



## **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, October 28, 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, October 28, 2024 04:30 PM Central Time**

<https://us02web.zoom.us/j/9904662781?pwd=SGVIL3JZRFV RdENzWXI5VUxFT1ZUQT09>

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 - Municipal Court Week - Wehrmeister
- [2.](#) Proclamation - National Code Compliance Month - De Luna
- [3.](#) Proclamation - Community Planning Month - De Luna
- [4.](#) Proclamation - Domestic Violence Awareness Month - Torres
- [5.](#) Proclamation - Veteran's Day - Carrillo
6. September 2024 Employee of the Month - Munguia
7. Hidalgo County Precinct 3 Update on Drainage Projects - Terrazas
8. Presentation by Mission Historical Museum - Lopez
9. Report from the Rio Grande Valley Humane Society - Jennifer Vasquez
10. Report from the Greater Mission Chamber of Commerce – Brenda Enriquez
- [11.](#) Departmental Reports – Perez
12. Citizen's Participation – Garza

**PUBLIC HEARING****PLANNING & ZONING RECOMMENDATIONS**

13. Rezoning: A 1.020-acre tract of land, more or less, being all the existing 70-foot strip of United Irrigation District Canal Right-of-Way between Lot 40 and 41, Bell-Woods Company's Subdivision "C", from (AO-I) Agricultural Open Interim to (R-2) Duplex-Fourplex Residential, DS3 Development, Dina Salinas, and Adoption of Ordinance# \_\_\_\_\_ - De Luna
14. Conditional Use Permit: To Place a Mobile Food Truck – Café Allegro, 1001 E. Griffin Parkway, Being a 0.54 of an acre tract of land being a portion of Lot 25-10, West Addition to Sharyland, C-1, Jonathan Morales, 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*

15. Approval of Minutes – Carrillo  
Regular Meeting – October 14, 2024
16. Acknowledge Receipt of Minutes – Perez  
Keep Mission Beautiful – August 20, 2024  
Ambulance Board – July 17, 2024  
Civil Service Commission – August 20, 2024, September 13, 2024
17. Requesting approval to enter into an Interlocal Cooperation Agreement between Hidalgo County and the City of Mission for The Annual South Texas Immunizations Coalition Conference. – A. Lerma
18. Authorization to accept the Texas Book Festival Grant and to purchase accessible audiobooks in an amount not to exceed \$2,500 - Espinoza
19. Authorization to use funds from McDonald's Trust Fund 1978 to purchase library materials in an amount not to exceed \$19,723.10 - Espinoza
20. Authorization to use funds from McDonald's Trust Fund 1978 to purchase furniture in the amount not to exceed \$7,753.52 - Espinoza
21. Authorization to submit a grant application to the Department of Energy for the Energy Efficiency & Conservation Block Grant Program in the amount of \$140,450.00 with no match requirement. - Elizalde
22. Authorization to purchase a firewall from Telepro Communications at a cost of \$29,894.96 for two years utilizing TIPS contract #230105- Ramirez
23. Authorization to extend Second Six-Month Renewal for Ready Mix Concrete for Public Works Department - Terrazas

- [24.](#) Approval of Interlocal Agreement between City of Mission and Mission Consolidated Independent School District (MCISD) – A. Garcia
- [25.](#) Authorization to purchase uniforms for new and current personnel from Municipal Emergency Services via Sourcewell contract #011124 – A. L. Garcia
- [26.](#) Approval of City of Mission Charity Care Policy for Ambulance Services - A.L. Garcia

### **APPROVALS AND AUTHORIZATIONS**

- [27.](#) Preliminary Plat Approval: Tanglewood at Bentsen Palm Phase V, A tract of land containing 11.688 acres being out of Lot 14, Del Monte Irrigation Co. Subdivision, PUD (R-1), Developer: Rhodes Enterprises, Inc., Engineer: Melden & Hunt, Inc., - De Luna
- [28.](#) Authorization to enter a Memorandum of Understanding between the City of Mission Police Department and the Mission Doctors Group in the yearly amount of \$140,500.00 to be paid with the TxDOT Grant with in kind match from the city - Torres.
- [29.](#) Authorization to Reject Bids for the Purchase and Installation of Golf Ball Protective Netting - Bentsen
- [30.](#) Approval of Change Order #1 for Lions Park Improvements Project and approval of respective budget amendment in the amount of \$101,120.27 – Bentsen
- [31.](#) Consideration and Approval of Resolution # \_\_\_\_\_ to use unspent Lease proceeds to prepay the 2021 Lease Purchase Agreement for the purpose of reducing its annual payments and all other costs associated with the transaction including paying any arbitrage rebate liabilities to the US Government - Roman
- [32.](#) Authorization to cancel City Council meeting scheduled for November 25, 2024 - Carrillo

### **UNFINISHED BUSINESS**

- [33.](#) Tabled 10/14/2024 - Approval of Resolution # \_\_\_\_\_ of the City Council of the City of Mission revoking Power of Attorney granted to Christopher Navarrete and Granting Power of Attorney to Jorge Joel Flores, Acting Deputy Chief for the Purchase of Narcotics for Fire-Based EMS Services – A.L. Garcia

### **ROUTINE MATTERS**

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

### **EXECUTIVE SESSION**

1. Closed session pursuant to Tex. Gov't Code Section 551.074 (Personnel Matters) Evaluation of City Manager relating to goals and objectives
2. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to Black Diamond Developers, LP and CCC Operations, LLC v. City of Mission, Cause No. C-5276-23-D and approval of Resolution # \_\_\_\_\_.
3. Closed session pursuant to Tex. Gov't Code Sections 551.071 (Consultation with Attorney), Section 551.072 (Real Property) related to Tolle #2 R/S Lot 22-1 U/R, Tolle SD #2 Lot 7 Blk 1 & Lot 2 Blk 2 and Lot 14, Nell Tolle

**RECONVENE**

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

**ADJOURNMENT****C E R T I F I C A T E**

I, the undersigned City Secretary do certify that the above notice of meeting was posted on the bulletin board of City Hall, 1201 E. 8th Street, Mission, Texas on this the 25th day of October, 2024 at 3:00 p.m.



Anna Carrillo, City Secretary

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

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

Notice is hereby given that on the **28th day of October, 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 **25th day of October, 2024** this Notice was emailed to news media who had previously requested such Notice and an original copy was posted on the bulletin board at City Hall, 1201 E. 8th Street at 3:00 p.m. on said date.

*Anna Carrillo*

Anna Carrillo, City Secretary



CITY OF  
**MISSION**

**CITY COUNCIL REGULAR MEETING  
MISSION CITY HALL  
OCTOBER 28, 2024**

### **ADDENDUM TO AGENDA**

In addition to the previously posted agenda for the October 28, 2024 Regular Meeting, the following item is added:

#### **EXECUTIVE SESSION**

1. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to reasonable accommodation for property located at 1114 Miracle Lane.

#### **RECONVENE**

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

### **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 25th day of October, 2024 at 4:20 p.m.

*Anna Carrillo*

Anna Carrillo, City Secretary

# Proclamation

## City of Mission



**WHEREAS**, municipal courts play a significant role in preserving public safety and promoting quality of life in Texas;

**WHEREAS**, more people come in contact with municipal courts than all other Texas courts combined and public impression of the Texas judicial system is largely dependent upon the public's experience in municipal court;

**WHEREAS**, the procedures for the Mission Municipal Court operations are set forth in the Texas Code of Criminal Procedure and other laws of the State of Texas;

**WHEREAS**, the Mission Municipal Court serves as the local justice center for the enforcement of local ordinances and fine-only state offenses that protect the peace and dignity of our City; and

**WHEREAS**, the City of Mission is committed that our legal system is based on the principle that an independent, fair, and competent judiciary will interpret and apply the laws that govern us and that judges and court personnel should comply with the law and act in a manner that promotes public confidence in the integrity and impartiality of the judiciary;

**WHEREAS**, Mission Municipal Judges and our support personnel have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and conform to the standards set by the Canons of Judicial Conduct;

**NOW THEREFORE**, be it resolved by the City Council of the City of Mission, Texas that the week of November 4-8, 2024 is hereby recognized as:

### MUNICIPAL COURT WEEK

in recognition of the fair and impartial justice offered to our citizens by the Municipal Court of Mission.

**PROCLAIMED** on this the 28th day of October, 2024

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

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

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

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

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

# Proclamation

## City of Mission



**WHEREAS**, Code Enforcement Officers provide for safety and welfare of the citizens throughout the United States through the enforcement of local codes or ordinances facing various issues of building, zoning, housing, animal control, environmental, health and life safety; and

**WHEREAS**, the role of many Code Enforcement Officers has expanded in recent years with the increased number of foreclosed and abandoned homes in communities impacted economically; and

**WHEREAS**, Code Enforcement Officers are dedicated, and high qualified professionals who share the goals of preventing neighborhood deterioration, enhancing and ensuring safety, and preserving property values through knowledge and application of housing, zoning, and nuisance codes and ordinances; and

**WHEREAS**, Code Enforcement Officers are called upon to provide quality customer service and excellence to the residents and businesses of the communities in which they serve; and

**WHEREAS**, the American Association of Code Enforcement wants to recognize and honor Code Enforcement Officers and Professionals all across the United States and bring awareness to the importance of Code Enforcement to the communities of the United States; and

**NOW, THEREFORE**, we the City Council of the City of Mission proclaim the month of October 2024 as:

**National Code Compliance Month**

and call upon municipalities and communities to join in recognizing and expressing their appreciation for the dedication and service by the individuals who serve as our Code Enforcement Officers.

PROCLAIMED on this the 28<sup>th</sup> day of October, 2024.

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

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

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

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

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

# Proclamation

## City of Mission



**WHEREAS**, change is a constant and affects all cities, towns, suburbs, counties, boroughs, townships, rural areas, and other places; and

**WHEREAS**, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and

**WHEREAS**, the full benefits of planning requires public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and

**WHEREAS**, the month of October is designated as National Community Planning Month throughout the United States; and

**WHEREAS**, American Planning Association endorses National Community Planning Month as an opportunity to highlight how planning is essential to recovery and how planners can lead communities to equitable, resilient and long-lasting recovery; and

**WHEREAS**, the celebration of National Community planning Month gives us the opportunity to publicly recognize the participation and dedication of the members of planning commissions and other citizen planners who have contributed their time and expertise to the improvement of the City of Mission; and

**WHEREAS**, we recognize the many valuable contributions made by professional community and regional planners of the City of Mission and extend our heartfelt thanks for the continued commitment to public service by these professionals;

**NOW THEREFORE**, we the City Council of the City of Mission proclaim the month of October 2024 as

**COMMUNITY PLANNING MONTH**

**PROCLAIMED** on this the 28th day of October, 2024

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

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

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

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

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



# Proclamation

## City of Mission



**WHEREAS**, domestic violence is a serious crime that violates a person's privacy, dignity, and security. It is a pattern of behavior in any relationship that is used to gain or maintain power and control over an intimate partner by using physical, emotional, sexual, and financial control; and

**WHEREAS**, the consequences of domestic violence are extensive, impacting not only those directly affected but also the broader community, both within our local area and globally, causing long-term physical, emotional, and social harm; and

**WHEREAS**, the Mission Police Department, in partnership with local organizations and agencies, is dedicated to raising awareness about domestic violence and the resources available for victims, aiming to provide support and education to the public; and

**WHEREAS**, we invite everyone to participate in awareness campaigns that educate the communities about the signs and consequences of domestic violence. You are welcome to wear any purple accessories or attire during October, symbolizing peace, courage, survival, honor, and personal dedication to Domestic Violence Awareness Month. We need everyone to stand together in the fight against domestic violence and support those who have been affected; and

**WHEREAS**, survivors of domestic violence have courageously taken the lead in advocating for safety and justice within their homes. It is crucial that we no longer view domestic violence as a silent epidemic but confront it and work together to eradicate it.

**NOW THEREFORE**, the members of the Mission City Council, on behalf of the citizens of Mission, do at this moment declare October 2024 to be Domestic Violence Awareness Month and urge all citizens to actively participate in scheduled activities and programs to work toward eradicating domestic violence, improving victim safety, and ensuring that those who commit acts of domestic abuse are held accountable for their actions against individuals and our community.

**PROCLAIMED** on this the 28th day of October, 2024

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

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

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

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

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

# Proclamation

## City of Mission



**WHEREAS**, we are pleased and honored that the City of Mission, City Council will pay tribute to the dedicated veterans who have served this great nation with such distinction, both in peace time and in war; and

**WHEREAS**, our community has a continuing sense of gratitude to those who have given so much in the defense of the freedoms which we all continue to enjoy; and

**WHEREAS**, in honor of those dedicated men and women, we pledge our continued defense of our nation so that their sacrifice will stand before the entire world as a tribute to the spirit and determination of a people dedicated to the principles of freedom and democracy; and

**WHEREAS**, on this patriotic occasion, let us all commit ourselves to the great need of fostering a spirit of rededication to the ideals that have served as the foundation of this country – “One nation, under God, indivisible, with liberty and justice for all.”

**NOW, THEREFORE**, we the City Council of the City of Mission invite all Veterans to participate in our upcoming Veterans Day festivities on November 9<sup>th</sup>.

### **5K Veterans Day Run, Veterans Day Parade and Bar-B-Que and Festival**

**PROCLAIMED** on this the 28<sup>th</sup> day of October, 2024.

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

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

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

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

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



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Mike R. Perez, City Manager  
**AGENDA ITEM:** Departmental Reports – Perez

**NATURE OF REQUEST:**  
 Mission Fire Department – September 2024  
 Emergency Ambulance Response – September 2024  
 Public Works – September 2024  
 Sanitation – September 2024  
 Mission Historical Museum – September 2024  
 Mission Police Department – September 2024  
 Media Relations – July 2024  
 Permits & Inspections – September 2024  
 Planning – September 2024  
 Code Enforcement – September 2024  
 Boys & Girls Club – September 2024  
 Civil Service – September 2024  
 311 – September 2024  
 Mission Event Center – September 2024

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

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

**STAFF RECOMMENDATION:** Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

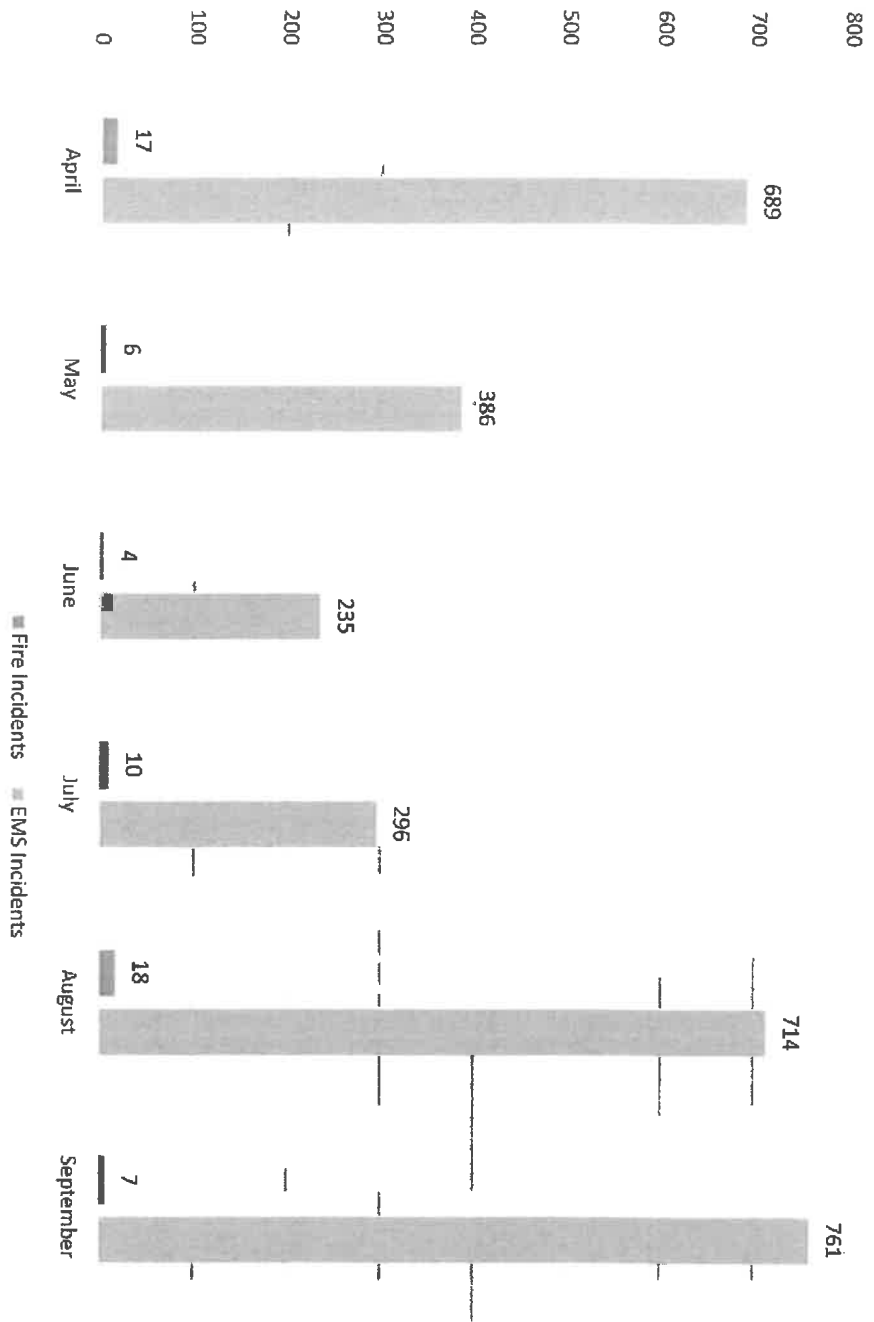
# MISSION FIRE DEPARTMENT MONTHLY REPORT

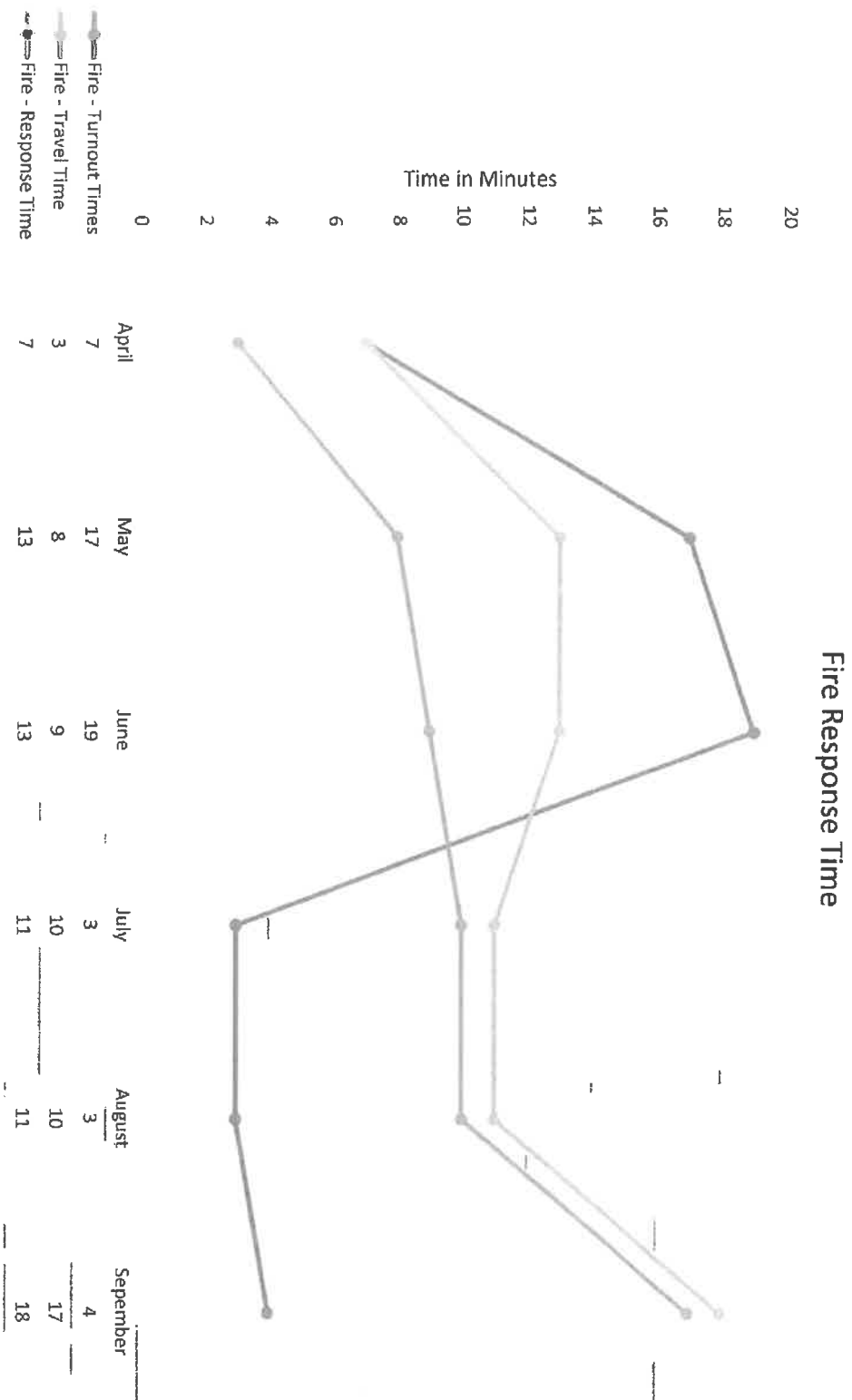
**September 2024**



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

### Incidents from April through September 2024





# Fire Index - Incident Type Breakdown

The measure comes from the ESO Fire Index. See national performance at <https://www.eso.com/resource/live/index/>

Count of Total Incidents & Exposures

Aid Given/Received

Count of Incidents  
**768**

Aid Given  
**1**

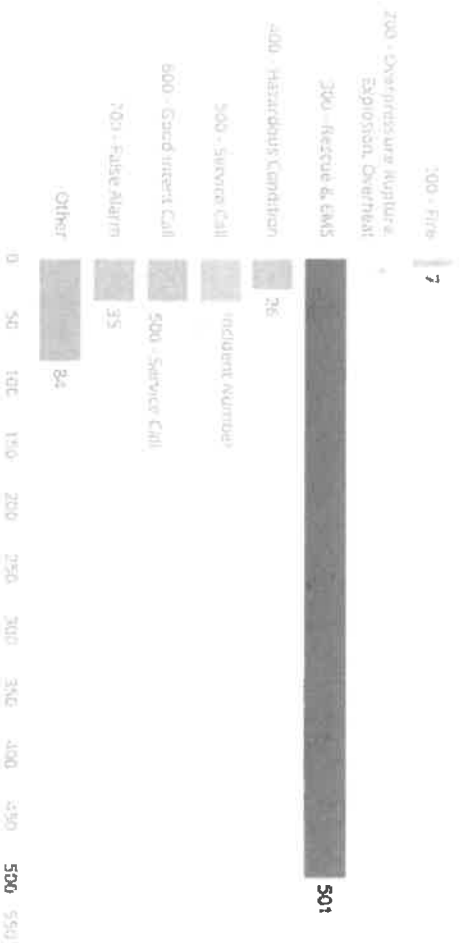
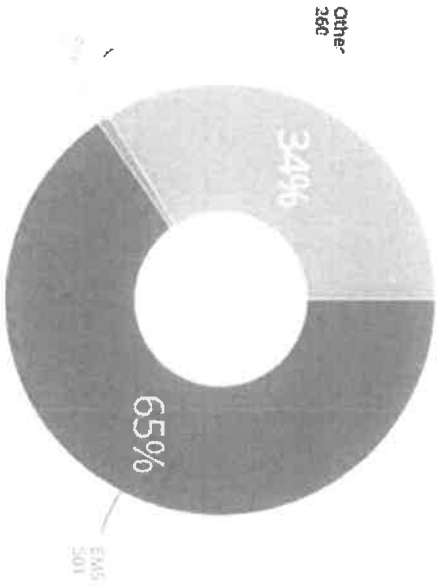
Count of Exposures **768**

Aid Received **767**

EMS/Fire Incident Breakdown

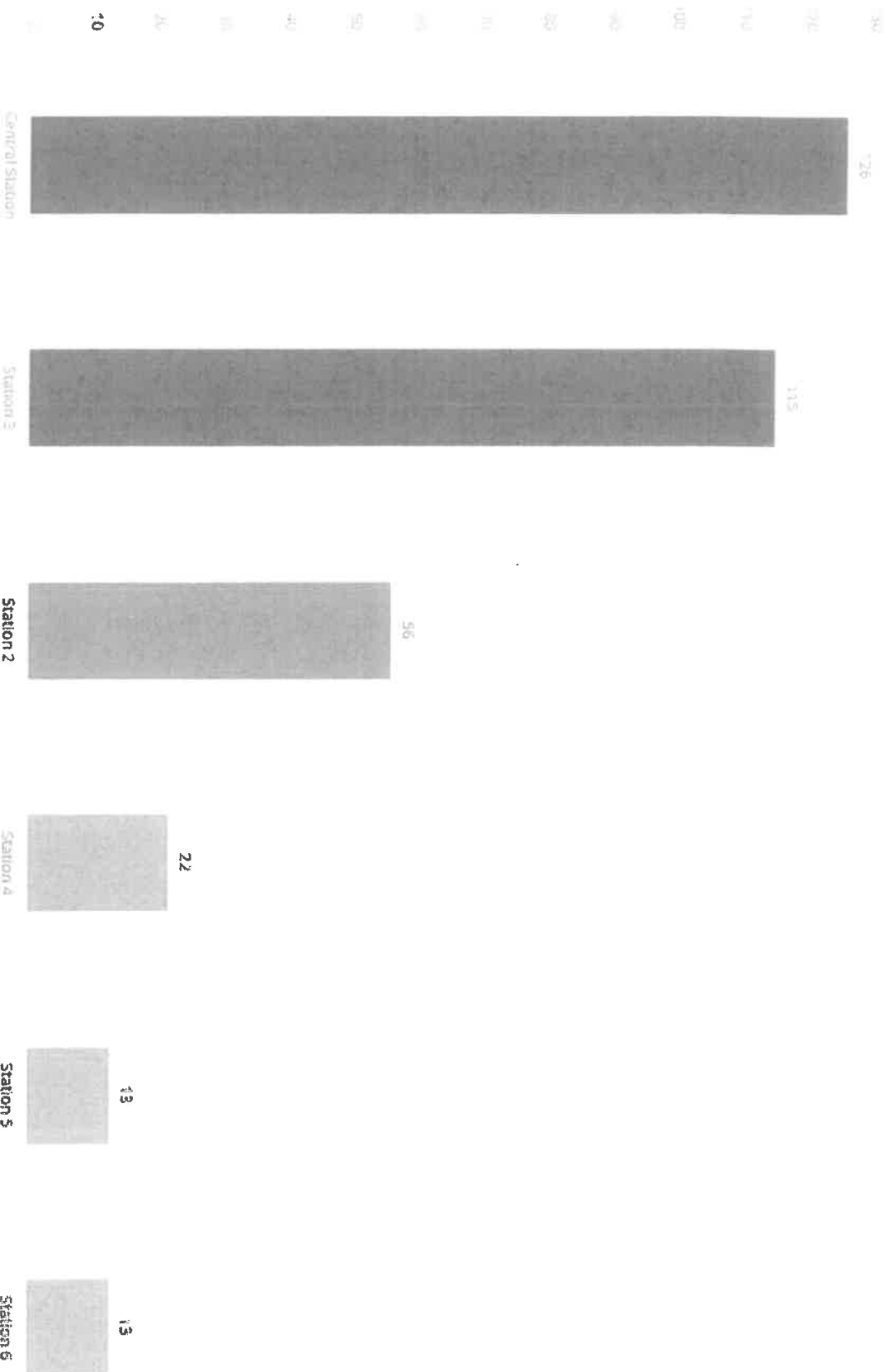
Count of Incidents by Incident Type

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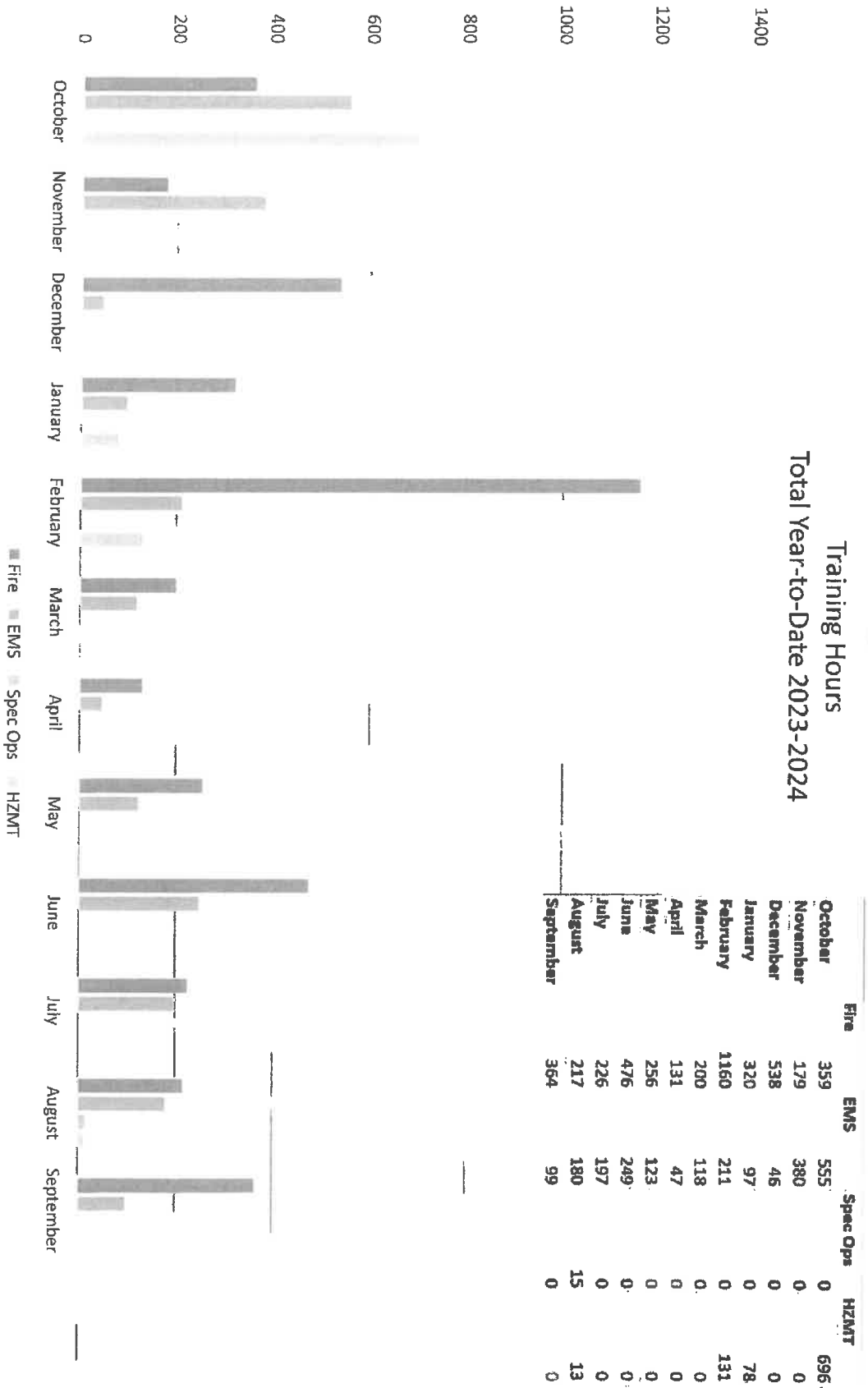
September 2024 Incident Count by Station





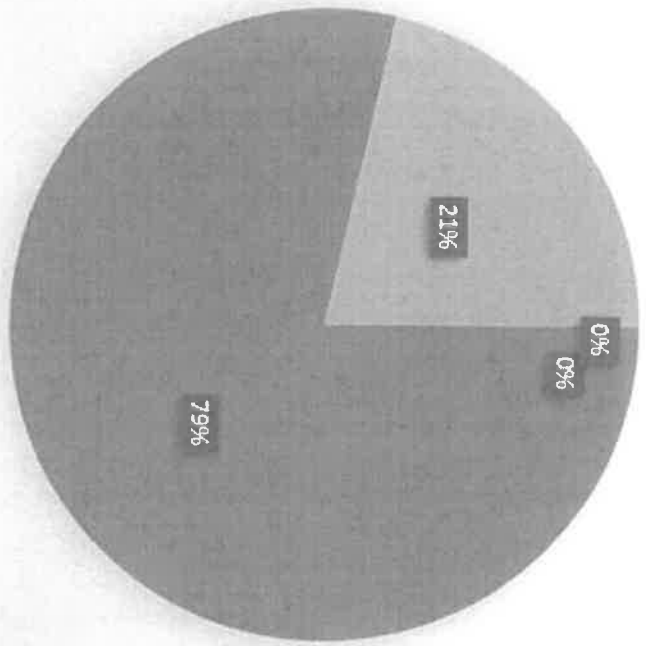


### Training Hours Total Year-to-Date 2023-2024





### September Training Hours



	Fire	EMS	Spec Ops	HZMT
September	364	99	0	0

**MISSION FIRE DEPARTMENT**  
**Emergency Ambulance Response Report**  
**September 2024**



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



Custom v Sep 1, 2024 - Sep 30, 2024 v

Counts % Rows % Columns

Week Ending	9/1/24	9/8/24	9/15/24	9/22/24	9/29/24	10/6/24	10/13/24	10/20/24	10/27/24	11/3/24	11/10/24	11/17/24	11/24/24	Total
Abdominal Pain	0.18%	1.66%	0.74%	1.11%	1.48%	0.18%								5.35%
Acute Pain, not elsewhere classified				0.18%										0.18%
Acute Respiratory Distress (Dyspnea)	0.18%	1.29%	0.74%	0.92%	1.11%	0.37%								4.61%
Alcohol use		0.18%			0.37%									0.55%
Allergic Reaction		0.18%	0.37%	0.37%	0.37%									1.29%
Altered Mental Status	0.18%	0.74%	0.18%	0.37%	0.37%	0.18%								2.03%
Anxiety reaction/Emot... upset	0.18%	0.74%	1.11%	0.92%	1.29%									4.24%
Asthma	0.18%													0.18%
Back Pain	0.18%	1.11%	0.18%	1.85%	1.29%									4.61%
Burn		0.18%												0.18%
Cancer				0.18%										0.18%
Cardiac arrest		0.37%	0.18%	0.18%	0.18%									0.92%
Chest Pain / Discomfort		1.29%	0.92%	1.48%	1.11%									4.8%
Chest pain on breathing		0.18%	0.18%											0.37%
Chest Pain, Other (Non-Cardiac)		0.55%	0.18%	0.37%		0.18%								1.29%
Congestive heart failure (CHF)				0.18%										0.18%
Convulsions			0.18%	0.18%	0.18%									0.55%
Dehydration			0.18%		0.18%									0.37%
Diabetic Hyperglycemia		0.55%		0.37%										0.92%
Diabetic Hypoglycemia		0.18%	0.18%	0.18%	0.37%									0.92%
Diarrhea			0.18%											0.18%
Dizziness		0.18%	0.55%	0.37%	0.55%									1.65%
Ear problem					0.18%									0.18%
Epistaxis				0.18%										0.18%
Extremity Pain		0.92%	0.74%	1.11%	1.11%	0.18%								4.06%

Item 11.

Eye Injury		0.18%	0.18%											0.37%
Eye Pain				0.18%										0.18%
Failure to Thrive (Adult)					0.18%									0.18%
Fatigue				0.18%										0.18%
Febrile Seizures					0.18%									0.18%
Fever			0.55%	0.18%	0.37%	0.18%								1.29%
Foreign Body in Nostril					0.18%									0.18%
Foreign Body in Respiratory Tract					0.18%									0.18%
Gastrointestin.. hemorrhage					0.18%									0.18%
Generalized Weakness		0.92%	1.66%	1.48%	1.56%									5.72%
Headache		0.55%	0.55%	0.55%	0.37%									2.03%
Heat Exhaustion			0.18%											0.18%
Hemorrhage				0.18%										0.18%
Hypertension		0.18%	0.18%		0.55%									0.92%
Hyperventilati...			0.18%											0.18%
Hypotension			0.37%	0.18%										0.55%
Injury	0.37%	2.95%	4.43%	3.14%	3.14%	0.18%								14.21%
Laceration/Ab... (minor surface trauma)		0.37%		0.18%	0.18%	0.18%								0.92%
Laryngitis/Cro...		0.18%												0.18%
Malaise		0.37%		0.37%	0.18%									0.92%
Medical device failure			0.18%											0.18%
Mental disorder		0.18%	0.37%	0.18%										0.74%
Multiple injuries			0.18%											0.18%
Nausea		0.18%	0.18%	0.55%	0.74%									1.66%
No Complaints or Injury/Illness Noted	0.18%	2.21%	0.74%	1.85%	3.14%	0.18%								8.3%
Obvious Death	0.18%	0.18%	0.37%		0.55%									1.29%
Overdose Alcohol			0.18%	0.18%										0.37%
Overdose Cocaine		0.18%												0.18%

Week Ending	9/1/24	9/8/24	9/15/24	9/22/24	9/29/24	10/6/24	10/13/24	10/20/24	10/27/24	11/3/24	11/10/24	11/17/24	11/24/24	Total
Overdose - Unspecified		0.55%	0.18%	0.37%										1.11%
Pain (Non-Traumatic)		0.37%	0.18%	0.74%	0.55%									1.85%
Palpitations		0.18%	0.55%	0.18%										0.92%
Patient assist only				0.55%		0.18%								0.74%
Pelvic and Perineal Pain		0.18%	0.18%		0.74%									1.11%
Poisoning / Drug Ingestion		0.37%												0.37%
Pregnancy related conditions			0.37%	0.18%	0.18%									0.74%
Respiratory disorder		0.18%	0.18%	0.37%	0.18%									0.92%
Respiratory Failure			0.18%											0.18%
Seizures with status epilepticus	0.18%	0.74%	0.18%	0.37%										1.48%
Sexual Abuse		0.18%												0.18%
Stroke		0.18%	0.37%	0.74%										1.29%
Suicidal ideation		0.37%	0.18%	0.18%	0.37%	0.18%								1.29%
Suicide attempt			0.18%		0.18%									0.37%
Syncope / Fainting		0.92%	0.37%	0.37%	0.55%	0.37%								2.58%
Transient Cerebral Ischemic Attack (TIA)			0.18%											0.18%
Unconscious		0.18%	0.18%	0.18%										0.55%
Urinary system disorder				0.18%	0.18%									0.37%
Vomiting	0.18%	0.37%		0.55%	0.74%									1.85%
Total	2.21%	23.8%	20.85%	24.91%	25.65%	2.58%								100%



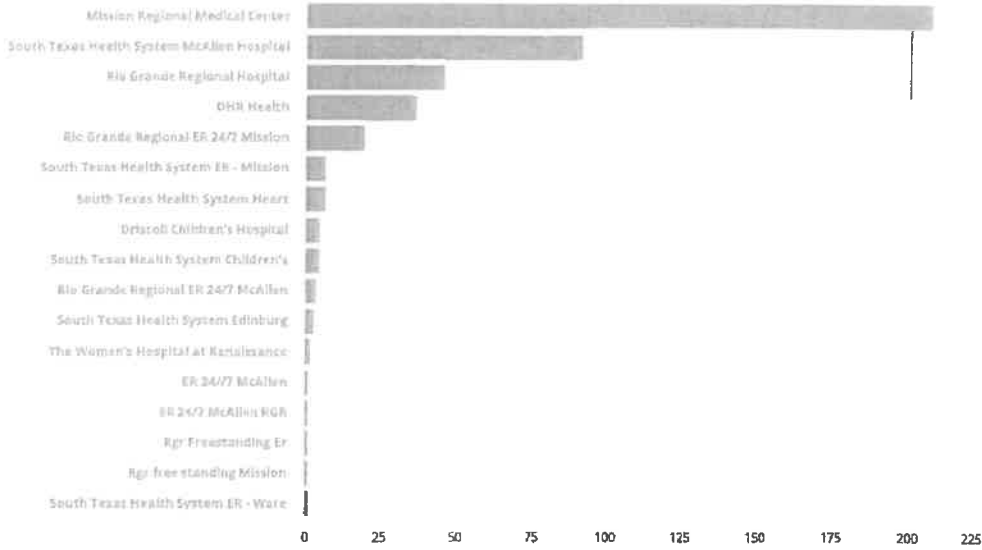
Custom v Sep 1, 2024 - Sep 30, 2024 v

440

RECORDS  
In Selected Time Slice

30

DAYS  
In Selected Time Slice



Counts	% Rows												% Columns												% All											
	9/1/24	9/8/24	9/15/24	9/22/24	9/29/24	10/6/24	10/13/24	10/20/24	10/27/24	11/3/24	11/10/24	11/17/24	11/24/24	Total																						
DHR Health		8	5	10	14									37																						
Driscoll Children's Hospital				3	1	1								5																						
ER 24/7 McAllen				1										1																						
ER 24/7 McAllen RGR				1										1																						
Mission Regional Medical Center	5	58	45	50	45	4								207																						
Rgr Freestanding Er		1												1																						
Rgr free standing Mission			1											1																						
Rio Grande Regional ER 24/7 McAllen		2	1	1										4																						
Rio Grande Regional ER 24/7 Mission		5	5	5	4	1								20																						
Rio Grande Regional Hospital	1	8	14	12	11									46																						
South Texas Health System Children's	1	2		1	1									5																						
South Texas Health System ER - Mission		1	1	1	1									7																						
South Texas Health System ER - Ware					1									1																						
South Texas Health System Edinburg		1		1		1								3																						
South Texas Health System Heart		1		3	2	1								7																						

Week Ending	9/1/24	9/8/24	9/15/24	9/22/24	9/29/24	10/6/24	10/13/24	10/20/24	10/27/24	11/3/24	11/10/24	11/17/24	11/24/24	Tot
South Texas Health System McAllen Hospital		23	16	23	27	3								92
The Women's Hospital at Renaissance		1		1										2
Total	7	111	86	113	110	11								440

Item 11.



