



## **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 **Tuesday, April 14, 2026 at 4:30 p.m.** at the Mission Council Chambers, 1201 E. 8th Street, Mission, Texas to consider the following matters.

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

### **REGULAR MEETING**

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

#### **INVOCATION AND PLEDGE ALLEGIANCE**

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

#### **PRESENTATIONS**

1. Presentation of the Achievement of Excellence in Libraries Award - Espinoza
- [2.](#) Proclamation - National Library Week - Espinoza
- [3.](#) Proclamation - 100th Anniversary El Divino Redentor Church - Carrillo
- [4.](#) Proclamation - Autism Awareness Month - Carrillo
- [5.](#) Proclamation - National Donate Life Month - Carrillo
- [6.](#) Proclamation – Keep Mission Beautiful Month - Mendiola / Chapa
- [7.](#) Proclamation - National Crime Victims' Rights Week - Torres
8. Boys and Girls Club Quarterly Report - Venecia
9. Report from Mission Economic Development Corporation - Teclo Garcia
- [10.](#) Departmental Reports – Terrazas / A. Garcia
11. Citizen's Participation on Specific Agenda Items – Garza

#### **ANNOUNCEMENTS - CITY COUNCIL / CITY MANAGER**

#### **PUBLIC HEARING**

#### **PLANNING & ZONING RECOMMENDATIONS**

- [12.](#) Conduct a public hearing and consideration of a rezoning request from Single-family Residential District (“R-1”) to Duplex-fourplex Residential District (“R-2”), being Lots 5 and 6, Block 180, Mission Original Townsite Subdivision, located at 1000 and 1004 N. Holland Avenue. Applicant, Miguel Angel Vargas, Adoption of Ordinance #\_\_\_\_\_ - Cervantes

13. Conduct a public hearing and consideration of a rezoning request from Single-Family Residential District (“R-1”) to Office Building District (“C-1”), being Lot 25, Ala Blanca Subdivision Unit No. 2, located at 2425 W. U.S. Expressway 83. Applicant, JQ Holdings Corp., Inc., Adoption of Ordinance #\_\_\_\_\_ - Cervantes
14. Conduct a public hearing and consideration of a rezoning request from Duplex-fourplex Residential District (“R-2”) to Single-family Residential District (“R-1”), being Tract 1: The North 7.19 acres of Lot 39, Tract 2: a 10-acre tract of land out of Lot 40, Tract 3: a 8.45-acre tract of land out of Lot 41, Tract 4: a 1.020-acre tract of land being all of the existing 70-foot strip of United Irrigation District Canal right-of-way between lots 40 and 41, all out of the Bell-Woods Company’s Subdivision “C”, located along the East side of N. Trosper Road approximately 100 feet North of Palmer Road. Applicant, DS3 Development LLC, Adoption of Ordinance #\_\_\_\_\_ - Cervantes
15. Conduct a public hearing and consideration of a Conditional Use Permit for a Mobile Food Unit – Café Allegro, in a (C-3) General Business District, being Lot 2, Walters Subdivision, located at 200 E. Griffin Parkway, Applicant: Jonathan Morales, Adoption of Ordinance #\_\_\_\_\_ - Cervantes
16. Conduct a public hearing and consideration of a Conditional Use Permit to Construct a Pool House, being Lot 8, Block 1, Golden Crest Manor Subdivision, in a (R-1) Single Family Residential District, located at 1615 Heritage Lane. Applicant: Silvia Cantu, Adoption of Ordinance #\_\_\_\_\_ – Cervantes
17. Conduct a public hearing and consideration of a Conditional Use Permit for a Bar and for the Sale & On-site Consumption of Alcoholic Beverages – Sidelines Bar & Grill in a (C-3) General Commercial District, being Lot 1, Alba Plaza Subdivision, located at 608 N. Shary Road, Suites 4 & 5, Applicant: Briella’s Bistro, LLC, c/o Martha Rivas, Adoption of Ordinance #\_\_\_\_\_ – Cervantes
18. Conduct a public hearing and consideration of a Conditional Use Permit Renewal to keep a Mobile Food Unit at Pepe Noches, being Lot C, Girasol Estates Subdivision in a (C-3) General Business District, located at 1726 W. Griffin Parkway, C-3, Joaquin Diaz, Adoption of Ordinance #\_\_\_\_\_ – Cervantes
19. Conduct a public hearing and consideration of the adoption of Ordinance No. \_\_\_\_\_ amending the Code of Ordinances Appendix A - Zoning, Article X. Conditional Use Permits, Section 1.56 Conditions of Conditional Use; Subsection 3, Bars, Cocktail Lounges, Taverns, Cantinas, Saloons, Dancehalls, Discotheques, Discos or Nightclubs, by Adding Event Centers that sell alcoholic beverages and/or offer Bring your own beverages (BYOB) and Subsection H, Establishing Licensed Security Officers Requirements Based on the Maximum Occupancy of the Venue, Applicant: City of Mission - Cervantes

## 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*

20. Approval of Minutes – Carrillo  
Regular Meeting – March 24, 2026  
Special Meeting – March 31, 2026
21. Acknowledge Receipt of Minutes – Terrazas / A. Garcia  
Speer Memorial Library Board – December 9, 2025  
Audit Committee – February 27, 2026  
Shary Golf Course Advisory Board – February 4, 2026  
Zoning Board of Adjustments – February 25, 2026  
Accommodations Review Board – February 25, 2026
22. Approval of Interlocal Cooperation Agreement between the County of Hidalgo, Texas, and the City of Mission, Texas, on behalf of the Speer Memorial Library in order to provide library services to county residents. - Espinoza
23. Authorization to Award Bid# 26-315-03-11 to Chemtrade Chemicals, US LLC for Liquid Aluminum Sulfate for the Water Treatment Plants – Gonzalez
24. Authorization to Award Bid# 26-316-03-11 for Liquid Ammonium Sulfate to Chemtrade Chemicals, US, LLC for the Water Treatment Plants – Gonzalez
25. Authorization to purchase 20HP OxyStar Aspirating Aerator and Stainless-Steel Mooring Cables and Accessories from Sole Source Vendor AQUA-AEROBIC SYSTEMS, INC for Public Works (Wastewater Distribution) in the amount of \$25,951.21 - Gonzalez
26. Authorize Repairs to the St. Marie Avenue Railroad Crossing and Approve Sole Source Agreement with Rio Valley Switching Company at an estimated amount of \$61,622.77 - Gonzalez
27. Authorize staff to engage in negotiations with B2Z Engineering for On-Call Geotechnical and Material Testing Services and authorize Co-Interim City Manager to execute contract incident thereto – Gonzalez
28. Authorize Mayor to execute a Reimbursement Agreement between the City of Mission and Mission Economic Development Corporation for lighting improvements at the Bentsen Palm Community Park – T. Garcia
29. Authorization to execute a First Amendment to Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority/TIRZ #1 related to the Hoerner Street Project – Terrazas
30. Approval of Resolution # \_\_\_\_\_ declaring 3 EMS Vending Machines surplus and authorizing the disposition of said property to Weslaco Fire Department - Silva
31. Authorization to Purchase NFPA 1582 Physicals and NFPA 1583 Wellness Fitness Evaluations from Life Scan Wellness Center for a total cost of \$91,756 via Sole Source Vendor - Silva
32. Authorization to Purchase Replacement Door Access Control Systems from Safeguard at a cost of \$45,353.01 via TIPS Contract #230202 - Silva

- [33.](#) Authorization to Enter into an Agreement with UTRGV COS School of Integrative Biological and Chemical Sciences Center for Vector-Borne Disease Program Agreement - Kotsatos
- [34.](#) Authorization to purchase One (1)-year renewal for Cohesity backup Subscriptions and Support Services from Netsync at a cost of \$30,987.67 utilizing TIPS 230105 - Ramirez
- [35.](#) Authorization to purchase replacement door access control systems from Safeguard at a cost of \$118,431.53 utilizing TIPS 230202- Ramirez
- [36.](#) Authorization to continue purchases for FY 2026-2027 from vendors with forecasted expenditures exceeding the 25,000 threshold through cooperative contracts and sole source - Ramirez
- [37.](#) Authorization to approve Second and Final One-Year Renewal Option for RFP No. 22-320-04-25 WAN P2P Leased Fibers Services, at cost of \$5,074 per month (0% Increase), with Smartcom Telephone, LLC - Ramirez
- [38.](#) Authorization to purchase computers and accessories from Dell Marketing L.P at a cost of \$140,445.38 utilizing DIR-CPO-5792 contract - Ramirez
- [39.](#) Approval of Resolution No. \_\_\_\_\_ authorizing the submission of grant application for the FY25 Edward Byrne Memorial Justice Assistance Grant (JAG) Program from the U.S. Department of Justice in the amount of \$15,749.00 with no match requirement – Elizalde
- [40.](#) Authorization to submit a grant application for the FY26 Animal Welfare Organization Performing Sheltering and Adoptions grant to Petco Love in the amount of \$50,000 with no match requirement - Elizalde
- [41.](#) Approval and authorization for the Co Interim City Manager to execute a Memorandum of Understanding (MOU) between the City of Mission, County of Hidalgo, and participating jurisdictions for the preparation and submission of the 2028–2032 Five-Year Consolidated Plan and Strategy (CPS), Annual Action Plan (AAP), and Analysis of Impediments (AI) – Elizalde
- [42.](#) Authorization to enter into a Memorandum of Understanding between the City of Mission Police Department and the City of Donna, for the use of the firearms range, at no cost to the city – Torres
- [43.](#) Approval of Resolution No. \_\_\_\_\_ 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 1st Annual Trooper Eduardo Chavez 5k Memorial Run/Walk event on Saturday, May 2nd, 2026 - Torres
- [44.](#) Approval of the implementation of rumble strips in the area of the 500-700 Block of Ramirez Ln., in accordance with the City of Mission Code of Ordinances, Division 5, Speed humps, Section 110.351 to Section 110.354 – Torres
- [45.](#) Approval of the implementation of a speed hump in the area of the 900 Block of Pamela Drive., in accordance with the City of Mission Code of Ordinances, Division 5, Speed humps, Section 110.351 to Section 110.354 – Torres

