In the event a vacancy occurs in one or more of the director's places, whether caused by death, resignation, disqualification or removal as provided by the Articles of Incorporation or these By-laws, the City Council shall appoint a person to the vacant director's place for the unexpired term, subject to the confirmation and approval of a majority of the King's Association Board. The City Council may at any time remove any director in their sole discretion with or without cause.

Section 4.8 Qualifications: Each director shall be of good moral character and be a United States citizen. Directors who cease to possess the aforementioned qualifications shall forthwith forfeit their position, creating a vacancy which shall be filled in accordance with this Article. Notwithstanding any other provision herein, directors serve at the pleasure of the City Council which may remove a director at any time with or without cause. All directors must adhere to and receive the following training: Texas Open Meetings Act (Tex. Gov't Code Ch. 551), Public Information Act (Tex. Gov't Code Ch. 552), Conflict of Interest (Tex. Local Gov't Code Ch. 171), and Competitive Bidding and Procurement (Tex. Local Gov't Code Ch. 252).

Section 4.9 Compensation: The directors shall serve without compensation.

Section 4.10 Meetings: All meetings shall require the posting of notices in compliance with the terms of the Texas Open Public Meetings Act, Chapter 551 of the Texas Government Code, and such meetings shall be open to the public except when closed sessions are permitted under the Texas Open Public Meetings Act.

- (a) Regular Meetings: The Board of Directors shall meet at least monthly unless otherwise determined by its officers.
- (b) Special Meetings: Special meetings of the Board of Directors may be called by either the President or at the request of any three (3) board members.
- (c) Notice: The Secretary shall give written notice of Board of Directors meetings and the business to be transacted at such meetings shall be delivered either by electronic communication or regular postal mail to each director at least 72 hours' notice prior to the meeting.
- (d) Waiver of Notice: Attendance of a director at a meeting shall constitute a waiver of notice of such meeting, except attendance of a director at a meeting for the express purpose of objecting to the transaction of any business on the grounds that the meeting is not lawfully called or convened.
- (e) Quorum: A majority of the Board of Directors shall constitute a quorum for the transaction of business. When a quorum is present at any meeting, a majority vote of the directors present shall decide any question under consideration.
- (f) Location: The Board of Directors may hold their meetings at such place or places in the City as the Board of Directors may from time to time determine.

ARTICLE V.

OFFICERS AND EXECUTIVE DIRECTOR

The members of the Board of Directors shall select a President, Vice President, Secretary and Treasurer to serve as officers of the Board of Directors. The officers shall be selected from the Board of Directors and shall serve without compensation. The City Council shall select, at its sole discretion, an Executive Director to assist with the Corporation's events and activities, as further provided below.

Section 5.1 President: The President shall preside at the meetings of the Board of Directors. Subject to the authority of the Board of Directors and the City Council as required herein, the President shall be in general charge of the properties and affairs of the Corporation.

Section 5.2 Vice President: The Vice President shall assist the President in the performance of its duties, and in the absence of the President, or in the event of the President's inability or refusal to act, shall have the powers of, and shall perform the duties of the President.

Section 5.3 Secretary: The Secretary shall keep, or cause to be kept, minutes of the meetings and the records of the Board of Directors; attest the signatures of the officers; certify orders or matters of the minutes of meetings; and see that notices are duly given in accordance with the provisions of these By-laws, or as required by law.

Section 5.4 Treasurer: The Treasurer shall have, or cause to be had, custody of all funds and securities of the Corporation; receive monies due to Corporation, and deposit them in a depository designated by the Board of Directors; expend the funds as authorized by these By-laws; and, in general, perform all the duties as may be assigned to him/ her by the President of the Board of Directors.

Section 5.5 Executive Director: The City Council shall, at its sole discretion, appoint the Corporation's Executive Director which shall be held by a City of Mission employee. It shall be a necessary qualification for appointment as the Executive Director that such person holds the position as a current City of Mission employee. Upon separation from the City's employment, the Executive Director shall immediately cease all duties and activities with the Corporation and the City Council shall appoint a qualified replacement. The Executive Director shall have immediate and overall supervision of the operations of the Corporation. No officer or member of the Board of Directors may individually instruct the Executive Director or any other employee. The Executive Director shall make such reports to the Board of Directors and City Council as shall be required by the President and/or City Council.

ARTICLE VI.

FINANCES, BUDGET AND PAYMENTS

Section 6.1 Annual Corporate Budget: An annual budget will be submitted to the City Council for approval at least thirty (30) days prior to May 30th of each year.

Section 6.2 Books, Records, Audits: The Corporation shall keep and properly maintain, in accordance with generally accepted accounting principles, complete books, records, accounts,

and financial statements pertaining to its corporate funds, activities and affairs. In addition, the Corporation shall cause the books, records, accounts and finance statements to be studied at least once each fiscal year by an independent auditor approved by the Board of Directors. A copy of the audit shall be delivered to the City Council at the Corporation's expense and shall coincide with the City's annual audit.

Section 6.3 Deposit and Investment of Corporation Funds: All specific programs, funding and expenditures initiated by the Corporation shall be in accordance with procurement procedures adopted by the City Council from time to time. All funds specifically initiated by the Corporation shall be deposited from time to time to the credit of the Corporation in such banks or other depositories as the Board of Directors may select. However, no loan or debt shall be incurred by the Corporation except as authorized by the City Council.