Previous Month ▾ Sep 1, 2024 - Sep 30, 2024 ▾

**07:09**

MM:SS  
Average Response Time

**62%**

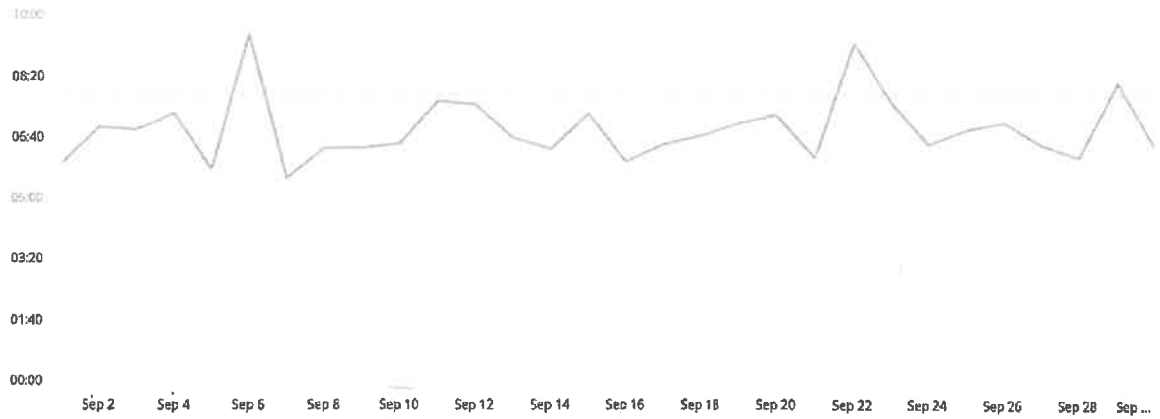
OF RESPONSES  
Response Time < 08:00

**30**

DAYS  
In Selected Time Slice

**431**

UNIT RESPONSES  
In Selected Time Slice



Counts	% Rows	% Columns	% All											
Week Ending	9/1/24	9/8/24	9/15/24	9/22/24	9/29/24	10/6/24	10/13/24	10/20/24	10/27/24	11/3/24	11/10/24	11/17/24	11/24/24	Total
00:00 - 04:59	2	19	13	20	12									66
05:00 - 07:59	3	44	41	49	56	7								200
08:00 - 08:59	1	16	6	14	12	2								51
09:00 - 09:59		9	11	8	13	1								42
10:00 - 11:59	1	14	9	12	9									45
12:00 - 14:59		5	5	3	4									17
15:00 - 16:59				3										3
17:00 - 17:59				1	1									2
18:00 - 19:59														
20:00 - 29:59		3		1	1									5
30:00 - 59:59														
<b>Total</b>	<b>7</b>	<b>110</b>	<b>85</b>	<b>111</b>	<b>108</b>	<b>10</b>								<b>431</b>
Exceptions:														0

Balance Report for All - September 2024



Undefined	
Charge Adjustments	\$73,212.00
Charges in Period	\$827,700.00
Credits	(\$737,357.57)
<b>Total AR Change for Undefined</b>	<b>\$163,554.43</b>
Mission	
Null	\$2,424,477.90
Charge Adjustments	\$73,212.00
Charges in Period	\$827,700.00
Credits	(\$737,357.57)
<b>Accounts Receivable Change for Mission - 202409</b>	<b>\$163,554.43</b>
Null	\$2,588,032.33

Executive Summary for 216 - Mission



	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Grand Total
Gross Charges	\$142,800	\$85,885	\$124,960	\$105,322	\$207,260	\$381,113	\$780,712	\$830,968	\$795,756	\$925,762	\$884,084	\$900,912	\$6,165,534
Cash Collections	(\$40,404)	(\$15,024)	(\$37,981)	(\$31,480)	(\$27,963)	(\$8,704)	(\$62,028)	(\$209,331)	(\$198,912)	(\$216,930)	(\$238,020)	(\$268,549)	(\$1,355,335)
Gross Charge per Trip	\$1,373	\$1,363	\$1,358	\$1,549	\$1,818	\$1,798	\$1,791	\$4,776	\$1,851	\$2,017	\$1,873	\$1,971	\$1,827
Cash/Txp (CPT)	\$388	\$239	\$413	\$463	\$245	\$41	\$142	\$447	\$463	\$473	\$504	\$588	\$402
Payer Mix:													
Insurance	11.5%	19.0%	19.6%	17.6%	11.4%	20.8%	20.6%	15.8%	20.2%	17.9%	20.1%	10.1%	17.3%
Medicaid	18.3%	14.3%	14.1%	19.1%	18.4%	6.6%	11.9%	12.0%	10.5%	10.9%	11.9%	8.1%	11.4%
Medicare	41.3%	52.4%	41.3%	57.4%	39.5%	49.5%	51.1%	52.8%	53.3%	51.6%	48.7%	24.3%	46.8%
Private Pay	19.2%	14.3%	21.7%	20.6%	29.8%	22.2%	17.0%	19.9%	15.8%	16.6%	16.3%	6.6%	16.7%
Govt Misc	1.0%	1.6%	0.0%	2.9%	2.6%	1.9%	0.7%	1.1%	0.7%	1.5%	0.6%	0.4%	1.0%
Payer Research	9.6%	0.0%	3.3%	0.0%	0.9%	0.9%	0.0%	0.0%	0.2%	3.1%	3.0%	51.0%	7.8%
Level of Service													
ALS Non-Emergency	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.2%	0.0%	0.0%	0.0%	0.0%
ALS Emergency	76.9%	71.4%	65.2%	77.9%	73.7%	75.5%	74.1%	70.5%	76.7%	73.2%	78.8%	70.9%	74.0%
ALS-2	0.0%	4.8%	4.3%	4.4%	3.5%	1.9%	1.1%	1.3%	0.9%	2.0%	1.3%	1.1%	1.6%
BLS Non-Emergency	0.0%	0.0%	0.0%	0.0%	0.0%	0.5%	0.7%	0.4%	0.0%	0.2%	0.0%	0.0%	0.2%
BLS Emergency	23.1%	23.8%	30.4%	17.6%	22.8%	22.2%	24.1%	27.8%	22.1%	24.6%	19.9%	28.0%	24.2%
SCT A0429	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Facility Base	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Level of Service Volume													
Total Service Volume	104	63	92	68	114	212	436	468	430	459	472	457	3,375
ALS Non-Emergency TXP	0	0	0	0	0	0	0	0	1	0	0	0	1
ALS Emergency TXP	80	45	60	53	84	160	323	330	330	336	372	324	2,497
ALS-2 Emergency TXP	0	3	4	3	4	4	5	6	4	9	6	5	53
BLS Non-Emergency TXP	0	0	0	0	0	1	3	2	0	1	0	0	7
BLS Emergency TXP	24	15	28	12	26	47	105	130	95	113	94	128	817
Sct A0429 TXP	0	0	0	0	0	0	0	0	0	0	0	0	0
Service Others Cnt	0	0	0	0	0	0	0	0	0	0	0	0	0
Facility Base TXP	0	0	0	0	0	0	0	0	0	0	0	0	0
Ground Mileage	506	354	408	410	668	1,165	2,697	2,809	2,581	2,469	2,799	2,647	19,513



# Public Works

## September 2024 Monthly Report



Rene St Project

### Streets Department



Soleado St Project



Soleado St Project



Soleado St Project



Rene St Project



Rene St Project



### Public Works Projects



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## Utility Billing and Collection

<b>ANALYTICAL STATISTICAL COMPARISON</b>				
<b>‡ UTILITY BILLING ACCRUALS ‡</b>				
<b>BILLING TYPE</b>	<b>SEP - 2024</b>	<b>SEP - 2023</b>	<b>FY 23-24</b>	<b>FY 22-23</b>
Water Consumption (Gals.)	383,502,000	481,876,000	4,302,206,000	4,341,481,000
Number of Customers	30,456	29,944		
<b>WATER &amp; WASTEWATER</b>				
Water Sales	\$ 1,258,125	\$ 1,507,515	\$ 14,578,051	\$ 14,028,103
Water Sales - <i>Granjeno</i>	2,387	3,053	28,671	28,590
Water Connections	20,987	16,280	346,258	224,935
Reconnect Fees	5,850	7,325	126,675	70,345
Sewage Service	703,882	793,895	8,146,530	7,584,886
Sewage Service - <i>Granjeno</i>	1,161	1,252	16,073	14,971
Wastewater Connections	5,810	5,610	122,160	92,085
Industrial Sewer Surcharge	399	175	10,031	6,644
Service Charge	7,755	6,733	111,312	96,386
<b>Total</b>	<b>\$ 2,006,356</b>	<b>\$ 2,341,838</b>	<b>\$ 23,485,761</b>	<b>\$ 22,146,945</b>
<b>SANITATION</b>				
Garbage Fees	\$ 687,628	\$ 558,945	\$ 8,949,703	\$ 7,348,822
Brush Fees	104,121	103,018	1,352,881	1,059,092
<b>Total</b>	<b>\$ 791,749</b>	<b>\$ 661,963</b>	<b>\$ 10,302,584</b>	<b>\$ 8,407,914</b>
<b>DRAINAGE ASSESSMENT FEE</b>				
Drainage Assessment Fee	\$ 106,746	\$ 105,334	\$ 1,272,042	\$ 1,172,958
<b>Total</b>	<b>\$ 106,746</b>	<b>\$ 105,334</b>	<b>\$ 1,272,042</b>	<b>\$ 1,172,958</b>
<b>Total Billing</b>	<b>\$ 2,904,851</b>	<b>\$ 3,109,135</b>	<b>\$ 35,060,387</b>	<b>\$ 31,727,817</b>
<b>‡ UTILITY COLLECTIONS CASH ‡</b>				
<b>COLLECTIONS</b>	<b>SEP - 2024</b>	<b>SEP - 2023</b>	<b>FY 23-24</b>	<b>FY 22-23</b>
<b>Total Collections</b>	<b>\$ 1,876,341</b>	<b>\$ 2,224,353</b>	<b>\$ 23,482,943</b>	<b>\$ 21,377,372</b>

## Water Distribution

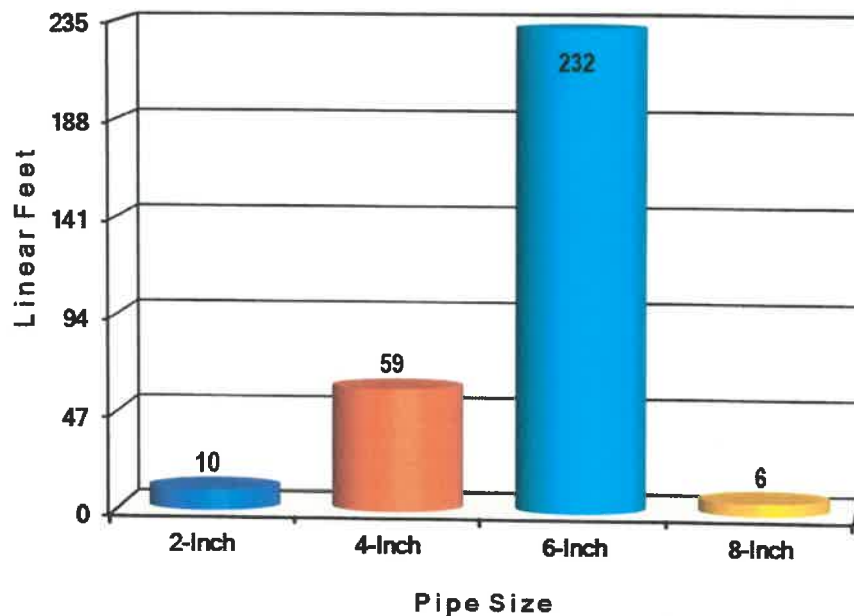
### Utility Line Installation

Water Distribution Crews installed 307 Linear Feet of Utility Line. Below are the locations where the broken line repairs took place. There were seventeen (17) major water line breaks repaired.

### Water Distribution - Utility Line Installation

2-Inch		4-Inch		6-Inch		8-Inch	
Mayberry / E 12 <sup>th</sup>	1	1047 Los Ebanos	40	405 Erma Ave	4	13 <sup>th</sup> / Miller	4
1404 E Expwy 83	1	1510 Charles St	6	1510 Charles St	6	Erma / West "F" St	2
Golf Course	2	215 Adams	2	Lions Park	130		
513 Glasscock	6	2805 Santa Olivia	1	1514 Avalon	90		
		1003 West "I" St	2	San Antonio / 2 ½ St	2		
		516 Rio Grande	2				
		2006 Crisantema Ave	1				
		Lions Park	3				
		3307 Santa Olivia	2				
10 LF		59 LF		232 LF		6 LF	

September 2024  
Utility Pipe Line Installation

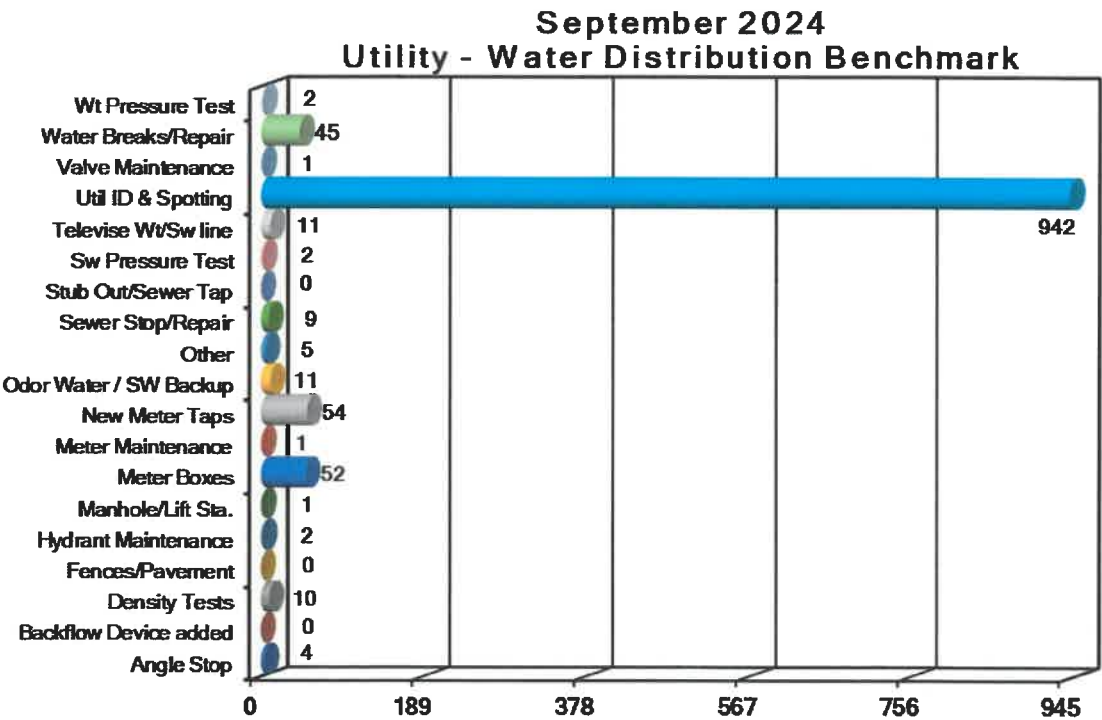


# Water Distribution

## Water Distribution - Maintenance Benchmark Summary

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

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	FY 23-24	FY 22-23
Angle Stop	11	22	13	12	12	12	34	13	4	12	6	4	155	132
Backflow Device	1	0	0	0	0	0	0	0	0	0	0	0	1	0
Density Tests	0	2	41	14	26	8	30	3	0	0	10	10	144	529
Fences/Pavement	0	0	0	0	0	0	0	0	0	0	0	0	0	10
Hydrant Maintenance	81	64	31	17	46	65	48	112	18	4	17	2	505	357
Manhole/Lift Station	17	5	1	14	17	2	6	6	0	2	5	1	76	92
Meter Boxes	61	76	64	86	37	40	43	83	41	47	81	52	711	499
Meter Maintenance	4	5	18	44	4	32	4	8	2	2	3	1	127	67
New Meter Taps	63	77	64	86	44	45	43	82	55	48	83	54	744	507
Odor Water	27	13	17	23	20	19	10	18	12	9	11	11	190	271
Other	10	0	1	7	2	4	47	12	3	59	82	5	232	104
Sewer Stop/Repair/Tap	12	17	6	16	18	24	17	7	7	6	11	9	150	216
Stub Out Sewer	0	1	0	0	0	0	0	0	0	9	0	0	10	0
Sewer Pressure Test	0	13	0	0	41	1	0	11	10	6	5	2	89	154
Televise Sewer line	0	0	0	0	0	0	0	0	0	1	16	11	28	0
Utility ID & Spotting	363	504	404	535	540	609	515	654	951	824	923	942	7,764	7,630
Valve Maintenance	2	2	2	0	1	2	8	7	2	0	0	1	27	22
Water Break/Repair	19	40	52	44	31	18	35	26	40	62	38	45	450	340
Water Pressure Test	0	1	1	10	5	8	6	2	1	0	0	2	36	99
<b>Totals</b>	<b>671</b>	<b>842</b>	<b>715</b>	<b>908</b>	<b>844</b>	<b>889</b>	<b>846</b>	<b>1044</b>	<b>1146</b>	<b>1091</b>	<b>1291</b>	<b>1152</b>	<b>11,439</b>	<b>11,029</b>





**Water Distribution - Utility Inspections** Utility Inspectors, Mr. Lupe Vela and Mr. Carlos Fuentes, conducted inspections on thirty-three sites below, performed 10 Density Tests, 2 Air, 2 Mandrel Tests. There was 220 line locates.

	Site/Subdivision	Start Date	Completion Date	Location	Inspection Description
1	All Heart Church	3/2023		3 Mile / Shary	Under Construction
2	Anacua Village	7/2024		Mayberry / 8 <sup>th</sup> St.	Under Construction
3	Anzalduas Industrial Park PH 1	4/2024		Military / Bryan	Under Construction
4	Anzalduas Industrial Park PH 7	3/2024		Military / Bryan	Under Construction
5	Augusto Contreras	2/2023		Shary / Bus 83	Under Construction
6	Bentsen Grove	9/2022		Inspiration / 1 Mile South	Under Construction
7	Bentsen Palm PH III	1/2023		Inspiration / 1 Mile South	Under Construction
8	Bryan Landing	7/2024		Bryan / N. 2 Mile	Under Construction
9	Camelias Plaza	9/2023		FM 495 / Bryan	Under Construction
10	Cap Storage Victoria Drive, LLC	6/2023		Shary / Victoria	Under Construction
11	City of Mission W-A15, S Conway L.S.	7/2020		Trinity / Conway South	Under Construction
12	Coastal Plaza	11/2021		Expressway / Bryan Road	Under Construction
13	Cross Church	7/2023		Expressway / Glasscock	Under Construction
14	Crystal Estates	9/2023		Inspiration Rd / Esperanza	Under Construction
15	Deleon-Zamora	7/2024		4 Mile / Conway	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	Holland Terrace	7/2024		Holland / 25 <sup>th</sup> St.	Under Construction
19	Khit Chiropractic	7/2024		Bryan / Bus 83	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	Mayfair at Trinity	5/2024		Bryan / Trinity	Under Construction
24	Monarza Estates	9/2023		3 ½ N Mayberry	Under Construction
25	Retama Village VI	7/2024		Military / Schuerbach	Under Construction
26	Sendero Phase I	1/2023		1 Mile South	Under Construction
27	Sendero Phase II	2/2022		1 Mile South	Under Construction
28	Sharyland Bus Park PH I	3/2022		Anzalduas / Military	Under Construction
29	Shary Town Plaza	7/2023		Shary / 4 <sup>th</sup> St.	Under Construction
30	Springwood Manor Estates	6/2024		Stewart / School Lane	Under Construction
31	The Reserve at Taylor	4/2024		Taylor / FM 495	Under Construction
32	Tierra Dorada Lift Station	7/2024		Tierra Dorada	Under Construction
33	Turtle Cove	9/2023		Mile 3 / White Oak	Under Construction

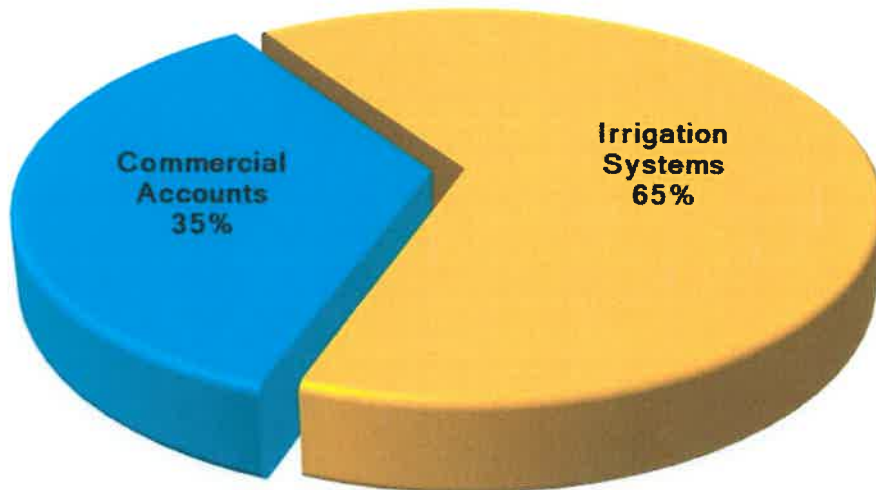
**Water Distribution - Backflow Prevention Inspections**

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

**2023-24 Backflow Inspections**

Tests / Surveys	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	FY 23-24	FY 22-23
<b>Inspection of Commercial Accts</b>	9	7	5	7	8	4	3	5	4	5	7	7	71	80
<b>Inspection of Sprinkler Accts</b>	14	16	11	13	10	12	9	9	7	10	13	13	137	165

**September 2024  
Backflow Prevention Inspections**



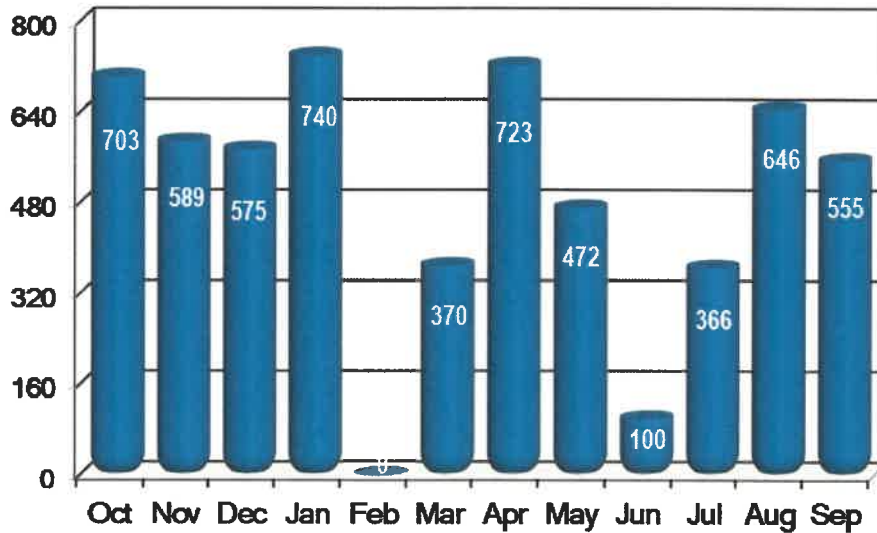
### Water Distribution - Sewer Collection

Our Sewer Collection Crews inspected and maintained monthly the City's 40 active Sewer Lift Stations and approximately 374.58 miles of sewer lines by responding to 11 sewer backups, 11 sewer line televised sites, cleaned 12 sewer line site (3 Vactor/ 9 Jet Rodder) and 555 lift station work orders for this month.

#### 2023-24 Sewer Lift Station Inspections & Vactor Cleaning Services

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	FY 23-24	FY 22-23
Lift Stations Inspections	703	589	575	740	0	370	723	472	100	366	646	555	5839	6280
Televised Sites	0	0	0	0	0	0	0	0	0	1	16	11	28	0
Televised Linear Feet (LF)	0	0	0	0	0	0	0	0	0	600	11405	3514	15519	0
Vactor/Jet Rodder Serviced Sites											11	12	23	0
Vactor/Jet Rodder Cleaned LF											2593	1835	4428	0

Sewer Collection Lift Station Inspections



### Water Treatment Plant

**Water Production** Water Plant Operators at our North and South Water Treatment Plants treated 375.761 million gallons of water.

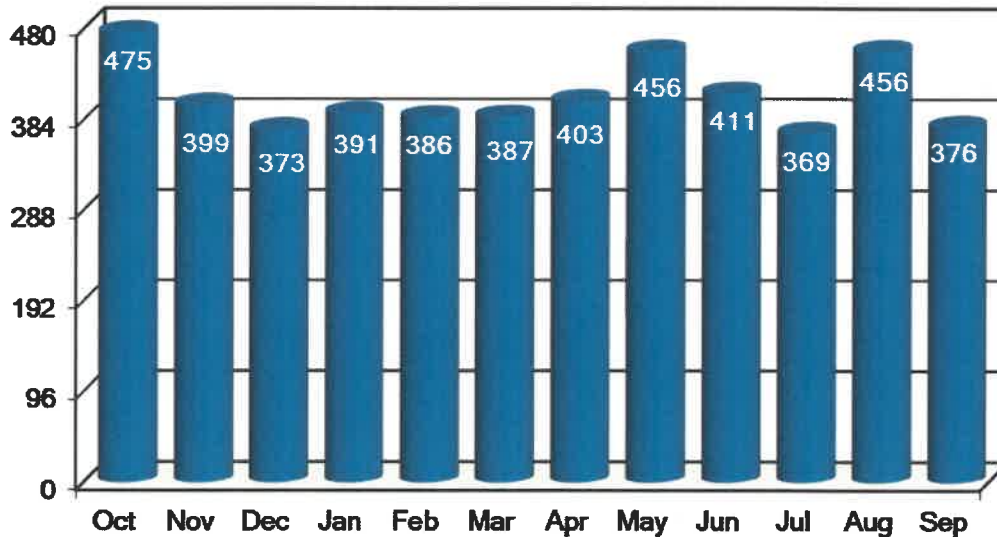
**2023-24 Water Million Gallons (MG)**

Avg	Max	Min	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	FY 23-24	FY 22-23
13	17	10	475	399	373	391	386	387	403	456	411	369	456	376	4,882	4,915

Parameters Exceeded: N/A

Rainfall: 4.70"

**2023-24 Water Production Million Gallons (MG)**



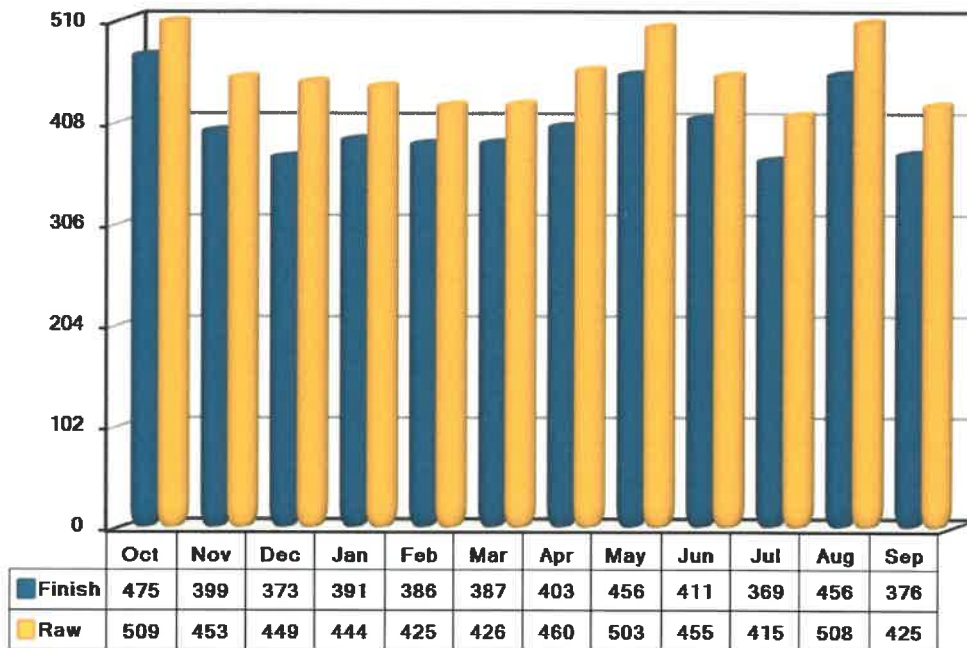
### Operations and Maintenance - North Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- Staff continued with performing maintenance on pumps and motors.
- 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.
- Currently, Falcon Reservoir water level is at 13.6% and Amistad Reservoir water level is at 27.0%, respectively. The average of both water reservoir levels is at 20.3%.
- 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)**



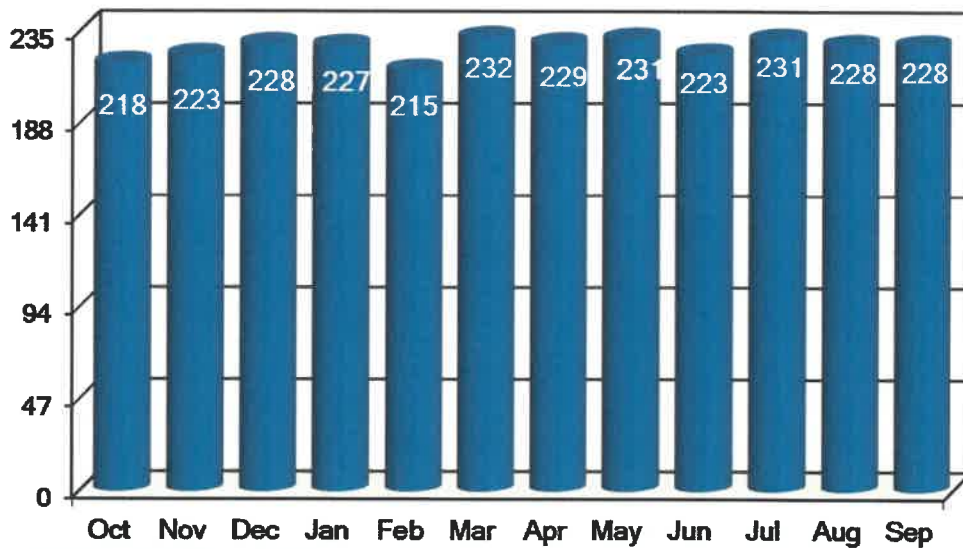
## Wastewater Treatment Plant

**Wastewater - Treatment** Wastewater Plant staff treated 227.750 million gallons of Wastewater.

**2023-24 Wastewater Million Gallons (MG)**

Avg	Max	Min	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	FY 23-24	FY 22-23
7.5	8.5	6.9	218	223	228	227	215	232	229	231	223	231	228	228	2,713	2,719

**2023-24 Treated Wastewater Million Gallons (MG)**



**Wastewater - Wastewater Plant Status** No violations this month and Plant operated at 54.90% capacity; Plant is rated at 13.5 mgd; Yearly averaged 7.411 mgd. There was 4.35 inches 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. All cleaning and disinfection are done by janitorial staff. Facilities Department checked all filters for buildings with climate control systems and also checked safety equipment for fire hazard preparation. Staff was instructed to inform authorities if unauthorized personnel were in the Plant after hours.

**Wastewater - Staff Developments** Carlos Jasso and Wilson Santana passed their Wastewater Level “D” Operator exams and now obtain the TCEQ Level “D” license. Ramiro Ortiz, WWTP Chief Operator, is responsible for the process control of the Plant, all processing water samples, and TCEQ compliances, a critical role for all Wastewater Plant operations.

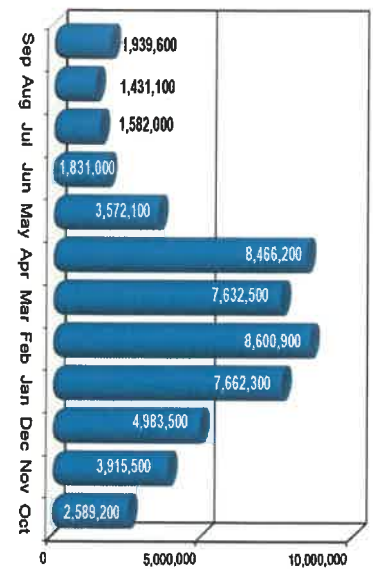
**Wastewater - Facility Activities** The Supervisory Staff continues to support the team with training goals and best practices towards maintaining the Plant in compliance with TCEQ regulatory inspections. Other rehabilitation projects are on their way and are pending approvals. These projects will allow the Plant to continue to provide effective sewage treatment and environmental protection of water for the State of Texas.

**Wastewater - General Maintenance** Staff maintained grass trimmed, initiated preventive maintenance on equipment as deemed necessary; and (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 weekly basis.
5. Maintenance Crew worked on Lift Station pumps and pumps were exercised at the Main Lift Station and grounds keeping was done by all Operators.
6. Maintenance Operators worked on thickener pump leaks, repairs, adjustments.
7. Operators worked on maintaining a proper level at the Pretreatment Pond.
8. Maintenance greased bearings on schedule.
9. Gate for holding tank 1 was put out of service to have motor rewind.

Pretreatment Flow (MG)



**Wastewater - Contract Work**

City's Contracted out electricians worked on the following.

1. J&E was not operational at the Plant this month.
2. Hill-Tex work done at the Plant was as follows.
  - Worked on RAS pump motor 3.
  - Worked on lighting for UV area on west side of Plant.
  - Worked on UV wiring for the level sensor and disconnected aeration pond wires.

**Wastewater - Other Contract Work**

1. CB3 continued to provide the Plant with sludge and grit removal services.
2. Cintas 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 dewatering at Belt Press System.
4. Facilities Department worked on the Plant's Administration building and air filter exchanges for Plant.

**Wastewater - Lab Status** All equipment and supplies met TCEQ standards for analysis and are concurrent with Standard Methods. ERA annual testing was completed and Lab passed all analysis categories. Reports were finalized and sent to TCEQ for annual compliance. Plant Supervisor continued using the EPA Discharge Monitoring Report federal reporting system to comply with TCEQ regulations; Plant is following all TCEQ rules and regulations, cleaning up water and its reintroduction back to the environment.

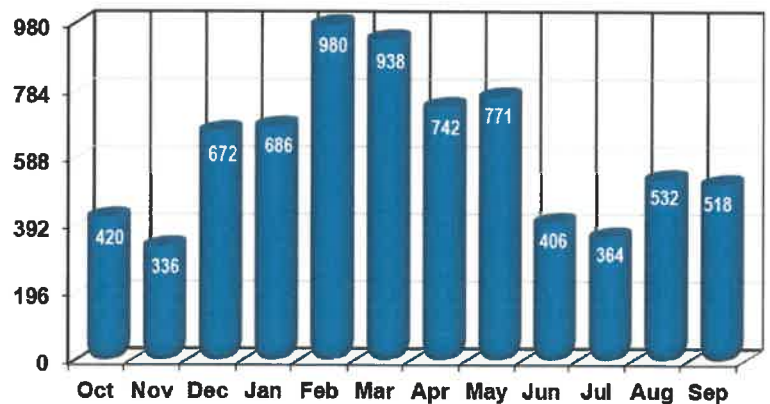
**Wastewater - Special Projects** Capital Improvement Projects include clarifier covers for UV protection Industrial pond rehab, Digester Aeration upgrade and other needed projects. Discussed for future improvements for redundancy at our Dewatering Sludge System (Belt Press). Clarifier Covers or equipment needed for algae removal is a project that the Plant is initializing whereby the removal of algae buildup at the clarifier walls and weirs, the treatment process gains a significant increase in disinfection. Equipment downstream of the clarifier system is cleaner and decreases wear and tear of UV light bulbs and eliminates man hours and reduce risk of injury.

**Pre-Treatment** Four 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 8 truckloads of 40,000 gallons of citrus wastewater to the Pretreatment System. Pretreatment flow of waste from Rio Grande Juice Company and MPI (Metal Plating Industry) totaled 1,939,600 million gallons. Total sludge hauled was 37 cubic yards equivalent to 518 roll off containers.

**2023-24 Sludge Removal**

Month	Roll Offs	Cu/Yds
Oct	30	420
Nov	24	336
Dec	48	672
Jan	49	686
Feb	70	980
Mar	67	938
Apr	53	742
May	56	771
Jun	29	406
Jul	26	364
Aug	41	532
Sep	37	518
<b>FY 23-24</b>	<b>530</b>	<b>7,365</b>
<b>FY 22-23</b>	<b>511</b>	<b>10,220</b>

**2023-24 Sludge Removal - Cubic Yards**



### Street Division - Benchmark Summary

Our Street Crews paved 1,315 linear feet, patched approximately 796 potholes; placed a total of 17 signs, 16 poles (cemented); inspected and repaired 86 traffic lights and street lamps; 1,128 street miles was swept; removed 190 tires; one (1) demolished home and street crews cleared right-of-way tree limb obstructions. There were 188 customers and a monetary Collection of Debris totaling \$ 4,959.

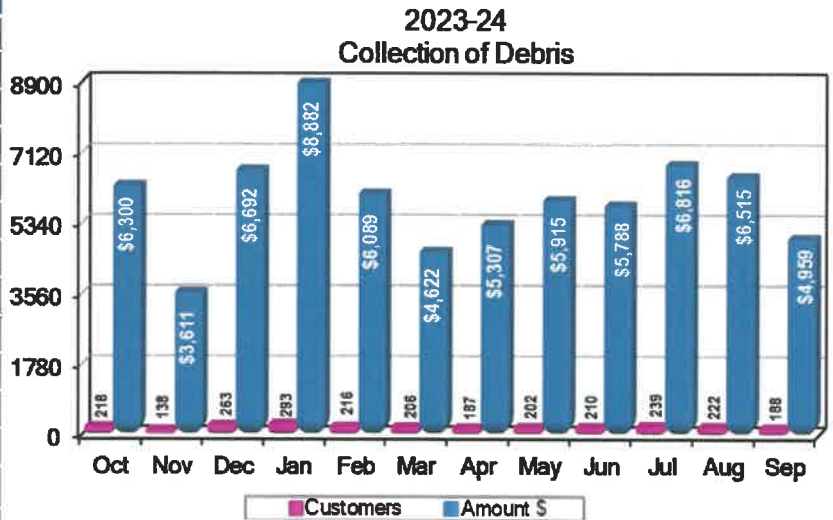
### Street Improvement & Construction Projects

Project Name	Linear Feet	Construction % Completion	Current Status	Project Cost	Contractor
Soleado Street Project	368 LF 120 Tons	100%	Complete	\$ 8,820	Street Department
Rene Street Project	947 LF 160 Tons	100%	Complete	\$ 11,760	Street Department

**Collection of Debris** There were 188 customers with a collection of debris totaling \$ 4,959.

#### Collection of Debris

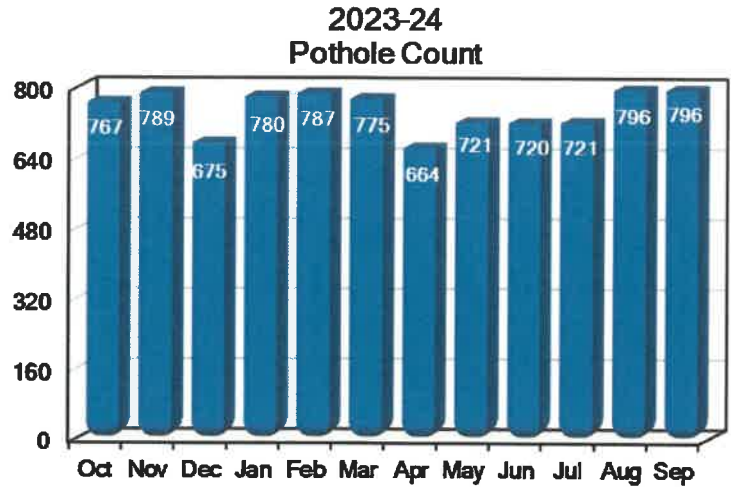
Month	Customers	Amount \$
Oct	218	\$ 6,300
Nov	138	\$ 3,611
Dec	263	\$ 6,692
Jan	293	\$ 8,882
Feb	216	\$ 6,089
Mar	206	\$ 4,622
Apr	187	\$ 5,307
May	202	\$ 5,915
Jun	210	\$ 5,788
Jul	239	\$ 6,816
Aug	222	\$ 6,515
Sep	188	\$ 4,959
23-24	2,582	\$ 71,496
22-23	2,592	\$ 69,562





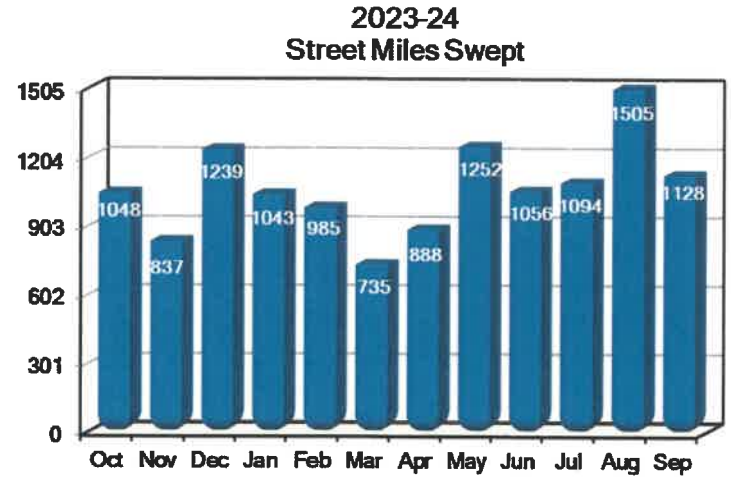
**City Pothole Maintenance** Street Crews filled a total of 796 potholes.