46. Authorization to purchase (27) twenty-seven Viking Kenwood VP8000 portable radios from Tri-county communications LLC (Buyboard #796-26), in the amount of \$94,515.00 – Torres

## APPROVALS AND AUTHORIZATIONS

47. Consideration and possible action to approve Ordinance No. \_\_\_\_\_ to abandon and vacate a Temporary Fire Lane Easement being the East 15 feet of Lot 1, Block 1, Shary Meadows Subdivision, located at 1910 E. Business 83, Applicant Ivan E. De Leon and Maria F. Martinez - Cervantes
48. Second Reading of Ordinance No. amending Ordinance No. 2683 designating Reinvestment Zone Number One, City of Mission, Texas, by extending the term of the Mission Redevelopment Authority – Tax Increment Reinvestment Zone No. 1 and amending the City’s tax increment contribution to the zone – A. Garcia
49. Approval of Eighth Amendment to the Interim Administrative Services Agreement with Mission Redevelopment Authority/Tax Reinvestment Zone #1 and the City of Mission – T. Garcia
50. Authorization to Extend Second and Final One-Year renewal option with Estrada Hinojosa & Company, Inc. for Municipal Financial Advisor Services RFP 24-204-01-17- Roman
51. Authorization to engage Records Consultants, Inc. for physical fixed asset inventory services utilizing Buyboard contract 716-23 and TIPS contracts 240903 in the amount not to exceed \$47,500 - Roman
52. Authorize staff to enter into negotiations with SVN Hanna Solutions Commercial Real Estate, Sperry Commercial Global Affiliates (Adrian A. Arriaga), and Zuazua Real Estate Group for Real Estate Broker Services (RFQ 26-285-03-02), and authorize the Co-Interim City Manager to execute contracts incident thereto – Roman

## UNFINISHED BUSINESS

None

## EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov’t Code Section 551.071 (Consultation with Attorney), related to W.J. Bryan House, LLC vs. Krysti B. Davis vs. Ariel P. King, Individually and City of Mission, Cause No. C-3668-21-E, in the 275th District Court, Hidalgo County, Texas.
2. Closed session pursuant to Tex. Gov’t Code Section 551.071 (Consultation with Attorney) regarding C-4509-23-H, Ramiro Cantu Jr., v. City of Mission, Texas, et al.
3. Closed session pursuant to Tex. Gov’t Code Section 551.071 (Consultation with Attorney), regarding possible litigation related to Ordinance No. 5794 temporarily suspending the acceptance, processing, and approval of applications for new car wash facilities and declaring a 180-day moratorium, or until updated regulations are adopted and implemented.
4. Closed session pursuant to Tex. Gov’t Code Section 551.071 (Consultation with Attorney), regarding potential Interlocal Agreement for surplus equipment.
5. Closed session pursuant to Tex. Gov’t Code Section 551.071 (Consultation with Attorney), regarding Memorandum of Understanding between the City of Mission and Texas Citrus Fiesta.

**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 08th day of April, 2026 and will remain posted continuously for at least three business days preceding the scheduled date of said meeting, in compliance with Chapter 551 of the Government Code.



\_\_\_\_\_  
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 **14th day of April, 2026** 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 to consider the following matters. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this Notice.

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

Texas Government Code Section:

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

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

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

On this the **08th day of April, 2026** 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 on said date and will remain posted continuously for at least three business days preceding the scheduled date of said meeting, in compliance with Chapter 551 of the Government Code.

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

# Proclamation

## City of Mission



**WHEREAS**, the Speer Memorial Library sparks creativity, fuels imagination, and inspires lifelong learning by providing a welcoming space where individuals of all ages can explore, discover, and find joy; and

**WHEREAS**, the Speer Memorial Library serves as a vibrant community hub, connecting residents to knowledge, technology, and resources, including public computers, digital services, and 3D printer classes that foster innovation and digital literacy; and

**WHEREAS**, the library provides free and equitable access to books, digital tools, and diverse programming, ensuring that all individuals—regardless of background—have opportunities to learn, connect, and thrive; and

**WHEREAS**, the library enriches the community through arts and cultural programming, including poetry, local authors, and Animanga activities that celebrate creativity and diverse interests; and

**WHEREAS**, the library nurtures young minds through storytimes, STEAM programs, StoryWalk®, and Little Sprouts, promoting early literacy, hands-on learning, and a connection to nature through gardening and outdoor experiences; and

**WHEREAS**, the library supports community well-being and self-sufficiency through initiatives such as the Toolshed program, providing access to resources that empower residents in their daily lives; and

**WHEREAS**, the Speer Memorial Library strengthens partnerships with schools, local organizations, and businesses to expand access to services and create meaningful opportunities for the Mission community; and

**WHEREAS**, dedicated library staff provide inclusive, welcoming spaces that promote discovery, collaboration, and lifelong learning for all; and

**WHEREAS**, libraries across the nation are joining together to celebrate National Library Week under the theme “Find Your Joy”;

**NOW, THEREFORE**, we the City Council of City of Mission, proclaim April 19–25, 2026, as

### ***“National Library Week”***

in the great City of Mission, Texas, and encourage all residents to visit **Speer Memorial Library**, explore its services and programs, and celebrate the many ways it helps our community learn, connect, and find joy

**PROCLAIMED** on this the 14<sup>th</sup> day of April, 2026.

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

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

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Ruben Plata, Mayor Pro Tem

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

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

# Proclamation

## City of Mission



**WHEREAS**, in the year 1926, a small but faithful group of believers gathered in a house located at 210 Saint Marie St and later moved to gather at the corner of 5th and Saint Marie Street in Mission, Texas, where they planted the seeds of what would become a pillar of faith and spiritual life in the community, and

**WHEREAS**, in 1928, the congregation — guided by unwavering conviction and sacrificial dedication — constructed its first official church building at 420 Keralum Avenue in Mission, Texas, establishing a permanent place of worship and service for the community, and

**WHEREAS**, in 1932, the church was formally affiliated with El Concilio del Distrito Latino Americano of the Assemblies of God, aligning itself with a broader movement of faith committed to the proclamation of the Gospel and the advancement of the Kingdom of God throughout the Latin American community, and

**WHEREAS**, on March 13, 1983, construction began on a new and expanded house of worship at 1020 N. Los Ebanos Road in Mission, Texas, a testament to the continued growth of the congregation, and this building was completed and dedicated in 1986 to the glory of God, and

**WHEREAS**, in 2008, the congregation completed the construction of a third and more expansive building at the same address of 1020 N. Los Ebanos Road, providing a greater capacity to minister to, serve, and equip a growing body of believers across generations, and

**WHEREAS**, over the course of one hundred years, El Divino Redentor has faithfully proclaimed the Gospel of Jesus Christ, disciplined countless men, women, and children, served the Mission community with compassion, and stood as a beacon of hope, healing, and transformation; therefore, be it

**NOW THEREFORE**, we the City Council of the City of Mission, do hereby congratulate El Divino Redentor on their

### **ONE HUNDREDTH ANNIVERSARY**

Let this centennial year be a time of thanksgiving for God's faithfulness, a celebration of the generations who have served, and a renewed commitment to carry the mission of El Divino Redentor boldly into the next one hundred years.