Section 6.4 Checks and Drafts: All checks issued in the name of the Corporation shall be signed by the Treasurer and countersigned by the President or Vice-President of the Corporation or, when so determined by resolution of the Board of Directors, by two designated officers and/or agents of the Corporation. In addition, all such expenditures, including copies of checks and receipts, shall be reported and provided to the Executive Director.

ARTICLE VII.

MISCELLANEOUS PROVISIONS

Section 7.1 Principal Office: The principal office and the registered office of the Corporation shall be the registered office of the Corporation specified in the Articles of Incorporation.

Section 7.2 Seal: The seal of the Corporation shall be determined by the Board of Directors.

Section 7.3 Resignations: Any director or officer may resign at any time. Such resignation shall be made in writing and shall take effect at the time specified therein, or if no time is specified, at the time of its receipt by the President or Secretary. The acceptance of resignation shall not be necessary to make it effective, unless expressly so provided in the resignation.

Section 7.4 Approval or Advice and Consent of the City Council: To the extent that these By-laws refer to any approval by the City Council or refer to advice and consent by the

Council, such advice and consent shall be evidenced by a certified copy of a resolution, minute order or motion duly adopted by the City Council.

Section 7.5 Gifts: The Board of Directors may accept on behalf of the Corporation any contribution, gift, bequest or devise for the general purposes or for any special purpose of the Corporation, provided that gifts shall not be accepted in contravention of policies established by the City.

Section 7.6 Indemnification: The Corporation shall indemnify each and every member of the Board of Directors, its officers and its employees and each member of the City Council and each of employee, attorney, and officer of the City, to the fullest extent permitted by law, against any and all liability or expense, including attorneys fees, incurred by any of such persons by reason of any actions or omissions that may arise out of the sanctions and activities of the Corporation. The legal counsel for the Corporation is authorized to provide a defense for members of the Board of Directors, officers, and employees of the Corporation and each member of the City Council and each employee, attorney, and officer of the City.

Section 7.7 Parliamentary Authority: *Robert’s Rules of Order, Newly Revised*, shall govern this Board of Directors when applicable.

ARTICLE VIII.

EFFECTIVE DATE

These By-laws and any amendments hereto shall become effective upon the approval by the City Council and adoption by the Board of Directors. These amended by-laws hereby approved and adopted shall revoke and replace all other by-laws previously adopted by the Texas Citrus Fiesta, Inc.

ARTICLE IX.

AMENDMENTS AND DISSOLUTION

Section 9.1 Amendments: These By-laws may, at any time from time to time, be amended as provided by the Texas Business Organization Code so as to make changes therein and add any provisions thereto which might have been included in the By-laws in the first instance. Any such amendment may be effected by the Board of Directors of the Corporation filing with the

City Council a written application requesting approval of the amendments to these By-laws, specifying in such application the amendments proposed to be made.

The City Council shall consider such application. If the City Council finds and determines that it is advisable that the proposed amendment be made, then it shall approve the form of the proposed amendments by resolution and the Board of Directors of the Corporation may amend the By-laws by adopting such amendments at a meeting of Board of Directors. The City Council may, at its sole discretion and at any time, amend these By-laws and alter or change the structure, organization, programs or activities of the Corporation.

Section 9.2 Dissolution: The City Council may terminate or dissolve the Corporation (subject to the provisions of the Texas Business Organizations Code, and subject to any limitation provided by the constitutions and laws of the State of Texas and the United States of America on the impairment of contracts entered into by the Corporation) by written resolution adopting the articles of dissolution, at a meeting of the City Council. The City Council shall deliver articles of amendment or dissolution to the Secretary of State, as provided in the Texas Business Organizations Code.

If the Corporation ever should dissolve when it has or is entitled to any interest in any funds or property of any kind, real, personal or mixed, such funds or property or rights thereto shall not be transferred to private ownership, but shall be transferred and delivered to the City of Mission after satisfaction or provision for satisfaction of debts and claims.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024
PRESENTED BY: Amy Tijerina, Community Events Director
AGENDA ITEM: Board Appointments – Texas Citrus Fiesta Board of Directors - Tijerina

NATURE OF REQUEST:

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

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *ZP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 26, 2024

PRESENTED BY: Anna Carrillo, City Secretary

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

NATURE OF REQUEST:

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

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION NO. _____

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

WHEREAS, Resolution No. 1878 passed on January 22, 2024, called the regular election of City Councilmember Place 2 and City Councilmember Place 4 of the City of Mission, Texas; and,

WHEREAS, at the deadline to file application for a place on the ballot and the deadline to file as a declared write-in candidate, only two candidates had filed to run for two such positions:

WHEREAS, as prescribed in Section 2.052(a) of the Texas Election Code, the City Secretary has certified that:

- 1) Each candidate whose name is to appear on the ballot is unopposed;
- 2) no candidate's name is to be placed on a list of write-in candidates for the above described offices under applicable law;

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Mission, Texas, that based on information received and in accordance with Section 2.053, the City Council hereby authorizes the cancellation of election of City Council members for May 4, 2024, and hereby declares the unopposed candidates elected to the office, and shall be issued a certificate of election following the time the election would have been canvassed; and,

PASSED AND APPROVED this the 26th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

Victor A. Flores, City Attorney