Month	22-23	23-24
Oct	621	767
Nov	675	789
Dec	762	675
Jan	985	780
Feb	715	787
Mar	650	775
Apr	675	664
May	740	721
Jun	676	720
Jul	675	721
Aug	670	796
Sep	750	796
<b>Totals</b>	<b>8,594</b>	<b>8,991</b>



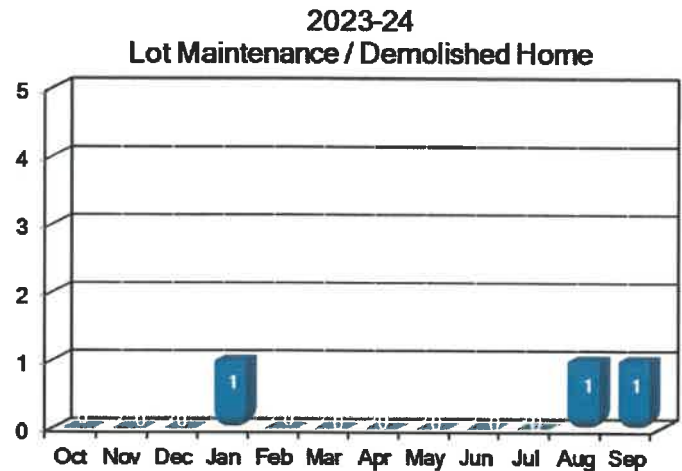
**City Street Miles Swept** Mr. Torres, Mr. Gutierrez, Mr. Medina, Sweeper Operators, cleaned 1,128 miles.

Month	22-23	23-24
Oct	199	1,048
Nov	478	837
Dec	612	1,239
Jan	964	1,043
Feb	2,042	985
Mar	1,555	735
Apr	405	888
May	1,515	1,252
Jun	509	1,056
Jul	664	1,094
Aug	1,084	1,505
Sep	238	1,128
<b>Totals</b>	<b>10,265</b>	<b>12,810</b>



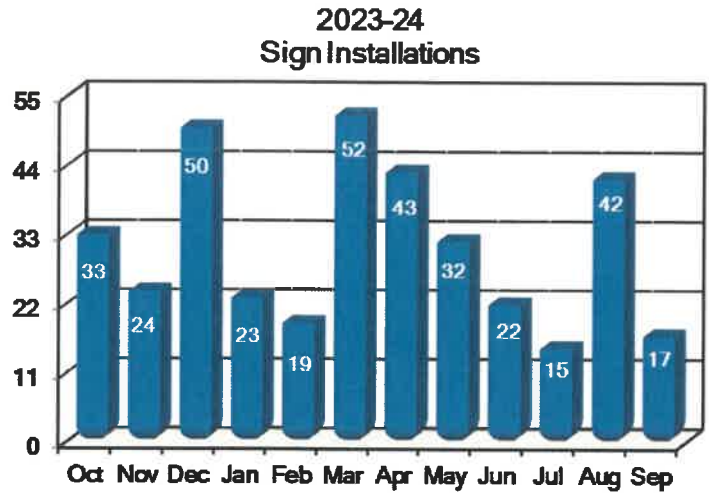
**Lot Maintenance / Demolished Home** There was one (1) demolished home.

Month	22-23	23-24
Oct	0	0
Nov	2	0
Dec	0	0
Jan	0	1
Feb	0	0
Mar	0	0
Apr	0	0
May	0	0
Jun	0	0
Jul	0	0
Aug	0	1
Sep	0	1
<b>Totals</b>	<b>2</b>	<b>3</b>



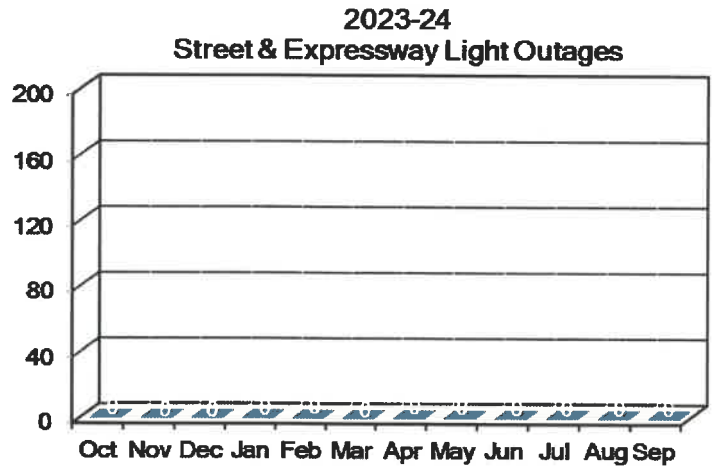
**Sign Shop Output Measures** Crews installed 17 signs (0 stop signs) and 16 cemented poles.

Month	22-23	23-24	Posts
Oct	67	33	33
Nov	32	24	24
Dec	71	50	50
Jan	68	23	18
Feb	64	19	24
Mar	61	52	39
Apr	30	43	45
May	57	32	28
Jun	32	22	22
Jul	38	15	12
Aug	38	42	17
Sep	60	17	16
<b>Totals</b>	<b>618</b>	<b>372</b>	<b>328</b>



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

Month	22-23	23-24
Oct	169	0
Nov	0	0
Dec	0	0
Jan	106	0
Feb	0	0
Mar	0	0
Apr	0	0
May	0	0
Jun	0	0
Jul	0	0
Aug	0	0
Sep	0	0
<b>Totals</b>	<b>275</b>	<b>0</b>



**Traffic Signal Maintenance**

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
Feb	0	2	15	2	1	1	2	6	35	45	109
Mar	3	3	6	1	2	1	6	7	46	71	146
Apr	0	0	10	1	0	1	1	0	42	41	96
May	0	0	7	1	0	1	1	9	25	34	78
Jun	0	0	0	1	2	0	2	3	51	41	100
Jul	6	26	26	2	1	2	5	7	5	13	93
Aug	2	6	22	0	1	1	0	5	19	30	86
Sep	0	1	12	2	1	2	0	6	22	40	86
<b>23-24</b>	<b>19</b>	<b>43</b>	<b>146</b>	<b>14</b>	<b>14</b>	<b>15</b>	<b>29</b>	<b>60</b>	<b>365</b>	<b>459</b>	<b>1164</b>
<b>22-23</b>	<b>9</b>	<b>34</b>	<b>119</b>	<b>23</b>	<b>38</b>	<b>27</b>	<b>40</b>	<b>71</b>	<b>242</b>	<b>376</b>	<b>979</b>

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

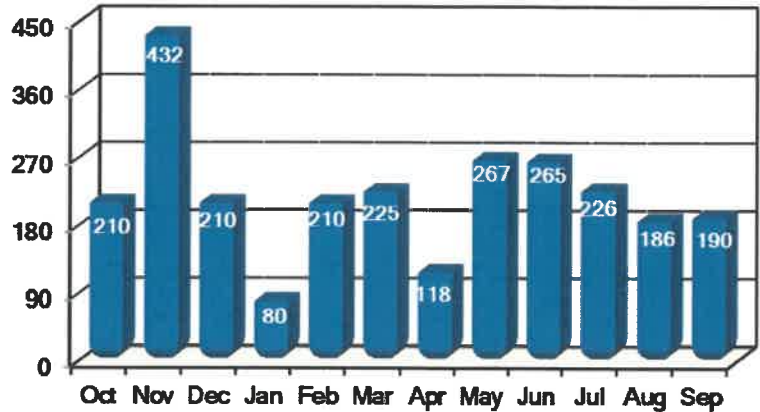
**City Crew Collect Debris** Our Alley Crew cleaned alleyways and averaged 5 trailer loads daily and mowed an average of 2 miles of alleyway.

**Tire Removal** Our Streets Crew removed 190 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
Feb	310	210
Mar	280	225
Apr	120	118
May	200	267
Jun	180	265
Jul	220	226
Aug	450	186
Sep	200	190
<b>Totals</b>	<b>4,550</b>	<b>2,619</b>

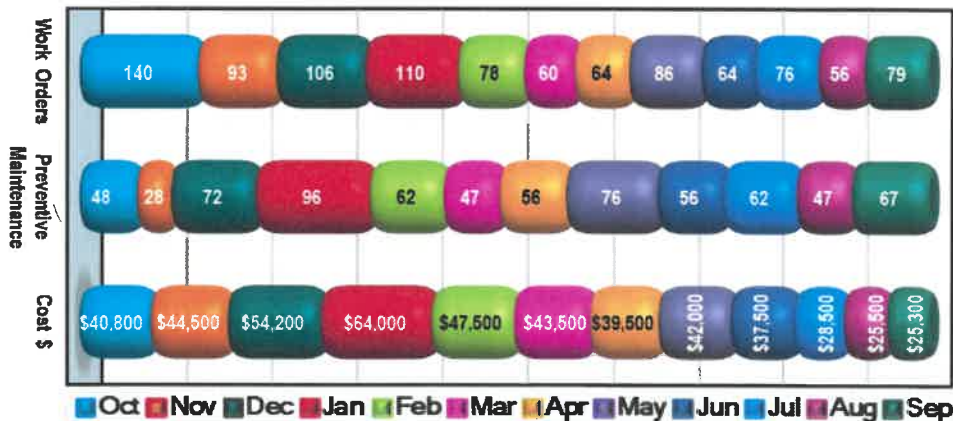
**2023-24  
Tire Removal**



**2023-24 Fleet Maintenance & Cost Summary**

Charge Code	Work Orders	Preventive Maintenance	Cost \$
Oil Changes / PM	67	67	\$ 16,800
Repairs	12	0	\$ 8,500
<b>Totals for September</b>	<b>79</b>	<b>67</b>	<b>\$ 25,300</b>
FY 23-24	1,012	717	\$ 492,800
FY 22-23	895	715	\$ 514,600

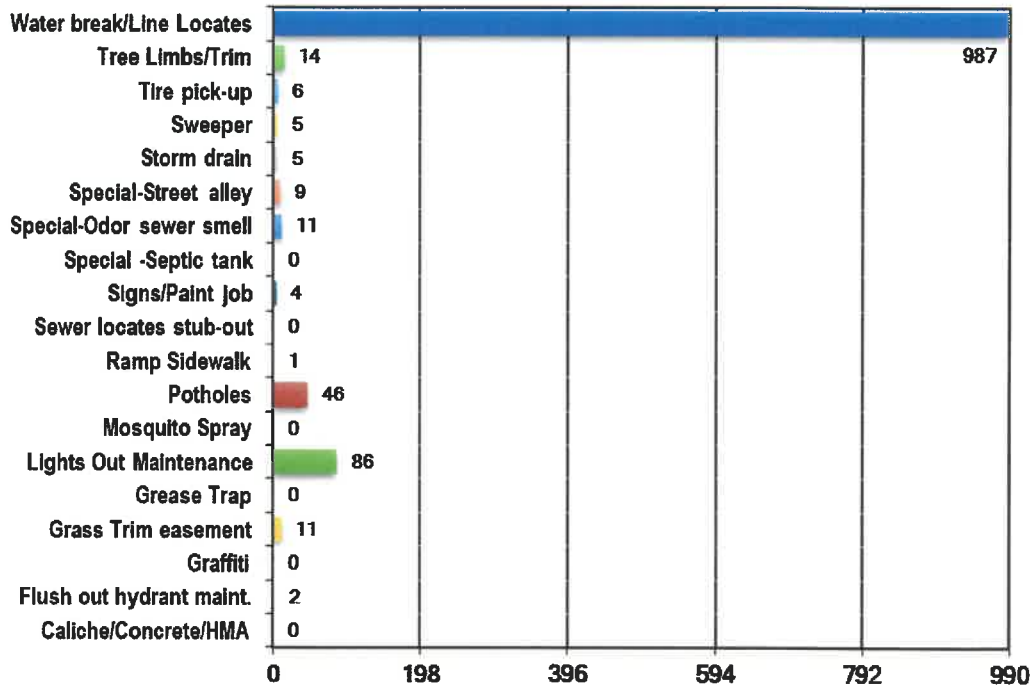
**2023-24 Fleet Work Order Benchmark**



### Administration Request for Service Calls

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	FY 23-24	FY 22-23
Caliche/Concrete/HMA	2	0	0	0	0	4	0	1	0	1	0	0	8	10
Flush Hydrant Maint.	81	64	31	17	46	65	48	112	18	4	17	2	505	357
Graffiti	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grass Trim easement	1	1	0	0	2	5	4	3	21	57	10	11	115	161
Grease Trap	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lights Out Maintenance	84	90	113	83	109	146	96	78	100	93	86	86	1,164	1,254
Mosquito spray	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Potholes	45	82	61	36	33	54	55	30	25	55	70	46	592	810
Ramp Sidewalk	1	0	2	0	2	0	0	3	0	0	2	1	11	6
Sewer locates stub-out	0	0	0	0	0	0	0	0	0	9	0	0	9	0
Signs/Paint job	6	4	6	1	1	6	1	2	2	7	3	4	43	79
Special -septic tank	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Special-Odor smell	27	12	17	23	20	19	10	18	12	9	11	11	189	285
Special-Street alley	6	5	5	8	5	9	5	6	3	8	6	9	75	132
Storm drain	6	4	0	2	4	8	10	9	11	17	3	5	79	102
Sweeper	21	15	10	10	13	11	3	7	5	6	3	5	109	135
Tire pick-up	0	5	3	6	0	6	24	1	0	1	10	6	62	69
Tree Limbs/Trim	21	10	16	20	7	8	14	22	15	35	22	14	204	212
Water break/Line locates	382	544	456	579	571	627	550	680	991	886	961	987	8,214	7,840
<b>Total</b>	<b>683</b>	<b>836</b>	<b>720</b>	<b>785</b>	<b>813</b>	<b>968</b>	<b>820</b>	<b>972</b>	<b>1203</b>	<b>1188</b>	<b>1204</b>	<b>1187</b>	<b>11,379</b>	<b>11,452</b>

### September 2024 Request for Service Calls

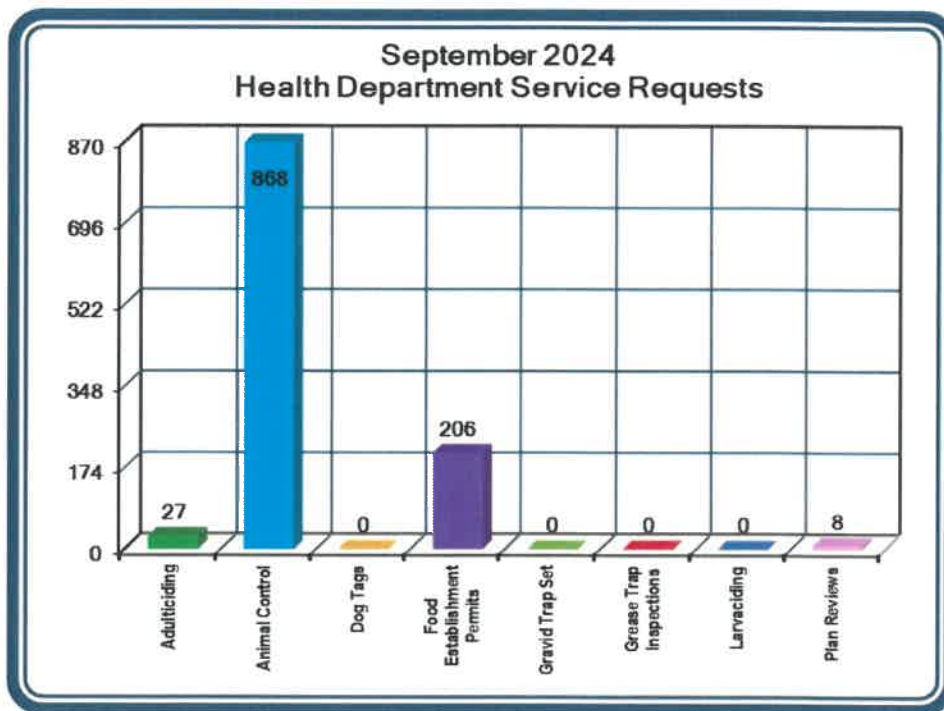


# Health Department

## Health Department Benchmark Summary

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

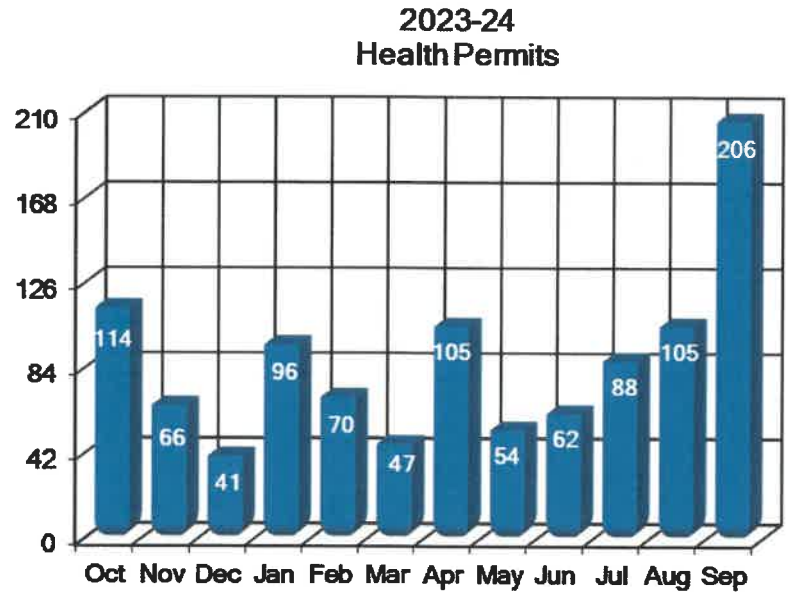
Service Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	FY 23-24	FY 22-23
Adulticiding	0	0	0	0	0	37	11	0	24	24	0	27	123	5
Animal Control	756	560	600	644	675	894	974	858	689	955	796	868	9,269	6,813
Dog Tags	3	3	3	8	3	0	8	3	0	1	1	0	33	44
Food Est. Permits	114	66	41	96	70	47	105	54	62	88	105	206	1,054	720
Gravid Trap Set	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grease Trap Inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	36
Larvaciding	0	0	2	1	0	0	0	2	3	2	2	0	12	7
Plan Reviews	8	7	4	7	7	7	11	5	7	8	8	8	87	74
<b>Total</b>	<b>881</b>	<b>636</b>	<b>650</b>	<b>756</b>	<b>755</b>	<b>985</b>	<b>1109</b>	<b>922</b>	<b>785</b>	<b>1078</b>	<b>912</b>	<b>1109</b>	<b>10,578</b>	<b>7,699</b>



### Health Permits

A total of 206 Food Establishment permits were issued this month.

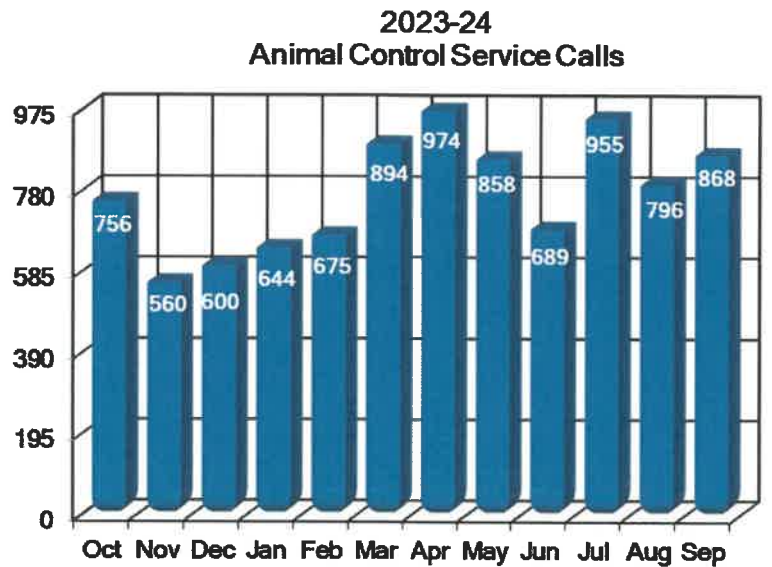
Food Establishment Permits		
Month	FY 22-23	FY 23-24
Oct	64	114
Nov	42	66
Dec	54	41
Jan	66	96
Feb	66	70
Mar	51	47
Apr	38	105
May	52	54
Jun	63	62
Jul	61	88
Aug	71	105
Sep	92	206
<b>Totals</b>	<b>720</b>	<b>1,054</b>



### Animal Control Service Calls

Citizens called (868 calls) regarding Animal Control concerns.

Animal Control Calls		
Month	FY 22-23	FY 23-24
Oct	585	756
Nov	394	560
Dec	419	600
Jan	489	644
Feb	422	675
Mar	618	894
Apr	609	974
May	677	858
Jun	607	689
Jul	521	955
Aug	783	796
Sep	689	868
<b>Totals</b>	<b>6,813</b>	<b>9,269</b>



### Health Department Animal Control

Our City's Animal Wellness Officers, Aaron and Ivan reported the following Animal Control for September. The staff from Palmview did not report this month. There were 187 requests for service orders completed by City staff this month.

#### Dogs

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	September	FY 23-24
Mission	65	9	0	14	0	0	88	1368
Alton	3	0	0	0	0	0	3	11
Palmview	0	0	0	0	0	0	0	15
September	68	9	0	14	0	0	91	
FY 23-24	1067	86	7	173	61	0		1,394
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.	September	FY 23-24
Mission	50	0	0	33	0	0	83	1062
Alton	0	0	0	0	0	0	0	3
Palmview	0	0	0	0	0	0	0	3
September	50	0	0	33	0	0	83	
FY 23-24	799	5	3	253	8	0		1068
FY 22-23	525	4	0	181	20	0		730

#### Wildlife

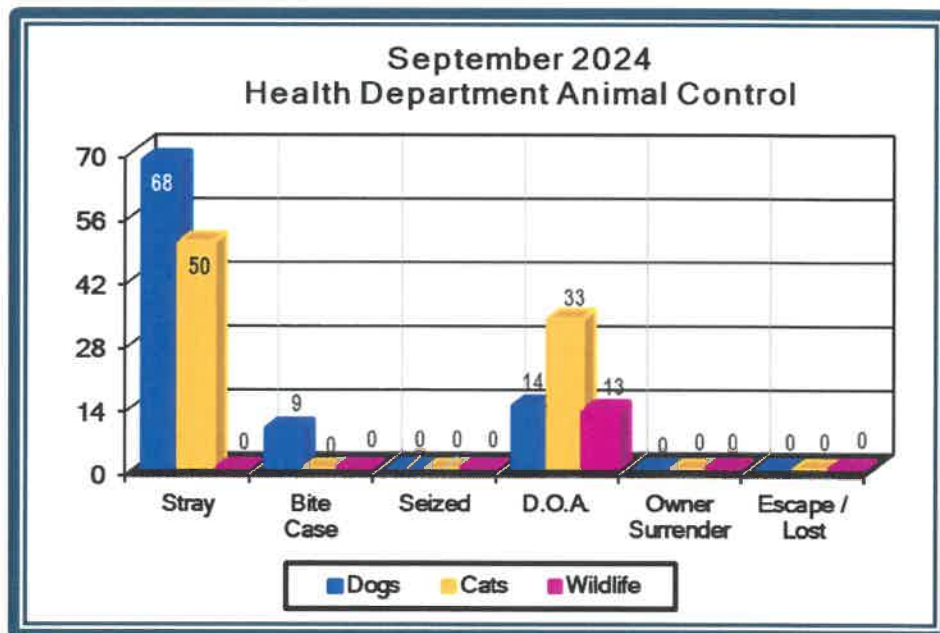
CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	September	FY 23-24
Mission	0	0	0	13	0	0	13	162
Alton	0	0	0	0	0	0	0	1
Palmview	0	0	0	0	0	0	0	3
September	0	0	0	13	0	0	13	
FY 23-24	23	0	0	143	0	0		166
FY 22-23	51	0	0	128	3	0		182

### Health Department Animal Control Summary

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

#### September 2024 Health Department Animal Control

Animal Type	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape / Lost	Sep	FY 23-24
Dogs	68	9	0	14	0	0	91	1,394
Cats	50	0	0	33	0	0	83	1,068
Wildlife	0	0	0	13	0	0	13	166
Sep	118	9	0	60	0	0	187	
FY 23-24	1,889	91	10	569	69	0		2,628
FY 22-23	1,251	52	3	504	145	5		1,960



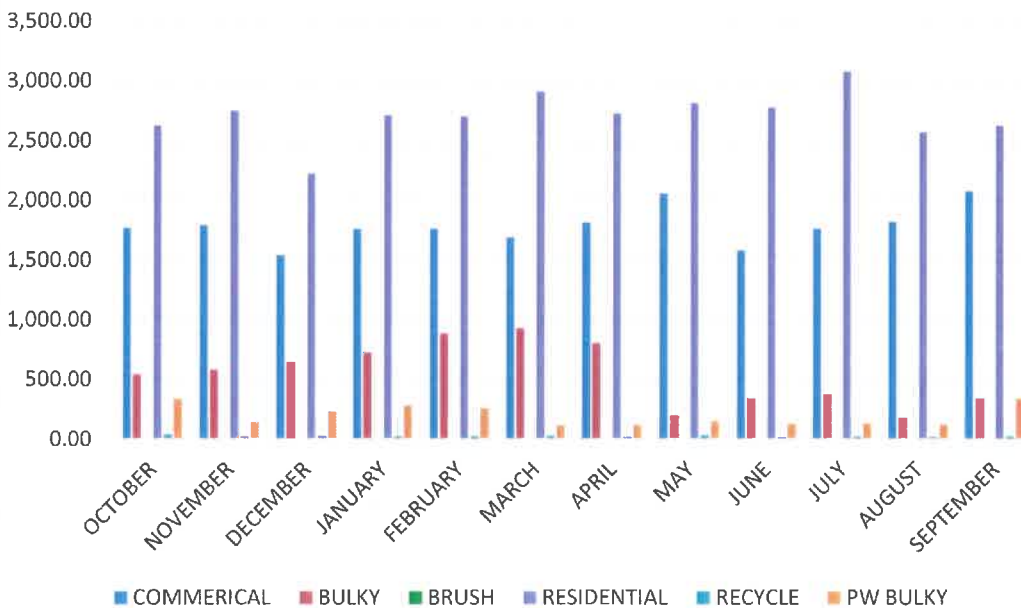


**SANITATION DEPARTMENT**

For the month of September, the City of Mission Sanitation Department disposed of a combined **5395.28** tons of trash/bulky items. In addition, a total of **9688.00** cubic yards of brush was collected at our sanitation landfill.

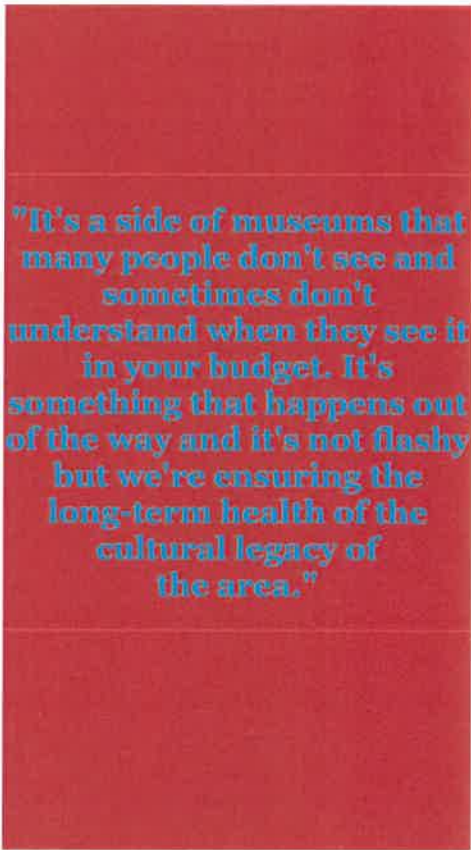
Month	TONS RESIDENTIAL	CUBIC YARD BRUSH	TONS BULKY	TONS COMMERICAL	TONS RECYCLE	TONS PW BULKY
OCTOBER	2,630.89	7,952.00	541.01	1,770.93	39.12	336.86
NOVEMBER	2,756.31	7224.00	580.63	1797.15	16.47	137.01
DECEMBER	2,229.85	5964.00	642.14	1543.28	23.65	221.90
JANUARY	2,719.18	4172.00	726.11	1763.99	25.26	280.81
FEBRUARY	2,707.38	4928.00	887.67	1765.87	26.58	258.68
MARCH	2918.29	4676.00	929.59	1695.02	29.15	117.59
APRIL	2732.01	6136	806.3	1817.05	18.2	120.38
MAY	2821.84	2,296.00	193.99	2060.69	33.49	151.42
JUNE	2781.99	9884.00	340.60	1583.17	16.99	129.82
JULY	3084.3	12180	372.09	1767.1	22.82	131.77
AUGUST	2577.1	8904	178.8	1823.04	19.22	122.51
SEPTEMBER	2632.74	9,688.00	340.14	2079.29	26.03	343.11
<b>Total</b>	<b>32591.88</b>	<b>84004</b>	<b>6539.07</b>	<b>21466.58</b>	<b>296.98</b>	<b>2,351.86</b>

**2023 - 2024 SANITATION PICK UP (TONS)**



# MISSION HISTORICAL MUSEUM

Departmental Report September 2024



## PERFORMANCE INDICATORS:

Performance Indicators FY 2023-2024													
Performance Indicators	October	November	December	January	February	March	April	May	June	July	August	September	FY Total
General Attendance	62	70	55	189	123	73	59	31	62	74	21	22	841
Programs	1,350	0	65	65	63	0	42	0	17	84	0	0	1,686
Tours	0	6	0	0	0	0	0	80	20	0	0	0	126
Social Media	19,420	1166	8,378	13,600	5,700	1,500	6,700	5,800	7,100	9,900	6,000	3,900	89164
Outreach	0	90	0	0	255	870	0	0	0	0	0	0	1215
Meetings Hosted	0	0	0	0	0	0	0	0	2	0	0	0	2
<b>Total</b>	<b>20,832</b>	<b>1,332</b>	<b>8,496</b>	<b>13,854</b>	<b>6,141</b>	<b>2,443</b>	<b>6,801</b>	<b>5,911</b>	<b>7,201</b>	<b>10,058</b>	<b>6,021</b>	<b>3,922</b>	<b>93,034</b>

(# of people served September 1– September 31)

## Public and Educational Programs/Events

### Past Programs/Events:

September 9-27 Community Altar Set Up

### Upcoming Programs/Events:

- October 3 Community Altar Exhibit Opening
- October 12 Craft Day
- October 19 MHM Annual Membership Meeting
- November 2 Dia de los Muertos Folklife Festival
- November 9 MHM Lecture Series

### Other Items:

- Ongoing History of Mission Loteria (Student Intern Project)
- Ongoing Development of Book Review Program
- Ongoing Epidemic Exhibit (Seeking Funding)
- Ongoing New Database CatalogIt (On Waitlist)
- Ongoing Moorefield Exhibit
- Ongoing Ramirez Collection-Archiving(Completed)
- October IMAS-Altar set-up

# Mission Police Department



## Monthly Report September 2024



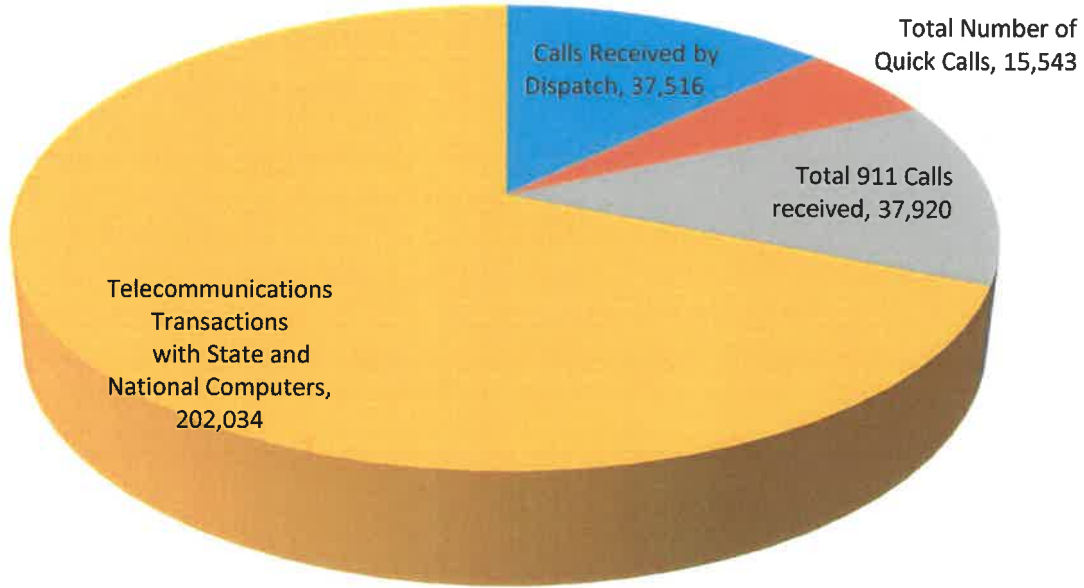
# Mission Police Department

## Monthly Report for September 2024



### Communications Division

	<b>Sept 24</b>	<b>FY 23-24 YTD</b>
Calls Received by Dispatch	3,107	37,516
Total Number of Quick Calls	1,032	15,543
Total 911 Calls received	3,332	37,920
Telecommunications Transactions with State and National Computers	14,754	202,034





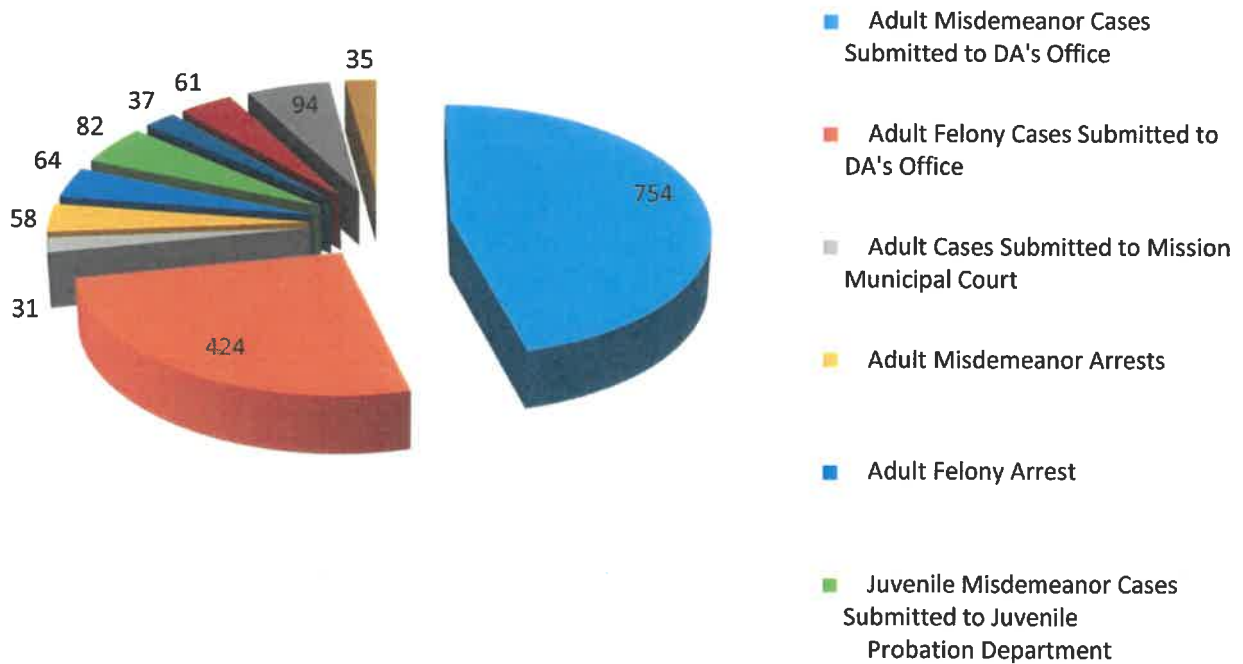
## Criminal Investigations Criminal Case Submissions



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

	<u>Sept 24</u>	<u>FY 23-24 YTD</u>
Adult Misdemeanor Cases Submitted to DA's Office	59	754
Adult Felony Cases Submitted to DA's Office	44	424
Adult Cases Submitted to Mission Municipal Court	5	31
Adult Misdemeanor Arrests	8	58
Adult Felony Arrest	7	64
Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department	5	82
Juvenile Felony Cases Submitted to Juvenile Probation Department	8	37
Juvenile Cases Submitted to Mission Municipal Court	3	61
Juvenile Misdemeanor Arrests	8	94
Juvenile Felony Arrests	9	35
Total Open Cases	147	147

**Sept 24**





# Mission Police Department

## Monthly Report for September 2024



### *Jail Division*

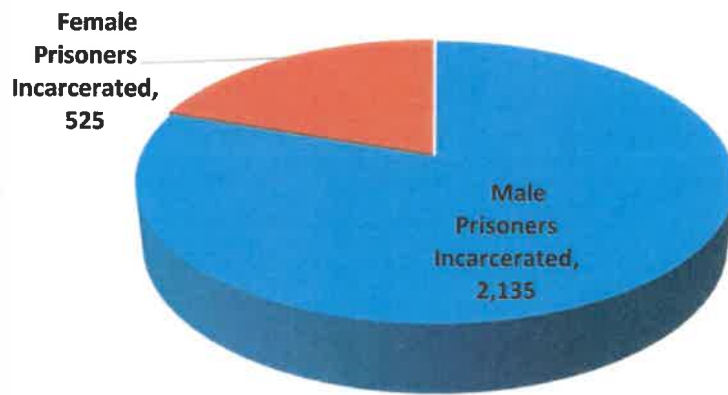
#### **Adults**

Male Prisoners Incarcerated  
Female Prisoners Incarcerated

**Sept 24**      **FY 23-24 YTD**

193	2,135
57	525
<b>250</b>	<b>2,660</b>

#### **Total**



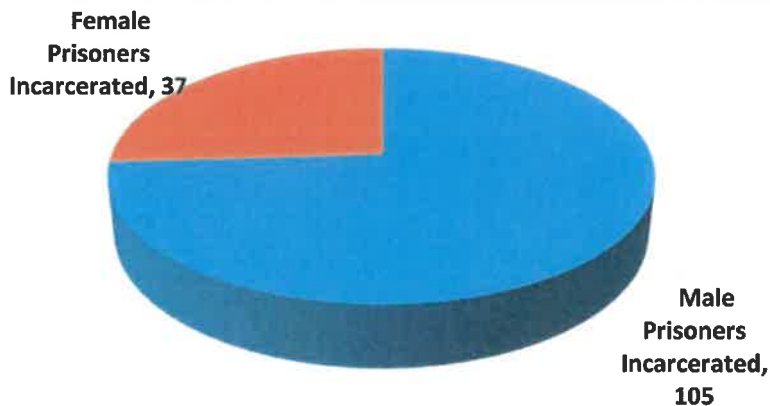
#### **Juveniles**

Male Prisoners Incarcerated  
Female Prisoners Incarcerated

**Sept 24**      **FY 23-24 YTD**

18	105
5	37
<b>23</b>	<b>142</b>

#### **Total**





**Narcotics Division -DEA**

	<b>Sept 24</b>	<b>FY 23-24 YTD</b>
<b>Seizures</b>		
Marihuana (lbs)	0.00	0.13
(Street Value -\$506.00 per pound)	\$0.00	\$65.78
Cocaine (kilos)	183	1434.72
(Street Value -\$21,000.00 per Kilo)	\$3,843,000.00	\$30,129,120.00
Fentanyl	0	0.03
(Street Value -\$30,000.00 per Kilo)	\$0.00	\$900.00
Heroin (kilos)	0	0.00
(Street Value -\$17,680.00 per Kilo)	\$0.00	\$0.00
Methamphetamine (kilos)	0	771.00
(Street Value -\$11,925.00 per Kilo)	\$0.00	\$15,342,900.00
Currency Seizures:	\$173,000.00	\$2,260,740.00
Vehicle Seizures:	0	9
Arrest:	3	48

**Narcotics Division -Immigration & Customs Enforcement**

	<b>Sept 24</b>	<b>FY 23-24 YTD</b>
<b>Seizures</b>		
Marihuana (lbs)	0	0.00
(Street Value -\$506.00 per pound)	\$0.00	\$197.80
Cocaine (kilos)	159.6	543.60
(Street Value -\$21,000.00 per Kilo)	\$3,351,600.00	\$11,415,600.00
Heroin (kilos)	0	6.54
(Street Value -\$17,680.00 per Kilo)	\$0.00	\$115,627.20
Methamphetamine (kilos)	0	1401.00
(Street Value -\$11,925.00 per Kilo)	\$0.00	\$27,879,900.00
Currency Seizures:	\$148,100.00	\$4,291,148.08
Vehicle Seizures:	1	2
Arrest:	5	63



## Mission Police and Criminal Investigations

### Narcotics

	<u>Sept 24</u>	<u>FY 23-24 YTD</u>
Marihuana (pounds)	0.45	2.65
(Street Value -\$506.00 per pound)	\$229.22	\$1,339.89
Cocaine (kilos)	0.0953	3.92
(Street Value -\$21,000.00 per Kilo)	\$2,001.30	\$82,221.30
Currency	\$45,474.00	\$50,210.00



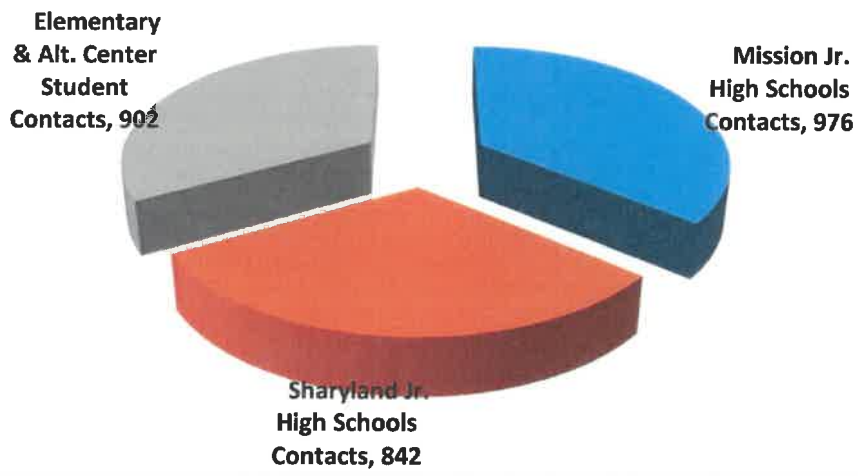



# Mission Police Department Monthly Report for September 2024



## ***Educational Resource Officer Program***

	<u><b>Sept 24</b></u>	<u><b>FY 23-24 YTD</b></u>
Mission Jr. High Schools Contacts	50	976
Sharyland Jr. High Schools Contacts	118	842
Elementary & Alt. Center Student Contacts	56	902