**PROCLAIMED** on this the 14<sup>th</sup> day of April, 2026.

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

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

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

\_\_\_\_\_  
Marissa Ortega Gerlach, Councilman

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

# Proclamation

## City of Mission



**WHEREAS**, individuals with autism have unique abilities that enrich our world. Despite the challenges they face, they demonstrate incredible resilience and strength in navigating a world that may not always understand them; and

**WHEREAS**, Autism Acceptance Month, which began in 1972 thanks to the Autism Society, is a powerful reminder of the importance of promoting acceptance, celebrating differences, and embracing inclusivity for autistic individuals; and

**WHEREAS**, autism affects not only the diagnosed individual but the entire family and the community at large; and

**WHEREAS**, while there is currently no identified cause or cure for autism, The Bebo's Angels Autism Organization provides outreach, training, parent support meetings, and advocacy to offer hope for those affected by autism; and

**WHEREAS**, with the autism diagnosis rate increasing fast, we take these 30 days to celebrate. As we come together to celebrate the unique qualities and strengths of autistic individuals, and empower them with education, workforce opportunities, and inclusion; and

**NOW, THEREFORE**, we the City Council of the City of Mission, Texas, do hereby proclaim the month of April as:

### ***“AUTISM ACCEPTANCE MONTH”***

in the City of Mission and invite the community to the 4<sup>th</sup> Annual Superhero Autism Day on Friday, April 24, 2026 from 5:30 -7:30 p.m. at our All-Inclusive Lions Park and encourage all citizens to become educated about autism and support organizations to bring hope to individuals with Autism Spectrum disorder.

Proclaimed on this the 14<sup>th</sup> day of April, 2026.

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

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Jessica Ortega, Councilwoman

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Ruben Plata, Mayor Pro Tem

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Marissa Ortega Gerlach, Councilman

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

# Proclamation

## City of Mission



**WHEREAS**, the month of April is designated each year as National Donate Life Month, a time to honor the selfless acts of organ, eye, and tissue donors and to raise awareness about the critical need for organ donation; and

**WHEREAS**, we recognize the profound impact that organ donation has on individuals and families, offering hope and a second chance at life. One donor can save up to eight lives through organ donation and enhance the lives of up to 75 others through eye and tissue donation. Registering as a donor does not affect the quality of medical care one receives; rather, it provides an opportunity to give countless others renewed hope while leaving an enduring legacy of compassion and dignity, bringing comfort and peace to loved ones in times of grief; and

**WHEREAS**, the need for organs and tissues far outweighs their availability, with more than 100,000 Americans currently on the national transplant waiting list, according to Donate Life America, and an estimated 13–22 people dying each day while waiting for a life-saving transplant; and

**WHEREAS**, the Texas Organ Sharing Alliance, the Texas Donor Network, the San Antonio Eye Bank, and South Texas Blood & Tissue are partnering with South Texas Health System to educate the community about the importance of organ, eye, and tissue donation and to encourage individuals to register as donors throughout April and beyond; and

**WHEREAS**, everyone is a potential organ, eye and tissue donor and can register their wish to save lives through organ and tissue donation at [www.donatelifetexas.org](http://www.donatelifetexas.org);

**NOW, THEREFORE**, We the City Council of the City of Mission recognize April 2026 as National Donate Life Month in the City of Mission, and we encourage all residents to:

- Register as organ, eye, and tissue donors
- Learn more about organ donation and the donation process
- Talk to their families about their wishes regarding organ donation
- Support organ donation awareness efforts in our community

**PROCLAIMED** on this the 14<sup>th</sup> day of April, 2026.

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

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Jessica Ortega, Councilwoman

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Ruben Plata, Mayor Pro Tem

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Marissa Ortega Gerlach, Councilwoman

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Alberto Vela, Councilman

# Proclamation

## City of Mission



**WHEREAS**, the City of Mission is committed to fostering a clean, vibrant and sustainable community that reflects the pride of its residents; and

**WHEREAS**, Keep Mission Beautiful, established by City Council on October 24, 2022, serves as a vital initiative dedicated to enhancing environmental quality through education, beautification and community engagement; and

**WHEREAS**, this initiative leads and supports programs focused on litter prevention, waste reduction, and the ongoing improvement of public spaces throughout the City of Mission; and

**WHEREAS**, through collaboration with volunteers, local organizations and community partners, Keep Mission Beautiful continues to strengthen civic pride while preserving the natural beauty of our neighborhoods, parks and shared spaces; and

**WHEREAS**, these efforts align with the Mission of Keep Texas Beautiful and have earned the City of Mission Silver Star Recognition for the second consecutive year, highlighting a continued commitment to excellence in community beautification and environmental stewardship; and

**WHEREAS**, Keep Mission Beautiful is proud of its natural resources and encourages the continued planting and preservation of trees, flowers, plants and shrubbery as a contribution to improve our community and neighborhoods and to create a healthier, more attractive city for present and future generations; and

**WHEREAS**, Keep Mission Beautiful will continue to enhance the qualities of the City of Mission by implementing beautification initiatives and educating and engaging our community on our mission to Keep Mission Beautiful; and

**NOW, THEREFORE**, we the City Council of the City of Mission, Texas, do hereby proclaim the month of April as:

**“KEEP MISSION BEAUTIFUL MONTH”**

and encourage all residents to do their part in ensuring that the City of Mission continues to be a beautiful place for everyone to live, work and play. We also invite the community to join us for our Annual Trash Bash on Saturday, April 25, 2026 at Lions Park. This is a city-wide clean up event where everyday heroes will come together to make a difference in our community.

Proclaimed on this the 14<sup>th</sup> day of April, 2026.

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

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Jessica Ortega, Councilwoman

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Ruben Plata, Mayor Pro Tem

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Marissa Ortega Gerlach, Councilman

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Alberto Vela, Councilman

# Proclamation

## City of Mission



**WHEREAS**, crime affects individuals, families, and communities in profound and far-reaching ways, often leaving lasting physical, emotional, and social impacts; and

**WHEREAS**, listening is a fundamental and essential component in supporting victims and survivors of crime. It requires the creation of safe and compassionate environments in which individuals are heard without judgment, believed without hesitation, and treated with dignity and respect; and

**WHEREAS**, listening must be followed by action. Action means providing trauma-informed services, connecting victims to resources, strengthening partnerships, and working to remove barriers within systems. It means responding quickly and compassionately when someone reaches out for help; and

**WHEREAS**, advocacy ensures that victims' rights are upheld and their voices are represented in the criminal justice process and beyond. It means standing alongside survivors as they navigate complex systems; and

**WHEREAS**, the City of Mission is hereby dedicated to strengthening victims and survivors in the aftermath of crime, building resilience in our communities and our victim responders, and working for a better future for all victims and survivors.

**NOW, THEREFORE, BE IT RESOLVED THAT WE**, the members of the Mission City Council, on behalf of the citizens of Mission, do hereby proclaim that the week of April 19-25, 2026 as:

### *Crime Victims' Rights Week*

This proclamation reaffirms our commitment to developing connections, standing in solidarity with survivors, and creating a future where healing and hope are accessible to everyone

**PROCLAIMED** on this the 14<sup>th</sup> day of April, 2026.

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

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

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Ruben Plata, Mayor Pro Tem

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

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



**CITY COUNCIL AGENDA ITEM &  
RECOMMENDATION SUMMARY**

**MEETING DATE:** April 14, 2026  
**PRESENTED BY:** Juan Pablo "JP" Terrazas / Andy Garcia – Co-Interim City Managers  
**AGENDA ITEM:** Departmental Reports – Terrazas / A. Garcia

**NATURE OF REQUEST:**  
RGV State Veterans Cemetery – March 2026  
Information Technology – March 2026  
Code Enforcement – March 2026  
City Secretary – March 2026  
Civil Service – March 2026  
311 – March 2026

**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 *JP7 / AG*

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

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



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

### **MONTHLY REPORT**

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# RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

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



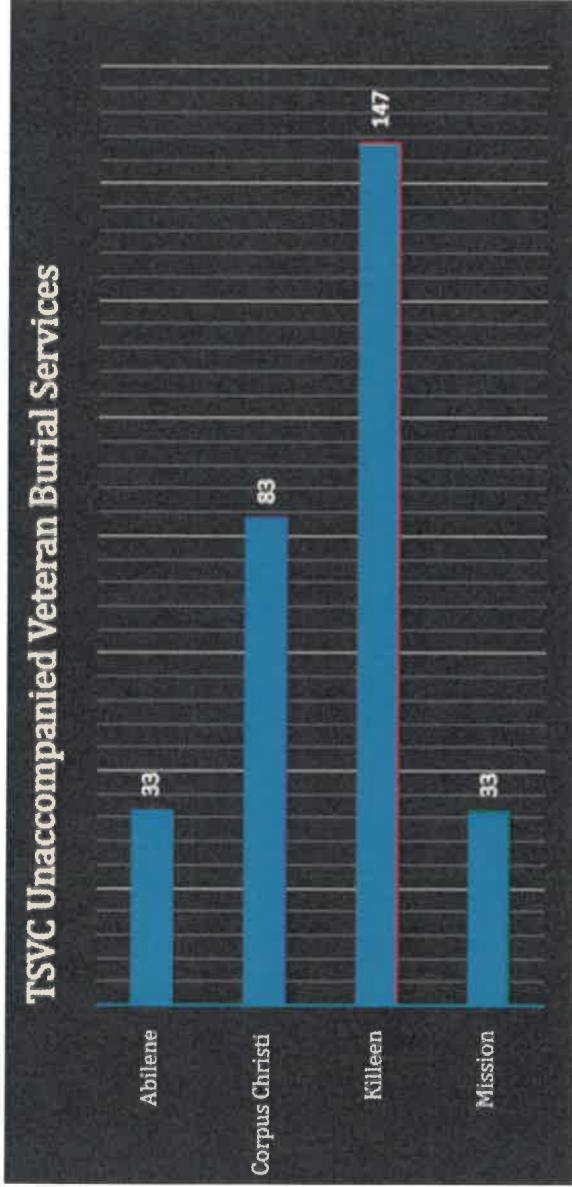
## Interments March

February - 2026	Double Depth	Standard	Columbarium	In-Ground	Scatter Garden	Memorial Garden	Total
Veterans	1	3	2	5			11
Spouses	3		2	2			7
Family Members							0
<b>Total</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>18</b>
Percentage of Total	22.22%	16.67%	22.22%	38.89%	0.00%	0.00%	100.00%