	<u><b>Sept 24</b></u>	<u><b>FY 23-24 YTD</b></u>
Mission High Schools	198	1,516
Sharyland High Schools	230	1,100



## 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

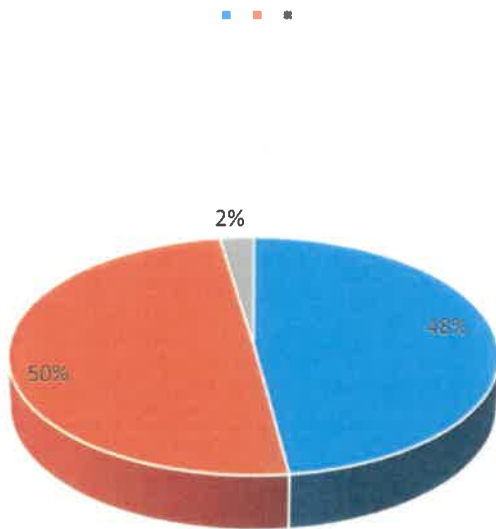
Juvenile Cases Submitted to JP Court

Juvenile Misdemeanor Arrests

Juvenile Felony Arrests

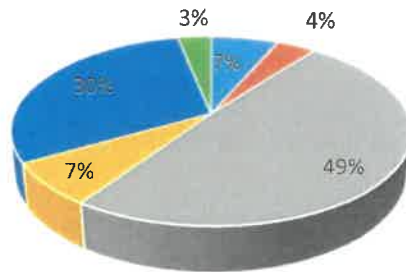
<u>Sept 24</u>	<u>FY 23-24 YTD</u>
11	79
5	82
3	4
3	28
5	16
21	211
1	31
14	129
2	14

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



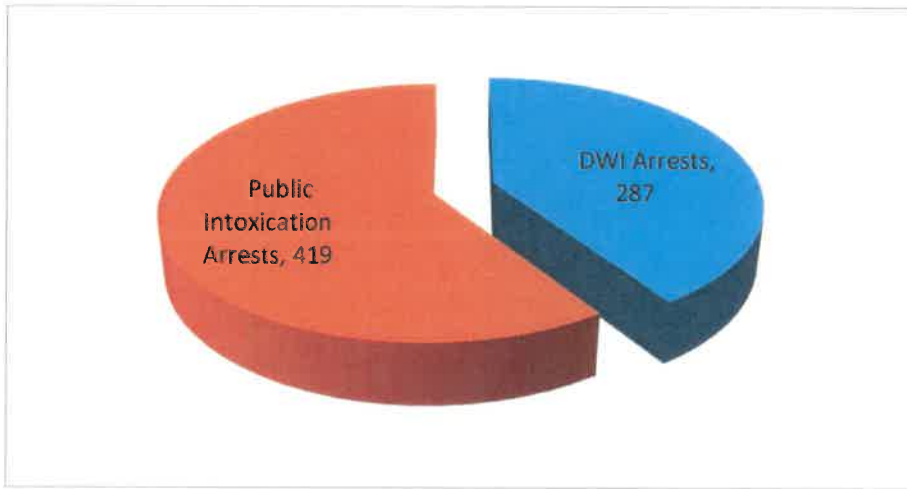


# Mission Police Department Monthly Report for September 2024



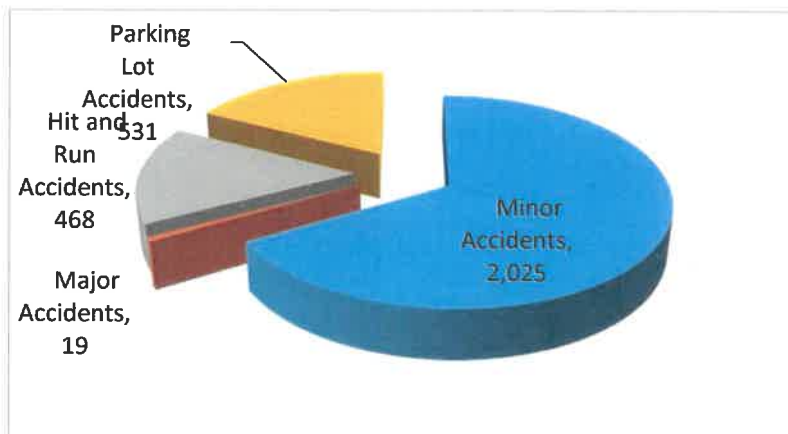
## Patrol Division

	<u>Sept 24</u>	<u>FY 23-24 YTD</u>
<b>DWI Arrests</b>	27	287
<b>Public Intoxication Arrests</b>	29	419



## Traffic Division

	<u>Sept 24</u>	<u>FY 23-24 YTD</u>
<b>Minor Accidents</b>	172	2,025
<b>Major Accidents</b>	4	19
<b>Hit and Run Accidents</b>	36	468
<b>Parking Lot Accidents</b>	45	531





# Mission Police Department

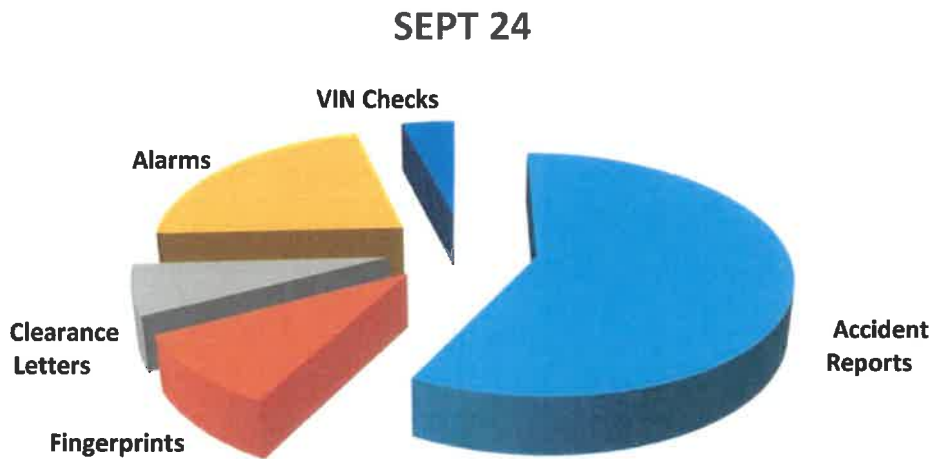
## Monthly Report for September 2024



### 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.

	<b>Sept 24</b>	<b>FY 23-24 YTD</b>
Accident Reports	74	1,236
Fingerprints	15	206
Clearance Letters	14	146
Alarms	3	467
VIN Checks	5	87
<b>TOTAL</b>	<b>111</b>	<b>2,142</b>



## Media Relations- Departmental Report/July 2024

### Kenia

- Created daily content on the City of Mission's social media platforms and PEG channel- Facebook, Instagram, Twitter, and YouTube
- Created the script for the July 22, 2024, council meeting recap video
- Created graphics for all social media platforms, including:
  - Created flyers for the Bannworth Swimming Pool
  - Created flyer for Mission's current job postings
  - Created flyer for the Mission Parks & Recreation power outage
  - Created a flyer for 4<sup>th</sup> of July safety tips
- Wrote script and produced a video recap of the San Luis Potosi Governor's visit
- Wrote script and produced video for the Boys & Girls Club Kohl's Cares Shopping Grant
- Produced video on the water drought situation in the RGV
- Produced a video recap of the Operation Back to School event
- Conducted interviews for recap video of the 4<sup>th</sup> of July event
- Coordinated interviews with city staff to keep residents informed on projects, programs, and events
- Wrote talking points and welcome remarks for the Mayor for city events
- Conducted various interviews with the media
- Coordinated with consultant *KM International* for assistance when needed
- Served as MC for various city events
- Wrote all media advisories/press releases
- Coordinated footage, photos, and press events for Mission City events and police department events

### Alex

- Covered City Council Meetings, Special Meetings, and city-sponsored events with video and still photos

- Edited the July 22<sup>nd</sup> council meeting recap video
- Recorded video and edited the Boys & Girls Club Kohl's Cares Shopping Grant program
- Recorded and edited video for the Inside Mission: Employee Spotlight
- Recorded and edited video recap for Operation Back to School
- Took video at the Olive Garden Ribbon Cutting event
- Recorded and edited video at the grand opening of a South Texas College office at the CEED building
- Shot and edited video on the water drought situation in the RGV
- Ordered updated gear and equipment
- Managed the city's official website and updated information when needed
- 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**

- Photo coverage of multiple city events, including...
  - Took photos on two different days at the museum's arts & crafts event
  - Took photos at the San Luis Potosi Governor's visit
  - Took photos at the MCISD back-to-school bash, where city employees were promoting water conservation
  - Took photos for the Boys & Girls Club Kohl's Cares Shopping Program
  - Took photos for the Pet of the Week spotlight
  - Took photos for Toddler Time at the Speer Memorial Library
  - Took photos at the Operation Back to School event
  - Took photos at the Olive Garden Ribbon Cutting Event
  - Took photos for the grand opening of a South Texas College office at the CEED building
  - Took photos for the Parks & Rec Learn to Swim Program
  - Took photos at a swim meet hosted at Bannworth Pool

- Took photos at the Mission Event Center to showcase the beautiful outdoors
- Took photos at the Mission Parks & Rec tennis classes
- Took photos at the Mission Parks & Rec archery classes
- Took photos at the Mission Parks & Rec track meet
- Translated graphics, documents, and multiple posts for the City of Mission social media platforms to Spanish
- Produced video for Inside Mission: Employee Spotlight
- Conducted interviews with staff and residents to be utilized for videos
- Photos for video creation, city proclamations, social media posts, and the City of Mission website

## **Ruben**

**New employee: Start date was July 29, 2024**

- Recorded and edited the final video for the visit from the San Luis Potosi Governor

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

Total # of Building Permits	Building Permit Value	Building Permit Fee	Types of Building Permits
24	\$4,978,485.00	\$9,144.00	New Dwelling
			Commercial
			Assembly
2	\$275,000.00	\$1,359.70	Apartments
			Warehouse
1	\$3,000.00	\$105.00	Move Out Houses/Move Within
			Move In Houses
2	\$106,200.00	\$210.00	Move in Mobile Homes
			Schools
8	\$245,000.00	\$2,540.00	Swimming Pools
4	\$15,000.00	\$0.00	Sheds
6	\$12,950.00	\$330.00	Signs
12	\$47,675.00	\$411.73	Fence
			Tower
			Gas Tanks Pumps
1	\$7,300.00	\$55.00	Demolition
			Water Well/Recreation Const.
<b>60</b>	<b>\$5,690,610.00</b>	<b>\$14,155.43</b>	<b>Totals</b>
<b>Additions / Remodeling</b>			
26	\$747,274.00	\$4,079.50	Residential Buildings
11	\$820,850.00	\$4,669.91	Commercial Buildings
			Apartment Buildings
1	\$200,000.00	\$751.10	Assembly Buildings
			School Buildings
			Awnings/Decks
11	\$42,664.00	\$771.40	Carports/Concrete
17	\$69,900.00	\$783.55	Porches/Driveways/Sidewalks
1	\$50,000.00	\$225.20	Garages/Canopies
			Hobby Shops
<b>67</b>	<b>\$1,930,688.00</b>	<b>\$11,280.66</b>	<b>Totals</b>
<b>Total Building Permits</b>			<b>127</b>
<b>Total Building Valuation</b>			<b>\$7,621,298.00</b>
<b>Total Building Permit Fees</b>			<b>\$25,436.09</b>

Prepared By: Rachel Alvarez  
Date: 10/1/2024



Page 2  
 Monthly Report for September 2024

**I. Permits Issued**

**A. Building**

Number	127
Value	<u>\$7,621,298.00</u>
Permit Fees	<u>\$25,436.09</u>

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

Number	120
Permit Fees	<u>\$14,800.00</u>

**C. Mechanical**

Number	61
Value	<u>\$356,526.48</u>
Permit Fees	<u>\$5,739.00</u>

**D. Plumbing, Gas & Sprinkler System**

Number	91
Permit Fees	<u>\$18,309.00</u>

**TOTALS**

<b>Total Permits Issued</b>	<b>399</b>
<b>Total Valuation</b>	<u><b>\$7,977,824.48</b></u>
<b>Total Permit Fees</b>	<u><b>\$64,284.09</b></u>

**II. Number of Inspections Conducted**

608

Monthly Report for September 2024**III. Other Fees****A. Business License Application**

Number	15
Permit Fees	<u>\$750.00</u>

**B. Garage Sale Permits**

Number	310
Permit Fees	<u>\$3,140.00</u>

**C. Health Cards**

Number	
Permit Fees	<u>                    </u>

**D. Builder Registration**

Number	11
Permit Fees	<u>\$1,075.00</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	1
Permit Fees	<u>\$100.00</u>

**I. Planning & Zoning Applications**

Number	24
Permit Fees	<u>\$6,600.00</u>

**MEMORANDUM**

**TO:** MIKE PEREZ, CITY MANAGER  
**FROM:** SUSANA DE LUNA, PLANNING DIRECTOR  
**DATE:** OCTOBER 4, 2024  
**SUBJ:** MONTHLY REPORT SEPTEMBER 2024

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

**SEPTEMBER 2024**

**REZONINGS:** 5  
**CONDITIONAL USE PERMIT:** 4  
**HOMESTEAD APPROVALS:** 0  
**SUBDIVISIONS:** 3  
**SINGLE LOT VARIANCES:** 0  
**VARIANCES (ZBA):** 5  
**SITE PLAN APPROVALS:** 0  
**OTHER P&Z REQUESTS:** 0



**CODE ENFORCEMENT**  
**MONTHLY REPORT**  
**SEPT 2024**

COMPLAINTS RECEIVED	144
WEEDY LOT LETTERS	93
PROPERTIES SENT TO MOWER'S LIST	58
PROPERTIES MOWED	52
SIGNS	132
JUNKED VEHICLES/ BOATS	7
CONSTRUCTION W/OUT PERMIT/SETBACKS	16
HEALTH & SANITATION/STAGNANT WATER	5
HOME OCCUPATION	0
SIGHT OBSTRUCTION/SIDEWALKS/RIGHT OF WAY/DRIVEWAYS	1
UNSAFE/UNSECURED BUILDING	7
DOUBLE OCCUPANCY/HOOKED RV	1
ILLEGAL DUMPING	0
NON RESIDENTIAL PARKING/SEMI-TRUCKS	3
NO BUSINESS LICENSE/CUP REQ'D/NO GARAGE SALE PERMITS	12
STORAGE OF VEHICLES/BOATS/TRAILERS	0
DEMOLITION FOR UNSAFE BUILDINGS	0
PARKING LOT MAINTENANCE/POTHOLES/LIGHTING/LANDSCAPING	0
IPMC VIOLATIONS	5
P&Z ZONING VIOLATIONS/SUBDIVISION	0
PARKING ON LAWN	7
CASES FILED IN COURT/PENDING APPROVAL WITH ATTORNEY	35
CASES SEEN IN COURT	98
CASES CLOSED	50
CALL-IN'S	13
WALK-IN'S	86
311-COMPLAINTS	28
INTERNAL COMPLAINTS/E-MAILS	17



**BOYS & GIRLS CLUB  
OF MISSION**

## **Directors Report August/September 2024**

- **Programs**
  - BGCM After School program began at Leal, CWV, and Main Unit
  - BGCM ASP has grown by 40%
  - BGCM secured food program partnership with MissionCISD
  - BGCM has begun a recruitment push for our teen program. The goal is to establish a program where our teens receive workforce readiness training, life skills and select teens will go on to compete at BGCA Youth of The Year Program
- **Athletics**
  - BGCM is currently running flag football and volleyball leagues
  - BGCM had over 600 participants in combined leagues
  - BGCM just finished registration for basketball leagues and is expecting over 500 participants.
- **General**
  - BGCM continued Americorp Volunteer partnership. BGCM has 6 Americorp members this fiscal year. Grant total will save \$115,000 in staffing costs.
  - BGCM has joined BGCEdinburg and BGCWeslaco in a grant request through HHS for a mental health program that would provide on site mental health counselors and programs for our members. Total Grant Request is \$250,000
  - BGCM has begun a diagnostic inventory system that will include materials from the Federal Government that were received as part of the RGV Boys & Girls Clubs coalition's Community Development program. BGCM's portion totaled \$219,000 in materials for after school and summer programs.
  - BGCM is currently working on grant requests from MS Doss Foundation, Valley Baptist Foundation, amongst others.
  - BGCM was awarded a Panda Cares Grant in the amount of \$10,000, TXAim Grant in the amount of \$12,500, and TXPost Mental Health Grant in the amount of \$30,000 in the month of September.

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## MEMORANDUM

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**TO:** MAYOR AND CITY COUNCIL  
**THROUGH:** MIKE PEREZ, CITY MANAGER  
**FROM:** JESSE LERMA, CIVIL SERVICE DIRECTOR  
**SUBJECT:** CIVIL SERVICE REPORT, SEPTEMBER 2024  
**DATE:** SEPTEMBER 4, 2024



1. Mission Fire Department will have an entry level examination on November 8, 2024. Four (4) additional positions were budgeted for 24-25.
2. Mission Fire Department LT's promotional examination set for December 12, 2024
3. Mission Police Departments will have an entry level examination on November 21, 2024. Twenty-one (22) positions open and will be filled with this exam.
4. Pending Hearings
  1. PO Roel Velasquez-Indefinitely Suspended June 7, 2023-pending legal
  2. PO Esteban Jara-Indefinitely Suspended March 28, 2024-Arbitrator has been selected-pending hearing date
  3. PO Sergio Martinez-15 Day Suspension Without Pay-Arbitrator has been selected-pending hearing date
  4. PO Veronica Cedillo-15 Day Suspension Without Pay-Pending selection of Arbitrator

THANKS

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## MEMORANDUM

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**TO:** MAYOR AND CITY COUNCIL  
**THROUGH:** MIKE PEREZ, CITY MANAGER  
**FROM:** JESSE LERMA, 311 COORDINATOR/CIVIL SERVICE DIRECTOR  
**SUBJECT:** 311 REPORT, SEPTEMBER 2024  
**DATE:** SEPTEMBER 4, 2024



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We have a total of 868 submission for August of 2024 with a total of 11,311 since we began. The system is fully functional and very user friendly. We are able to customize the system to meet the needs of our daily operations. Our staff has bought into the system and working on improvements every day. We are able to find problematic areas using the system and it allows for us to attend to the needs of those areas in a timely manner. We try to contact as many residents as possible and are getting feedback from them to improve the system.

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

Thank you!

Topic Counts of Opened Requests  
For Date Period From 09/01/2024 Through 09/30/2024

Item 11.

Topic	Count
<i>Health</i>	
Animal Control	752
Mosquitoes	2
<b>Total - Health</b>	<b>754</b>
<i>Obstructions -Tree/Branchies</i>	
MOWING	6
<b>Total - Obstructions -Tree/Branches</b>	<b>6</b>
<i>Parks &amp; Rec</i>	
Graffiti	0
Mowing (Drainage & Alleys)	0
Parks	3
Restrooms	0
Right of way ( mowing )	6
Trails	0
<b>Total - Parks &amp; Rec</b>	<b>9</b>
<i>Planning</i>	
Construction Concerns	1
Dilapidated Home/Structure	0
Garage Sales	0
Health & Sanitation	2
Illegal Dumping	2
Junked Vehicle on private property	5
Sewer Concerns	1
Unsafe Building	0
Weedy Lot	11
<b>Total - Planning</b>	<b>22</b>
<i>Police Department</i>	
Illegal Parking	11
<b>Total - Police Department</b>	<b>11</b>
<i>Public Works</i>	
Flooded area/Roadway and streets	1
Foul smell	1
Junk Vehicle	2
Lift Station	1
Lift Stations	0
Low Water Pressure	3
Obstruction Tree Signs/Tree Trimming	2
Pot Holes	16
Sandbag ( Elderly And Disabled )	0
Side Walk	4
Street Light	2
Streets/Signs	10
Tires	1
Traffic Signals	4
Water Leaks	7
<b>Total - Public Works</b>	<b>54</b>
<i>Sanitation</i>	
Brush	6
Bulky Items	3
Garbage	3
Obstruction/ Brush	0
Trash	0
<b>Total - Sanitation</b>	<b>12</b>

72

TOTAL

868



Mission Event Center Revenue Ledger

09/01/2024 - 09/30/2024

Source: RESERVE (event management software)

Item 11.

Event - Name	Event Date	Room Rental Charges	Alcoholic Beverage Charges	Equipment Charges	Security Fee (old rate)	Refundable Damage Deposit	Use of Kitchen/Outside Caterers Fee	Function Total	Total Adjustments and Discounts	Total Payments Received	Balance Due
City of Mission Mission PD Training	09/04/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,350.00)	\$0.00	\$0.00
Mission FF Association Appreciation Dinner	09/06/2024	\$1,250.00	\$2,076.00	\$700.00	\$0.00	\$500.00	\$375.00	\$4,901.00	\$0.00	\$4,901.00	\$0.00
IOC Company Safety Meeting	09/07/2024	\$2,500.00	\$0.00	\$350.00	\$0.00	\$500.00	\$0.00	\$3,350.00	\$0.00	\$3,350.00	\$0.00
Childhood Cancer Awareness	09/08/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,500.00)	\$0.00	\$0.00
City of Mission & TWUA Citrus District	09/10/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$700.00)	\$0.00	\$0.00
City of Mission hosts Executive Meeting	09/11/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$550.00)	\$0.00	\$0.00
International Chamber of Commerce Grito de Independencia	09/13/2024	\$6,325.00	\$974.00	\$0.00	\$0.00	\$250.00	\$187.50	\$7,736.50	(\$6,762.50)	\$208.00	\$7,528.50
Area X FFA Greenhand Camp	09/16/2024	\$3,800.00	\$0.00	\$350.00	\$0.00	\$500.00	\$375.00	\$5,025.00	\$0.00	\$5,025.00	\$0.00
Hispanic Chamber Latina Leadership Conference	09/17/2024	\$4,000.00	\$532.00	\$350.00	\$0.00	\$500.00	\$375.00	\$5,757.00	\$0.00	\$5,225.00	\$532.00
LMS Demo	09/19/2024	\$550.00	\$0.00	\$0.00	\$0.00	\$500.00	\$375.00	\$1,425.00	\$0.00	\$1,425.00	\$0.00
Birthday Party for Evelyn	09/20/2024	\$1,500.00	\$889.00	\$0.00	\$300.00	\$500.00	\$375.00	\$3,564.00	\$0.00	\$3,564.00	\$0.00
Harry Potter Pop-Up Market	09/22/2024	\$6,500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$375.00	\$7,375.00	\$0.00	\$7,375.00	\$0.00
City of Mission hosts RGV Food Bank Painting Party (Bowls)	09/24/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,250.00)	\$0.00	\$0.00
*South Texas Adolescent Health Summit	09/26/2024	\$1,250.00	\$150.00	\$20.00	\$0.00	\$0.00	\$375.00	\$1,795.00	\$0.00	\$1,795.00	\$0.00
TCF Orientation for PA & Duchesses	09/28/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,350.00)	\$0.00	\$0.00
2025 Pioneer HS Homecoming	09/28/2024	\$1,500.00	\$0.00	\$350.00	\$0.00	\$500.00	\$375.00	\$2,725.00	\$0.00	\$2,725.00	\$0.00
*Non-alcoholic concession (coffee station)											
<i>16 events hosted</i>											
<b>TOTAL</b>		<b>\$29,175.00</b>	<b>\$4,621.00</b>	<b>\$2,120.00</b>	<b>\$300.00</b>	<b>\$4,250.00</b>	<b>\$3,187.50</b>	<b>\$43,653.50</b>	<b>(\$14,462.50)</b>	<b>\$35,593.00</b>	<b>\$8,060.50</b>
Sept. 30, 2023											
<i>16 events hosted</i>											
<b>TOTAL</b>		<b>\$17,550.00</b>	<b>\$2,869.00</b>	<b>\$1,960.00</b>	<b>\$550.00</b>	<b>\$2,200.00</b>	<b>\$1,690.00</b>	<b>\$26,819.00</b>	<b>(\$30,850.00)</b>	<b>\$26,819.00</b>	<b>\$0.00</b>



**CITY COUNCIL AGENDA ITEM &  
RECOMMENDATION SUMMARY**

**MEETING DATE:** October 28, 2024

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

**AGENDA ITEM:** Rezoning: A 1.020-acre tract of land, more or less, being all the existing 70-foot strip of United Irrigation District Canal Right-of-Way between Lot 40 and 41, Bell-Woods Company’s Subdivision “C”, from (AO-I) Agricultural Open Interim to (R-2) Duplex-Fourplex Residential, DS3 Development, Dina Salinas, and Adoption of Ordinance#\_\_\_\_\_ - De Luna

**NATURE OF REQUEST:**

On October 16, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located approximately 579’ East of N. Trosper Road between Lots 40 and 41 of Bell-Woods Company’s Subdivision “C”. 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:** Approval

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A REZONING A 1.020-ACRE TRACT OF LAND, MORE OR LESS,  
BEING ALL THE EXISTING 70 FOOT STRIP OF UNITED IRRIGATION DISTRICT  
CANAL RIGHT-OF-WAY BETWEEN LOT 40 AND 41, BELL-WOODS COMPANY’S  
SUBDIVISION “C”, (AO-I) AGRICULTURAL OPEN INTERIM TO  
(R-2) DUPLEX-FOURPLEX RESIDENTIAL**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of October 16, 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, October 28, 2024, in the Council Chambers of the City Hall to consider the following rezoning:

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

<b>Legal Description</b>	<b>From</b>	<b>To</b>
Being a 1.020-acre tract of land, more or less, being all the existing 70-foot strip of United Irrigation District Canal Right-of-Way between Lot 40 and 41, Bell-Woods Company’s Subdivision “C”	AO-I	R-2

READ, CONSIDERED AND PASSED, this the 28<sup>th</sup> day of October, 2024.

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

ATTEST:

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

**ITEM# 1.2**

**REZONING:**

A 1.020-acre tract of land,  
more or less, being all the existing  
70-foot strip of United Irrigation  
District Canal Right-of-Way between  
Lot 40 and 41, Bell-Woods Company’s  
Subdivision “C”  
AO-I to R-2  
DS3 Development  
Dina Salinas

**REVIEW DATA**

The subject site is located approximately 579’ East of N. Trospen Road between Lots 40 and 41 of Bell-Woods Company’s Subdivision “C”.

**SURROUNDING ZONES:**

N:	AO-I	- Agricultural Open Interim
E:	R-2	- Duplex – Fourplex Residential
W:	R-2	- Duplex – Fourplex Residential
S:	AO-I	- Agricultural Open Interim

**EXISTING LAND USES:**

N:	Vacant
E:	Vacant
W:	Vacant
S:	Vacant
Site:	Vacant

**FLUM:**

Low Density Residential (LD)

**REVIEW COMMENTS:** The proposed zone does not comply with the City’s Future Land Use Map. However it complies with the fairly new existing surrounding land uses. Staff notes that the Future Land Use Map can be amended to reflect the proposed zone. Staff mailed 9 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.

LANDING SUBD. AZALEA ST.

24 22 21 20 19 18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1

BELL-WOODS SUBD. "D"

48

47 STREET

5 4 3 2 1  
6 7 8 9 10  
CHERIL RD

JESSAN SUBD.

ESCOBAR / RIOS ELEMENTARY SCHOOL

30-4

N. TROSPER RD.

31-5

41

AMBER GROVE

PALMER RD.

14 13 12 11 10 9 8  
14 13 12 11 10 9 8

THOMPSON RD.

GILBERTO GUTIERREZ

OJEDA

SITRD

40

BELL-WOODS CO.S SUBD. "C"

PAUL SITE LOCATION T.E.T.J. MISSION CITY LIMITS

31-6 HUMAN SERV. TEXAS DEPT.

34

39

35

IHOP ON CONWAY

LEAL ACRES

31

N. CONWAY AVE.



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

DATE: 10-04-24

No.

Item 13.

LANDING MAG SUBD. AZALEA ST.

24 22 21 20 19 18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1

BELL-WOODS SUBD. "D"

48 47 STREET

5 4 3 2 1  
6 7 8 9 10  
CHERIL RD

JESSAN SUBD.

N. TROSPER RD.

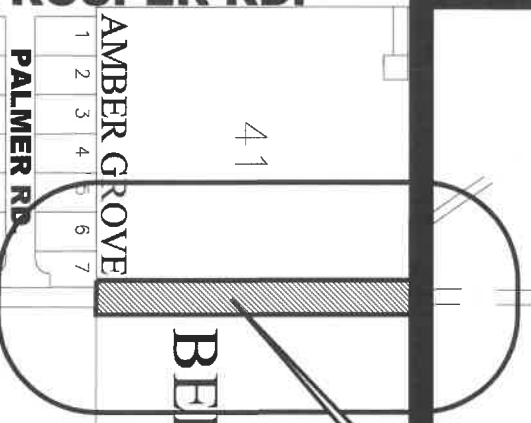
ESCOBAR / RIOS ELEMENTARY SCHOOL

30-4

ER RD.

14 13 12 11 10 9 8  
14 13 12 11 10 9 8  
THOMPSON RD.  
1 2 3 4 5 6 7  
GILBERTO GUTIERREZ

1 OJEDA  
9 SITRN



BELL-WOODS CO.'S SUBD. "C"

41

40

AMBER GROVE

1 2 3 4 5 6 7  
PALMER RD

39

35

34

33

PA SITE LOCATION T.E.T.J. MISSION CITY LIMITS

31-5

31-6

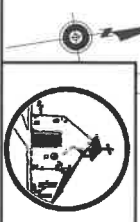
TEXAS DEPT. HUMAN SERV.

N. CONWAY AVE.

1 HOP ON CONWAY

31 LEAL ACRES

# 200' RADIUS MAILOUT MAP



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

DATE: 10-04-24

No.

**LOCATION  
SITE**

**N. TROSPER RD.**

**PALMER RD.**



Texas Parks & Wildlife Esri, HERE, Garmin

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

B2225-00-00C-0040-00 ( 123523)  
DS 3 DEVELOPMENT LLC  
3608 COMPTON DR  
MISSION TX 78573

B2225-00-00C-0041-00 ( 123524)  
DS 3 DEVELOPMENT LLC  
3608 COMPTON DR  
MISSION TX 78573

A4149-00-000-0005-00 ( 1559721)  
AMISON MARGARET J & RICHARD D  
919 SURFRIDGE DR  
HEBRON KY 41048

A4149-00-000-0006-00 ( 1559722)  
BAZAN JOSEPH ROMEO  
702 PALMER RD  
MISSION TX 78573

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

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

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

W0100-00-030-0005-00 ( 317359)  
HIDALGO CO IRR DIST #14  
PO BOX 687  
MISSION TX 78573



LANDING SUBD. MAZALEA ST.  
 24 22 21 20 19 18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1  
 25  
 26  
 27  
 28  
 29  
 30  
 31  
 32  
 33  
 34

BELL-WOODS  
 SUBD. "D"

48

47 STREET

5 4 3 2 1  
 6 7 8 9 10  
 CHERIL RD

JESSAN SUBD.

ESCOBAR / RIOS  
 ELEMENTARY SCHOOL

30-4

ER RD.

N. TROSPER RD.

31-5

41

AMBER GROVE  
 1 2 3 4 5 6 7

PALMER RD.

14 13 12 11 10 9 8

14 13 12 11 10 9

THOMPSON RD.  
 1 2 3 4 5 6 7 8

GILBERTO GUTIERREZ

1 OJEDA

2 STRN

TEXAS DEPT.  
 HUMAN SERV.  
 31-6

40

BELL-WOODS CO.S SUBD. "C"

PA SITE LOCATION T E.T.J.

MISSION CITY LIMITS

33

34

39

35

IHOP ON  
 CONWAY  
 1 2

31

LEAL ACRES

N. CONWAY AVE.



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

DATE:10-04-24

No.



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Susana De Luna, Interim Planning Director  
**AGENDA ITEM:** Conditional Use Permit: To Place a Mobile Food Truck – Café Allegro, 1001 E. Griffin Parkway, Being a 0.54 of an acre tract of land being a portion of Lot 25-10, West Addition to Sharyland, C-1, Jonathan Morales, Adoption of Ordinance #\_\_\_\_  
 - De Luna

**NATURE OF REQUEST:**

On October 16, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located approximately 300’ east of E. Palm Circle along the north side of E. Griffin Parkway. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

**STAFF RECOMMENDATION:** Staff recommends approval subject to: 1) 1 year re-evaluation to continue to assess this operation 2) Compliance with all City Codes (Building, Fire, parking, etc.); 3) Acquisition of a business license prior to occupancy; and 4) CUP not transferable to others

**Departmental Approval:** N/A

**Advisory Board Recommendation:** Approval

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

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

\_\_\_\_\_ **AYES**  
 \_\_\_\_\_ **NAYS**  
 \_\_\_\_\_ **DISSENTING** \_\_\_\_\_

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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO PLACE A MOBILE FOOD TRUCK – CAFÉ ALLEGRO, 1001 E. GRIFFIN PARKWAY, BEING A 0.54 OF AN ACRE TRACT OF LAND BEING A PORTION OF LOT 25-10, WEST ADDITION TO SHARYLAND**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of October 16, 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, October 28, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

<b>Legal Description</b>	<b>Type</b>	<b>Conditions of Approval</b>
1001 E. Griffin Parkway Being a 0.54 of an acre tract of land being a portion of Lot 25-10, West Addition to Sharyland	Mobile Food Truck – Café Allegro	<ol style="list-style-type: none"> <li>1. 1 year re-evaluation to continue to assess this operation</li> <li>2. Compliance with all City Codes (Building, Fire, Parking, etc.)</li> <li>3. Acquisition of a business license prior to occupancy; and</li> <li>4. CUP not be transferable to others.</li> </ol>

READ, CONSIDERED AND PASSED, this the 28<sup>th</sup> day of October, 2024.

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

ATTEST:

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

**ITEM# 1.3**

**CONDITIONAL USE PERMIT:** To Place a Mobile Food Truck – Café Allegro  
 1001 E. Griffin Parkway  
 Being a 0.54 of an acre tract of land being  
 A portion of Lot 25-10, West Addition to Sharyland  
 C-1  
 Jonathan Morales

**REVIEW DATA**

The subject site is located approximately 300' east of E. Palm Circle along the north side of E. Griffin Parkway. The applicant is leasing an area within the Picasso Chiropractic Clinic to place Café Allegro Mobile Food Truck. He plans to offer a variety of coffees and pastries. This operation will only be for pick up and go. Access to the site is provided off of Griffin Parkway through an existing 22' concrete driveway.

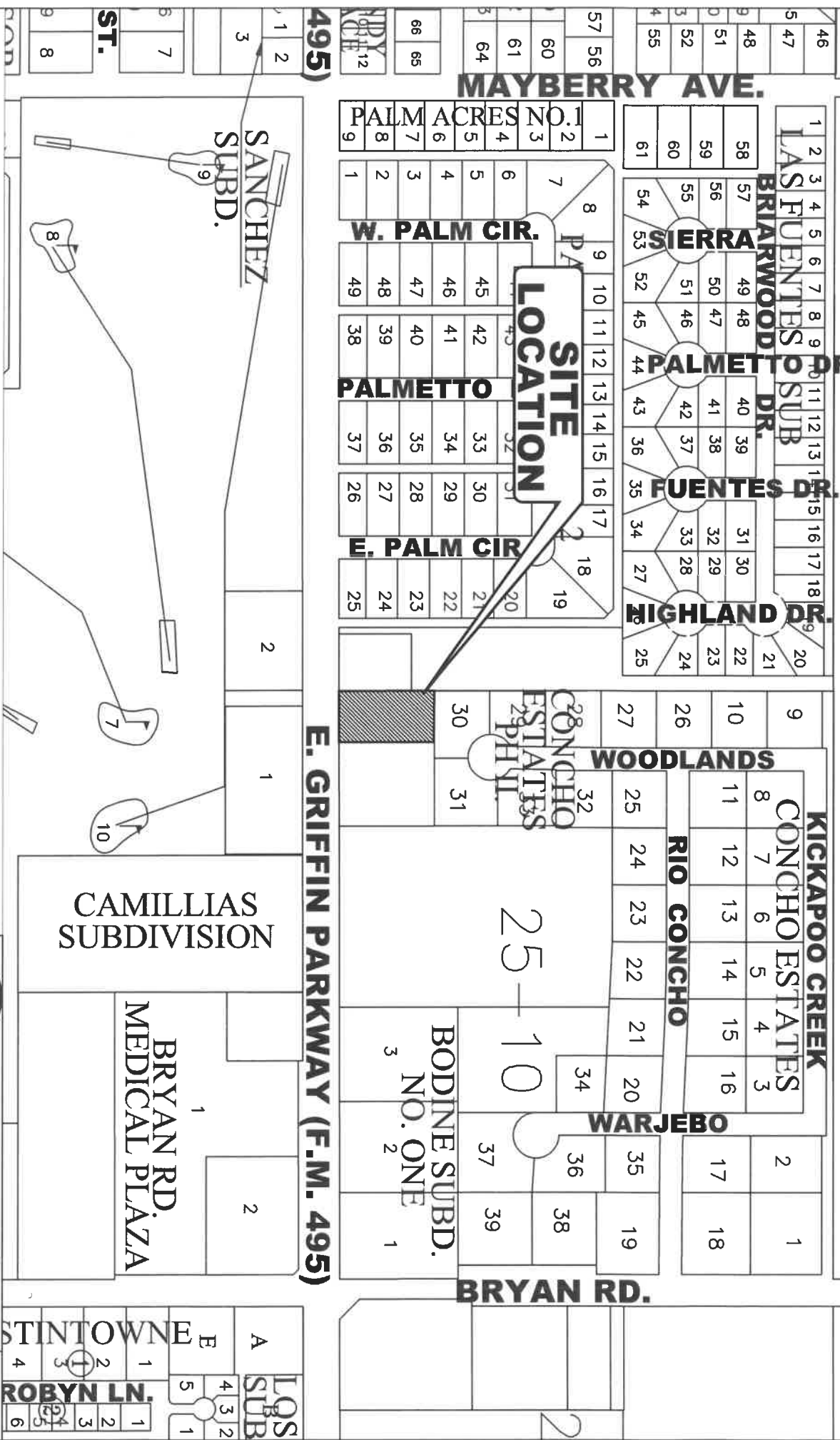
- **Days / Hours of operation:** Monday – Saturday from 7am – 11 am and closed on Sundays
- **Staff:** 2 employees will man this operation.
- **Parking & Landscaping:** There is a total of 8 parking spaces available that will be shared amongst the two businesses. The Chiropractic Clinic operates by appointment only. The applicant will be required to add landscaping.

**REVIEW COMMENTS:** Staff mailed out 15 notices to property owners within 200' radius and as of this write up staff has not received any comments in favor or against this request.

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

- 1) 1-year re-evaluation to continue to assess this operation,
- 2) Compliance with all City Codes (Building, Fire, Parking, etc.),
- 3) Acquisition of a business license, and
- 4) CUP not transferable to others

200' H.C.I.D. No. 1 EDINBURG MAIN CANAL R.O.W.



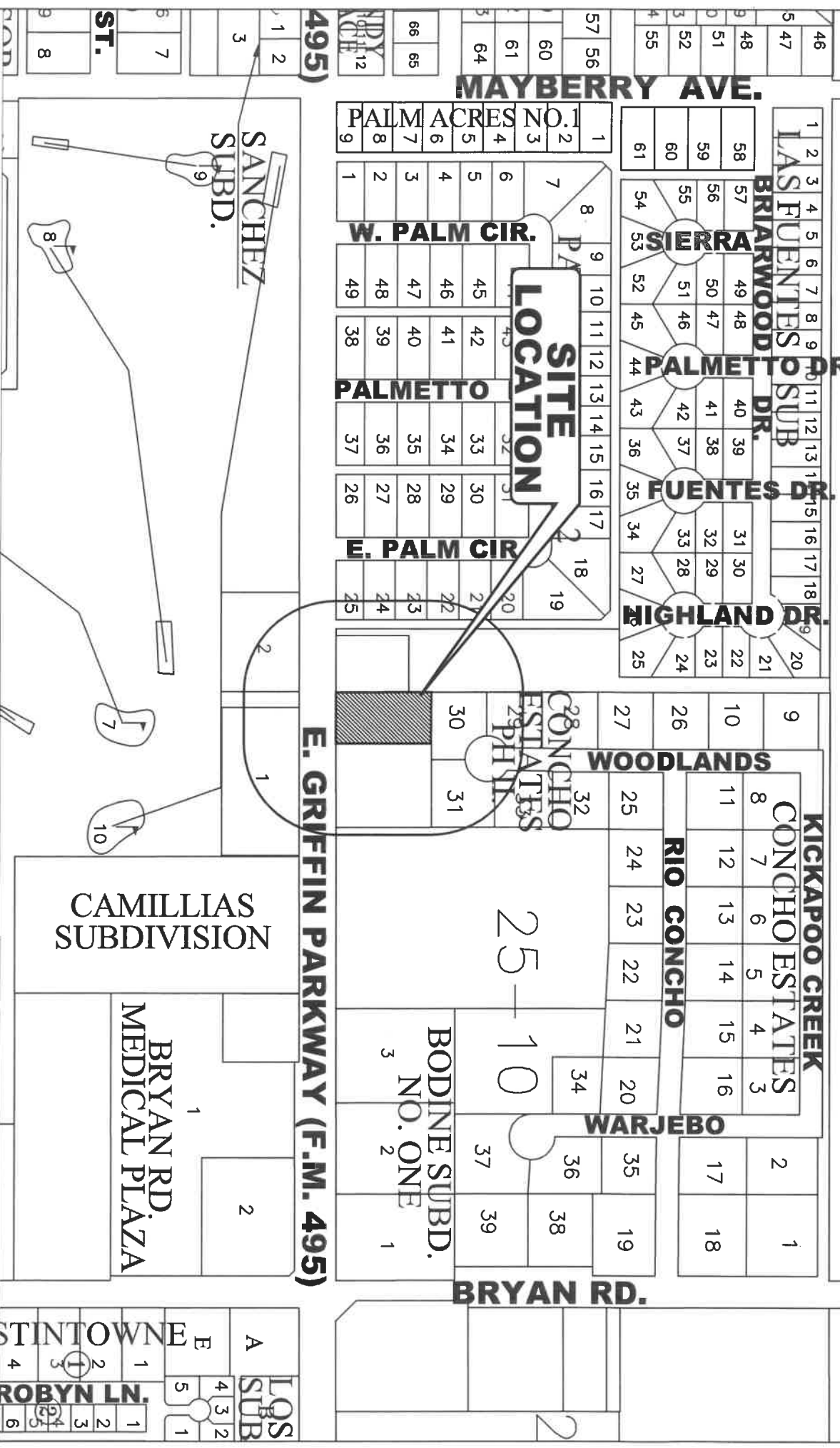
495) E. GRIFFIN PARKWAY (F.M. 495)



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

No.

200' H.C.I.D. No. 1 EDINBURG MAIN CANAL R.O.W.



200' RADIUS MAILOUT MAP



**CITY OF MISSION**  
 HIDALGO COUNTY, TEXAS  
 1201 E. 8th Street  
 MISSION, TX 75702  
 PH: (956) 580-8672  
 FAX: (956) 580-8680

No.



E. GRIFFIN PKWY (F.M. 495)

**SITE  
LOCATION**



# PICASSO CHIROPRACTIC CLINIC

"TURNING YOUR HEALTH INTO A WORK OF ART"

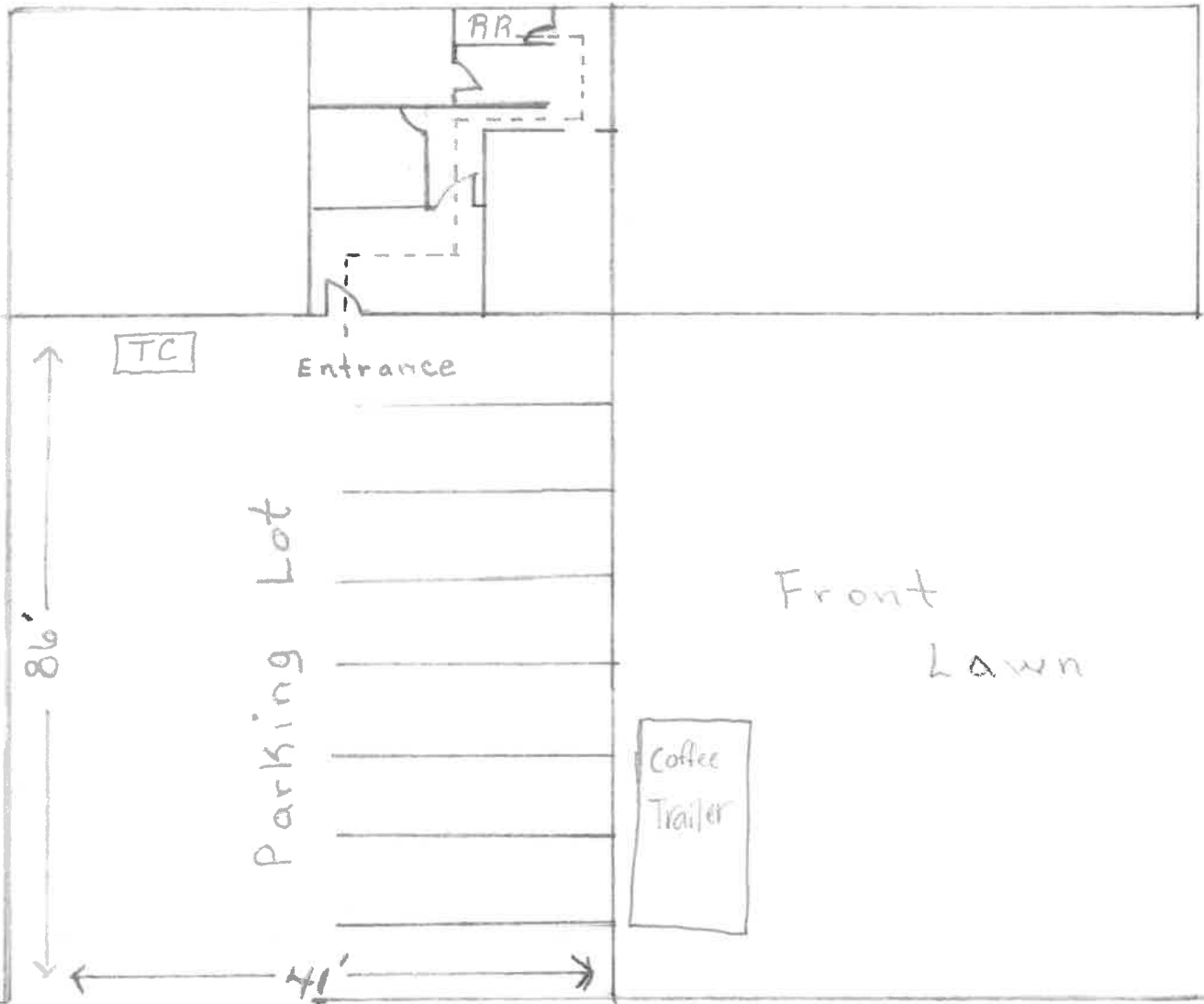
1928 N. CONWAY STE. 1  
MISSION, TEXAS 78572

PH. (956) 585-2225  
FAX (956) 585-6883

DR. JOSE PICASSO D.C.

TC = Trash Can

RR = Restroom



1001 E Griffen PKWY



## Days and hours of operation:

# OPEN

MONDAY	7AM - 11 <del>PM</del>
TUESDAY	7AM - 11 <del>PM</del>
WEDNESDAY	7AM - 11 <del>PM</del>
THURSDAY	7AM - 11 <del>PM</del>
FRIDAY	7AM - 11 <del>PM</del>
SATURDAY	CLOSED
SUNDAY	CLOSED

# Menu



flat white  
cappuccino  
double espresso  
cortado  
americano

latte  
mocha  
matcha  
hot chocolate

iced matcha  
iced mocha  
iced latte

## **housemade syrups**

vanilla bean    cinnamon    honey    dulce de leche

P0200-02-000-0020-00 ( 253276)  
 SALINAS BALDOMERO & BEATRIZ  
 2320 E PALM CIR  
 MISSION TX 78574

P0200-02-000-0021-00 ( 253277)  
 AGUILERA VIRGINIA  
 2316 E PALM CIR  
 MISSION TX 78574

P0200-02-000-0022-00 ( 253278)  
 CHURCH OF THE NAZARENE  
 PO BOX 1227  
 MISSION TX 78573

P0200-02-000-0023-00 ( 253279)  
 CHURCH OF THE NAZARENE  
 2300 E PALM CIR  
 MISSION TX 78574

W0100-00-024-0009-05 ( 316940)  
 CARRERAS JOSE R  
 1016 E GRIFFIN PKWAY  
 MISSION TX 78572

W0100-00-024-0010-00 ( 316943)  
 CARRERAS JOSE R  
 1313 ST CLAIRE BLVD  
 MISSION TX 78572

W0100-00-025-0009-00 ( 317007)  
 EBEN EMMANUEL  
 1314 E 28TH ST  
 MISSION TX 78574

W0100-00-025-0009-01 ( 317008)  
 MARQUEZ EMMANUEL  
 919 E GRIFFIN PKWY  
 MISSION TX 78572

W0100-00-025-0010-03 ( 317014)  
 SCHROEDER JANN E TRUSTEE  
 JAMES J SCHROEDER MARTIAL TRUST  
 PO BOX 909  
 MISSION TX 78573

W0100-00-025-0010-05 ( 317016)  
 SCHROEDER JAMES J & JANN E  
 PO BOX 909  
 MISSION TX 78573

W0100-00-025-0010-06 ( 317017)  
 PICAZO JOSE CONCEPCION  
 619 N EAGLE PASS ST  
 ALTON TX 78573

C7882-02-000-0029-00 ( 674238)  
 PEREZ ROSENDO & ANGELICA  
 2311 WOODLAND DR  
 MISSION TX 78574

C7882-02-000-0030-00 ( 674239)  
 GARCIA ARACELI & MANUEL  
 2309 WOODLAND DR  
 MISSION TX 78574

C7882-02-000-0031-00 ( 674240)  
 BERLANGA EDWARD & DEISY IBETH  
 2310 WOODLAND DR  
 MISSION TX 78574

C7882-02-000-0033-00 ( 674242)  
 SANCHEZ VICTOR G & CLAUDIA D GLEA/  
 2312 WOODLAND DR  
 MISSION TX 78574



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Anna Carrillo, City Secretary  
**AGENDA ITEM:** Approval of Minutes – Carrillo  
 Regular Meeting – October 14, 2024

**NATURE OF REQUEST:**

See Attached Minutes

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

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

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

**RECORD OF VOTE:**

<b>APPROVED:</b>	_____
<b>DISAPPROVED:</b>	_____
<b>TABLED:</b>	_____

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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




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**MINUTES**

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**PRESENT:**

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

**ABSENT:**

**ALSO PRESENT:**

Esther Salinas  
Dendea Balli  
Luis Gonzalez  
Veronica Perez  
Brenda Enriquez  
Daniela Hillmund  
Noel Salinas  
Mike Silva  
Karen Prewitt  
Dee Rendon

**STAFF PRESENT:**

Juan Pablo Terrazas, Asst. City Manager  
Andy Garcia, Asst. City Manager  
Adrian Garcia, Fire Chief  
Steven Kotsatos, Health Director  
Vidal Roman, Finance Director  
Gabriel Ramirez, Planning Department  
Noemi Munguia, HR Director  
Abram Ramirez, IT Director  
Cesar Torres, Chief of Police  
Yenni Espinoza, Library Director  
Brad Bentsen, Parks & Recreation Director  
Roel Mendiola, Sanitation Director  
Kenia Gomez, Media Relations Director  
Tecló Garcia, MEDC CEO  
Mike Fernuik, Golf Course Director  
Susie De Luna, Interim Planning Director  
Jonathan Wehrmeister, Municipal Court Judge  
Joel Chapa, Police Officer

**REGULAR MEETING**

**CALL TO ORDER AND ESTABLISH QUORUM**

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

**INVOCATION AND PLEDGE ALLEGIANCE**

Councilwoman Marissa Gerlach led the invocation and Pledge of Allegiance.

## **DISCLOSURE OF CONFLICT OF INTEREST**

Mayor Pro Tem Ruben Plata has filed a conflict of interest regarding Executive Session Item 2.

## **PRESENTATIONS**

### **1. Proclamation - Breast Cancer Awareness Month – Carrillo**

Mayor Pro Tem Plata moved to approve the Proclamation – Breast Cancer Awareness Month. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

### **2. Proclamation - National Animal Safety and Prevention Month – Kotsatos**

Mayor Pro Tem Plata moved to approve the Proclamation – National Animal Safety Prevention Month. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

### **3. Hidalgo County Precinct 3 Update on Drainage Projects – Terrazas**

J.P. Terrazas, Assistant City Manager, stated that Mr. Villarreal was unable to make today's meeting to give an update. He will be present at the next meeting.

### **4. Report from B2Z Engineering on Drainage Construction Projects – Terrazas**

Mr. Terrazas stated that five of the seven projects that were selected have been completed. The remaining two were still pending a few things before being able to move forward with them. Mr. Terrazas introduced Reza Badiozzamani, from B2Z Engineering who went over each project. The Stewart Project was completed in November of 2023 and 1,000 homes and 90 businesses with this project. The Esperanza Drainage Project was completed on time and was within budget. Through this project, 19 streets were overlaid and approximately 1,600 homes and 50 businesses were benefited from it. The Gabriel Street Drainage Project was also completed on time (October 2023) and within budget. This project benefited 340 homes and one business. The Glasscock Drainage project was completed in August of 2023 and benefited 500 homes and 30 business. In addition, 14 streets were repaved. The Tulip Drainage Project was completed in July of 2023. Over 200 homes were benefited and 14 streets were overlaid. The Elm Drainage Improvement and Leandro Drainage Improvement Projects were both pending permits from the railroad.

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

Brenda Enriquez, Greater Mission Chamber of Commerce President, spoke about upcoming events such as: Coffee Croissants and Commerce meeting on October 15<sup>th</sup>, Ribbon Cutting for the Opening of 1<sup>st</sup> Street on October 15<sup>th</sup>, UTRGV SBDC: El Poder de la Planificacion Webinar on October 17<sup>th</sup>, Celebrating Taqueria Oviedo's 21<sup>st</sup> Anniversary on October 22<sup>nd</sup>, Ribbon Cutting for Texas Health Care Imaging on October 24<sup>th</sup>. They were organizing the Community Health Fair for December 5<sup>th</sup> & 6<sup>th</sup>. The annual report would also be mailed out to all members. On November 24<sup>th</sup>, the Chamber would be hosting their annual appreciation breakfast for its members.

### **6. Report from Mission Economic Development Corporation - Teclo Garcia**

Teclo Garcia, MEDC CEO, gave an update on the current operations of the EDC. Mr. Garcia spoke about the various funding programs available to local businesses. He then introduced Ms. Brianna Casares, Manager of Marketing and Programs for the EDC, to further explain how each program worked. Ms. Casares said that they have three programs of which one is rolled out in the fall, spring, and summer. They have the Ruby Red Ventures program which was recently revamped in order to include existing businesses. They also have the competition for

which they partnered with UTRGV to provide a six week program for potential new business owners. Once the program was complete, applicants had the opportunity to compete for a chance to be awarded funding. The EDC also had a Downtown Assistance Program (DAP) available for any businesses that are located in the downtown area (off of Conway Ave). This year, they awarded six, downtown business and have would be allocating a total of \$150,000 in grant funds for future awards.

Councilwoman Jessica Ortega stepped out of the meeting at 5:09 p.m.

## **7. Departmental Reports – Perez**

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

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

Karen Prewitt, 2101 Mauve Drive, spoke in reference to item 51 of the agenda. Ms. Prewitt noted that the current budget did not include this contract and if they were to approve it, a budget amendment would have to be made. She stated that she still believed that \$81,000 is a lot of money and was against this being approved.

## **PUBLIC HEARING**

### **PLANNING & ZONING RECOMMENDATIONS**

#### **9. Rezoning: Being a 4.516 acre tract of land out of Lot 6-9, West Addition to Sharyland Subdivision, from (AO-I) Agricultural Open Interim to (I-1) Light Industrial, Union Design Developers, L.P., and Adoption of Ordinance#5556 - De Luna**

On October 2, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located approximately 800' East of S. Mayberry Road along the North side of E. Military Highway. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

Mayor Pro Tem Plata moved to approve the Rezoning: Being a 4.516 acre tract of land out of Lot 6-9, West Addition to Sharyland Subdivision, from (AO-I) Agricultural Open Interim to (I-1) Light Industrial, Union Design Developers, L.P., and Adoption of Ordinance#5556. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

#### **ORDINANCE NO. 5556**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A REZONING BEING A 4.516 ACRE TRACT OF LAND OUT OF LOT 6-9, WEST  
ADDITION TO SHARYLAND SUBDIVISION, (AO-I) AGRICULTURAL OPEN INTERIM TO (I-1)  
LIGHT INDUSTRIAL

#### **10. Rezoning: Being a 26.395 acre tract out of a 35.72 acres out of Lot 5-10, West Addition to Sharyland, from (AO-I) Agricultural Open Interim to (I-1) Light Industrial, Union Design Developers, L.P., and Adoption of Ordinance#5557 - De Luna**

On October 2, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located at the Southwest corner of E. Military

Highway and S. Bryan Road. There was public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

Mayor Pro Tem Plata moved to approve the Rezoning: Being a 26.395 acre tract out of a 35.72 acres out of Lot 5-10, West Addition to Sharyland, from (AO-I) Agricultural Open Interim to (I-1) Light Industrial, Union Design Developers, L.P., and Adoption of Ordinance#5557. Motion was seconded by Councilman Vela and approved unanimously 4-0.

**ORDINANCE NO. 5557**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A REZONING BEING A 26.395 ACRE TRACT OUT OF A 35.72 ACRES OUT OF  
LOT 5-10, WEST ADDITION TO SHARYLAND , (AO-I) AGRICULTURAL OPEN INTERIM TO  
(I-1) LIGHT INDUSTRIAL

**11. Conditional Use Permit: The Cordelle Event Center, 2402 Brock Street, Ste. C, Lot 20, Shary Business Center (aka Shary Business Center Condos Unit 3), C-3, Julio C. Alaniz, Adoption of Ordinance #5558 - De Luna**

On October 2, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 130' east of Shary Road along the south side of Brock Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Julio Alaniz, resident of Edinburg/owner of the business stated that was excited to bring this business to Mission. This was his first business and everyone had been extremely helpful in the process.

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: The Cordelle Event Center, 2402 Brock Street, Ste. C, Lot 20, Shary Business Center (aka Shary Business Center Condos Unit 3), C-3, Julio C. Alaniz, Adoption of Ordinance #5558. Motion was seconded by Councilman Vela and approved unanimously 4-0.

**ORDINANCE NO. 5558**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT THE CORDELLE EVENT CENTER, 2402 BROCK  
STREET, SUITE C, LOT 20, SHARY BUSINESS CENTER (AKA SHARY BUSINESS CENTER  
CONDOS UNIT 3)

**12. Conditional Use Permit Renewal: La Muñequita Ranch Event Center in a Property Zoned (AO-I) Agricultural Open Interim, 3608 Compton Drive, The North 4 acres of Lot 35, and the south 1.98 acres of Lot 34, Bell-Wood Company's Subdivision "C", AO-I, Dina Salinas-Valdez, Adoption of Ordinance #5559 - De Luna**

On October 2, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site is located ¼ mile north of 2 Mile



Road along the east side of Compton 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.

Esther Salinas stated that she was directly affected by this request as she was the owner of the 3 acres south of this property. She said it was a beautiful place; however, she had concerns with the overflow parking and the traffic in the area. She would like for that street to be repaved and add additional lighting.

Dina Salinas, owner of the proper, stated that she was present to answer any questions that council may have.

Mayor Pro Tem Plata moved to approve the Conditional Use Permit Renewal: La Muñequita Ranch Event Center in a Property Zoned (AO-I) Agricultural Open Interim, 3608 Compton Drive, The North 4 acres of Lot 35, and the south 1.98 acres of Lot 34, Bell-Wood Company's Subdivision "C", AO-I, Dina Salinas-Valdez, Adoption of Ordinance #5559. Motion was seconded by Councilman Vela and approved unanimously 4-0.

**ORDINANCE NO. 5559**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT RENEWAL LA MUNEQUITA RANCH EVENT  
CENTER IN A PROPERTY ZONED (AO-I) AGRICULTRUAL OPEN INTERIM, 3608  
COMPTON DRIVE, THE NORTH 4 ACRES OF LOT 35, AND THE SOUTH 1.98 ACRES OF  
LOT 34, BELL-WOOD COMPANY'S SUBDIVISION "C"

**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*

**13. Approval of Minutes – Carrillo**

Special Meeting – September 16, 2024

Regular Meeting – September 23, 2024

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

Speer Memorial Library Board – June 18, 2024

Youth Advocacy Advisory Board – August 20, 2024

Boys & Girls Club Board of Directors – August 20, 2024

Mission Redevelopment Authority – July 23, 2024, August 29, 2024

Mission Tax Increment Reinvestment Zone – August 29, 2024

Mission Economic Development Corporation – August 28, 2024

Citizen's Advisory Committee – August 27, 2024

**15. Authorization to purchase via sole source from CloudLibrary by OCLC for electronic services and library material in an amount not to exceed \$75,000 – Espinoza**

OCLC provided products that could only be acquired through the CloudLibrary platform and CloudLink subscription, designed and manufactured exclusively by CloudLibrary. These funds were from the County of Hidalgo, which funds our county e-library project. This agreement allowed the County to continue to pay funds on behalf of Speer Memorial Library and disburse funds to it for contractual services and library materials.

**16. Approval to enter into an Agreement between Mission CISD and Boys & Girls Club of Mission to provide transportation services – Venecia**

Mission CISD and the Boys and Girls Club sought to enter into a partnership to offer transportation services from MCISD to BGCM locations to improve student access and utilization of program offered by BGCM and meals services under Texas Department of Agriculture sponsored Child and Adult Care At-Risk Supper meals this collaboration would ensure students receive the nutrition they need.

The Boys and Girls Club would charge families for transportation services, and then the District would bill the Boys and Girls Club for the transportation costs incurred. In Mission CISD, there were eight campuses situated within the City of Mission that would be included in this transportation service, Bryan Elementary School, Hilda C. Escobar/Alicia C. Rios Elementary School, Marcell Elementary School, Mims Elementary School, Ollie O'Grady Elementary School, Pearson Elementary School, White Junior High School and Mission Junior High School. Castro Elementary School and Leal Elementary School, already have a Boys and Girls Club either across the street or within the campus.

**17. Approval to enter into Agreement between City of Mission Boys & Girls Club and Mission CISD to provide extracurricular educational and enrichment opportunities – Venecia**

Mission Consolidated Independent School District wished to provide extracurricular educational and enrichment opportunities to its students in grade 6 and under who might otherwise be financially unable to participate. Mission Boys & Girls Club would host various events at an MCISD facility. MCISD personnel would supervise and assist BGCM and student participants in their use of MCISD's facilities for the Events. MCISD would waive rental fees as established in MCISD policy for BGCM's use of the facilities for the Events.

**18. Approval of Resolution #1921 expressing the city's nomination for the Appraisal District Board of Directors for 2025-2027 – Carrillo**

The Hidalgo County Appraisal District had invited Valley cities to submit nominations for Board of Directors for 2025-2027. Mayor Garza was recommending the nomination of Amador Requenez and Eddy Betancourt for council consideration.

**RESOLUTION NO. 1921**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS EXPRESSING ITS NOMINATION FOR APPRAISAL DISTRICT DIRECTORS FOR 2025-2027 ON THE HIDALGO COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS

**19. Approval of Resolution #1922 appointing an Alternate to serve on the Board of Directors for Amigos Del Valle – Carrillo**

Mayor Norie Gonzalez served as the official representative of Amigos del Valle. Recommendation was to appoint Councilwoman Jessica Ortega as the alternate member in the absence of the Mayor.

**RESOLUTION NO. 1922****A RESOLUTION DESIGNATING AMIGOS DEL VALLE, INC. BOARD MEMBERS****20. Authorization to Solicit Bids for Sodium Chlorite for the Public Works Department North & South Water Treatment Plants – Terrazas**

Staff was seeking authorization to solicit bids for the purchase of Sodium Chlorite for Public Works. Sodium Chlorite was needed by the Public Works Department as part of the Water Treatment Process.

**21. Authorization to Solicit Bids for Liquid Polymer for the Public Works Department North & South Water Treatment Plants – Terrazas**

Staff was seeking authorization to solicit bids for the purchase of Liquid Polymer for Public Works. Liquid Polymer was needed by the Public Works Department as part of the Water Treatment Process.

**22. Authorization to Solicit Bids for Liquid Emulsion Polymer for the Public Works Department Wastewater Treatment Plant – Terrazas**

Staff was seeking authorization to solicit bids for the purchase of Liquid Emulsion Polymer for Public Works. Liquid Emulsion Polymer was needed by the Public Works Department as part of the Wastewater Treatment Process.

**23. Approval of Interlocal Agreement between City of Mission and Sharyland Independent School District for Pool Use – Bentsen**

City of Mission and Sharyland ISD desired to enter into an Interlocal Agreement for the purpose for the use of the Natatorium Facility at Bannworth Park located at 1822 North Shary Road and Mayberry Pool Facility located at 115 South Mayberry Road by both Sharyland ISD Jr. High Schools and both Sr. High Schools. The agreement was for the 2024-2025 school year at a cost of \$17,000.00.

**24. Approval of Interlocal Agreement between City of Mission and Mission Consolidated Independent School District for Pool Use – Bentsen**

City of Mission and Mission CISD desired to enter into an Interlocal Agreement for the purpose for the use of the Natatorium Facility at Bannworth Park located at 1822 North Shary Road and Mayberry Pool Facility located at 115 South Mayberry Road by both Mission CISD Jr. High Schools and Sr. High Schools. The agreement was for the 2024-2025 school year at a cost determined by pool use at the end of the 2024-2025 Swim Season if needed.

**25. Approval of Publicity and Tourism Agreement with the Greater Mission Chamber of Commerce, Inc. in the amount not to exceed \$310,000 from Hotel Motel Occupancy Tax and \$92,000 from the General Fund – Roman**

Approval of Publicity and Tourism Agreement with the Greater Mission Chamber of Commerce, Inc. for Fiscal Year 2024-25. These were funds that were received from the Hotel Motel Occupancy Tax under VATS Tax Code, Section 351.101 to use hotel occupancy tax funds for attracting and promoting tourism and the convention and hotel industry.

Agreement was to be effective October 1, 2024 through September 30, 2025 in the amount not to exceed \$310,000.00 from the Hotel Motel Occupancy Tax and \$92,000 from the General Fund.

**26. Approval of Resolution No.1923 authorizing the Mission Police Department to submit an Agreement for the Temporary Closure of State Right-of-Way to the Texas Department of Transportation for the Sharyland High School Homecoming Parade in October 2024 – Torres**

The agreement was required by the Texas Department of Transportation for the closure of Shary Road (FM 494) from Victoria Road to School Lane, for safety reasons. The original route will begin in the parking lot of the Mission Event Center (200 N. Shary Rd.), exit through the west parking lot of the Mission Event Center, travel North on Shary Road (FM 494) (passing Business 83), and end at Sharyland High School (1216 N. Shary Rd). The Mission Police Department would be responsible for securing the route and safety of all participants, and reroute all traveling vehicular traffic. The Sharyland High School Homecoming Parade was scheduled for Wednesday, October 23, 2024, from 4:00 PM to 6:30 PM.

**RESOLUTION NO. 1923**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AUTHORIZING THE SUBMITTAL TO THE TEXAS DEPARTMENT OF TRANSPORTATION BY THE MISSION POLICE DEPARTMENT OF AN AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY OF A SINGLE NORTHBOUND LANE ON SHARY ROAD (FM 494) FROM VICTORIA ROAD TO SCHOOL LANE FOR SHARYLAND HIGH SCHOOL HOMECOMING PARADE AND AUTHORIZING THE ISSUANCE OF A PUBLIC PERMIT THEREFORE;

**27. Approval of Resolution No.1924 authorizing the Mission Police Department to submit an Agreement for the Temporary Closure of State Right-of-Way to the Texas Department of Transportation for the City of Mission’s Veterans Day Parade & 5K Event in November 2024 – Torres**

The agreement was required by the Texas Department of Transportation for the closure of eastbound lanes on U.S. Business 83 from Holland avenue to Stewart road, Conway Avenue from Tom Landry to 8th street, and Bryan road (F.M. 396) from Elm Street to Matamoros street for the purpose of the City of Mission Veterans Day Parade and 5K event. The Mission Police Department would be responsible for securing the route and safety of all participants, and rerouting all traveling vehicular traffic through other local roads and state right of ways (FM 396 & SH 107) as feasible for public safety. The City of Mission Veterans Day Parade and 5K event is scheduled for Saturday, November 9th, 2024, from 6:00 AM to 5:00 PM.

**RESOLUTION NO. 1924**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AUTHORIZING THE SUBMITTAL TO THE TEXAS DEPARTMENT OF TRANSPORTATION BY THE MISSION POLICE DEPARTMENT OF AN AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY OF EASTBOUND LANES ON U.S. BUSINESS 83 FROM HOLLAND AVENUE TO STEWART ROAD, CONWAY AVENUE FROM TOM LANDRY TO 8<sup>TH</sup> STREET, AND BRYAN ROAD (FM 396) FROM ELM STREET TO MATAMOROS STREET ONLY FOR THE PURPOSE OF THE CITY OF MISSION VETERANS DAY PARADE AND 5K EVENT AND AUTHORIZING THE ISSUANCE OF A PUBLIC PERMIT THEREFORE.

**28. Approval of Resolution No. 1925 authorizing the submittal of application FY24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program—Local Solicitation (No**

**Match Required) from the Bureau of Justice and authorizing Mayor as the Authorized Representative – Torres**

The Mission Police Department was seeking approval of a resolution authorizing the submittal of the application FY24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program—Local Solicitation from the Bureau of Justice and authorizing the Mayor as the Authorized Representative. The total allocation for the City of Mission was designated at \$12,134.00. This grant would allow additional funding for the Mission Police Department’s purchase of body cameras for police officers. This grant does not require a match.

**RESOLUTION NO. 1924**

NOW THEREFORE, BE IT RESOLVED THAT THE CITY OF MISSION APPROVES THE SUBMISSION OF THE GRANT APPLICATION FOR THE FY24 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM—LOCAL SOLICITATION TO THE BUREAU OF JUSTICE.

**29. Authorization to purchase duty and practice ammunition for the Mission Police Department from GT Distributors via Buy Board Contract #698-23 in the total of \$35,198.49 – Torres**

The Mission Police Department was seeking authorization to purchase duty and practice ammunition (9mm handgun ammo and 223 rifles ammo). The total purchase amount was estimated to be \$35,198.49. This purchase would be made via GT Distributors (Buy Board contract #698-23) using funds from the account (01-430-64390).

**30. Authorization to reject and resolicit bids for two (2) DJI Mavic Drones and Accessories – Torres**

The City of Mission Police Department was seeking authorization to reject and re-solicit bids for two (2) DJI Mavic Drones and accessories due to low responsiveness. The purchase was still to be made with State Forfeiture Funds. The City of Mission Police Department believed it is in the best interest of the agency to re-solicit bids at this time due to low bidder responsiveness.

**31. Authorization to purchase Janitorial Supplies and Equipment from Gulf Coast Paper Company via BuyBoard Contract #747-24 for the 2024-2025 Fiscal Year- Mares**

Authorization to purchase janitorial supplies and equipment from Gulf Coast Paper Company for the 2024-2025 fiscal year via BuyBoard Contract #747-24. Janitorial supplies would be utilized by the various departments within the city to properly upkeep and maintain their facilities.

**32. Authorization to purchase renewal of Brazos software maintenance from sole source vendor, Tyler Technologies in the amount of \$36,074.63, and approval of respective budget amendment reclassification – Wehrmeister**

Authorization to purchase renewal of law enforcement and court electronic citation software Brazos maintenance for 2024-2025 from Tyler Technologies, a sole source vendor, at a cost of \$36,074.63

**33. Approval of Resolution # \_\_\_\_\_ of the City Council of the City of Mission revoking Power of Attorney granted to Christopher Navarrete and Granting Power of Attorney to Chief Adrian Garcia and Deputy Chief Richard Cruz for the Purchase of Narcotics for Fire-Based EMS Services – A.L. Garcia**

On August 12, 2024 the City Council granted power of attorney to Christopher Navarrete, Deputy Chief, to act as the City's Attorney-in-Fact for the specific purpose of purchasing narcotics for the City's Fire-Based EMS Services. Deputy Chief Navarrete would be retiring therefore, to streamline the procurement process and ensure compliance with all regulatory requirements, it was proposed to grant power of attorney to Chief Adrian Garcia and Deputy Chief Richard Cruz. This would authorize them to manage the purchase and necessary documentation of narcotics for the fire-based EMS services.

The fire-based EMS services required a consistent and regulated supply of narcotics to ensure the provision of adequate medical care in emergency situations. The purchase and management of these narcotics must comply with federal and state regulations, requiring authorized personnel to oversee the procurement process.

**34. Authorization to purchase yearly maintenance renewal 2024-2025 and one time upgrade of ERP (Enterprise Resource Planning) Pro software from Tyler Technologies, a sole source vendor, at a cost of \$201,850.07- Ramirez**

Authorization to purchase yearly maintenance renewal 2024-2025 and one time upgrade of ERP (Enterprise Resource Planning) software from Tyler Technologies, a sole source vendor, at a cost of \$201,80.07.

ERP PRO 2024-2025 Yearly Renewal- \$162,130.07

ERP PRO 10 upgrade one time fee - \$39,720.00

**35. Authorization to purchase yearly renewal 2024-2025 second year agreement of Microsoft Office 365 from SHI at a cost of \$187,265.00 utilizing DIR-CPO-5237 contract – Ramirez**

Authorization to purchase yearly renewal 2024-2025 second year agreement of Microsoft Office 365 from SHI at a cost of \$187,265.00 utilizing DIR-CPO-237 contract. Agreement 01E73535

-Email (E-discovery, archiving, security); Communications (Chat and cloud collaboration); Document Cloud Storage; Endpoint Security

Two services would be terminated and incorporated into office 365. Barracuda email security and archiving \$93,264.00 and CISCO endpoint security \$26,222.00

Two form factor would be incorporated into email office 365 reducing CISCO DUO yearly renewal by \$6,500.00.

Last year office 365 renewal \$63,194.00 an increase of \$124, 071.00 (\$125,986.00 in reduction of services).

Councilman Vela asked to remove item 33 from the list and be discussed individually.

Councilman Vela moved to approve all consent agenda items 13 thru 32 and 34 thru 35 as presented. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 4-0.

In reference to item 33, Councilman Vela asked if Mr. Cruz was part of the EMS program. He also recommended that they grant the power of attorney to Jorge Flores.

Mayor Garza asked it if would be possible to table this item in order to further discuss it with the medical advisor at the Ambulance Board meeting that would be held the following day.

Mayor Pro Tem Plata moved to table item 33 to be discussed at the Ambulance Board meeting. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

### **APPROVALS AND AUTHORIZATIONS**

#### **36. Preliminary Plat Approval: Las Cumbres Terrace Subdivision (Private), Being a 4.5 acre tract of land, more or less, out of Lot 29-4, West Addition to Sharyland Subdivision, R-2, Developer: Victor Meza, Engineer: M2 Engineering, PLLC, - De Luna**

On October 2, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Las Cumbres Terrace Subdivision (Private). The subject site was located along the east side of Mayberry Road approximately 1,320' north of Mile 2. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Preliminary Plat Approval: Las Cumbres Terrace Subdivision (Private), Being a 4.5 acre tract of land, more or less, out of Lot 29-4, West Addition to Sharyland Subdivision, R-2, Developer: Victor Meza, Engineer: M2 Engineering, PLLC. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

#### **37. Final Plat Approval: Retama Phase VI Subdivision (Private), 9.173 acres being out of Lot 14, Del Monte Irrigation Co. Subdivision, PUD (R-1), Developer: Rhodes Development, Inc., Engineer: Melden & Hunt, Inc., - De Luna**

On August 26, 2024, the Mission City Council held a Public Hearing to consider the Preliminary Plat Approval for Retama Phase VI Subdivision. The subject site was located on the SE corner of Bentsen Palm Drive and Military Parkway East. There was no public input during the City Council Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Final Plat Approval: Retama Phase VI Subdivision (Private), 9.173 acres being out of Lot 14, Del Monte Irrigation Co. Subdivision, PUD (R-1), Developer: Rhodes Development, Inc., Engineer: Melden & Hunt, Inc.,. Motion was seconded by Councilman Vela and approved unanimously 4-0.

#### **38. Authorization to Award Bid for Weedy Lot Abatement – De Luna**

The City of Mission had accepted and opened five (5) bid responses for Weedy Lot Abatement. Staff recommended to award multiple bids on a rotating method to the following 4 vendors: 1) G&V Precision Lawncare, 2) Alvarado's Maintenance Services, 3) Heaven Landscape, and 4) Condes Landscaping since they were the (4) lowest responsible bidders meeting all specifications. Services would include all supervision, labor materials, supplies, tools and equipment necessary for the cleaning and clearing, loading and disposal of all trash, debris, rubbish, organic debris, municipal solid waste, special waste and tires. The contract would mow all grasses, weeds, and underbrush. The contract term would be for one-year base term with two one-year renewal options.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Award Bid for Weedy Lot Abatement to the following 4 vendors: 1) G&V Precision Lawncare, 2) Alvarado's Maintenance Services, 3) Heaven Landscape, and 4) Condes Landscaping. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

**39. Authorization to enter into an Affiliation Agreement Between Alton Fire Department EMT Program and the Mission Fire Department – A.L. Garcia**

Approval to enter into an affiliation agreement between Alton Fire Department EMT Program and the Mission Fire Department. This partnership aimed to enhance the educational and training opportunities for Alton EMT students and provide mutual benefits to both institutions.

Alton Fire Department was committed to providing hands-on, practical education to prepare students for technical careers. The Mission Fire Department was dedicated to ensuring the safety and well-being of the community through emergency services and public safety education. An affiliation agreement between these two entities would facilitate student internships, practical training, and collaborative initiatives that enhance educational outcomes and community service.

Staff and City Manager recommended approval.

Mayor Garza asked recommended that this item be tabled so that it could be reviewed by the medical director at the Ambulance Board meeting that would be held the following day.

Mayor Pro Tem Plata moved to table to enter into an Affiliation Agreement Between Alton Fire Department EMT Program and the Mission Fire Department. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

**40. Authorization to procure paramedic program training for 12 participants in the amount of \$77,220.00 with a total out of pocket cost of \$19,305.00 as part of the Hidalgo County Emergency Services Paramedic Program via Interlocal Agreement – A.L. Garcia**

On May 13, 2024 the City of Mission entered into Interlocal Agreement between the County of Hidalgo, Texas, and the City of Mission for the establishment of an Emergency Services Paramedic Program using Hidalgo County American Rescue Plan Act (ARPA) Recovery Funds. The funding allocated was for 26 participants, 14 of which were approved on May 28, 2024. The Interlocal Agreement would allow the City of Mission to acquire a 50% reduction in training costs and the City of Mission would be reimbursed for all other participating organization costs via Hidalgo County and reimbursements from participating organizations.

The Mission Fire Department was seeking authorization to procure paramedic program training for the remaining 12 participants as part of the Hidalgo County Emergency Services Paramedic Program. The total cost for training all 12 participants was \$77,220.00. The City of Mission would initially pay for all 12 students but would receive a reimbursement of \$19,305.00 for the participants sponsored by the other two jurisdictions. Additionally, the City of Mission would receive a 50% discount on tuition for 6 of the students it sponsored for a total of \$38,610.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to procure paramedic program training for 12 participants in the amount of \$77,220.00 with a total out of pocket cost of \$19,305.00 as part of the Hidalgo County Emergency Services Paramedic Program via Interlocal Agreement. Motion was seconded by Councilman Vela and approved unanimously 4-0.

**41. Authorization to enter into a Mutual Aid Agreement Between the City of La Joya Fire/EMS & Mission Fire Department – A.L. Garcia**

The primary goal of this mutual aid agreement was to enhance emergency response capabilities by formalizing a collaborative relationship between the City of La Joya Fire/EMS



and the Mission Fire Department. The agreement would establish a framework where both departments can aid to each other during emergencies, ensuring better coverage, faster response times, and optimized resource use.

This mutual aid agreement represented a significant step towards fostering cooperation and ensuring the safety of both La Joya and Mission communities. The formalization of this partnership would provide both cities with the tools they need to respond effectively to emergencies and better serve their residents.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata requested a report to be presented to the council on the mutual aid responses.

City Manager Mike Perez recommended that this item be removed from the agenda as he needed to discuss it further with Chief Garcia.

Mayor Pro Tem Plata moved to remove this item from the agenda. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

**42. Approval of Resolution # 1926 of the City Council of the City of Mission, Texas approving a Construction and Maintenance Agreement with the Texas Department of Transportation for SH 107 Drainage Outfall Improvements; and authorizing the City Manager to execute agreement – Terrazas**

The State would, at no cost to the city would construct a drainage outfall consisting of 36” Reinforced Concrete Pipe (RCP) and reinforced concrete manholes from Station 10+28 to Station 15+16 within the City’s right-of-way along 28th St. and would install a conflict manhole @ STA. 121+59, just north of Turista Rd. and where the City’s existing sanitary sewer line was conflicting with the State’s proposed drainage trunk system. The State would require that the City place a safety casing around their sanitary sewer line before construction of manhole.

After construction, the City would retain ownership of all necessary drainage improvements beyond the State’s right-of-way and maintain the drainage structures/improvements within the City’s right-of-way, at no cost to the State.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Resolution # 1926 of the City Council of the City of Mission, Texas approving a Construction and Maintenance Agreement with the Texas Department of Transportation for SH 107 Drainage Outfall Improvements; and authorizing the City Manager to execute agreement. Motion was seconded by Councilman Vela and approved unanimously 4-0.

**RESOLUTION # 1926**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS APPROVING A CONSTRUCTION AND MAINTENANCE AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR SH 107 DRAINAGE OUTFALL IMPROVEMENTS; AND AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENT

**43. Authorization to purchase (2) 2024 Polaris Xpedition ADV Northstar Editions in the amount of \$89,278.00 via TIPS contract #210907, and approval of respective budget amendment – Torres**

The Mission Police Department was seeking authorization to purchase (2) 2024 Polaris Xpedition ADV Northstar Editions from Boswell Elliff Ford LT Boswell LLC, via TIPS contract # 210907. The purchase cost amount was \$89,278.00. Grant funds from FY 2023 Stonegarden grant would be utilized for the majority of this purchase (\$81,000.00). A designated account of the Mission Police Department would be used to pay the remaining balance (\$8,278.00). This purchase would replace the previous authorization to purchase request of (3) 2025 Polaris Ranger Crew XP 1000 Premium approved September 23, 2024.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved purchase (2) 2024 Polaris Xpedition ADV Northstar Editions in the amount of \$89,278.00 via TIPS contract #210907, and approval of respective budget amendment BA-25-04 PD. Motion was seconded by Councilman Vela and approved unanimously 4-0.