Rio Grande Valley State Veterans Cemetery - Plot Availability and Utilization Report						
	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available	
Estimate of Total Plots Planned for RGVSVSVC	25,090	4,442	20,648	17.70%	82.30%	
RGVSVSVC - Total Plots in Developed Areas	9,255	4,442	4,813	48.00%	52.00%	
<b>RGVSVSVC - Availability of Casketed Burial Option in Developed Areas</b>	<b>4,430</b>	<b>2,535</b>	<b>1,895</b>	<b>57.22%</b>	<b>42.78%</b>	
<b>RGVSVSVC - Availability of Cremation Burial Option in Developed Areas</b>	<b>3,825</b>	<b>1,867</b>	<b>1,958</b>	<b>48.81%</b>	<b>51.19%</b>	
<b>RGVSVSVC - Availability of Memorial Plot Option in Developed Areas</b>	<b>1,000</b>	<b>40</b>	<b>960</b>	<b>4.00%</b>	<b>96.00%</b>	



**RGV State Veterans Cemetery**  
2520 South Inspiration Road • Mission, Texas 78572  
Office: (956) 583-7227 • Fax: (956)-583-7887



**Current interments as of March 2026 -5355**



**RGV State Veterans Cemetery**  
 2520 South Inspiration Road • Mission, Texas 78572  
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**CEMETERY OPERATIONAL STANDARDS AND MEASURES**

**Cemetery Compliance Score by Priority**

The following table summarizes the current results for Rio Grande Valley State Veterans Cemetery.

CATEGORY	PRIORITY LEVEL											
	Critical			High			Medium					
	Met	Did Not Meet	NA	Met	Did Not Meet	NA	Met	Did Not Meet	NA			
1. Customer Satisfaction	3	0	0	5	0	0	2	0	0			
2. Equipment Maintenance				1	0	0	2	0	0			
3. Facilities Maintenance	1	0	1	5	0	1	7	0	1			
4. Gravesite Assessment Review				5	0	1	2	0	0			
5. Grounds Maintenance				4	1	0	14	0	3			
6. Headstone, Marker, Niche Cover	1	0	0	9	2	0	2	0	3			
7. Interment Operations	2	0	0	2	1	0	7	0	1			
8. Safety				6	0	0	0	0	0			
<b>Totals</b>	<b>7</b>	<b>0</b>	<b>1</b>	<b>37</b>	<b>4</b>	<b>2</b>	<b>36</b>	<b>0</b>	<b>8</b>			
<b>TOTAL PERCENT EFFECTIVE</b>	<b>100%</b>			<b>90%</b>			<b>100%</b>					
<b>TARGET</b>	<b>100%</b>			<b>90-100%</b>			<b>85-100%</b>					
<b>FY23 REVIEW PERCENT EFFECTIVE</b>	<b>100%</b>			<b>79%</b>			<b>93%</b>					



## RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

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



**Events and Ceremonies Information:**  
**Federal Inspection 2/23/2026 to 2/24/2026 Completed**  
Memorial Day Event May 25, 2026, TBD

**Upcoming Events:**  
Memorial Day Event May 25, 2026, TBD



# RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

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



### Completed Projects:

- Irrigation Audit for January 2026 completed
- 2020 File Migration Completed- pending VLB direction
- 2021 File Migration Completed- pending VLB direction
- Water Conservation Action Plan –On-going 4/2024
- Electronic Reporting on IPADs- for all staff (7)
- Working on Section 31-Realignment & Resetting
- CSR in training for 180 days-Completed

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

- Power washing areas with mold with the cemetery
- Maintenance Tech II in training for 180 days-Training Plan
- Winterization Plan Pending approval City of Mission
- Working on Section 35- Realignment & Resetting
- Removal of 30% non-usable equipment 11/24/2023
- Prepping for NCA inspection 2/2026
- Roof construction to commence –10/6/2025

### Ongoing Projects Pending:

- Monthly Irrigation Audit-replace broken lines/equipment
- 100% Pre-registration eligibility review-on going project
- Headstone setting vehicle – revamp 4/2024 in use
- Staff cross-training -2026
- Clearing/Mowing of 43.17 acres on the NW side-48% done
- Digital reporting option (for staff)- currently using this method
- 2023 File Migration pending completion 1/2026
- Water Conservation Action Plan –On-going 1/2026
- Irrigation Audit for September 2025 on-going
- Maintenance Plan for 2026 on-going
- Electronic Reporting on IPADs- PM Reporting for equipment
- Current interments 5355 as of March 30, 2026

### VLB Funded (In-Progress)

- Re-alignment on 44 Flat Marker/ Headstone
- 100% Eligibility Review-Headstone 80% Completed
- Construction on Roof/Gates/Service Seals till 3/2026

### VLB Funded (Pending)

- Addition of New Space Force Military Branch of Service Seal and Flag in Assembly Area
- Casket Transport Vehicle Hearse (Flat)
- Automatic Gate
- Water Station – on Cemetery Grounds
- VLB Funded (Approved)
- Bobcat Tool Cat UW56 -2
- New Privacy Fence Slats Completed
- Electrical Services for Garrison Flag and offices 8/24-Completed
- 2025-2026 Budget Approved
- Administration Building Roofing Replacement Insurance approved
- Administration Building Roofing Replacement 11/2025 on-going
- Installation of Automatic and Remotely Controlled Entry Gate 11/2025

### VLB Funded (Received)

- Administration Building Roofing Replacement 11/2025 on-going
- Installation of Automatic and Remotely Controlled Entry Gate 11/2025

### VA Grant Applications Pending:

- Public Water Fountains Installed Throughout Grounds
- Remotely Controlled Public Digital Display Board for Schedules and Events



# Information Technology

## *Departmental Report March 2026*

### **Information Technology Department Overview**

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

#### **Equip new and existing units with new Technology**

Equip units with in new in car video system, and tablet. Pending 1 new units still in production and 6 existing units.

#### **Work Orders**

IT goal is to address tickets within 12 business hours. Priority work orders are worked on first. About 387 Work orders closed March 2026.

#### **Technology Equipment and Application Inventory**

Confirm all technology inventory city wide. About 98% Complete

#### **Data Integrity**

Review accounts on all systems. About 97% complete

#### **Cyber Security Incident Response**

Complete

#### **IT Policies and Procedures**

In progress.

#### **Strengthen Security Posture**

In progress.

#### **Internal Pen Testing**

In Progress.

#### **Erate Speer Memorial Library**

Complete

#### **Replace Yearly End of life Computers**

In progress



## Code Enforcement

Item 10.