**44. Authorization to submit payment to Tyler Technologies for the Law Enforcement Records Software in the total amount of \$124,459.18, and approval of respective budget amendment – Torres**

The Mission Police Department was seeking authorization to submit payment to Tyler Technologies for the Law Enforcement Records Software, totaling \$124,459.18, using the designated account (01-430-74950). This payment would fulfill paid services with Tyler Technologies from November 2024 to October 2025.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to submit payment to Tyler Technologies for the Law Enforcement Records Software in the total amount of \$124,459.18, and approval of respective budget amendment BA-24-01. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

**45. Approval of Fourth Amendment to the Interim Administrative Services Agreement with Mission Redevelopment Authority/Tax Reinvestment Zone #1 and the City of Mission – T. Garcia**

The TIRZ Board of Directors had approved a fourth amendment to interim administrative services by the City Manager's Office. The MRA/TIRZ #1 would compensate the City of Mission eleven thousand three hundred (\$11,300) per month during the term of the agreement for the cost of providing said services and support. Fourth Amendment was to be effective thru April 30, 2025.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Fourth Amendment to the Interim Administrative Services Agreement with Mission Redevelopment Authority/Tax Reinvestment Zone #1 and the City of Mission. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

**46. Approval of Resolution # 1927 Amending Resolution # 1599 establishing a policy guideline for utility fund transfers to the general fund – A. Garcia**

Resolution # 1599, adopted by the City Council on May 20<sup>th</sup> 2019, established a policy guideline for Utility Fund transfers to the General Fund. This resolution emphasized the services provided by general fund departments to the utility fund including: City Council, City Secretary, Human Resources, Finance, IT, Purchasing, Planning, Facilities, Fleet, Streets,

Organizational Development, Media, Legal, Fire, and Police. Resolution # 1599 stated that an assessment was conducted valuing the administrative services provided by the City's General Fund to Utility Fund departments was equivalent to 10% of the General Fund expenditures. This resolution further emphasized that the City shall annually budget an administrative fee transfer out from Utility Fund and transfer in to General Fund in an amount "equal to 10%" of General Fund expenditures. This Amending Resolution recommended the change of this language to state an amount "not to exceed 10%" and allow for such determination to budget less than 10% to be made in the annual budget review process to allow the Utility Fund to improve its working capital balance and fiscal health.

Texas Supreme Court had also found that a city: (1) can make a reasonable profit from operating its utility system and (2) can transfer the reasonable profit amount to the city's general fund, subject to the applicable state laws and bond covenants, including Texas Local Government Code (TLGC) Section 1502.058, governing the transfer of revenue to general fund, and TLGC Section 1502.058, governing the limitation on the use of utility revenue.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Resolution # 1927 Amending Resolution # 1599 establishing a policy guideline for utility fund transfers to the general fund. Motion was seconded by Councilman Vela and approved unanimously 4-0.

#### **RESOLUTION NO. 1927**

#### **RESOLUTION AMENDING RESOLUTION # 1599 ESTABLISHING A POLICY GUIDELINE FOR UTILITY FUND TRANSFERS TO THE GENERAL FUND**

#### **47. Approval of Purchasing Department P-Card Program Policies and Procedures Policy as an addendum to the City of Mission Procurement Manual – A. Garcia**

Approval to implement the attached P-Card Program Policies and Procedures Manual as an addendum to our current Procurement Manual. P-Card was a commercial credit card that facilitated business-to-business purchases. A P-Card streamlined the payment process, reduced administrative costs, increased operational efficiency by reducing the time required to procure goods and services, and would generate annual revenue in the form of a rebate. The purpose of this program was to establish policies and procedures regarding the proper use of the P-Card including restrictions and the roles and responsibilities of the program users. Purchases made under the P-Card program shall be made in compliance with this Manual and applicable laws, rules, and regulations.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Purchasing Department P-Card Program Policies and Procedures Policy as an addendum to the City of Mission Procurement Manual. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

#### **48. Authorization to award bid for the Shary Golf Course Pre-Fabricated Maintenance Building in the amount of \$125,803.00 and approval of respective budget amendment - M. Fernuik**

The City of Mission had accepted and opened 7 bid responses for the provision and construction of a pre-fabricated maintenance building at Shary Golf Course. This bid included the cost of (1) a pre-fabricated maintenance building, (2) labor and materials to erect the building, (3) site work (e.g. concrete pad, site prep, etc.), and (4) optional installation of

insulation on the pre-fabricated building's inner roof. The contractor would be given 120 days to complete the project after receipt of the pre-fabricated building. Staff recommended awarding bid to JAX Construction, who was the lowest responsible bidder meeting all specifications. BID #24-680-09-25.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to award bid for the Shary Golf Course Pre-Fabricated Maintenance Building in the amount of \$125,803.00 and approval of respective budget amendment BA 25-05. Motion was seconded by Councilman Vela and approved unanimously 4-0.

## UNFINISHED BUSINESS

Mayor Pro Tem Plata moved to untable items 49, 50 and 51. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

### **49. TABLED 09/23/2024: Rezoning: A 2.44 acre tract of land out of the 7.8 acres out of the Fernandez Strip out of Porcion 52, from (R-2) Duplex-Fourplex Residential to (C-3) General Business, Sandra Tamez, and Adoption of Ordinance#\_\_\_\_\_ - De Luna**

On September 4, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located approximately 1, 660' South of Mile One South Road along the west side of S. Inspiration Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended Approval.

Staff and City Manager recommended denial.

City Manager, Mr. Perez requested that no action be taken on this item and for it to be removed from the agenda. After speaking to the City Attorney on the matter, they have decided to take a different approach.

Ms. Patricia Rigney, City Attorney, stated that instead of rezoning the property, they would leave it as is; however, it would be rented out as a short term rental for its current purpose.

Mayor Pro Tem Plata moved to remove this item from the agenda as per the City Manager and City Attorney's recommendation. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

### **50. TABLED 09/23/2024 - Authorization to enter into a contract with Civic Plus, a sole source vendor, for the implementation/redesign of a new official website for the City of Mission in the amount of \$23,750 – K. Gomez**

Seeking authorization to enter into a contract with Civic Plus for the implementation/redesign of a new official website for the City of Mission. The total cost was \$23,750 including a one-time \$19,000 implementation fee and an annual \$4,750 recurring fee. This contract was for one year with an automatic one-year renewal term, unless a 60-day notice is provided prior to renewal date. The current website was deprecated and was no longer supported, thereby resulting in potential cybersecurity and functionality issues. The current provider MPC Studios had notified the City of the need to transition to a new site as the current theme was no longer supported, the page building system was fragile, and plug-ins were unsupported. MPC currently charges and annual fee of \$5,000, thereby resulting in a small savings from the negotiated price with Civic Plus. Further, Civic Plus was a sole source provider as they were our current provider for meeting agenda minutes thereby allowing integration with the new website.

Mayor Pro Tem Plata inquired as to when was the last time the website or host had been updated.

Mr. Abram Ramirez stated that the current website host takes care of making the necessary updates; however, they would no longer have the capacity to do so. It had been over 15 years since a change had been made in provider/services.

Mayor Pro Tem Plata moved to enter into a contract with Civic Plus, a sole source vendor, for the implementation/redesign of a new official website for the City of Mission in the amount of \$23,750. Motion was seconded by Councilman Vela and approved unanimously 4-0.

**51. TABLED 09/23/2024 - Approval of Public Relations and Communications and Media Relations Consulting Services Agreement with KM International at a rate of \$6,750 per month via TIPS Contract - K. Gomez**

KM International proposed to provide Public Relations and Communications Consulting Services and Media Relations Consulting Services to the City of Mission, Texas, for a one-year term, with a one year renewal option, at a monthly rate of \$6,750.00. These services would promote and market city news, activities, and accomplishments to the Mission community and beyond. They would also assist in developing and implementing media strategies to ensure ongoing, optimal coverage and will support key initiatives, including the State of the City Address event and website content and development services.

Purchasing and Finance Department recommended denial due to agreement not being budgeted.

Mayor Pro Tem Plata moved to remove this item from the agenda. Motion was seconded by Councilman Vela and approved unanimously 4-0.

**ROUTINE MATTERS**

City Manager Comments – Ribbon Cutting for 1<sup>st</sup> Street & Glasscock Tuesday, October 15<sup>th</sup>, and Keep Mission Beautiful Halloween Yard Contest (Registration closes on October 25<sup>th</sup>)

City Council Comments – Councilwoman Gerlach wanted to thank everyone for their participation in this past weekend's Pink Run. She was glad to see so many people out there supporting such a great cause.

Mayor's Comments – Mayor Garza mentioned that they had delivered a CDBG home and wanted to congratulate the homeowners and the department for getting it done. She also thanked the Mission Nursing Home for providing a drive thru breakfast for our Mission Police and Fire Departments in appreciation of their hard work.

At 6:23 p.m., Mayor Pro Tem Plata moved to convene into Executive Session. Motion was seconded by Councilman Vela and approved unanimously 4-0.

**EXECUTIVE SESSION**

Upon conclusion of Executive Session at 7:22 p.m., Mayor Pro Tem Plata moved to reconvene the regular meeting. Motion was seconded by Councilman Vela and approved unanimously 4-0.

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

No Action

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

Councilwoman Gerlach moved to proceed as discussed in executive session. Motion was seconded by Councilman Vela and approved 3-0 with Councilman Plata abstaining.

**ADJOURNMENT**

At 7:23 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilman Vela and approved unanimously 4-0.

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

ATTEST:

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



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Mike R. Perez, City Manager  
**AGENDA ITEM:** Acknowledge Receipt of Minutes – Perez  
 Keep Mission Beautiful – August 20, 2024  
 Ambulance Board – July 17, 2024  
 Civil Service Commission – August 20, 2024, September 13, 2024

**NATURE OF REQUEST:**

See attached minutes.

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

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

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

**RECORD OF VOTE:**

<b>APPROVED:</b>	_____
<b>DISAPPROVED:</b>	_____
<b>TABLED:</b>	_____

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



**KEEP MISSION  
BEAUTIFUL BEAUTIFICATION  
COMMITTEE REGULAR MEETING  
AUGUST 20, 2024  
at 5:45 PM**

## MINUTES

**MEMBERS PRESENT:**

Mario Cantu  
Lucille Cavazos  
Robert Trevino  
Luis Ortega  
Cesar Aguilar

**ABSENT:**

Gavino Garza  
Lisa Salinas

**STAFF PRESENT:**

Anais Chapa, Assistant City Secretary  
Yaritza Peña, Administrative Coordinator  
Laura Ojeda, Administrative Assistant  
Roel Mendiola, Sanitation Director  
Brad Bentsen, Parks & Rec Director

## REGULAR MEETING

### CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Anais Chapa, Assistant City Secretary, called the meeting to order at 5:46 p.m.

### APPROVAL OF MINUTES – August 20, 2024

Members took a few minutes to review the minutes from the meeting held on August 20, 2024. Mr. Robert Trevino moved to approve the minutes as presented. Motion was seconded by Mr. Luis Ortega and approved unanimously 5-0.

### **A. Discussion and action on organization of the committee, attendance and regrouping to set new goals.**

Mr. Mario Cantu began discussion on this item that he would like the committee, as a whole, to be more involved and be more proactive within the community. It was noted that in the past we have had to cancel meetings due to not meeting quorum. Making the committee's presence known to our community should be our goal. Ms. Lucille Cavazos spoke about the sand pipe project she had been trying to complete since we began meeting. Possible solutions were discussed amongst the group and with Mr. Brad Bentsen. It was decided to try and complete this project by September 14<sup>th</sup> if possible. Ms. Cavazos also suggested that we regroup and create subcommittees to focus on specific projects. This way, the members of the committee could focus on projects that they enjoy.

Mr. Cavazos motioned to create subcommittees focusing on specific projects. Motion was seconded by Mr. Trevino and approved unanimously 5-0.



**B. Discussion and action on setting a date for the next Paint Mission Beautiful Project.**

Mr. Mendiola stated that there was currently one home that had not been finished yet due to on going inclement weather. The home had been previously prepped by volunteers and was just pending the paint. We have a group of volunteers from “Wonderful Citrus” that we could reach out to complete this project. After looking at the calendar, it was decided that we would try to complete this project by September 21, 2024 (tentatively), weather permitting.

Mr. Ortega moved to complete this project on September 21, 2024 (tentatively and weather permitting). Motion was seconded by Mr. Cesar Aguilar and approved unanimously 5-0.

**C. Discussion and action to set up an event to align with Keep Texas Beautiful’s Fall Sweep Program.**

For the “Fall Sweep” program, we usually have our “Round-Up” event. This is where the citizens can drive up to drop off their unwanted bulky items such as furniture, mattresses, appliances and tires. We usually have the event in October or November. Mr. Mendiola suggested to have it some time in November closer to the end of Hurricane Season. The Fall Sweep program ends on November 24<sup>th</sup>. It was suggested that we hold the Fall Sweep Round up on Saturday, November 16<sup>th</sup>.

Ms. Cavazos moved to have the Fall Sweep Round Up event on Saturday, November 16<sup>th</sup>. Motion was seconded by Mr. Robert Trevino and approved unanimously 5-0.

**D. Discussion and action on planning/organizing an Earth Day/Arbor Day Celebration Event for April 2025.**

Normally the City combines Earth Day and Arbor Day with other events like “Dia de Los Ninos”, “CDBG Week”, “Library Week” etc. For this coming year, the plan is to separate Earth Day and Arbor Day from those, and have our own celebration. Ms. Chapa suggested that she would like to organize a 5K run for Earth Day and maybe join forces with the National Butterfly Center to host an event at their facilities after. It would be nice if we could have some trees donated to give out as well. The idea would be to start planning the run now so that we can start to advertise in order to get more participation.

Mr. Ortega moved to partner with the National Butterfly Center to hold a 5K run in recognition of Earth Day and Arbor Day on April 26<sup>th</sup>, 2025. Motion was seconded by Ms. Cavazos and approved unanimously 5-0.

**E. Discuss Future Projects.**

There was an open discussion about projects that we would like to see happen in the future. One of these projects was the annual Trash Bash. This was a huge success last year, and we would like to continue the tradition with the same superhero theme. After reviewing the calendar, it was suggested to have trash bash on March 1<sup>st</sup>. This would be right before Spring Break. Another suggestion brought up was possible changing the striping on the bike lanes to a different color so that they could stand out. The sand pipe beautification project was also discussed. Mr. Trevino asked if it would be possible to have the prep work done by September 13<sup>th</sup> so that we could possibly complete the project by September 14<sup>th</sup>.

Mr. Trevino motioned to have the prep work done for the sandpipe beautification project by September 13<sup>th</sup> so that we could beautify the area on Saturday, September 14<sup>th</sup> at 7am. Motion was seconded by Mr. Ortega and approved unanimously 5-0.

**DATE AND TIME OF NEXT MEETING**

The next meeting will be held on Saturday, September 14 at 9:00 a.m.

**CHAIRMAN'S COMMENTS**

Mr. Cantu thanked everyone for their commitment and continued support.

**MEMBER'S COMMENTS**

Mr. Aguilar suggested we use WhatsApp to send out polls on certain topics or meeting dates so that we could vote on.

**ADJOURNMENT**

At 7:08 p.m., Mr. Ortega moved to adjourn the meeting. Motion was seconded by Ms. Cavazos and was approved unanimously 5-0.

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Mario Cantu, Chairman



**Ambulance Board Meeting  
MISSION CITY HALL  
July 17, 2024 at 3:00 pm**

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## **MINUTES**

### **PRESENT:**

Mayor Norie Gonzalez Garza  
Mike Perez, City Manager  
David Flores, Asst. City Manager  
Adrian Garcia, Fire Chief  
Cesar Torres, Chief of Police  
Christopher Navarrete, Deputy Fire Chief  
Juanita Alvarez, EMS & CD Administrative Assistant

### **ALSO PRESENT:**

Victor Fonseca – Board Member  
Rene Lopez Jr. - Board Member  
Kane Dawson – Board Member  
Diego Jimenez – Mission Fire Department  
Irma Caro - Mission Police Department

### **CITIZENS PRESENT:**

## REGULAR MEETING

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

With a quorum being present, Board member Rene Lopez Jr. called the meeting to order at 3:01 p.m. City manager Mike Perez presented himself at 3:24pm. (for the record)

### **INVOCATION AND PLEDGE ALLEGIANCE**

Board member Rene Lopez Jr. led the invocation and Pledge of Allegiance.

### **INTRODUCTION OF City Management/ Council Members:**

Mayor Norie Gonzalez,

Mike Perez, City Manager

David Flores, Asst. City Manager.

### **INTRODUCTION OF GUESTS**

Irma Caro from Mission Police Department and Diego Jimenez from Mission Fire Department were present.

Emergicon Kassy High and Nikki Matick were present via Zoom.

### **PRESENTATIONS**

#### **1. Mission Fire Department Quarterly Report - Navarrete**

- Numbers were presented for 04/01/2024- 06/30/2024
- During the month of April, the volume doubled, we collected \$62,000 and run volume was 436, May collections were \$209,331, and June \$198,000
- Total collections from October 2023 through June 2024 is \$631,837 with an average cash per transport of \$318
- Private pay no insurance unfunded, percentage varies of amount that is not being collected
- Palmview, La Joya, Los Fresnos, Port Isabel, and Hidalgo are billed by Emergicon, during the month of October their call volumes go up due to Winter Texans coming down
- Average response times under the 8-minute mark, previous quarters there would be a lot of outlier calls (calls taking about 15 minutes) the graph has gotten tight during this quarter and we have more units in service
- Average response time did increase by 10 seconds, but we are still below the 8-minute mark
- 90<sup>th</sup> percentile is coming in at 11 minutes, over 3 months, 1,600 responses total including mutual aids and county area

- Percentage of transports by destination 50% of all EMS calls are going to Mission's ER (hospital and standalones)
- Call volume since April 12, first time we broke 500 mark
- April 2024, Medic-4 had 4 ½% of the calls due to being on service at the end of the month
- Medic-2 is the busiest unit with a 40% of calls due to the higher density of calls and being more centralized within the city, during May it decreased to 21% of calls
- Medic-4 is at central station from 8:00 am – 5:00 pm to relieve the flow of other medics
- The statistics is based on runs, that is why it is higher for Mission Fire Department than Mission Police Department's report because they don't account for mutual aid responses
- Starting to see the uptake since it launched in April, it has tripled since then. We now have data to share with city council to start planning for the future
- Averaging 26 mutual aid calls since we have gone live, we have had to call another agency for assistance due to our units being all tied up with other calls
- First Responder Program still in place, Mission responds in an Engine and begins patient contact and basic life support treatment while waiting for mutual aid
- Medic-1 has been giving us more problems than the other units but Chief Navarrete helps bring the unit back to service as soon as it gets down. Skyline also provides one of their units to help us with calls when we have a unit down
- EMS Survey trying to roll it into next year, patient scans QR code or can send a form to patient that they can fill out in regards to the service provided to them and we receive a monthly report

#### **ProQA Presentation – Chief Navarrete**

- Since May 16 the program has been in service and is being used by Dispatch
- ProQA by Priority Dispatch is a software that dispatchers use to intake calls, process and dispatch them
- Mission Fire Department is the first fire service in the valley to use this system
- On May 22, 2024, five days after we went live with the software, we received a call from a lady stating that her elderly mother was choking on a pill, dispatcher Diego Jimenez takes down address and dispatches an ambulance and engine due to situation, Diego gave instructions on how to perform Heimlich Maneuver which helped the patient dislodge the pill from her throat saving her life.
- Dispatchers have worked a lot of cardiac arrests and were able to provide instructions to caller on how to help the patient
- Diego Jimenez was introduced to the board and congratulated about the call he took 5 days after the system went live saving the patients life
- Looking at the possibility of adding more dispatchers to help with the overlap of calls
- Feasibility study to revamp dispatch area to accommodate new dispatchers and

equipment for the future

## 2. Mission Police Department Presentation – Chief Torres

- Police department was able to reduce crimes against society by 5.88% and crimes against persons 31.33% the past month alone
- They are doing their part on the public safety side because it is a domino effect that goes towards Mission Fire Department
- Back in April, Fire Department called Police Department 40 times for assistance and sent officers for safety and security reasons, May they were called for assistance 39 times and 37 times in June
- Tyler system separates calls from disturbance calls that require medical attention
- In April PD responded to 5,375 calls, in May 5,498 calls and in June 5,678 calls, averaging around 5,500 calls per month

## 3. Old Business

Ambulance Permit Program - Update

- 3 months ago, talked about Ambulance Permit Program, we want to bring it back to life
- City Attorney is on board, she has the ordinance for review
- Goal is to have it back to the board on October
- January 1<sup>st</sup> we can go live with the program if everything works out

## 4. New Business

- Approval of minutes from April 16, 2024 board meeting Action Item
- Kane Dawson makes a motion to approve the minutes. Victor Fonseca makes a second motion.

## 5. Comments

- Chief Lopez says that the battle rhythm is starting, becoming routine, more automatic, moving faster
- Victor Fonseca says we are going places, hold MFD to a higher standard because we are more in the public
- Kane Dawson asked for any feedback for the hospital, would like to get together to look at response wall times. Paramedic students sent over to ER for their rotations
- Chief Torres states that the Fire EMS is a very big program and it takes a team of partnerships for a big program like this. PD and MFD training together
- David Flores is excited to see how everything is coming together, 1.1 to 1.2 million will be closing the fiscal year, monitor cash per transport, continue looking at data to help thrive for the program leadership
- Mayor Norie Gonzalez Garza is very proud of everyone that has been instrumental in bringing this program to where it is to date. It is meeting and exceeding expectations and is very proud of everyone
- Chief Garcia give thanks to everyone for the support provided, kicked off paramedic program with 6 Mission students, 15 students in total. Station 6 will be opening soon

**ADJOURNMENT**

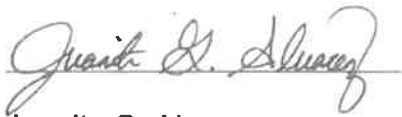
At 3:57 p.m., Victor Fonseca moved for adjournment. Motion was seconded by Kane Dawson and approved unanimously.



---

Adrian Garcia, Fire Chief

ATTEST:



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Juanita G. Alvarez



**MINUTES FOR THE  
MISSION CIVIL SERVICE COMMISSION  
August 30, 2024**

**Commission-Present**

**Polo Garza-Chairman  
Jerry Saenz-Vice-Chair  
Guillermo Delgadillo-Member**

**Staff Present**

**Jesse Lerma Jr-CS Director  
Noemi Munguia-HR Director  
Melissa Gonzalez-HR Adm  
Cesar Torres-Chief of Police  
Adrian Garcia-Fire Chief  
Patty Flores-Legal  
Mike Perez-CM**

**Call to Order**

Mr. Polo Garza called the meeting to order at 8:30 a.m.

**Pledge of Allegiance**

Mr. Garza led the Pledge of Allegiance

**Approval of Minutes-August 8, 2024**

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

**Approval to Add a Classified Positions for the Mission Police Department for FY2024-25**

Mr. Lerma advised the Commission that we needed to add an additional classified position to the Mission PD to assist the department in recruiting additional staff for FY 24-25. Chief Torres was requesting the we add a Cadet position to help them fill the open positions. After a brief discussion, Mr. Delgadillo made a motion to add the position of Cadet as requested. Mr. Saenz seconded the motion. Motion was approved unanimously.

**Pending Business**

None

**Adjourn**

Meeting was adjourned at 8:45 a.m.



**MINUTES FOR THE  
MISSION CIVIL SERVICE COMMISSION  
September 13, 2024**

**Commission-Present**

**Polo Garza-Chairman  
Jerry Saenz-Vice-Chair  
Guillermo Delgadillo-Member**

**Staff Present**

**Jesse Lerma Jr-CS Director  
Noemi Munguia-HR Director  
Melissa Gonzalez-HR Adm  
Rey Perez- Asst Chief of Police  
Adrian Garcia-Fire Chief  
Patty Flores-Legal**

**Call to Order**

Mr. Polo Garza called the meeting to order at 2:00 p.m.

**Pledge of Allegiance**

Mr. Garza led the Pledge of Allegiance

**Approval of Minutes-August 30, 2024**

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

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

Mr. Lerma advised the Commission that Chief Torres was requesting a new list because they had exhausted the existing list. Staff was recommending the examination for November 7, 2024. After a brief discussion, Mr. Delgadillo made a motion to create a new eligibility list. Mr. Saenz seconded the motion. Motion was approved unanimously.

**Approval to Create a New Eligibility List for the Mission Fire Department**

Mr. Lerma advised the Commission that Chief Garcia was requesting a new eligibility list because they had also exhausted the existing list. Staff was recommending the examination for November 8, 2024. After a brief discussion, Mr. Saenz made a motion to create a new eligibility list. Mr. Delgadillo seconded the motion. Motion was approved unanimously.

**Approval of Mission Fire Department Examination Schedule for LT**

Mr. Lerma advised the Commission that City Council had approved a new LT's position for FY 24-25 and that we needed to start the process to fill the position. Mr. Lerma was submitting the following schedule for approval:

1. Post Notice of Examination-September 13, 2024
2. 30 Day Notice-November 10, 2024
3. Deadline to Submit MOI-December 5, 2024
4. Date of examination-December 12, 2024

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

**Approval of Mission Fire Department Examination Resource List for LT**

Mr. Lerma submitted the following sources for approval:

1. Building Construction Related to the Fire Service, 4<sup>th</sup> Edition
2. Fire and Emergency Services Company Officer, 6<sup>th</sup> Edition 'part A only'
3. Fire Officer Coaching, Revised 2<sup>nd</sup> Edition

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

**Approval of Appointment of Civil Service Director**

Mr. Lerma advised the Commission that with his pending retirement on September 30, 2024, they had to name a new CS Director.

Mr. Delgadillo made a motion to go into executive session at 2:15 p.m. Mr. Saenz seconded the Motion. Motion was approved unanimously. Chairman Polo Garza requested the presence of Andy Garcia-ACM and Legal Rep Patricia Flores.

Commission reconvened at 2:40 p.m.

No Action was taken.

**Pending Business**

None

**Adjourn**

Meeting was adjourned at 2:45 p.m.



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Aida Lerma, Mission Event Center Director  
**AGENDA ITEM:** Requesting approval to enter into an Interlocal Cooperation Agreement between Hidalgo County and the City of Mission for The Annual South Texas Immunizations Coalition Conference. – A. Lerma

**NATURE OF REQUEST:**  
 Staff is requesting approval to enter into an Interlocal Cooperation Agreement between Hidalgo County and the City of Mission for the Annual South Texas Immunizations Coalition Conference which is scheduled for November 21, 2024.

**BUGETED:** Yes      **FUND:** Event Center      **ACCT. #:** 23-300-34350  
**BUDGET:** \$350,000      **EST. COST:** \$0      **CURRENT BUDGET BALANCE:** \$324,103

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

**RECORD OF VOTE:**

**APPROVED:** \_\_\_\_\_  
**DISAPPROVED:** \_\_\_\_\_  
**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES  
 \_\_\_\_\_ NAYS  
 \_\_\_\_\_ DISSENTING \_\_\_\_\_

STATE OF TEXAS

§  
§  
§

COUNTY OF HIDALGO

**INTERLOCAL COOPERATION AGREEMENT  
BETWEEN CITY OF MISSION, TEXAS  
AND HIDALGO COUNTY, TEXAS**

THIS Agreement is made on this the **15th day of October, 2024** by and between the **CITY OF MISSION, TEXAS** and the **COUNTY OF HIDALGO, TEXAS**, by and through its Department of Health and Human Services, hereinafter referred to as the “County”, pursuant to the provisions of the Texas Interlocal Cooperation Act, as follows:

**WITNESSETH:**

**WHEREAS**, County is a county in the State of Texas;

**WHEREAS**, Mission is a city in the County of Hidalgo, State of Texas;

**WHEREAS**, the County and the City of Mission, Texas desire to provide The Annual South Texas Immunizations Coalition Conference on Immunizations and Notifiable Conditions for personnel, including public health entities, medical providers, clinicians, stakeholder agencies and administrators who will function in the reporting, surveillance, education, and prevention of public health notifiable conditions.

**WHEREAS**, the County and City of Mission, Texas desire to enter into the Agreement in an effort to provide the Annual South Texas Immunizations Coalition Conference on Immunizations and Notifiable Conditions for purposes of public health and welfare and to make the most efficient use of their resources for necessary training, networking, and professional development as stated herein in the most practicable and efficient manner possible for purposes of public health and welfare;

**WHEREAS**, the County will collaborate with the City of Mission, Texas to provide an adequate facility and services in which to provide the conference described herein:

**WHEREAS**, the City of Mission, Texas and County are authorized to enter into this Agreement pursuant to the Interlocal Cooperation Act, Texas Government Code 791.001 et seq., (the “Act”) which authorizes local governments to contract with each other to perform governmental functions and services under the terms of the Act;

**NOW THEREFORE**, the City of Mission, Texas and County, in consideration of the mutual covenants expressed hereinafter, agree as follows:

1. City of Mission, Texas and the County agree to provide participants' admission of the Annual South Texas Immunizations Coalition Conference on Immunizations and Notifiable Conditions ("Conference") at no cost to participants.
2. City of Mission, Texas agrees to make available the Mission Event Center as a suitable conference facility in which the Conference will be conducted.
3. The Conference will be conducted on November 21, 2024.
4. City of Mission, Texas agrees to waive the deposit fee to the facility in order to support the conference costs.
5. County shall provide a firm fixed fee in the amount of \$3,275.00 (three thousand –two hundred and seventy-five dollars) to the City of Mission, Texas for the Conference cost.
6. The costs described in paragraph 5 above include all costs to the County for the venue, support, and management services.
7. **Insurance:** Each Party shall carry sufficient liability insurance at statutorily required limits, pursuant to the Texas Tort Claims Act.
8. **Term & Termination.** Either party may terminate this agreement upon thirty (30) days written notice to the non-terminating party for any reason or no reason at all. This Agreement shall commence as of the day and year first written above and remain in effect upon completion of the Conference on November 21, 2024.
9. **Conflict with Applicable Law.** Nothing in this Agreement shall be construed to require the commission of any act contrary to law, and whenever there is any conflict between any provision of the Agreement and any present or future law, ordinance or administrative, executive or judicial regulation, order or decree, or amendment thereof contrary to which the parties have no legal right to contract, the latter shall prevail, but in such even the affected provision or provision of this Agreement shall by modified only to the extent necessary to bring them within the legal requirement and only during the time such conflicts exists.
10. **No Waiver:** No waiver by any party hereto of any breach of any provision of this Agreement shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.
11. **Entire Agreement:** The Agreement contains the entire contact among the parties hereto, and each party acknowledges that no other party has made (either directly or through any agent or representative) any representation or agreements in connection with this Agreement not specifically set forth herein. This Agreement may be modified or amended only by agreement in writing executed by City of Mission, Texas and the County, and not otherwise.

12. **Liabilities:** This Agreement is not intended to extend the liability of the Parties beyond that provided by law. Neither City of Mission nor Hidalgo County waive, nor shall be deemed to have hereby waived, any immunity or defense that would otherwise be available to it against claims arising from third parties.

13. **Indemnification:** Without waiving its sovereign immunity, and if and to the extent allowed by law, each party shall indemnify and hold harmless each other, its officers, officials, and employees from and against all claims and liabilities of any nature or kind, including costs and expenses for or on account of any claims, damages, losses, or expenses of any character whatsoever resulting in whole or in part from the negligent performance or omission of either party’s employees or representatives connected with the activities described herein.

14. **Notice:** Except as may be otherwise specifically provided in this Agreement, all notices, demands, requests or communications required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by commercial courier with delivery signature required, and addresses to the parties at the addresses set forth below or at such other addresses as may be theretofore specified by written notice delivered in accordance herewith:

If to City of Mission, Texas:                      City of Mission  
Norie Gonzalez Garza, Mayor  
1201 E 8th Street,  
Mission, TX 78572  
(956) 580-8662

If to the County:                                      County of Hidalgo  
Richard Cortez, County Judge  
100 East Cano  
Edinburg, TX 78539  
(956)-318-2600

Each notice, demand, request, or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given or all purposes at such time as it is personally delivered to the addressee or, if sent by way of commercial courier, at such time as it is delivered to the commercial courier.

15. **Additional Documents:** The parties hereto warrant and agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of the Agreement.

16. **Assignment:** This Agreement shall not be assignable.

17. **Headings:** The headings and captions contained in this Agreement are solely for convenient reference and shall not be deemed to affect the meaning or interpretation of any provision or paragraph hereof.
18. **Authority to Execute:** The execution and performance of this Agreement by each of the parties have been duly authorized by all necessary laws, resolution, ordinances or government body action, and this Agreement constitutes the valid and enforceable obligations of the parties hereto in accordance with its terms.
19. **Governmental Purpose:** Each party hereto is entering into this Agreement for the purpose of providing governmental services or functions and will pay for such services out of current revenues available to the paying party as herein provided.
20. **Severability:** Should any phrase, clause, sentence or section of this Agreement be judicially declared to be invalid, unenforceable or void, such decision will not have the effect of invalidating or voiding the remainder of the Agreement, and such part of the Agreement will be deemed to have been stricken hereto from and the remainder of the Agreement will have the same force and effect as if such part or parts had never been included herein.
21. **Controlling Law.** This agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Hidalgo County, Texas.
22. **Successors.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective legal representatives, successors, and assigns where permitted by this Agreement.
23. **Gender and Number.** All pronouns used in this Agreement shall include the other gender, whether used in the masculine, feminine or neutral gender, and singular shall include the plural whenever and so often as may be appropriate.
24. **Non-Discrimination.** The Agreement and all related activities shall be conducted in a manner that does not discriminate against any person on a basis prohibited by applicable law or County and City policy, including without limitation race, color, national origin, religion, sex, age, veteran status, or disability.
25. **Commitment of Current Revenues.** In the event that during the term hereof, the governing body of any party does not appropriate sufficient funds to meet the obligations of such party under this Agreement, then any party may terminate this Agreement upon thirty (30) days written notice to the other party. Each of the parties hereto agrees to use its best efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of each party hereto.

WITNESS THE HANDS OF THE PARTIES effective as of the day and year first written above.

APPROVED BY COMMISSIONERS' COURT ON October 15, 2024

Agenda Item No. 96926

**HIDALGO COUNTY, TEXAS**

**CITY OF MISSION, TEXAS**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Hidalgo County Judge, Richard Cortez

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**ATTEST:**

By: \_\_\_\_\_  
Arturo Guajardo, Jr., County Clerk

**APPROVED AS TO FORM:**

Hidalgo County Criminal District Attorney's Office  
Toribio "Terry" Palacios

By: \_\_\_\_\_  
Robert Viña, III, Assistant. District Attorney





# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Yenni Espinoza, Library Director  
**AGENDA ITEM:** Authorization to accept the Texas Book Festival Grant and to purchase accessible audiobooks in an amount not to exceed \$2,500 - Espinoza

**NATURE OF REQUEST:**

The Texas Book Festival grant in the amount of \$2,500 will fund the creation of a more accessible audiobook collection. Currently, our library offers audiobooks in physical (MP3/disc) and digital formats. While these formats work well for most of our patrons, we recognize that many others would benefit from having access to an alternative format. Our goal is to provide all patrons with access to audiobooks in a format that is designed to be accessible to everyone.

**BUGETED:** Yes      **FUND:** Designated purpose      **ACCT. #:** 15-420-94780  
**BUDGET:** \$2,500      **EST. COST:** \$2,500      **CURRENT BUDGET BALANCE:** \_\_\_\_\_

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

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

\_\_\_\_\_ AYES  
 \_\_\_\_\_ NAYS  
 \_\_\_\_\_ DISSENTING \_\_\_\_\_



Honorary Chair  
Laura W. Bush

**Board of Directors**

Hon. Gigi Edwards Bryant  
CHAIR

Anna Near  
IMMEDIATE PAST CHAIR

Carlos Y. Benavides IV  
Carmel Borders  
Karen Brimble  
Michelle Diggs  
Hon. Daniel Guerrero  
Anna Loewenbaum Hargrove  
Anna Herd  
Annie Jacob  
Ann Jerome  
Peniel Joseph  
Amanda Moore  
Michele Moore  
Katie Russell Newland  
Nana G. H. Smith  
Steve Stodghill  
Darryl Tocker  
Andrea Valdez  
Ravi Vemulapalli  
Jennifer Wilks  
Leslie Wingo  
Darren Woody  
Katherine Wright  
Dalton Young

Marianne DeLeon  
CHIEF EXECUTIVE OFFICER

**Dear Speer Memorial Library,**

Congratulations! On behalf of Texas Book Festival (TBF) and Texas Library Association (TLA), your library has been selected as a 2024 Texas Book Festival Collections Enhancement Grant recipient. This year we had the privilege of awarding \$112,500 in grants to 45 libraries, bringing our total contribution to Texas libraries to more than \$3.6 million since the start of our grant program.

Please share your selection as a 2024 Texas Book Festival grant recipient with your community. Some publicity suggestions include:

- Sharing the news on social media
- Publishing a story and photos in your library or community newsletter
- Displaying signage/information about your Texas Library Grant award in your library for patrons and staff to see

Please email photos of your promotion to Jose Rodriguez at [Jose@texasbookfestival.org](mailto:Jose@texasbookfestival.org). If you have a quote from a library representative on what it meant to receive the award, how it felt to receive the award, or the impact the award will have on patrons, we would love for you to share that as well.

Don't forget: To satisfy the grant requirements **you must complete and submit a final report by March 1, 2025** outlining how the grant was used as well as how success was measured. Please mark this date on your calendar and provide documentation about the grant and final report requirement with your colleagues in case there is a change in staffing. We will email the final report document to you in the next few weeks. It will also be available on our website. We are proud to support the work you are doing to help foster a love of reading in your community and to best serve your library patrons with books that meet their needs and interests. We hope this gift will enhance your invaluable services.

Congratulations again!

**2024**

Michelle Hernandez, Director of Youth Programs  
Jose Rodriguez, Communications & PR Coordinator



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Yenni Espinoza, Library Director  
**AGENDA ITEM:** Authorization to use funds from McDonald’s Trust Fund 1978 to purchase library materials in an amount not to exceed \$19,723.10 - Espinoza

**NATURE OF REQUEST:**

The Speer Memorial Library is requesting authorization to purchase library materials for patrons to use through our Library of Things in an amount not exceeding \$19,723.10. The funds are from McDonald's Trust Fund 1978. This purchase will enable patrons to check out items such as a Cricut, 3D printer, laser cutter, engraver, etc.

**BUGETED:** Yes **FUND:** Speer Memorial Library **ACCT. #:** 22-410-94780

**BUDGET:** \$19,723.10 **EST. COST:** \$19,723.10 **CURRENT BUDGET BALANCE:** \_\_\_\_\_

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

# TREASURER'S REPORT

**July 2024 thru Sep 2024**

(With activity as of 08/01/2024)

General	Code	Starting Balance	Change	New Balance	Available To Use
Cash - Speer Mem. Lib. Fund	22-10000	27,476.62	0.00	27,476.62	27,476.62
MacDonald-Investments	22-10220	0.00	0.00	0.00	0.00
Due From General Fund	22-12010	0.00	0.00	0.00	0.00
		27,476.62	0.00	27,476.62	27,476.62
Breyfogle	26-10000	6,811.75	(3,085.00)	3,726.75	
Breyfogle	26-10200	0.00	0.00	0.00	
		0.00	(3,085.00)	3,726.75	3,726.75

Macdonal total includes Interest gain \$46.47 (last activity 10/28/2020)  
Total of interest on Macdonal Account \$7753.52

**MACDONALD ACCOUNT:** Originally the sum of \$19,723.10 was given for the purchase of books or other [library] materials and not for salaries, buildings, improvements to buildings, etc. (re: letter from J. M. Blankenbaker dated July 21, 1978 to Mrs. Bernice Baker, Librarian). We have interpreted this to also include audiovisuals, computer programs, and other library/informational resources.

Note: The above letter indicates that the original donation of \$19,723.10 was to be used for purchases. It does not indicate that the interest alone is to be used. This is, however, the current interpretation of the Library Board.

**BREYFOGLE ACCOUNT:** The Breyfogle Scholarship Fund is to be used for "student[s]" interested in Library Science course[s]. Person applying should be working in the Mission Library." (from minutes back in 1982) Interpretation: Current interpretation is that these funds are to be used for library staff who have been accepted into a Library Science program and who are taking library science courses from an ALA/MLS accredited program/institution.



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Yenni Espinoza, Library Director  
**AGENDA ITEM:** Authorization to use funds from McDonald's Trust Fund 1978 to purchase furniture in the amount not to exceed \$7,753.52 - Espinoza

### NATURE OF REQUEST:

The Speer Memorial Library is requesting authorization to purchase furniture for staff to use during their break or lunchtime in an amount not exceeding \$7,753.52. The grant funds are from McDonald's Trust Fund 1978. This purchase will enable staff to sit comfortably, take breaks, or relax during lunchtime.

**BUGETED:** Yes      **FUND:** Speer Memorial Library      **ACCT. #:** 22-410-64390

**BUDGET:** \$7,753.52      **EST. COST:** \$7,753.52      **CURRENT BUDGET BALANCE:** \_\_\_\_\_

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

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

\_\_\_\_\_ AYES  
 \_\_\_\_\_ NAYS  
 \_\_\_\_\_ DISSENTING \_\_\_\_\_

# TREASURER'S REPORT

**July 2024 thru Sep 2024**

(With activity as of 08/01/2024)

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MacDonald-Investments	22-10220	0.00	0.00	0.00	0.00
Due From General Fund	22-12010	0.00	0.00	0.00	0.00
		27,476.62	0.00	27,476.62	27,476.62
Breyfogle	26-10000	6,811.75	(3,085.00)	3,726.75	
Breyfogle	26-10200	0.00	0.00	0.00	
		0.00	(3,085.00)	3,726.75	3,726.75

Macdonal total includes Interest gain \$46.47 (last activity 10/28/2020)  
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Note: The above letter indicates that the original donation of \$19,723.10 was to be used for purchases. It does not indicate that the interest alone is to be used. This is, however, the current interpretation of the Library Board.

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# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** October 28, 2024

**PRESENTED BY:** Michael Elizalde, Director of Grants & Strategic Development

**AGENDA ITEM:** Authorization to submit a grant application to the Department of Energy for the Energy Efficiency & Conservation Block Grant Program in the amount of \$140,450.00 with no match requirement. - Elizalde

### NATURE OF REQUEST:

The department is seeking authorization to submit a grant application to the Department of Energy for the Energy Efficiency & Conservation Block Grant (EECBG) Program in the amount of \$140,450. The EECBG program supports projects that reduce the total energy use, improve energy efficiency in transportation, building, and other appropriate sectors. The city's project will allow the acquisition and installation of energy efficient air conditioning units and retrofitting light fixtures to LED in various public facilities. The EECBG program does not have a cash match requirement.