### Monthly Report- March 2026

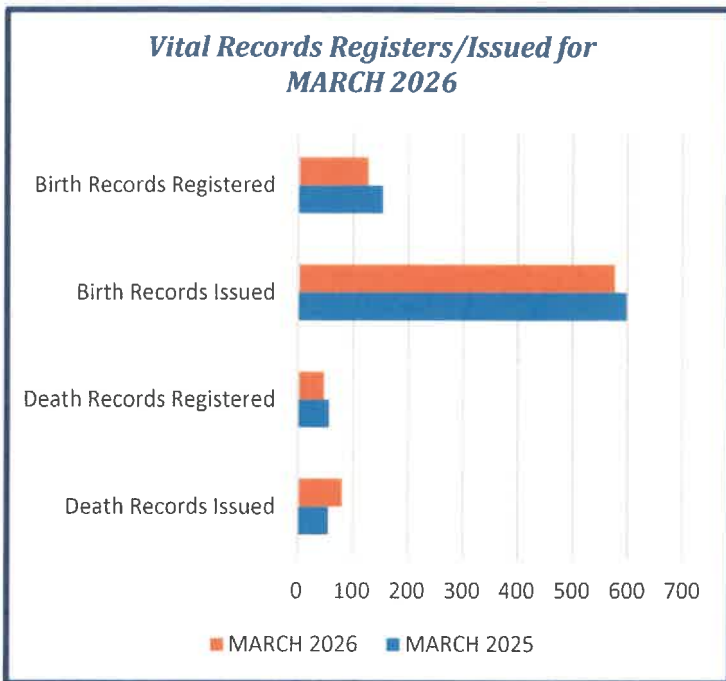
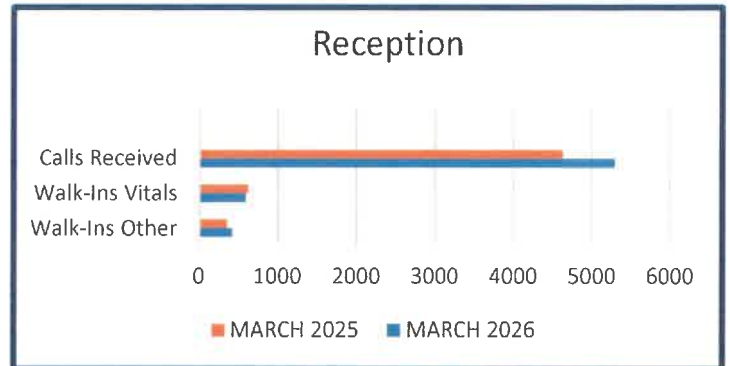
CASE NOTES	126
INSPECTIONS	74
IPMC HAZARDOUS STRUCTURES OR PREMISES	8
IPMC CLOSING OF VACANT STRUCTURES	1
FLOODING INTO NEIGHBORS	1
COMMERCIAL PARKING LOT MAINT.	1
DEMOLITION OF UNSAFE BUILDINGS	0
DOUBLE OCCUPANCY/HOOKED RV	0
HEALTH & SANITATION / ACCUMULATION OF ITEMS	34
HOME OCCUPATION	0
ILLEGAL DUMPING	6
ILLEGAL SIGNS (UNSAFE, RIGHT OF WAYS, BANDIT, TELEPHONE & GARAGE)	55
IPMC VIOLATIONS	2
JUNKED VEHICLES/ BOATS	4
NO GARAGE SALE PERMITS	1
NON-RESIDENTIAL PARKING/SEMI TRUCKS	2
PARKING ON LAWN	47
SIGHT OBSTRUCTION/SIDEWALKS/RIGHT OF WAY/DRIVEWAYS	5
STORAGE OF VEHICLES/BOATS/TRAILERS	0
WEEDY LOTS/ LETTERS	20
PROERTIES SENT TO MOWER'S LIST	0
PROPERTIES MOWED	0
GARAGE SALE PERMITS / NO PERMITS	429
CASES FILED IN COURT	11
CASES SEEN IN COURT	52
CASES CLOSED	71

# CITY SECRETARY MONTHLY REPORT - MARCH 2026



Item 10.

<i>Reception</i>		
<b>MARCH</b>	<b>2026</b>	<b>2025</b>
<b>Calls Received</b>	<b>5,302</b>	<b>4,631</b>
<b>Walk-Ins-Vitals</b>	<b>593</b>	<b>622</b>
<b>Walk-Ins Other Departments</b>	<b>423</b>	<b>355</b>



<i>Vital Statistics</i>				
	<b>MAR 2026</b>	<b>YTD 2026</b>	<b>MAR 2025</b>	<b>YTD 2025</b>
<b>Birth Records Registered</b>	<b>127</b>	<b>787</b>	<b>154</b>	<b>914</b>
<b>Birth Records Issued</b>	<b>576</b>	<b>2,686</b>	<b>599</b>	<b>3101</b>
<b>Death Records Registered</b>	<b>47</b>	<b>299</b>	<b>57</b>	<b>252</b>
<b>Death Records Issued</b>	<b>80</b>	<b>378</b>	<b>56</b>	<b>365</b>
<b>Funds Received</b>	<b>\$14,078</b>	<b>\$65,824</b>	<b>\$14,354</b>	<b>\$77,685</b>

## *Cemetery*

<b>2025-2026</b>	<b>Laurel Hill</b>	<b>San Jose</b>	<b>Catholic</b>	<b>Baby Space</b>	<b>YTD 25/26</b>
<b>Burials</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>29</b>
<b>Sold Spaces</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>2024-2023</b>	<b>Laurel Hill</b>	<b>San Jose</b>	<b>Catholic</b>	<b>Baby Space</b>	<b>YTD 24/25</b>
<b>Burials</b>	<b>1</b>	<b>4</b>	<b>2</b>	<b>1</b>	<b>30</b>
<b>Sold Spaces</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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## MEMORANDUM

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**TO:** MAYOR AND CITY COUNCIL  
**THROUGH:** ANDY GARCIA, CO-CITY MANAGER  
**FROM:** JESSE LERMA, CIVIL SERVICE DIRECTOR  
**SUBJECT:** CIVIL SERVICE REPORT, MARCH 2026  
**DATE:** MARCH 30, 2026 2026

1. Mission Fire Department conducted the physical agility exams and continues with background checks to fill their existing seven (7) openings.
  2. Mission Police Department has ten (10) openings that need to be filled. The physical agility, backgrounds, and oral boards will be conducted in the next few weeks to fill the existing positions.
- 
1. Pending Hearings-FF Randy Alvarez-Indefinite Suspension-Requested to hold hearing after the disposition of case-we accepted the delay with no back pay.

THANKS

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## MEMORANDUM

---

**TO:** MAYOR AND CITY COUNCIL  
**THROUGH:** ANDY GARCIA, CO-CITY MANAGER  
**FROM:** JESSE LERMA, 311 COORDINATOR/CIVIL SERVICE DIRECTOR  
**SUBJECT:** 311 REPORT, MARCH 2026  
**DATE:** MARCH 30, 2026

---

We have a total of 866 submissions for March 2026, with a total of 26,445 since we began. The system is fully functional and very user friendly. We can customize the system to meet the needs of our daily operations. Our staff have bought into the system and are working on improvements every day. We can find problematic areas using the system and it allows 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.

1. We continue with our weekly distribution of flyers for our Bryan Rd project.
2. Meeting with residents along the Bryan Rd project.

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 03/01/2026 Through 03/30/2026

Topic	Count
Animal Control	656
Animal Control	7
Bee Complaint	7
<b>Total - Animal Control</b>	<b>663</b>
Code Enforcement	0
Accumulation of Items	0
Commercial Parking Lot Maintenance	0
Demolition For Unsafe Buildings	0
Double Occupancy/Hooked RV	10
Health & Sanitation (Nuisance)	0
Home Occupation (Business in a Residential)	5
Illegal Dumping	1
Illegal Signs (Right of Ways, Bandit, Telephone and Garage)	2
IPMC Violations (Property Maintenance)	4
Junked Vehicle on private property	1
No Garage Sales Permit	0
Non Residential Parking/Semi-Truck	7
Parking on Lawn - Grass	4
Sight Obstruction/Sidewalks/Right of Way/Driveway	0
Storage of Vehicles/Boats/Trailers	5
Unsafe/Unsecured Building	12
Weedy Lot	51
<b>Total - Code Enforcement</b>	<b>51</b>
Health	1
Food Complaint	0
Food Truck Complaint	0
Grease Trap Complaint	10
Mosquitoes	11
<b>Total - Health</b>	<b>11</b>
Obstructions -Tree/Branches	2
MOWING	2
<b>Total - Obstructions -Tree/Branches</b>	<b>2</b>
Parks & Rec	0
Graffiti	8
Parks	0
Restrooms	0
Right of way ( mowing )	0
Trails	0
<b>Total - Parks &amp; Rec</b>	<b>8</b>
Planning	1
Commercial Landscaping	3
Construction Concerns	1
No Business License	1
No Conditional Use Permit	0
P&Z Zoning Violations/Subdivision	6
<b>Total - Planning</b>	<b>6</b>
Police Department	2
Illegal Parking	5
Junk/Abandon Vehicle on street	7
<b>Total - Police Department</b>	<b>7</b>
Public Works	3
Flooded area/Roadway and streets	0
Foul smell	0
Lift Station	17
Low Water Pressure	1
Mowing (Drainage & Alleys)	2
Obstruction Tree Signs/Tree Trimming	6
Pot Holes	0
Sandbag ( Elderly And Disabled )	1
Sewer Concerns	29
Side Walk	15
Street Light	6
Streets/Signs	3
Tires	0
Traffic Signals	4
Water Leaks	4

3/30/26, 5:00 PM

Reports

Item 10.

<b>Total - Public Works</b>	
Sanitation	
Brush	15
Bulky Items	3
Garbage	5
Obstruction/ Brush	3
Trash	5
<b>Total - Sanitation</b>	<b>31</b>
All Topics	
<b>Total All Topics</b>	<b>866</b>



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Xavier Cervantes, AICP, CPM, Director of Planning

**AGENDA ITEM:** Conduct a public hearing and consideration of a rezoning request from Single-family Residential District (“R-1”) to Duplex-fourplex Residential District (“R-2”), being Lots 5 and 6, Block 180, Mission Original Townsite Subdivision, located at 1000 and 1004 N. Holland Avenue. Applicant, Miguel Angel Vargas, Adoption of Ordinance #\_\_\_\_\_ - Cervantes

### NATURE OF REQUEST:

#### Project Timeline:

- February 17, 2026 – Application for rezoning submitted for processing.
- March 7, 2026 – In accordance with State and local law, notice of the required public hearings was mailed to all the property owners within a 200’ radius of the subject tract and notice of hearings was published in the Progress Times.
- March 18, 2026 – Public hearing and consideration of the requested rezoning by the Planning and Zoning Commission.
- April 14, 2026 – Public hearing and consideration of the requested rezoning ordinance by the City Council.

#### Summary:

- The applicant is requesting to rezone the subject properties from Single-family Residential District (“R-1”) to Duplex-fourplex Residential District (“R-2”) to develop a triplex apartment complex at each lot.
- The properties are located at the Northeast corner of N. Holland Avenue and W. 10<sup>th</sup> Street.
- The lots of record have a combined 15,000 square feet in area and measure 100 feet along Holland Avenue and 150 feet along W. 10<sup>th</sup> Street.
- The surrounding zoning is Single-family Residential (R-1) District to the North, East and South and Public (P) District to the West.
- The surrounding land uses include single-family homes to the North, a 6-unit apartment complex to the East, the Leo Marcel Elementary school to the West and the “La Fruteria” business to the South. There is a paved alley along the East side of the properties.
- The subject property is vacant.
- The Future Land Use Map shows the property designated for low-density residential uses. The requested rezoning is not in line with the comprehensive plan, however, staff feels that the properties with frontage on Holland Avenue are in transition to multifamily uses.
- Notices were mailed to 17 surrounding property owners. Planning staff has not received any phone calls in opposition to the rezoning.

**STAFF RECOMMENDATION:**

Staff recommends approval of the rezoning request.

---

**Departmental Approval:** N/A

---

**Advisory Board Recommendation:** Approval

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

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---

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

ORDINANCE NO. \_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING BEING LOTS 5 AND 6, BLOCK 180, MISSION ORIGINAL TOWNSITE SUBDIVISION, LOCATED AT 1000 AND 1004 N. HOLLAND AVENUE, FROM R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT) TO R-2 (DUPLEX-FOURPLEX RESIDENTIAL DISTRICT)**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning Request of Wednesday, March 18, 2026, 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. Tuesday, April 14, 2026, 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: AS SHOWN IN EXHIBIT "A"

<b>Legal Description</b>	<b>From</b>	<b>To</b>
Lots 5 & 6, Mission Original Townsite Subdivision	R-1	R-2

READ, CONSIDERED, AND PASSED, this the 14<sup>th</sup> day of April, 2026.

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

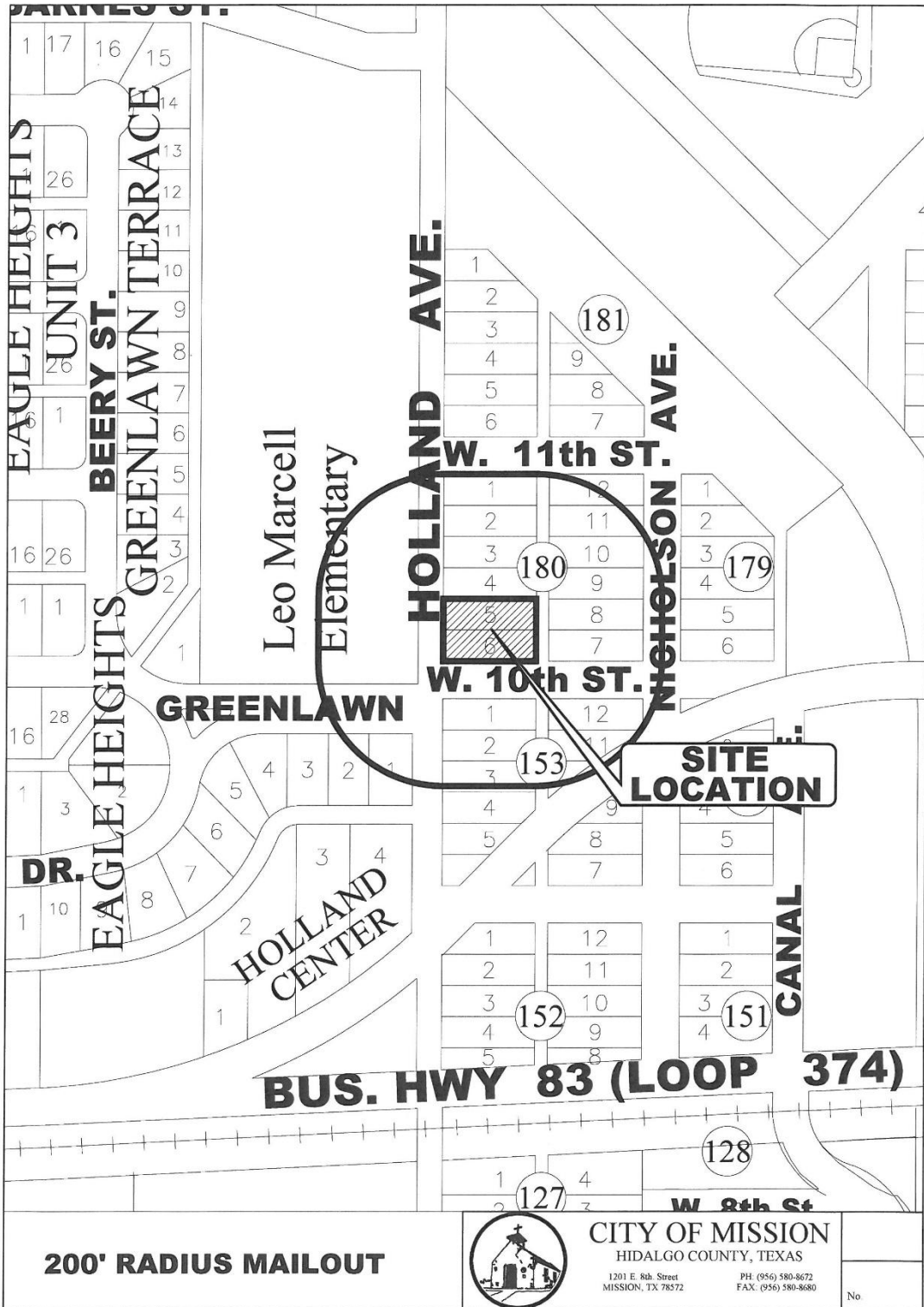
ATTEST:

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

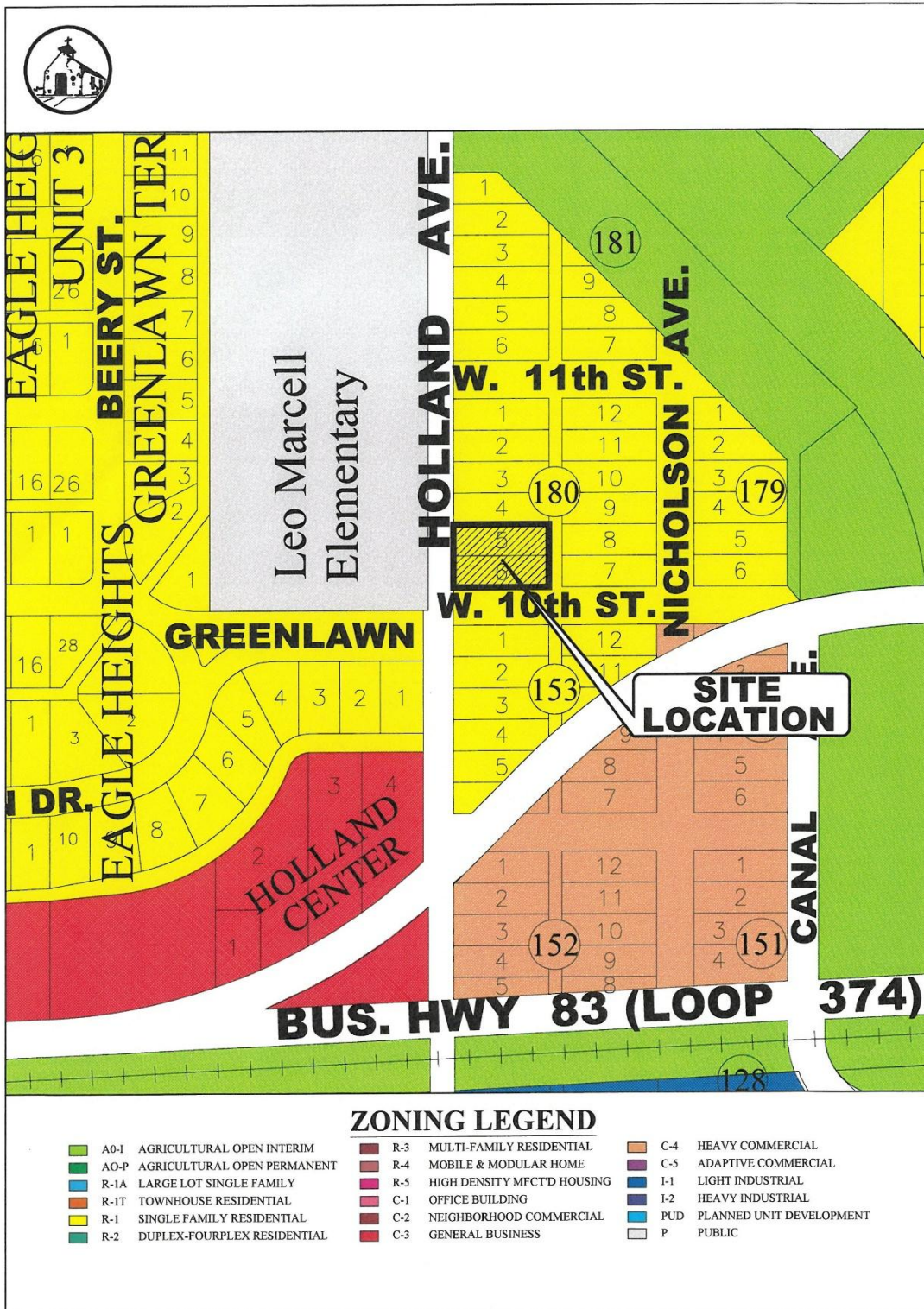
EXHIBIT "A"