**BUGETED:** N/A      **FUND:** \_\_\_\_\_ **ACCT. #:** \_\_\_\_\_

**BUDGET:** \$ \_\_\_\_\_ **EST. COST:** \$0.00      **CURRENT BUDGET BALANCE:** \$ \_\_\_\_\_

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance

**Advisory Board Recommendation:** N/A

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Abram Ramirez, Information Technology Director  
**AGENDA ITEM:** Authorization to purchase a firewall from Telepro Communications at a cost of \$29,894.96 for two years utilizing TIPS contract #230105- Ramirez

**NATURE OF REQUEST:**

Authorization to purchase a firewall from Telepro Communications at a cost of \$29,894.96 utilizing TIPS contract #230105.

- Network Security, advanced malware protection, application control, url, DNS and video filtering, antispam, 24X7 support, 4 hours hardware replacement, and two-year services.
- Replace current firewall which has yearly recurring service of about \$21,0000 (2X21,000=42,000)
- Savings of about \$12,105.04 on two-year period.

**BUDGETED:** Yes      **FUND:** General      **ACCT.#:** 01-426-74950

**BUDGET:** \$30,000.00      **EST.COST:** \$5,966.25      **CURRENT BUDGE BALANCE:** \$30,000.00  
    Equipment

**BUDGETED:** Yes      **FUND:** General      **ACCT.#:** 01-426-44640

**BUDGET:** \$808,820      **EST.COST:** \$23,931.99      **CURRENT BUDGE BALANCE:** \$391,045  
    2 year svc

**BUDGETED:** Yes      **FUND:** General      **ACCT.#:** 01-426-64390

**BUDGET:** \$808,820      **EST.COST:** \$396.72      **CURRENT BUDGE BALANCE:** \$391,045  
    transceiver

**BID AMOUNT**      \$ \_\_\_\_\_

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance, Purchasing \_\_\_\_\_

**Advisory Board Recommendation:** N/A \_\_\_\_\_

**City Manager's Recommendation:** Approval *MRP* \_\_\_\_\_

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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





**Telepro Communications**  
 12005 N Bryan Rd.  
 Mission, TX 78573

QUOTE #:	Item 22.
DATE:	Oct 14, 2024

**TIPS Contract# 230105**

**Prepared For:**  
**City of Mission**

City of Mission  
 1201 E. 8th St.  
 Mission, TX 78572

**Your Telepro Team:**

**Edgar Rodriguez**  
*Project Estimator*  
 erodriguez@teleprocommunications.com

Payment Terms	Valid Through
NET 30	Nov 14, 2024

Thank you for the opportunity to provide this quote. Please let us know if you have any questions.

Job Description:

Fortinet 2yr services with installation and configuration of Fortinet equipment.

Qty	Description	Unit Price	Ext. Price
1	FORTIGATE-201F- FORTINET FG-201F	\$5,966.25	\$5,966.25
2	FORTIGATE-201F 1 YEAR UNIFIED THREAT PROTECTION (UTP) (IPS, ADVANCED MALWARE PROTECTION, APPLICATION CONTROL, URL, DNS & VIDEO FILTERING, ANTISPAM SERVICE, AND FORTICARE PREMIUM)- FORTINET FC-10-F201F-950-02-12	\$4,199.38	\$8,398.76
4	10GE SFP+ TRANSCEIVER MODULE, SHORT RANGE- FORTINET FN-TRAN-SFP+SR	\$99.18	\$396.72
2	FORTIGATE-201F 1 YEAR UPGRADE FORTICARE PREMIUM TO ELITE (REQUIRE FORTICARE PREMIUM)- FORTINET - FC-10-F201F-204-02-12	\$302.81	\$605.62
1	FORTIGATE-201F 1 YEAR FORTICONVERTER SERVICE FOR ONE TIME CONFIGURATION CONVERSION SERVICE- FORTINET - FC-10-F201F-189-02-	\$302.81	\$302.81
7	FORTICLIENT - VPN & ZTNA (ON PREMISE DEPLOYMENTS) 1 YEAR FORTICLIENT VPN/ZTNA AGENT SUBSCRIPTIONS FOR 25 ENDPOINTS, INCLUDES ON-PREM EMS AND 24X7 FORTICARE- FORTINET - FC1-10-EMS04-428-01-12	\$296.40	\$2,074.80
81	LABOR SENIOR IT TECH	\$150.00	\$12,150.00

Qty	Description	Unit Price	Ext. Price
To place an order, please reach out to Edgar Rodriguez at erodriguez@teleprocommunications.com		<b>SubTotal</b>	<b>\$29,894.96</b>
		<b>Tax</b>	<b>\$0.00</b>
		<b>Shipping</b>	<b>\$0.00</b>
		<b>TOTAL</b>	<b>\$29,894.96</b>

Item 22.



Printed 16 October 2023

www.teleprocommunications.com

## TELEPRO COMMUNICATIONS

EMAIL PO & VENDOR QUOTE TO: TIPSPO@TIPS-USA.COM  
PO MUST REFERENCE VENDOR TIPS CONTRACT NUMBER

	<u>PAYMENT TO</u>	<u>TIPS CONTACT</u>
ADDRESS	12005 N. Bryan Rd.	NAME Charlie Martin
CITY	Mission	PHONE (866) 839-8477
STATE	Texas	FAX (866) 839-8472
ZIP	78573	EMAIL tips@tips-usa.com

DISADVANTAGED/MINORITY/WOMAN BUSINESS ENTERPRISE: N      HUB: Y

### SERVING STATES

TX

### Overview

*Telepro Communications provides, installs, services, and programs structured cabling systems, fiber optics, intercom systems, audio/visual systems, intercom systems, surveillance camera systems, network switches, wireless access points, access control systems, and security systems.*

## AWARDED CONTRACTS "View EDGAR Doc" on Website

Item 22.

Contract	Comodity	Exp Date	EDGAR
23010402	Trades, Labor, and Materials (JOC)	04/30/2025	See EDGAR Certification Doc.
230202	Security Systems Products and Services	04/30/2026	See EDGAR Certification Doc.
230105	Technology Solutions Products and Services	05/31/2028	See EDGAR Certification Doc.
23010401	Trades, Labor, and Materials (NON-JOC)	04/30/2028	See EDGAR Certification Doc.
211001	Job Order Contracting	01/31/2024	See EDGAR Certification Doc.

## CONTACTS BY CONTRACTS

### 211001

Edgar Rodriguez	Project Estimator	(956) 618-2360	erodriguez@teleprocommunications.
Emmanuel Arias	Project Manager	(956) 618-2360	earias@teleprocommunications.com

### 230105

Edgar Rodriguez	Project Estimator	(956) 618-2360	erodriguez@teleprocommunications.
Daniel Backhaus	Sr. Project Estimator	(956) 618-2360	daniel@teleprocommunications.com

### 230202

Edgar Rodriguez	Project Estimator	(956) 618-2360	erodriguez@teleprocommunications.
Daniel Backhaus	Sr. Project Estimator	(956) 618-2360	daniel@teleprocommunications.com

### 23010401

Edgar Rodriguez	Project Estimator	(956) 618-2360	erodriguez@teleprocommunications.
Daniel Backhaus	Sr. Project Estimator	(956) 618-2360	daniel@teleprocommunications.com

### 23010402

Edgar Rodriguez	Project Estimator	(956) 618-2360	erodriguez@teleprocommunications.
Daniel Backhaus	Sr. Project Estimator	(956) 618-2360	daniel@teleprocommunications.com



**CITY COUNCIL AGENDA ITEM &  
RECOMMENDATION SUMMARY**

**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Juan Pablo "JP" Terrazas, P.E., Asst. City Manager  
**AGENDA ITEM:** Authorization to extend Second Six-Month Renewal for Ready Mix Concrete for Public Works Department - Terrazas

**NATURE OF REQUEST:**

Seeking authorization to exercise the Second Six-Month Renewal with 57 Concrete, LLC; this is the second of three renewal options. The contract term is for six (6) months with the option to renew for three additional six-month renewals. Recommendation is based solely on estimated quantities and orders will be placed on as needed basis. The agreement will extend Bid No. 24-042-10-30 November 15, 2024 through May 14, 2025. Ready Mix Concrete price remains the same \$123/ per cubic yard of 3000 PSI Ready Mix Concrete with the Standard Fuel Surcharge per Load of \$25.00

**BUDGETED:** Yes **FUND:** Streets **ACCT. #:** 01-440-64370  
**BUDGET:** \$600,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$183,081

**BUDGETED:** Yes **FUND:** Water Distribution **ACCT. #:** 02-412-64370  
**BUDGET:** \$20,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$13,566

**STAFF RECOMMENDATION:**  
Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

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

\_\_\_\_\_ AYES  
\_\_\_\_\_ NAYS  
\_\_\_\_\_ DISSENTING \_\_\_\_\_

City of Mission

1201 E 8<sup>th</sup> St

Mission, Texas 78592

Attn: Mr. Gabriel Diaz

October 18, 2024

**Renewal Extension Letter**

Since the term of the previous agreement Bid# 24-042-10-30 Ready Mix Concrete has ended. We wish to extend the term of the existing contract for a period of six months.

Effective from November 16<sup>th</sup>, 2024, to May 14<sup>th</sup>, 2025.

A price of **\$123** per cubic yard of 3000 PSI Ready Mix Concrete along with the Standard Fuel Surcharge per Load of \$25.00 will remain as the regular price.

If you have any questions, please contact our accounting department at the phone or address listed below.

4877 Western Rd, Mission, Tx 78574

(956) 539-5757

57concrete.com

We truly appreciate your business and look forward to our continued relationship for the years to come.

Sincerely,



Juan Hernandez

Commercial Accounts Manager

**BID NAME/NUMBER:** 24-042-10-30 / Ready Mix Concrete

**OPEN DATE:** October 30, 2023 2:00 PM CST



<b>Vendor Name:</b>	57 Concrete, LLC.
<b>Street address:</b>	4877 Western Rd.
<b>City, State:</b>	Mission, TX 78574
<b>Phone:</b>	(956) 638-1068
<b>Fax:</b>	
<b>Contact:</b>	Eliud R. Cavazos
<b>Email:</b>	<a href="mailto:sales@57concrete.com">sales@57concrete.com</a>

DESCRIPTION:	UOM in Cubic Yards	Estimated Qty.	Unit Price	Total Extended Price
1 Ready Mix Concrete	Cubic Yards	425	\$123.00	\$52,275.00
<b>ADDENDUMS</b>				None
<b>Number of Hours/Days to Deliver Product</b>				24 hours

Note:



**BID NAME/NUMBER:** 24-042-10-30 / Ready Mix Concrete

**OPEN DATE:** October 30, 2023 2:00 PM CS

**Vendor Name:** 57 Concrete, LLC.  
**Street address:** 4877 Western Rd.  
**City, State:** Mission, TX 78574  
**Phone:** (956) 638-1068  
**Fax:**  
**Contact:** Eliud R. Cavazos  
**Email:** [sales@57concrete.com](mailto:sales@57concrete.com)

DESCRIPTION of FORMS:		
Solicitation Signed		Yes
Terms & Conditions Included		Yes
Non-Collusive		Yes
Pricing Schedule		Yes
Addenda(s)		None
Gen. Business Questionare		Yes
References		Yes
CIQ		





**CITY OF MISSION**  
*"Home of the Grapefruit"*

Eliud R. Cavazos  
57 Concrete, LLC  
4877 Western Rd.,  
Mission, Texas 78574

**Subject: Notice of Award – Bid No: 24-042-10-30 Ready Mix Concrete**

Dear Mr. Cavazos:

You are hereby notified that you have been awarded City of Mission Bid No: 24-042-10-30 Ready Mix Concrete. Please use this bid number on any correspondence to the City of Mission.

Contract will be for a period of six (6) months, commencing from date of award. The City of Mission shall reserve to renew this order for an additional three (3) consecutive, six (6) month periods at the end of the service period on the following basis:

- Fixed price for the initial 6-month period
- Three (3) quarterly renewal options for unit prices deemed to be fair and reasonable to the City of Mission and within the market standard
- Renewal rates are to be provided to the City of Mission forty-five (45) prior to the expiration date.

**Contract Base Term: November 15, 2023 through May 14, 2024.**

To facilitate the discharge of this contract, the Technical Representative (TR) for the contract is Juan Pablo Terrazas, Assistant City Manager who can be reached at (956) 249-1402, and Gabriel Diaz (Streets Supervisor) who can be reached at (956) 956-227-7916. The Technical Representative will perform the following duties during the term of this contract:

1. Monitor, verify and take such action necessary to ensure that your firm performs the technical requirements of the contract in accordance with the contract terms, conditions, and specifications. Specific emphasis shall be placed on the quality, quantity, acceptability, and manner of work for both adherences to the contract provisions and to your firm's quality control program.
2. Notify your firm of deficiencies observed during delivery of goods and/or services

and direct your firm to comply with the contract requirements. Coordinate with the Procurement Agent about your firm's unacceptable performance. Your firm's corrective actions must be within the scope of the contract.

3. Forward all disagreements with your firm that cannot be resolved within the scope of the delegated authority to higher levels within the City. The TR will provide records and reports to the Procurement Agent concerning faulty or non-conforming work, delays or problems, and recommend appropriate actions to effect correction within the scope of the contract or dispute.
4. Ensure that any City furnished property is provided and returned in accordance with the contract provisions.
5. Maintain records applicable to the criteria established in the contract for performance issues, as they relate to the assessment of potential liquidated damages. Assert when applicable, in coordination with the Procurement Agent, any damages provided in the contract due to your firm's failure to meet standards.
6. Maintain a current record of the obligated contract dollar amount, billed and paid.
7. Recommend acceptance or rejection of invoices that have been submitted by your firm. Disposition of payment recommendations rest with the appropriate Procurement Agent and the TR.
8. Coordinate with the Procurement Agent prior to releasing any correspondence involving schedule, performance, cost, and invoices/payment.
9. Work with the Procurement Agent to properly close out the contract and all records.
10. Perform, or cause to be performed, inspections required by the contract. Verify that your firm has corrected all deficiencies. Act as certifying official, and receive, accept or reject supplies/services for the City specified in the contract and invoiced by your firm.

The following actions are specifically reserved for the Procurement Agent.

1. Issuance of any orders or modifications to your firm regarding contractual matters, such as changes in price, deliveries, statements of work, specifications, or other contractual terms.
2. Directing work to start or stop, except as specifically provided for by the terms and conditions of the contract.
3. Amending the contract requirements in any respect.
4. Submit for Approval any action that will result in additional charges to the City.
5. Interpretation of contract terms and conditions.

In the event of the Technical Representative absence, the Procurement Agent shall act in this capacity. The presence or absence of the TR shall not relieve the Contractor from any requirements of the contract. In the event of any discrepancies the original bid submitted will take precedence.

This assignment and delegation of the city is effective as of this date and shall remain in full effect until contract expiration or termination in writing by the Procurement Agent.

A copy of your bid response is enclosed for your records. Said bid response and this notice of award constitute the contract. Please include the bid number on all correspondence pertaining to this contract, and with each invoice that you submit.

If you have any questions, please contact your assigned **Procurement Buyer, Crissy Cantu** at the phone number or address listed below.

City of Mission  
1201 E. 8<sup>th</sup> Street  
Mission, TX 78592  
956/580-8667  
956/580-8798 FAX

We appreciate your interest in City of Mission and look forward to working with you.

Sincerely,



Crissy Cantu  
Procurement Buyer

11.15.2023  
Date



CITY OF  
**MISSION**

**CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY**

**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Andy Garcia, Assistant City Manager/Purchasing Interim  
**AGENDA ITEM:** Approval of Interlocal Agreement between City of Mission and Mission Consolidated Independent School District (MCISD) – A. Garcia

**NATURE OF REQUEST:**

Staff is seeking approval of the attached Interlocal Agreement between City of Mission and Mission consolidated Independent School District (MCISD). Pursuant to the Interlocal Cooperation Act, Subchapter 271.102 (a) (c), of the Texas Local Government Code, "A local government may participate in a cooperative purchasing program with another local government of this state or another state or with a local cooperative organization of this state or another state." "A local government that purchases goods or services under this subchapter satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services."

**BUGETED:** Yes                                      **FUND:** Varies                                      **ACCT. #:** Varies  
**BUDGET:** \$N/A                                      **EST. COST:** \$N/A                                      **CURRENT BUDGET BALANCE:** \$N/A

**BID AMOUNT:** \$N/A

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

## Interlocal Agreement

This Interlocal Agreement is between Mission Consolidated Independent School District (“MCISD”) and the City of Mission (“Buyer”), (collectively “Parties”).

The Parties are authorized by the Interlocal Cooperation Act, Texas Government Code Chapter 791 to enter into cooperative agreements with other political subdivisions of the State of Texas for the purpose of fulfilling and implementing their respective public and governmental purposes, needs, objectives, and programs.

The roles of the parties described in this Agreement are governmental functions. The Parties agree to carry out their roles under this Agreement in the manner in the Agreement.

The Parties have decided that this Agreement will result in improved services being provided more economically and efficiently for the benefit of both of the Parties.

The Parties agree as follows.

### ARTICLE I SERVICES PROVIDED BY MCISD

Section 1.1 Services. MCISD shall procure goods and services in accordance with State and Federal laws and rules (hereinafter “Goods and Services”). When MCISD deems it to be in its best interest to do so, MCISD may make the Goods or Services available for purchase by Buyer.

Section 1.2 Buyer’s Request. MCISD shall consider written requests from the Buyer for the purchase of Goods and Services. The request shall be made on a form prescribed by MCISD. The form must provide a detailed description of the goods or services to be supplied and must also describe a date for delivery of the goods or services. The form must also describe the Buyer’s governmental function to which the Goods and Services will be applied.

Section 1.3 Notice of Ability to Provide Goods or Services. If MCISD determines in its sole discretion that it is capable of providing goods or services under this agreement, MCISD will so notify the Buyer. If MCISD is incapable of providing the requested Goods and Services to Buyer in whole or in part, MCISD will notify Buyer that MCISD is unable to fulfill the Buyer’s request in whole or in part.

Section 1.4 Negotiation. If MCISD is capable of providing Goods and Services under the Agreement, then Buyer shall make a price offer to MCISD. MCISD may accept or reject in whole or in part the Buyer’s offer. MCISD is not required to accept any offer made by the Buyer under this agreement.

Section 1.5 Formal Purchase Order. The Parties agree that before Goods and Services may be provided under this Agreement that the Goods and Services and associated pricing will be reduced to writing on a form adopted by MCISD and formally approved in accordance with MCISD policies and practices.

Section 1.6 Right of Refusal. MCISD has the absolute right to refuse a request made by Buyer under this Agreement.

**ARTICLE II**  
**PRICING AND TERMINATION**

Section 2.1 Pricing. The parties will agree on all pricing prior to the provision of Goods and Services under this Agreement.

Section 2.2 Commodities. The parties agree that if an executed Formal Purchase Order contemplates the provision of goods over a period of time, that if the contemplated good is a commodity item whose value is subject to market conditions, MCISD may elect to adjust the pricing to reflect the then current market conditions or it may elect to terminate the purchase order, without penalty and without incurring liability to the Buyer.

Section 2.3 Payment. Payment is due upon the delivery of the Goods or Services. MCISD retains the right to withhold any Goods or Services until full payment is made. MCISD retains the right to charge for storage of materials or Goods that have not been paid for or picked up for more than three days.

**ARTICLE III**  
**MISCELLANEOUS**

Section 3.1 Government Services. This Agreement is a contract for the performance of governmental functions by governmental entities. The Parties will be engaged in the conduct of a governmental function while providing and/or performing any service under this Agreement.

Section 3.2 Liability. It is understood and agreed between the parties that each party will be responsible for its own acts or omission, including the acts or omissions of its employees, officers, trustees, and agents. Disputes will be resolved in accordance with MCISD Board Policy CJ(LOCAL) as it may be amended at the time the dispute arises and the applicable laws of the State of Texas, subject to all defenses, including governmental immunity. In no event shall MCISD be liable to Buyer or any other person or entity for the loss of or damage to property, or any damages resulting from the services provided. Under no circumstances are MCISD or its employees, acting in their respective capacities, liable for any claims from Buyer or any other person or entity for damages or the loss of, or damage to, Buyer's materials or data.

Section 3.3 Attorney's Fees. Both Parties hereby waive any right to attorney's fees in an action for breach of contract.

Section 3.4 Other Services. Nothing in this Agreement will be deemed to create, by implication or otherwise, any duty, responsibility or right as to either Party except with respect to the use and general provision of the services specifically set forth in this Agreement.

Section 3.5 Terms. The terms of this agreement apply to all transactions conducted pursuant to this agreement. MCISD shall have the right to decline any transaction requested by Buyer under this agreement. The terms of this agreement supersede all terms of any purchase order submitted by Buyer.

Section 3.6 Jurisdiction. Nothing in this Agreement will be deemed to extend, increase, or limit the jurisdiction or authority of either Party except as necessary to implement, perform and obtain the goods or services contemplated by this Agreement. This Agreement will be governed by the laws of the State of Texas. Exclusive venue for any action arising out of this agreement is in Hidalgo County.

Section 3.7 Governmental Immunity. Nothing in this Agreement will be construed to waive modify or amend any legal defense available to the Parties or any past or present Trustee, office, agent, or employee, including but not limited to governmental immunity from suit as provided by law.

Section 3.8 Notice. Notices provided by any Party pursuant to this Agreement will be in writing and will be directed via U.S. Mail, or hand delivery, or facsimile, at the following addresses:

**Mission CISD:**

*Attention: Cris Valdez, Ed. D., Superintendent of Schools*

*1201 Bryce Drive  
Mission, TX 78572*

**City of Mission (Buyer)**

Attention:

*1201 E. 8<sup>th</sup> Street  
Mission, TX 78572*

Section 3.9 Amendments and Modifications. This Agreement may not be amended or modified except in writing by the Parties and authorized by their respective governing bodies. Terms that would have the effect of amending or modifying a term or condition of this Agreement which may be contained in or attached to an order placed by the Buyer, shall be null and void unless the term and the proposed modification are formally presented to the Board of Trustees for the Mission Consolidated Independent School District at a lawfully called Meeting conducted in accordance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code and such term is approved by a majority of a quorum of the members then present at the meeting.

Section 3.10 No Warranty. MCISD makes no warranty, including any implied warranty regarding the services and final product. Buyer agrees to accept all product and services as is.

Section 3.11 Authorization. The persons executing this Agreement on behalf of the Parties represent that they are duly authorized by their respective governing bodies to execute this Agreement.

Section 3.12 Term. This agreement shall be for a term of one calendar year from the date is executed by MCISD, unless it is terminated prior to its expiration. This Agreement shall not automatically renew.

Section 3.12 Termination of Agreement by Parties. This Agreement may be terminated by either Party by providing written notice that the Agreement will terminate without need for further action by the terminating party on the 10<sup>th</sup> day after the notice is received by the non-terminating party. Upon termination, MCISD's duty to provide Goods or Services in connection with any partially or fully unperformed Purchase Orders shall terminate. Upon termination of the Agreement, Buyer will pay MCISD for any Goods or Services that have been rendered prior to termination including any Goods that have been allocated and stored for the benefit of the Buyer. In the event that Buyer has pre-paid for Goods or Services that have not been delivered or completed before the date termination becomes effective, MCISD may elect to complete fulfillment of the Order or may return that portion of prepayment that reflects the unperformed part of the Order. All payments for Goods and Services that are due under the Agreement shall be due and payable on the date of termination of the Agreement.

EXECUTED AND DELIVERED initially by and between Mission CISD, and the City of Mission, on this 28th day of October, 2024.

MISSION CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

By: *Dr. Cris Valdez*  
Dr. Cris Valdez (Oct 15, 2024 13:12 CDT)  
*(Dr. Cris Valdez., Superintendent of Schools)*

Buyer: \_\_\_\_\_  
*(Andy Garcia, City of Mission, Assistant City Manager)*

**Reviewed and Approved by Mission CISD**

*Valerie Uresti-Rojas*  
Valerie Uresti-Rojas (Oct 15, 2024 10:20 CDT)  
**Valerie Marie Uresti-Rojas**  
**Fixed Assets/Warehouse Coordinator**

*JG*  
Joel Garcia (Oct 15, 2024 11:59 CDT)  
**Joel Garcia, CPM**  
**Deputy Superintendent for Support Services**





# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Adrian L. Garcia, Fire Chief  
**AGENDA ITEM:** Authorization to purchase uniforms for new and current personnel from Municipal Emergency Services via Sourcwell contract #011124 – A. L. Garcia

**NATURE OF REQUEST:**

The Mission Fire Department is seeking authorization to purchase uniforms for new and current personnel from Municipal Emergency Services via Sourcwell contract #011124 for FY 2024-2025.

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

**BUDGETED:** Yes      **FUND:** General      **ACCT. #:** 01-431-64270

**BUDGET:** 211,600.00    **EST. COST:** 40,000.00    **CURRENT BUDGET BALANCE:** 204,213.00

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

# Municipal Emergency Services

Uniforms, tailoring, and fitting services

#011124-MES

Maturity Date: 3/25/2028

Products & Services ▼

## Products & Services

Sourcewell contract 011124-MES gives access to the following types of goods and services:

- Training uniforms
- Polo shirts
- Uniform shirts and pants
- Outerwear
- Patches
- Jackets
- Tailoring
- Custom uniform services
- Embroidery
- Screen printing
- T-shirts

Buy Sourcewell



(877) 637-3473

# Quote

Item 25.

**Quote #** QT1867672  
**Date** 10/18/2024  
**Expires** 11/02/2024  
**Sales Rep** Guzman, Patrick L  
**Shipping Method** FedEx Ground  
**Customer** MISSION FIRE DEPT (TX)  
**Customer #** C32373

**Bill To**

MISSION, CITY OF  
 1201 E. 8 STREET  
 MISSION TX 78572  
 United States

**Ship To**

MISSION FIRE DEPARTMENT  
 415 W. TOM LANDRY STREET  
 MISSION TX 78572  
 United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
FECHHEIMER	F1 CS1000		F1 CS1000 Custom FECHHEIMER	70	\$78.06	\$5,464.20
			F1 CS1000 F1 CS1000 86 LAPD Navy SHIRT SS			
FECHHEIMER	F1 CS17400		F1 CS17400 Custom FECHHEIMER	70	\$93.47	\$6,542.90
			F1 CS17400 F1 CS17400 86 LAPD Navy PANTS			
FECHHEIMER	F1 CS1020		F1 CS1020 Custom FECHHEIMER	70	\$88.06	\$6,164.20
			F1 CS1020 F1 CS1020 86 LAPD Navy LS			
73334-Dark Navy-28			Apex Short- Color: Dark Navy (724) Size: 28	70	\$59.72	\$4,180.40
72534-Heather Grey-Large-Regular			JOB SHIRT 1/4 ZIP 2.0	70	\$57.23	\$4,006.10
89098-DARK NAVY-1 SIZE			FAST-TAC UNIFORM HAT Color: Dark Navy (724) Size: 1 Size	70	\$11.20	\$784.00
89422-Dark Navy-Medium/Large			5.11 Boonie Hat Size: Medium/Large Color: Dark Navy (724)	70	\$26.76	\$1,873.20
112509-White-3X-Large-Reg			MEN'S PERFORMANCE SHORT SLEEVE POLO White - 010	70	\$43.25	\$3,027.50
122509-White-Large			W'S PERFORMANCE SS POLO COLOR:White(010) SIZE:Large	70	\$43.25	\$3,027.50
143009-Black-LARGE			TACTICAL BELT 1.5" Color: Black 019 Size: LARGE	70	\$46.01	\$3,220.70
90057-Dark Navy			3.5"x14.5" CLIP-ON TIE WITH BUTTONHOLES	70	\$6.62	\$463.40
Sew-Apply Grommets	COLLAR TABS		COLLAR TABS Apply grommets to shirt collars	70	\$5.00	\$350.00
Sew-Apply Patch Large	MISSION PATCH		MISSION PATCH Apply patch	70	\$5.00	\$350.00
Sew-Apply Patch Large	RIGHT ARM EMT		RIGHT ARM EMT Apply patch	70	\$5.00	\$350.00
Sew-Hem Pants			Hem supplied pants	70	\$4.00	\$280.00
Sew-Apply 2 New Name Tapes			Apply 2 new name tapes, includes name tapes	70	\$20.00	\$1,400.00



QT1867672



(877) 637-3473

# Quote

Quote #

QT1867672

Date

10/18/2024

Item 25.

Sourcewell Uniforms(Uniforms, Apparel, Footwear & Accessories) Contract #011124

<b>Subtotal</b>	\$41,484.10
<b>Shipping Cost</b>	\$0.00
<b>Tax Total</b>	\$0.00
<b>Total</b>	\$41,484.10

Quote is only an estimate. Each line item and each spec must be confirmed and approved by customer before final pricing can be determined.  
\*\*\*Shipping charges may apply\*\*\*

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1867672



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Adrian Garcia, Fire Chief  
**AGENDA ITEM:** Approval of City of Mission Charity Care Policy for Ambulance Services - A.L. Garcia

**NATURE OF REQUEST:**

Approval of City of Mission to authorize the Charity Care Policy for Ambulance Services. The purpose of this policy is to establish guidelines for patients who do not have means to pay for City of Mission ambulance services. It is not the intent of this policy to provide charity care to patients who have the ability to pay or patients who have private insurance, Medicare, Medicaid or other third-party coverage. Upon approval of the policy, Emergicon, LLC will report costs for Charity Care, that will help the City of Mission realize revenue related to an Ambulance Services Supplemental Payment Program as administered by the State of Texas Health and Human Services Commission.

**BUGETED:** \_\_\_\_\_ **FUND:** \_\_\_\_\_ **ACCT. #:** \_\_\_\_\_

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

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance \_\_\_\_\_

**Advisory Board Recommendation:** None \_\_\_\_\_

**City Manager's Recommendation:** Approval *MRP* \_\_\_\_\_

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

## CHARITY CARE POLICY for AMBULANCE SERVICES

**AMBULANCE SERVICES PROVIDER: CITY OF MISSION**

**APPROVED: 10/28/2024**

**EFFECTIVE DATE: October 1, 2024**

### PURPOSE

The purpose of this policy is to establish guidelines for patients who do not have means to pay for City of Mission ambulance services. It is not the intent of this policy to provide charity care to patients who have the ability to pay or patients who have private insurance, Medicare, Medicaid or other third-party coverage.

### POLICY

It is the policy of City of Mission to provide ambulance services to our community without regard to a patient's and/or guarantor's ability to pay for these services. The City of Mission hereby establishes this Charity Care Policy for patients who are unable to pay for all or part of their care for various reasons.

Charity care is not available for patients who are able to pay for their care either through self-pay or some form of insurance. For those patients who are able to pay for their care, City of Mission shall require payment and may offer special arrangements, including payment plans, with approval of **City of Mission, Finance Department**. Payment plan inquiries shall be directed to City of Mission, Fire Department, 415 W. Tom Landry, Mission, TX 78572.

### GUIDELINES

These guidelines are provided to the contractor(s) currently performing ambulance billing and collections and revenue maximization consulting services for City of Mission. The contractor(s) may rely on these guidelines and provide hardship assistance without further approval from City of Mission. However, City of Mission reserves the right to review any of the accounts that were deemed eligible for charity care in order to ascertain if the contractor is acting in conformity with the guidelines. City of Mission further reserves the right to modify this policy at any time.

Full charity care reduction (100% write-off of ambulance service charges to charity care) shall be granted to patients earning less than or equal to 400% of the Federal Poverty Level (FPL), as published annually by the Department of Health and Human Services. City of Mission and/or its contractor(s) shall rely on financial data provided by the patient and may also utilize data from credit bureaus and other sources to determine if the patient is eligible for charity care. Once it is determined that the patient is eligible for charity care, City of Mission or its contractor(s) shall make no further attempts to collect payment from the patient.



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** October 28, 2024

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

**AGENDA ITEM:** Preliminary Plat Approval: Tanglewood at Bentsen Palm Phase V, A tract of land containing 11.688 acres being out of Lot 14, Del Monte Irrigation Co. Subdivision, PUD (R-1), Developer: Rhodes Enterprises, Inc., Engineer: Melden & Hunt, Inc., - De Luna

### NATURE OF REQUEST:

On October 16, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Tanglewood at Bentsen Palm Phase V. The subject site is located approximately 150' East of the intersection of Falcon Drive & Kingfisher Lane with a continuation of Falcon Drive. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

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

**STAFF RECOMMENDATION:** Staff recommends approval subject to: 1.) Payment of Capital Sewer Recovery Fees; 2) Provide Water District Exclusion; and 4) Conveyance or Payment of Water Rights

**Departmental Approval:** N/A

**Advisory Board Recommendation:** Approval

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

**RECORD OF VOTE:**

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**ITEM # 3.0****PRELIMINARY & FINAL  
PLAT APPROVAL:**

Tanglewood at Bentsen Palm Phase V  
 A tract of land containing 11.688 acres being out of Lot 14,  
 Del Monte Irrigation Co. Subdivision  
 PUD (R1)  
 Developer: Rhodes Enterprises, Inc.  
 Engineer: Melden & Hunt, Inc.

**REVIEW DATA**

The property is located approximately 150' East of the intersection of Falcon Drive & Kingfisher Lane with a continuation of Falcon Drive. The property is currently open with a proposed use of (42) Forty-Two Single Family Residential lots – see plat for actual dimension, square footages, and land uses.

**WATER:** The developer shall connect to an existing 8" water line located along the South ROW of Falcon Drive within Tanglewood Phase IV which ended with a flush valve. The flush valve will be removed and a line will extend into the proposed development with a new 8" water line to provide water for each lot by a 1" service. There are 3 proposed fire hydrants via direction of the Fire Marshal's office.

**SEWER:** The developer is proposing an internal 8" sewer line system to provide sewer service to all the lots as it ties into an existing 8" sanitary sewer line along the North side of Falcon Drive being a continuation from Tanglewood Phase IV. This system will extend and also connect to an existing line NE of this proposed site. The Capital Sewer Recovery Fee is required at \$200.00/Lot which equates to \$8,400.00 (\$200.00 x 42Lots).

**STREETS & STORM DRAINAGE:** The proposed internal streets will be 32' back-to-back within a 50' Right of Way. Access will be from Falcon Drive.

The proposed drainage for this subdivision shall consist of surface runoff from the lots into the proposed streets and collected by type "A" inlets located at key points within the subdivision. The pipe size diameters shall range from 24" to 36". The proposed storm system shall discharge into an existing H.C.I.D No. 18 drain ditch, which was widened by phase III to accommodate future phases. The section of the H.C.I.D. No. 18 drain ditch, as included in Drainage Basins 38 and 43, discharges thru a 5'x5' box culvert under the Mission Main Canal, and has an ultimate outfall into the Mission Pilot Channel of the H.C.D.D. No. 1 System. The City Engineer has reviewed and approved the drainage report.

**OTHER COMMENTS**

Water District Exclusion

Conveyance or Payment of Water Rights

No Park Fees – Mike Rhodes dedication of park land still stratifies the park Dedication Ord.

Must comply with all other format findings

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, and
3. Conveyance or Payment of Water Rights



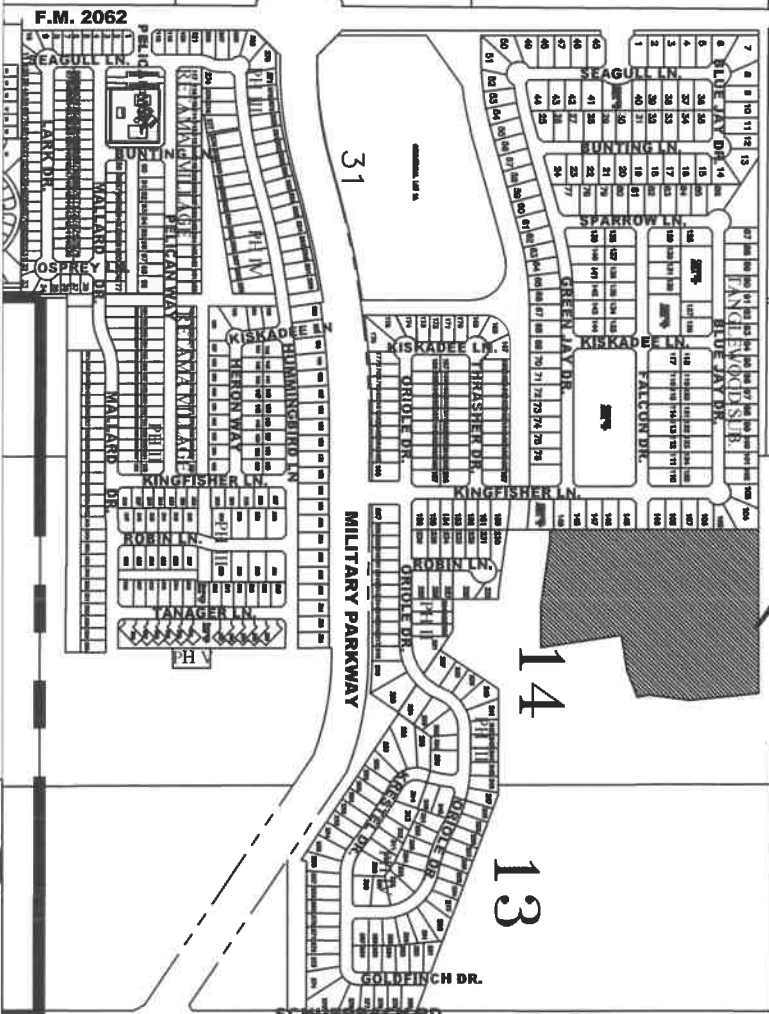
# WATSON RD.