**LEGAL NOTICE MAP**

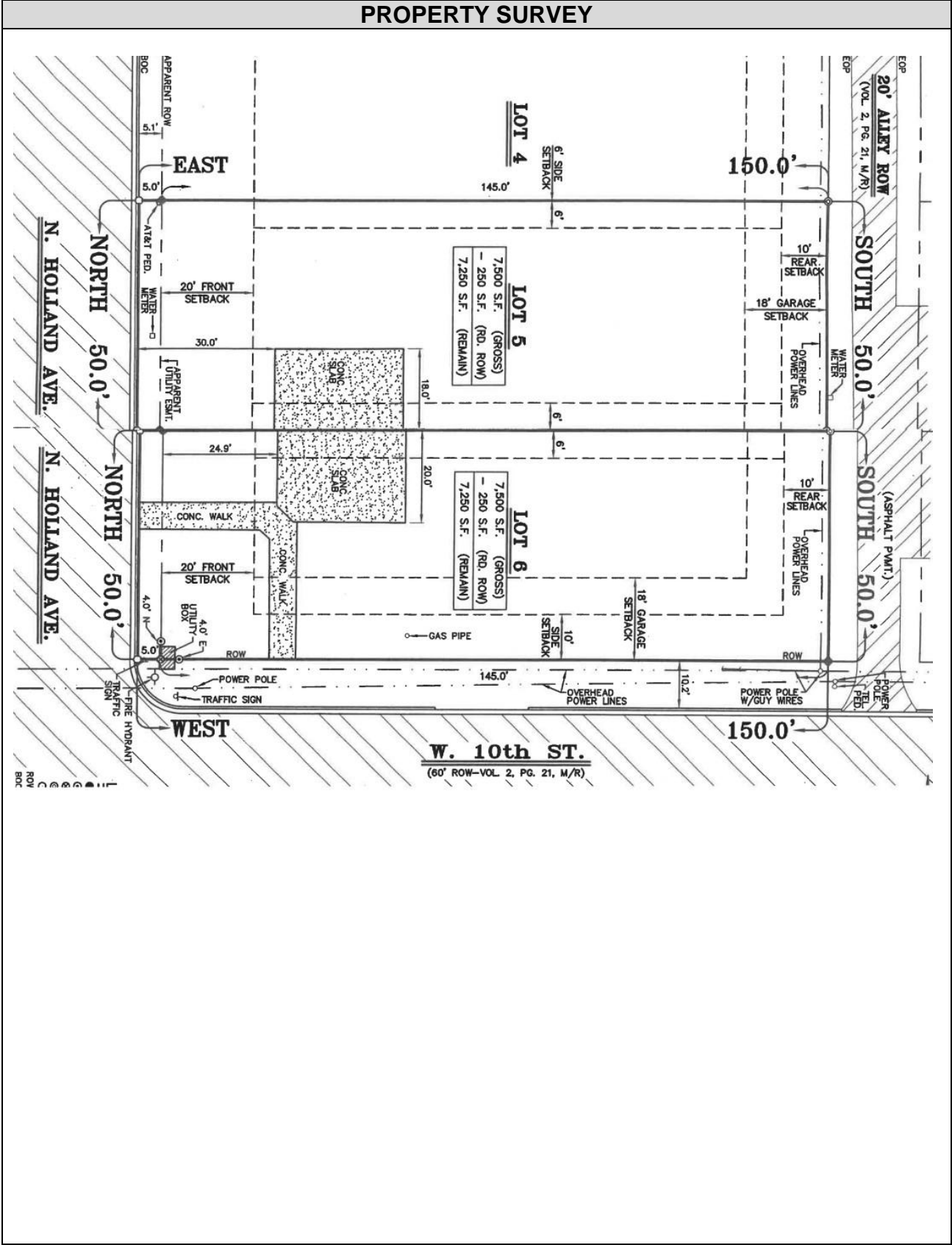


# ZONING MAP



**AERIAL**





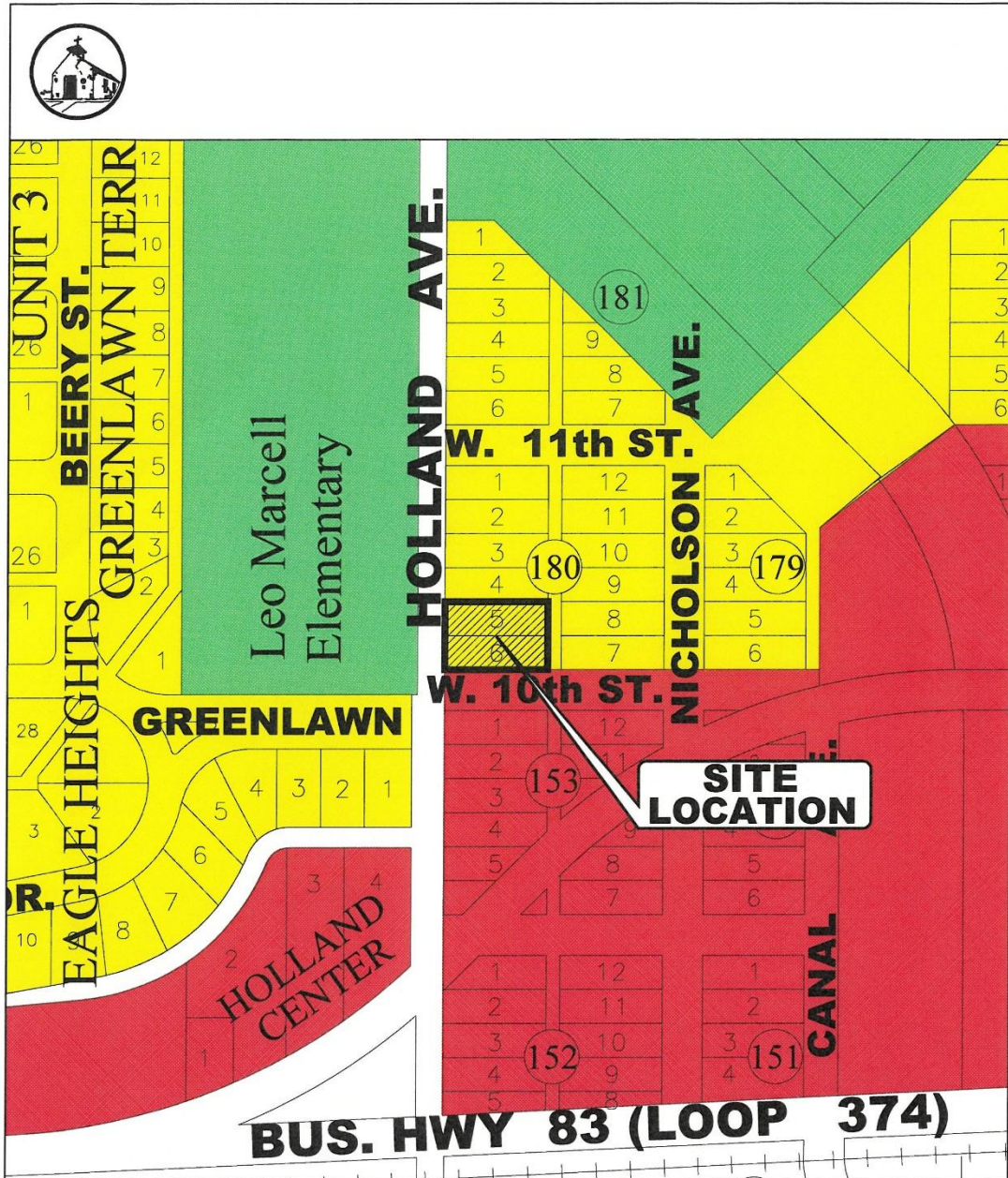
**PHOTO OF THE SUBJECT PROPERTY FROM HOLLAND**



PHOTO OF THE SUBJECT PROPERTY FROM 10<sup>TH</sup> STREET



**FUTURE LAND USE MAP**



**FUTURE LAND USE MAP**

- |                                |                                  |
|--------------------------------|----------------------------------|
| - LD - Low Density Res.        | - GC - General Commercial        |
| - LDA - Lower Density Res.     | - HC - Heavy Commercial          |
| - MD - Moderate Density Res.   | - I - Industrial                 |
| - HD - High Density Res.       | - P - Public                     |
| - NC - Neighborhood Commercial | - PUD - Planned Unit Development |