## BENTSEN PALM DRIVE

**SITE LOCATION**

IDEA PUBLIC SCHOOL

## BREYFOLGE RD. (SCHUERBACH RD.)

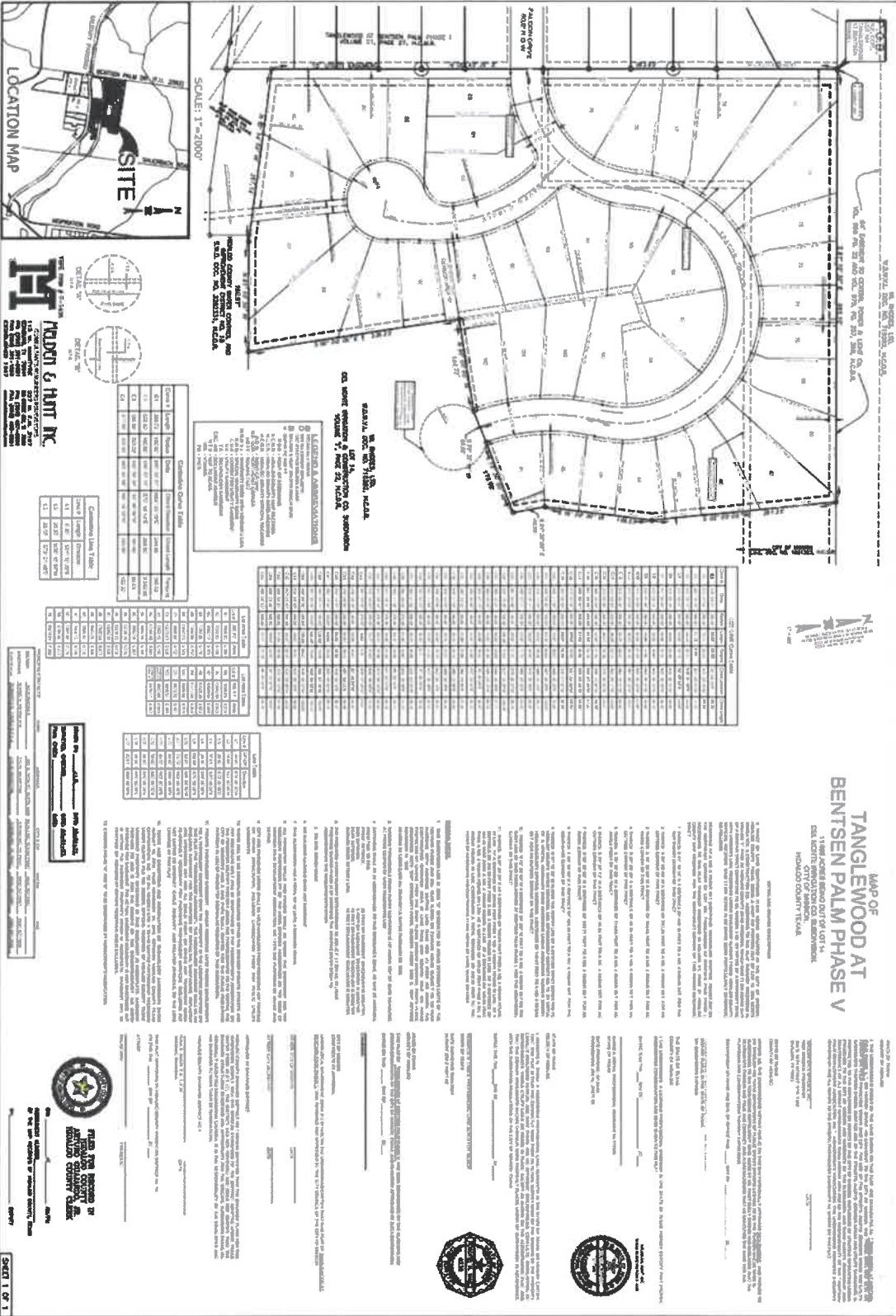


**CITY OF MISSION**  
 HIDALGO COUNTY, TEXAS  
 1201 E. 8th Street  
 MISSION, TX 78572

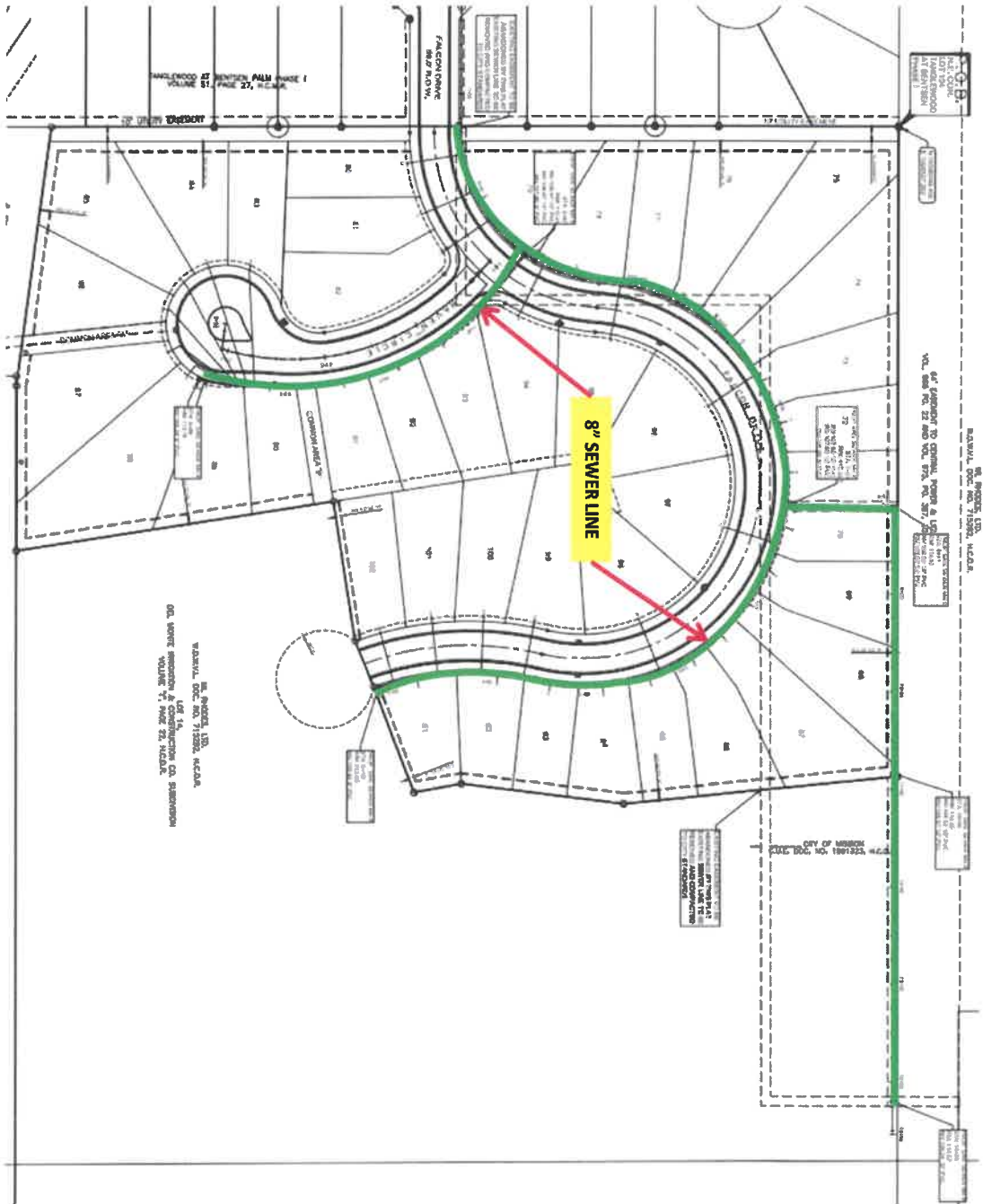
PH: (956) 580-8672  
 FAX: (956) 580-8680

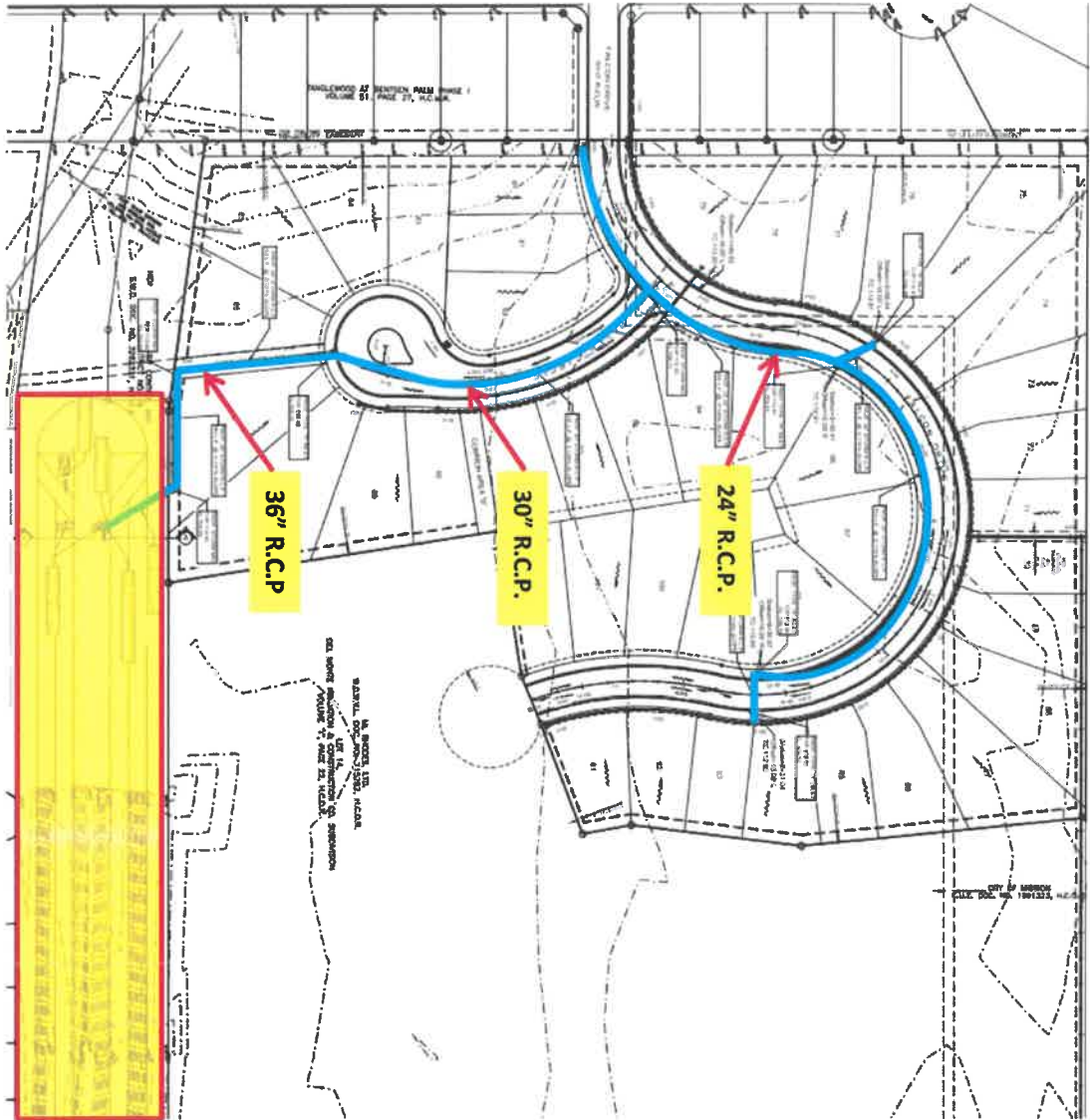
No.



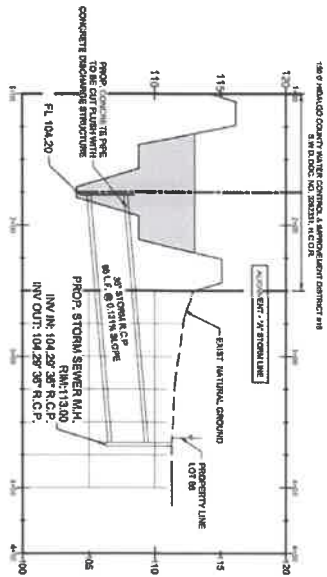


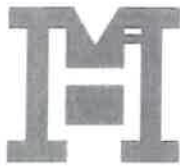






CROSS SECTION A-A  
N.T.S.





TBPELS Firm # F-1435  
TBPELS # 10096900

# MELDEN & HUNT INC.

CONSULTANTS • ENGINEERS • SURVEYORS

MARIO A. REYNA • ALLAN F. BOOE • KELLEY A. HELLER-VELA • ROBERTO N. TAMEZ • RUBEN JAMES DE JESUS • MICHAEL HERNANDEZ

## Drainage Statement

### Tanglewood At Bentsen Palm Phase V

Project #24071 Date: July 31, 2024 Revised: August 30, 2024

**Tanglewood At Bentsen Palm Phase IV** A tract of land containing 11.688 acres situated in the City of Mission, Hidalgo County, Texas, being a part or portion out of lot 14, Del Monte Irrigation & Construction CO., according to the plat thereof recorded in volume "I", page 22, Hidalgo County Deed Records, which said 11,688 acres out of a certain tract conveyed to ML Rhodes, ltd, by virtue of a warranty deed with vendor's lien, recorded under document number 715282, Hidalgo County Official Records This subdivision lies in Zone "B", which is designated 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 square mile; or areas protected by levees from the base flood (medium shading). FEMA'S Flood rate map Community- Panel Number 480334 0400 C. Map revised by LOMR Case No. 23-06-0611A, dated February 03,2023. The property is located approximately 150 feet East of the intersection of Falcon Drive & Kingfisher Lane. The property is currently open with a proposed use of 42 residential lots in the City of Mission, Texas.


The soils in this area (7) Cameron silty clay, (55) Reynosa silty clay loam and (64) Runn silty clay, s which are in Hydrologic Group "C". These soils are moderately pervious and have a relatively low plasticity index. (See excerpts from "Soil Survey of Hidalgo County, Texas").

Existing runoff is in a northeasterly direction, with a runoff of 7.41 c.f.s. during the 10-year storm frequency as per the attached calculations. Proposed runoff after development is 24.09 c.f.s., during the 50-year storm frequency, per the attached calculation, which is an increase of 16.68 c.f.s.

The proposed drainage for this subdivision shall consist of surface runoff from the lots into the proposed streets and collected by type "A" inlets located at key points within the subdivision. The pipe size diameters shall range from 24" to 36". The proposed storm system shall discharge into a an existing H.C.I.D. No. 18 drain ditch, which was widened by phase III to accommodate future phases. The section of the H.C.I.D. No. 18 drain ditch, as included in Drainage Basins 38 and 43, discharges thru a 5'x5' box culvert under the Mission Main Canal, and has an ultimate outfall into the Mission Pilot Channel of the H.C.D.D. No. 1 System.

In accordance with the City of Mission drainage policy, the peak rate of runoff in this subdivision will not be increased during the 50-year rainfall event due to the building of this subdivision. Therefore, as per attached calculations, the required 45,208 cubic feet of detention was provided within the expansion of the H.C.I.D. 18 drainage ditch during phase III. The ditch was expanded to its full capacity and an additional 599,655 CF of detention was provided. (Refer to approved drainage report Tanglewood At Bentsen Palm Phase III) The excess detention provided during phase III has been accounted for this Tanglewood Phase V. The remaining detention 437,569 C.F. Shall be credited for future phases.

*MAR 8-30-24*

<input type="checkbox"/> REJECTED	
<input checked="" type="checkbox"/> APPROVED FOR SUBMITTAL	
<input type="checkbox"/> TO H.C. PLANNING DEPT.	
<input type="checkbox"/> TO CITY	
<input checked="" type="checkbox"/> DISCHARGE PERMIT REQUIRED	
<input type="checkbox"/> DISTRICT FACILITY	
<input type="checkbox"/> CITY FACILITY	
<input checked="" type="checkbox"/> OTHER <u>HCID #18</u>	
<u>Alexis Lizano</u>	<u>9/30/24</u>
H.C.D.D. NO. 1	DATE

Mario A. Reyna, P.E. #117368  
President

Date: 08-30-24



• OFF: (956) 381-0981 • FAX: (956) 381-1839 • www.meldenandhunt.com



**CITY COUNCIL AGENDA ITEM &  
RECOMMENDATION SUMMARY**

**MEETING DATE:** October 28, 2024

**PRESENTED BY:** Cesar Torres, Chief of Police

**AGENDA ITEM:** Authorization to enter a Memorandum of Understanding between the City of Mission Police Department and the Mission Doctors Group in the yearly amount of \$140,500.00 to be paid with the TxDOT Grant with in kind match from the city - Torres.

**NATURE OF REQUEST:**

The Mission Police Department is requesting authorization to enter into a memorandum of understanding with the Mission Doctors Group, for the purpose of clarifying the registered nurse's role and expectations from the police department, as it applies to the blood search warrant process and grant activities for the newly awarded TXDOT grant. This agreement outlines the responsibilities and abilities for both agencies. This agreement will be in effect upon approval, for one year. Total Yearly Cost of \$140,500 to be paid for with the TxDOT grant. With an in kind match from the city.

**BUGETED:** Yes      **FUND:** Designated Purpose      **ACCT. #:** 15-490-34499

**BUDGET:** \$150,000      **EST. COST:** \$140,500      **CURRENT BUDGET BALANCE:** \$150,000

**BID AMOUNT:**      \$ \_\_\_\_\_

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance

**Advisory Board Recommendation:** N/A

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

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

**DISAPPROVED:**      \_\_\_\_\_

**TABLED:**      \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



## INDEPENDENT PROVIDER SERVICE AGREEMENT

**THIS INDEPENDENT PROVIDER SERVICE AGREEMENT** (this "Agreement") is entered into as of the date of the last signatory hereto by and between Mission Texas Police Department ("PD") and Mission Doctors Group ("Group"). PD and GROUP may be collectively referred to as "Parties" and individually as "Party".

WHEREAS, Group owns and operates a medical practice, as well as various outpatient clinics, located in Mission, Texas and collectively referred to as Group.

WHEREAS, Group provides healthcare services to residents of Mission, Texas and surrounding areas through employed and contracted physicians and nurses;

WHEREAS, PD serves the community of Mission, Texas by reduce crime and protect our citizens from crime;

WHEREAS, PD is in need of a registered nurse ("RN") to render nursing and laboratory services at PD;

WHEREAS, PD and Group desire to enter into this Agreement to arrange the provision of high quality and cost-effective healthcare services (the "Services") to PD as specified in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth herein, the parties hereto agree as follows:

**1. Retention & Obligations of Group.** Group hereby agrees to be retained by PD, and PD hereby agrees to retain Group, on the terms and conditions herein set forth. Group shall provide an on-site RN for the purposes of obtaining blood samples as requested by PD. Group will provide one (1) RN from Thursday night to Sunday night from the hours of 1800-0600 hours.

Group will provide necessary equipment and supplies to perform blood draws.

Group retains administrative responsibility for Group services rendered pursuant to this contract and in accordance with State laws and regulations.

Both parties will instruct their respective staff to maintain confidentiality patient information as required by law, including the Family Education Rights and Privacy Act (FERPA) and the Health Insurance Portability Accountability ACT (HIPPA) and by policies and procedures of PD and Group.

Group shall provide necessary personal protective equipment for RN while assigned to PD in compliance with OSHA Blood-Borne Pathogen Regulations, the Nuclear Regulatory Commission regulations and other applicable federal and state health and safety regulations. However, Group may require PD to provide necessary personal protective equipment for RN use when it is necessary for Group to conserve supplies for Group staff during a disaster.

2. **Obligations of PD** PD hereby agrees to compensate Group for those services provided under this Agreement in accordance with the compensation rates set forth in **Exhibit A**. PD agrees to be obligated by the following terms and conditions:

- a. Provide safety for the RN while the RN performs the above duty.
- b. Office space provide must be in good repair and have access to WiFi.
- c. PD shall provide RN a copy of a properly executed warrant prior to any blood draw being performed if the individual in custody will not consent to a blood draw. PD will be solely responsible to maintain the proper chain of custody of any blood samples drawn by the RN.
- d. Coordinate daily services with the onsite RN.

3. **Performance of Group**. Group shall at all times loyally and conscientiously perform all of the Services to the best of Group's abilities, and in a manner that reflects favorably upon PD. Group agrees to obey all bylaws, regulations, policies and procedures of PD, pertaining to Group conduct. Group agrees to comply with all applicable laws, rules, and regulations, and the standards of applicable federal, state and local agencies, governing bodies and professional organizations with jurisdiction over Group's conduct. Group agrees to make every effort to maintain the standard and quality of care provided by PD and other Groups in the community.

4. **Term**. The term of this Agreement shall commence on \_\_\_\_\_, 2024 (the "Effective Date") and shall continue for an initial period of one (1) year unless sooner terminated as hereinafter provided. This Agreement may be renewed thereafter for successive one (1) year terms, but only upon the mutual written agreement of the Parties. Nothing in this Agreement shall be construed to provide any guaranty, commitment, or assurance that Group's retention will be continued indefinitely or renewed past its initial term.

5. **Independent Contractor**. Nothing in this Agreement is intended nor shall be deemed or construed to create any relationship between GROUP and PD than that of independent entities contracting with each other hereunder solely for the purpose of affecting the provisions of this Agreement.

6. **Termination**. This Agreement may be terminated by either party, with or without cause, upon thirty (30) days advance written notice to the other party.

6.04 **Compensation Upon Termination**. Upon termination of this Agreement for any reason, Group shall be entitled solely to the Compensation provided under this Agreement to and including the date of termination. Group shall be entitled to no further compensation as of the date of termination of this Agreement.

7 **Additional Obligations of PD**. In addition to other obligations under this Agreement, PD agrees to the following:

7.01 **Office Space and Equipment.** PD shall provide for Group those facilities and equipment (unless otherwise provided for by this Agreement), personnel, supplies, utilities, and account services necessary to provide the services to be performed by Group under the terms of this Agreement.

8. **Insurance and Indemnification**

8.01 **Insurance.** Group shall procure and maintain in force during the term of this Agreement, at its sole cost and expense, professional liability insurance or a program of self-insurance in amounts reasonably necessary to protect Group and its employees, agents, or representatives against liability arising from any and all negligent acts or incidents occurring in the discharge of its or their responsibilities and obligations under this Agreement. Coverage under such professional liability insurance shall be not less than one million dollars (\$ 1,000,000.00) for each occurrence and three million dollars (\$3,000,000.00) in annual aggregate.

8.02 **Indemnification.** To the fullest extent permitted by law, each party ("Indemnifying Party") shall indemnify and hold harmless the other party, its affiliates, officers, directors, consultants and agents and employees ("Indemnified Parties") from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the other party, but only to the extent caused by the negligent acts or omissions or willful misconduct of the other party, its Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable

9. **Access to Information.** Neither Group nor PD shall disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by Group in writing. Students are fully bound by the provisions of the federal regulations governing Confidentiality of Alcohol and Drug Abuse Patient Records (42 C.F.R. Part 2, as amended from time to time).

In addition, PD and Group shall not use or disclose any protected health information and individually identifiable health information, as defined in 45 CFR Part 164 (collectively, the "**Protected Health Information**"), concerning a patient other than as permitted by this Agreement or provisions of the federal privacy regulations (the "**Federal Privacy Regulations**") and the federal security standards (the "**Federal Security Regulations**") as contained in 45 CFR Part 164.

10. **Waiver.** A waiver of any of the terms and conditions of this Agreement shall not be construed as a general waiver by PD, and PD shall be free to reinstate that part with or without notice to Group. No waiver of any of the provisions of this Agreement shall be deemed binding unless executed in writing by the party making the waiver.

11. **Effect.** Should any portion of this Agreement be held to be unenforceable or inoperative for any reason, such portion shall not affect any other portion of this Agreement and the remainder of this Agreement shall remain in effect without need for a further writing.

12. **Governing Law.** This Agreement is drawn to be effective in and shall be construed and governed in accordance with the laws of the State of Texas.

13. **Notices.** All notices or communications required or permitted under this Agreement shall be given in writing and delivered personally or sent by United States registered or certified mail with postage prepaid and return receipt requested or by overnight delivery service (e.g., Federal Express). Notice shall be deemed given when sent, if sent as specified in this Section, or otherwise deemed given when received. In each case, notice shall be delivered or sent to:

<p>If at GROUP:  Mission Doctors Group 910  S. Bryan Road, Suite 103  Mission, TX 78572  Attention: Chief Executive Officer</p> <p>With a Copy To:</p> <p>Prime Healthcare Management,  Inc.  3480 E. Guasti Road, 2<sup>nd</sup> Floor  Ontario, CA 91761  Attention: General Counsel</p>	<p>If to PD:  Mission Police Department  1200 E. 8<sup>th</sup> Street  Mission, Texas 78572  Attn:</p>
--	---

14. **Assignment.** Neither Group nor PD shall assign their rights, duties, or obligations under this Agreement, either in whole or in part, without the prior written consent of the other.

15. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties pertaining to the retention of Group by PD and supersedes all prior or contemporaneous agreements, representations, contracts and understandings of the parties. It is understood and agreed that all prior retention agreement(s) entered into by the parties are terminated and superseded by this Agreement.

16. **Construction.** Should any provision of this Agreement require interpretation by an arbitrator or court of competent jurisdiction, it is agreed by the parties that the arbitrator or court interpreting this Agreement shall not apply a presumption that the terms of this Agreement shall be more strictly construed against one party by reason of the rule of construction that a document is to be construed more strictly against the party whose agent prepared such document, it being agreed that the agents of both parties have participated in the preparation of this Agreement.

17. **Captions.** Sections headings are inserted in this Agreement solely for the purpose of convenience of reference and shall not be construed as part of this Agreement.

18. **Counterparts.** This Agreement may be executed in one or more counterparts, and may be exchanged by fax transmittal, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

19. **Authorization to Speak for Other Party.** No Party is authorized to speak on behalf of the other for any purpose whatsoever without the prior consent in writing of the other.

20. **Force Majeure.** Neither Party shall be liable for nonperformance or defective or late performance of any of its obligations under this Agreement to the extent and for such periods of time as such nonperformance, defective performance, or late performance is due to reasons outside such Party's control, including acts of God, war (declared or undeclared), action of any governmental authority, riots, revolutions, fire, floods, explosions, sabotage, nuclear incidents, lightning, weather, earthquakes, storms, sinkholes, epidemics, or strikes (or similar nonperformance or defective performance or late performance of employees, suppliers, or subcontractors).

21. **Confidentiality of Agreement.** The parties hereto agree to maintain this Agreement as a confidential document and not to disclose this Agreement or any of its terms to any person without the prior written approval of the other party, except for such disclosure to those employees, advisors and regulatory agencies who have a legitimate need to know.

22. **Amendments.** This Agreement shall not be modified, amended or in any way altered except by an instrument in writing and signed by both of the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

<p><b>GROUP:</b> Mission Doctors Group</p> <p>By: _____ Kane Dawson Its: Chief Executive Officer</p> <p>Date: _____</p>	<p>Mission Texas Police Department</p> <p>By: _____ Mission Texas Police Department</p> <p>Date: _____</p>
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**EXHIBIT A PROFESSIONAL FEES**

City of Mission Police Department agrees to pay the following fees to obtain an RN assigned to PD station:

Item	Yearly Cost	Description
STAFFING	\$95,000	RN Salaries and benefits
PHLEBOTOMY EQUIPMENT	\$7,000	Non disposable phlebotomy items
CONSUMABLE SUPPLIES	\$10,000	Disposable phlebotomy items

OFFICE EQUIPMENT	\$8,500	Office IT and Furniture
BIOHAZARD DISPOSAL	\$4,000	Fee for biohazard waste removal
MANAGEMENT FEE	\$16,000	Fees associated with fulfilling agreement

Total Yearly Cost of \$140,500 to be invoiced from GROUP to PD on a monthly basis equaling \$11,708.33 for twelve (12) months.



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Brad Bentsen, Director  
**AGENDA ITEM:** Authorization to Reject Bids for the Purchase and Installation of Golf Ball Protective Netting - Bentsen

**NATURE OF REQUEST:**

On August 26, 2024, City Council authorized Staff to solicit bids for the purchase and installation of Golf Ball Protective Netting for All-Inclusive Lions Park. The City of Mission has accepted and opened three (3) bid responses one (1) of which was deemed unresponsive, as they failed to provide all required documents. Staff is seeking authorization to reject all bids received due to being overbudget and instead award to G&G Contractor thru Change Order.

**BUGETED:** Yes **FUND:** 2021 CO **ACCT. #:** 76-461-74940

**BUDGET:** \$60,000.00 **EST. COST:** \$60,000.00 **CURRENT BUDGET BALANCE:** \$

**BID AMOUNT:** \$

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



24-682-09-30 / Purchase and Installation of Golf Ball  
**BID NAME/NUMBER:** Protective Netting for the All-Inclusive Lions Park

**OPEN DATE:** October 15, 2024 2:00 PM CST

<b>BIDDER:</b>		Purchase and Installation of Golf Ball Protective Netting for the All-Inclusive Lions Park	Allowance	Total Base Amount + Allowance
			Bid Price	Bid Price
<b>Vendor Name:</b>	<b>America's Nationwide Netting, Inc.</b>	<b>Bid Price</b>	\$85,000.00	<b>\$1,500.00</b>
<b>Street address:</b>	P.O. Box 1776			\$86,500.00
<b>City, State:</b>	Cypress, TX 77410	<b>Addendums?</b>		Yes
<b>Phone:</b>	(936) 372-5501	<b>Bid Bond?</b>		Cashier's Check
<b>Fax:</b>		<b>Construction Days</b>		90 Calendar Days
<b>Contact:</b>	Barbara Andrade			
<b>Email:</b>	<a href="mailto:bryan@netsoftexas.com">bryan@netsoftexas.com</a>			
<b>Vendor Name:</b>	<b>Netting Builder</b>	<b>Bid Price</b>	\$82,471.00	<b>\$1,500.00</b>
<b>Street address:</b>	108 Ahmad Dr.			\$83,971.00
<b>City, State:</b>	Gaffney, SC 29341	<b>Addendums?</b>		Yes
<b>Phone:</b>	(559) 331-1440	<b>Bid Bond?</b>		Yes
<b>Fax:</b>		<b>Construction</b>		20 Calendar Days
<b>Contact:</b>	Neil Shaw			
<b>Email:</b>	<a href="mailto:neilshaw@nettingbuilder.com">neilshaw@nettingbuilder.com</a>			
<b>Vendor Name:</b>	<b>JAX Construction</b>	<b>Bid Price</b>	\$82,200.00	<b>\$1,500.00</b>
<b>Street address:</b>	7021 Mile 7-1/2 Rd.			\$83,700.00
<b>City, State:</b>	Mission, TX 78572	<b>Addendums?</b>		Yes
<b>Phone:</b>	(956) 789-0246	<b>Bid Bond?</b>		Yes
<b>Fax:</b>		<b>Construction</b>		45 Calendar Days
<b>Contact:</b>	Jamie Schach			
<b>Email:</b>	<a href="mailto:jaxconstructionrgv@yahoo.com">jaxconstructionrgv@yahoo.com</a>			

Apparent Low Bidder: JAX Construction

Note: *Netting Builder found unresponsive, they failed to provide all required documents*



24-682-09-30 / Purchase and Installation of Golf Ball Protective  
**BID NAME/NUMBER:** Netting for the All-Inclusive Lions Park



**OPEN DATE:** October 15, 2024 2:00 PM CST

<b>Vendor Name:</b>	America's Nationwide Netting, Inc.	Netting Builder	JAX Construction
<b>Street address:</b>	P.O. Box 1776	108 Ahmad Dr.	7021 Mile 7-1/2 Rd.
<b>City, State:</b>	Cypress, TX 77410	Gaffney, SC 29341	Mission, TX 78573
<b>Phone:</b>	(936) 372-5501	(559) 331-1440	(956) 789-0246
<b>Fax:</b>			
<b>Contact:</b>	Barbara Andrade	Neil Shaw	Jamie Schach
<b>Email:</b>	<a href="mailto:bryan@netsoftexas.com">bryan@netsoftexas.com</a>	<a href="mailto:neilshaw@nettingbuilder.com">neilshaw@nettingbuilder.com</a>	<a href="mailto:jaxconstructionrqv@yahoo.com">jaxconstructionrqv@yahoo.com</a>

<b>DESCRIPTION of FORMS:</b>				
	Solicitation Signed	Yes	Yes	Yes
	Terms & Conditions Included	Yes	Yes	Yes
	Sub-Contractor List	Yes	Yes	Yes
	Non-Collusive	Yes	Yes	Yes
	Pricing Schedule	Yes	Yes	Yes
	Contractor Site Visit	Yes	<b>No</b>	Yes
	Addenda(s)	Yes (3)	Yes (3)	Yes (3)
	Gen. Business Questionare	Yes	<b>No</b>	Yes
	References	Yes	<b>No</b>	Yes
	Bid Bond	Cashier's Check	Yes	Yes
	CIQ			
	Debarment			



**CITY COUNCIL AGENDA ITEM &  
RECOMMENDATION SUMMARY**

**MEETING DATE:** October 28, 2024

**PRESENTED BY:** Brad Bentsen, Parks and Recreation Director

**AGENDA ITEM:** Approval of Change Order #1 for Lions Park Improvements Project and approval of respective budget amendment in the amount of \$101,120.27 – Bentsen

**NATURE OF REQUEST:**

The City of Mission is seeking approval for Change Order #1 for Mission Lions Park Improvements RFP 23-218-02-520 with RG Enterprises, LLC dba G&G Contractors for the Lions Park Improvements Project. Change Order includes additional scope of work requested by the City of Mission to include extension of electrical service per AEP at a cost of \$12,770.27; addition of ceramic wall tile to buildings A&C at a cost of \$11,200.00; Zipline Play item repairs at a cost of \$8,500.00 and Golf Protective Netting and installation at a cost of \$68,650.00 City Staff recommends Change Order #1 for the total amount of \$101,120.27 with an additional 45 calendar days with the Change Order.

**BUDGETED:** No      **FUND:** 2021 CO Bond      **ACCT. #:** 76-461-74940

**BUDGET:** \$101,120.27    **EST. COST:** \$101,120.27    **CURRENT BUDGET BALANCE:** \_\_\_\_\_

**BID AMOUNT:** \$5,036,821 with all alternates

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance, Purchasing \_\_\_\_\_

**Advisory Board Recommendation:** N/A \_\_\_\_\_

**City Manager’s Recommendation:** Approval *MRP* \_\_\_\_\_

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

# G & G

## CONTRACTORS

711 E. WISCONSIN RD. EDINBURG, TX 78539

OFFICE: 956-259-8046 FAX: 956-283-7040

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September 24, 2024

CITY OF MISSION LIONS PARK

### CHANGE ORDER #1

### ADDITIONAL SCOPE OF WORK ITEMS REQUESTED BY CITY COUNCIL

#### 1. EXTENSION OF ELECTRICAL SERVICE PER AEP

MATERIAL - \$8,920.27

LABOR – \$2,600.00

EQUIPMENT - \$1,250.00

ITEM TOTAL - **\$12,770.27**

#### 2. ADD CERAMIC WALL TILE TO BUILDINGS A & C –

MATERIAL - \$5,200.00

LABOR - \$6,000.00

ITEM TOTAL - **\$11,200.00**

**3. ZIPLINE PLAY ITEM REPAIRS**

MATERIAL- \$500.00

LABOR - \$6,500.00

EQUIPMENT - \$1,500.00

ITEM TOTAL - **\$8,500.00****4. GOLF PROTECTIVE NETTING INSTALLATION**

MATERIAL - \$35,182.21

LABOR – \$24,970.00

EQUIPMENT - \$8,497.79

ITEM TOTAL - **\$68,650.00****We also request that 45 days be added to our contract time.****TOTAL COST OF ALL ITEMS IS \$101,120.27**

# CITY OF MISSION BUDGET AMENDMENT REQUEST

**FISCAL YEAR:** 2024-2025  
**DATE:** October 28, 2024  
**DEPARTMENT:** Parks  
**FUND:** 2021 Co

**BA-25-03**

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
76-461-74940	Other Structures	-	101,120.27	101,120.27
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
<b>TOTAL</b>		-	101,120.27	101,120.27

## JUSTIFICATION

Budget amendment is necessary to allocate funding for change order#1 with G&G contractors for Lions Park Improvement project.

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**Finance Director:** Vidal Roman

**Date:** 10/28/2024

**City Council Approved on:** \_\_\_\_\_

**Date Posted:** \_\_\_\_\_



**CITY COUNCIL AGENDA ITEM &  
RECOMMENDATION SUMMARY**

**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Vidal Roman, Finance Director  
**AGENDA ITEM:** Consideration and Approval of Resolution # \_\_\_\_\_ to use unspent Lease proceeds to prepay the 2021 Lease Purchase Agreement for the purpose of reducing its annual payments and all other costs associated with the transaction including paying any arbitrage rebate liabilities to the US Government - Roman

**NATURE OF REQUEST:**

Resolution of the City Council of the City of Mission, authorizing the city to enter into a first amendment to public property finance act lease purchase agreement & escrow agreement. The City entered into a Public Property Finance Act Lease Purchase Agreement on March 25, 2021 with Performance Services, Inc. relating to the financing of the acquisition and installation of personal property for the city.

On March 25, 2021 the Initial Lessor assigned all of its rights, title and interest in and to the Lease Purchase Agreement, the Escrow Agreement, the Personal Property and the Acquisition Fund to First Security Finance, Inc. on March 31, 2021 First Security Finance assigned all of its rights, title and interest in and to the LPA, the Escrow Agreement, the Personal Property and the Acquisition Fund to Capital One Public Fund, LLC. The City and the Lessor desire to amend the LPA and the Escrow Agreement with the prior written consent of Build America Mutual Assurance Company.

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

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

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**RESOLUTION \_\_\_\_\_**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AUTHORIZING THE CITY TO ENTER INTO A FIRST AMENDMENT TO PUBLIC PROPERTY FINANCE ACT LEASE PURCHASE AGREEMENT & ESCROW AGREEMENT; AND APPROVING CERTAIN ACTIONS IN CONNECTION WITH THE EXECUTION AND DELIVERY OF THE FIRST AMENDMENT TO PUBLIC PROPERTY FINANCE ACT LEASE PURCHASE AGREEMENT & ESCROW AGREEMENT AND RELATED TRANSACTIONS.

WHEREAS, the City of Mission, Texas (the “City”), is a political subdivision duly organized under the constitution and laws of the State of Texas; and

WHEREAS, the City previously entered into that certain Public Property Finance Act Lease Purchase Agreement &, dated as of March 25, 2021 (the “LPA”) with Performance Services, Inc. (“Initial Lessor”) relating to the financing of the acquisition and installation of certain Personal Property for the City, all as therein described;

WHEREAS, the Initial Lessor, Lessee and BANK OZK (the “Escrow Agent”), entered into that certain Escrow Agreement dated as of March 25, 2021 (the “Escrow Agreement”), pursuant to which proceeds of the LPA were deposited in the Acquisition Fund established thereunder;

WHEREAS, on March 25, 2021 Initial Lessor assigned all of its rights, title and interest in and to the LPA, the Escrow Agreement, the Personal Property and the Acquisition Fund to First Security Finance, Inc. (“FSF”);

WHEREAS, on March 31, 2021 FSF assigned all of its rights, title and interest in and to the LPA, the Escrow Agreement, the Personal Property and the Acquisition Fund to Capital One Public Fund, LLC (“Lessor”);

WHEREAS, the City and the Lessor desire to amend the LPA and the Escrow Agreement with the prior written consent of Build America Mutual Assurance Company, as the insurer (“BAM” or “Insurer”); and

WHEREAS, in order to accomplish the foregoing, it is necessary and desirable for the City to enter into a First Amendment to Public Property Finance Act Lease Purchase Agreement & Escrow Agreement (the “First Amendment”) with the Lessor and the Escrow Agent, with the written consent of BAM.

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

Section 1. The First Amendment is hereby approved in substantially the form submitted to and reviewed by the City Council of the City on the date hereof, with such changes therein as are deemed necessary by the City’s attorney and approved by the Mayor or the City Manager of the City, said officer’s execution thereof to be conclusive evidence of the approval thereof. The Mayor or the City Manager are each hereby authorized and directed to execute and deliver the First Amendment on behalf of and as the act and deed of the City. The City Secretary is hereby authorized to affix the City’s seal thereto and attest such as may be necessary.

Section 2. The City shall, and the officials and agents of the City are hereby authorized and directed to, take such action, expend such funds and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this resolution and to carry out, comply with and perform the duties of the City with respect to the First Amendment and the amendments of the LPA and the Escrow Agreement and any related prepayment of the LPA, and the calculation and payment of any arbitrage rebate with respect to the Acquisition Fund and to pay all costs and expenses (including, without limitation, all costs and expenses of the Lessor) relating to the preparation, negotiation, execution and delivery of the First Amendment and the calculation and payment of any arbitrage rebate relating to the Acquisition Fund.

Section 3. This resolution will take effect and be in full force from and after its adoption by the City Council of the City.

PASSED by the City Council of the City of Mission, Texas this 28th day of October, 2024.

CITY OF MISSION, TEXAS

By: \_\_\_\_\_  
Norie Gonzalez Garza  
Mayor

[SEAL]

ATTEST:

By: \_\_\_\_\_  
Anna Carrillo  
City Secretary





# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** October 28, 2024  
**PRESENTED BY:** Anna Carrillo, City Secretary  
**AGENDA ITEM:** Authorization to cancel City Council meeting scheduled for November 25, 2024 - Carrillo

**NATURE OF REQUEST:**

The office of the City Manager is requesting the cancellation of the second regular City Council meeting scheduled for November 25, 2024 to accommodate for the upcoming holiday. A special meeting will be held if the need arises.

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

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

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: October 28, 2024
PRESENTED BY: Adrian L. Garcia, Fire Chief
AGENDA ITEM: Tabled 10/14/2024 - Approval of Resolution # \_\_\_\_\_ of the City Council of the City of Mission revoking Power of Attorney granted to Christopher Navarrete and Granting Power of Attorney to Jorge Joel Flores, Acting Deputy Chief for the Purchase of Narcotics for Fire-Based EMS Services – A.L. Garcia

NATURE OF REQUEST:

On August 12, 2024 the City Council granted power of attorney to Christopher Navarrete, Deputy Chief, to act as the City's Attorney-in-Fact for the specific purpose of purchasing narcotics for the City's Fire-Based EMS Services. Deputy Chief Navarrete will be retiring therefore, to streamline the procurement process and ensure compliance with all regulatory requirements, it is proposed to grant power of attorney to Jorge Joel Flores, Acting Deputy Chief This will authorize them to manage the purchase and necessary documentation of narcotics for the fire-based EMS services.

The fire-based EMS services require a consistent and regulated supply of narcotics to ensure the provision of adequate medical care in emergency situations. The purchase and management of these narcotics must comply with federal and state regulations, requiring authorized personnel to oversee the procurement process.

BUGETED: \_\_\_\_\_ FUND: \_\_\_\_\_ ACCT. #: \_\_\_\_\_

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

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

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval MRP

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**RESOLUTION NO. \_\_\_\_\_****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION REVOKING POWER OF ATTORNEY GRANTED TO CHRISTOPHER NAVARRETE AND GRANTING POWER OF ATTORNEY TO JORGE JOEL FLORES, ACTING DEPUTY CHIEF FOR THE PURCHASE OF NARCOTICS FOR FIRE-BASED EMS SERVICES**

**WHEREAS**, on August 12, 2024 the City Council granted power of attorney to Christopher Navarrete, Deputy Chief, to act as the City's Attorney-in-Fact for the specific purpose of purchasing narcotics for the City's Fire-Based EMS Services; and

**WHEREAS**, the City now desires to revoke the aforementioned authority granted under the Power of Attorney due to retirement, specifically concerning the purchase of narcotics or any controlled substances; and

**WHEREAS**, the City of Mission provides emergency medical services (EMS) through its Fire Department to ensure the health and safety of its residents; and

**WHEREAS**, the provision of emergency medical services necessitates the use of controlled substances, including narcotics, for pain management and other medical purposes; and

**WHEREAS**, the acquisition, storage, and administration of such narcotics must comply with all applicable federal and state laws and regulations, including the Controlled Substances Act and regulations promulgated by the Drug Enforcement Administration (DEA); and

**WHEREAS**, the City Council recognizes the need to designate a qualified and responsible individual to act on behalf of the City in matters related to the purchase of narcotics for EMS purposes;

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

**Section 1. Designation of Attorney-in-Fact.** The City Council hereby grants power of attorney to Jorge Joel Flores, Acting Deputy Chief to act as the City's Attorney-in-Fact for the specific purpose of purchasing narcotics for the City's Fire-Based EMS Services.

**Section 2. Authority Granted.** The Attorney-in-Fact is authorized to:

- Apply for, receive, and manage any necessary registrations or permits from the DEA and any other regulatory bodies.
- Order, purchase, and procure narcotics and other controlled substances required for the City's EMS operations.
- Ensure compliance with all legal and regulatory requirements related to the handling and administration of narcotics.
- Maintain accurate records of all transactions involving controlled substances and provide reports as required by law or as requested by the City Council.

**Section 3. Term and Termination.** This power of attorney shall remain in effect until August 12, 2026, unless earlier revoked by the City Council. The City Council reserves the right to revoke this authority at any time for any reason.

**Section 4. Compliance and Reporting.** The Attorney-in-Fact shall adhere to all applicable federal, state, and local laws and regulations and shall report regularly to the City Council on the status and activities related to the procurement and use of narcotics.

**Section 5. Severability.** If any provision of this Resolution is found to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.

**PASSED AND ADOPTED** by the City Council of the City of Mission on this 28<sup>th</sup> day of October, 2024.

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

ATTEST:

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



CITY OF  
**MISSION**

**CITY COUNCIL REGULAR MEETING  
MISSION CITY HALL  
OCTOBER 28, 2024**

## **ADDENDUM TO AGENDA**

In addition to the previously posted agenda for the October 28, 2024 Regular Meeting, the following item is added:

### **EXECUTIVE SESSION**

1. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to reasonable accommodation for property located at 1114 Miracle Lane.

### **RECONVENE**

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

## **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 25th day of October, 2022 at 4:20 p.m.

*Anna Carrillo*

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.