## MAILOUT LIST

PROP_ID	name	addrDelive	addrCity	addrState	addrZip
239662	HERRERA OSCAR G & DORA I	504 THORNWOOD DR	MISSION	TX	78574-2301
239663	GARCIA RICARDO H	1101 ASH DR	MISSION	TX	78572-4437
183444	GARCIA RICARDO A JR & JENNIFER L PENA	915 N HOLLAND AVE	MISSION	TX	78572-3744
316794	MISSION IND SCHOOL DISTRICT	1201 BRYCE DR	MISSION	TX	78572-4399
239889	ALVARADO FLORENTINO JR & AMPARO	1020 N HOLLAND AVE	MISSION	TX	78572-3745
183445	GARZA MARIA EUFEMIA P	102 GREENLAWN ST	MISSION	TX	78572-3609
239898	PEREZ DOMINGO	1019 N NICHOLSON AVE	MISSION	TX	78572-3737
239895	VALDEZ M G	2308 SILVERADO SOUTH	MISSION	TX	78573-8453
239899	REYNA REMIGIO	918 BURRUS ST	MISSION	TX	78572-3632
239896	GARZA CECILIO	PO BOX 2272	MISSION	TX	78573-0037
239890	CRUZ EMILIO	1016 N HOLLAND AVE	MISSION	TX	78572-3745
239891	CANTU ADALBERTO & DORA A	1012 N HOLLAND AVE	MISSION	TX	78572-3745
239892	GONZALEZ JORGE A & CYNTHIA C	PO BOX 4430	EDINBURG	TX	78540-4430
239897	GARZA CECILIO	1140 BERRY ST	MISSION	TX	78572-3605
239669	GONZALEZ JOSE ROEL & BLANCA ESTELA GONZALEZ CHAVEZ	3007 DOVE AVE	MISSION	TX	78574-9739
239893	GONZALEZ KATIE A DAVIS ET AL	6308 ROBINSNEST	SAN ANTONIO	TX	78249-2128
239894	GONZALEZ KATIE A DAVIS ET AL	6308 ROBINSNEST	SAN ANTONIO	TX	78249-2128



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Xavier Cervantes, AICP, CPM, Director of Planning

**AGENDA ITEM:** Conduct a public hearing and consideration of a rezoning request from Single-Family Residential District (“R-1”) to Office Building District (“C-1”), being Lot 25, Ala Blanca Subdivision Unit No. 2, located at 2425 W. U.S. Expressway 83. Applicant, JQ Holdings Corp., Inc., Adoption of Ordinance #\_\_\_\_\_ - Cervantes

### NATURE OF REQUEST:

#### Project Timeline:

- February 15, 2026 – Application for rezoning submitted for processing.
- March 7, 2026 – In accordance with State and local law, notice of the required public hearings was mailed to all the property owners within a 200’ radius of the subject tract, and notice of hearings was published in the Progress Times.
- March 18, 2026 – Public hearing and consideration of the requested rezoning by the Planning and Zoning Commission.
- April 14, 2026 – Public hearing and consideration of the requested rezoning ordinance by the City Council.

#### Summary:

- The applicant is requesting to rezone the subject property from Single-family Residential District (“R-1”) to Office Building District (“C-1”) to convert the existing house into an office building.
- The code of ordinances states that the main purpose of the office building zoning is to provide office uses, office sales uses, and certain personal services of a nature that will not have a blighting effect on adjacent residential areas.
- The lot of record measures 50 feet in width and has a depth of 180 feet for a total area of 9,000 square feet.
- The surrounding zones are General Business (C-3) District to the Northwest and Northeast, and Single-family Residential (R-1) District to the Southeast and Southwest.
- The property has a single-family residential home. The surrounding land uses include an office complex to the Northwest and single-family homes to the Southeast and Southwest.
- The Future Land Use Map shows the property designated for commercial uses.
- The requested rezoning is in line with the comprehensive plan designation.
- Notices were mailed to twenty-two (22) surrounding property owners. Planning staff received no phone calls from the surrounding property owners.

### STAFF RECOMMENDATION:

Staff recommends approval to the rezoning request.

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**Departmental Approval:** N/A

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**Advisory Board Recommendation:** Approval

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**City Manager's Recommendation:** Approval *JP7*

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

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

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

\_\_\_\_\_ **AYES**

\_\_\_\_\_ **NAYS**

\_\_\_\_\_ **DISSENTING** \_\_\_\_\_

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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING BEING LOT 25, ALA BLANCA SUBDIVISION UNIT NO. 2, LOCATED AT 2425 W. U.S. EXPRESSWAY 83, FROM R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT) TO C-1 (OFFICE BUILDING DISTRICT)**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning Request of Wednesday, March 18, 2026, 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. Tuesday, April 14, 2026, 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: AS SHOWN IN EXHIBIT "A"

<b>Legal Description</b>	<b>From</b>	<b>To</b>
Lot 25, Ala Blanca Subdivision Unit No. 2	R-1	C-1

READ, CONSIDERED, AND PASSED, this the 14<sup>th</sup> day of April, 2026.

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

ATTEST:

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

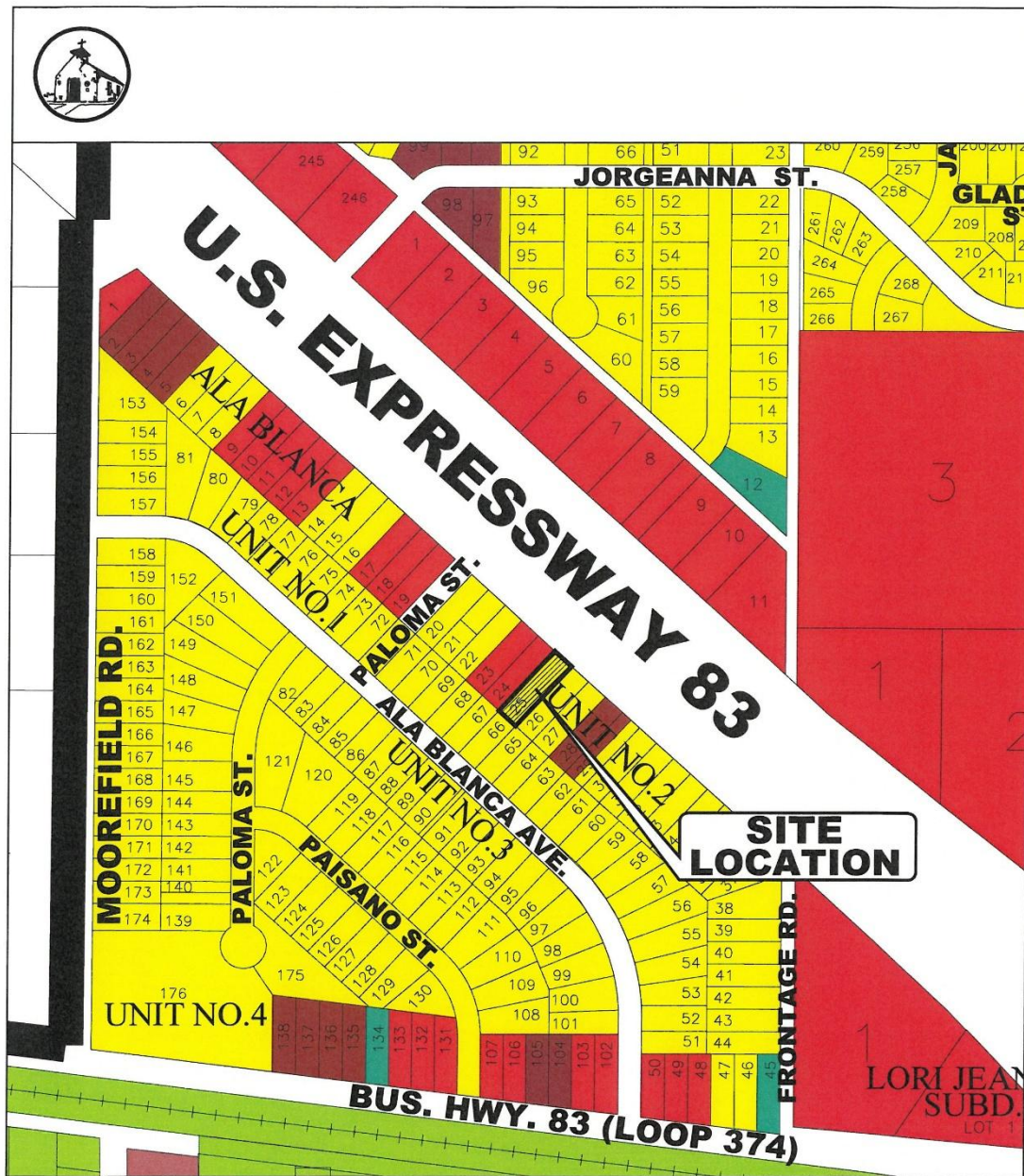
EXHIBIT "A"



**LEGAL NOTICE MAP**



# ZONING MAP



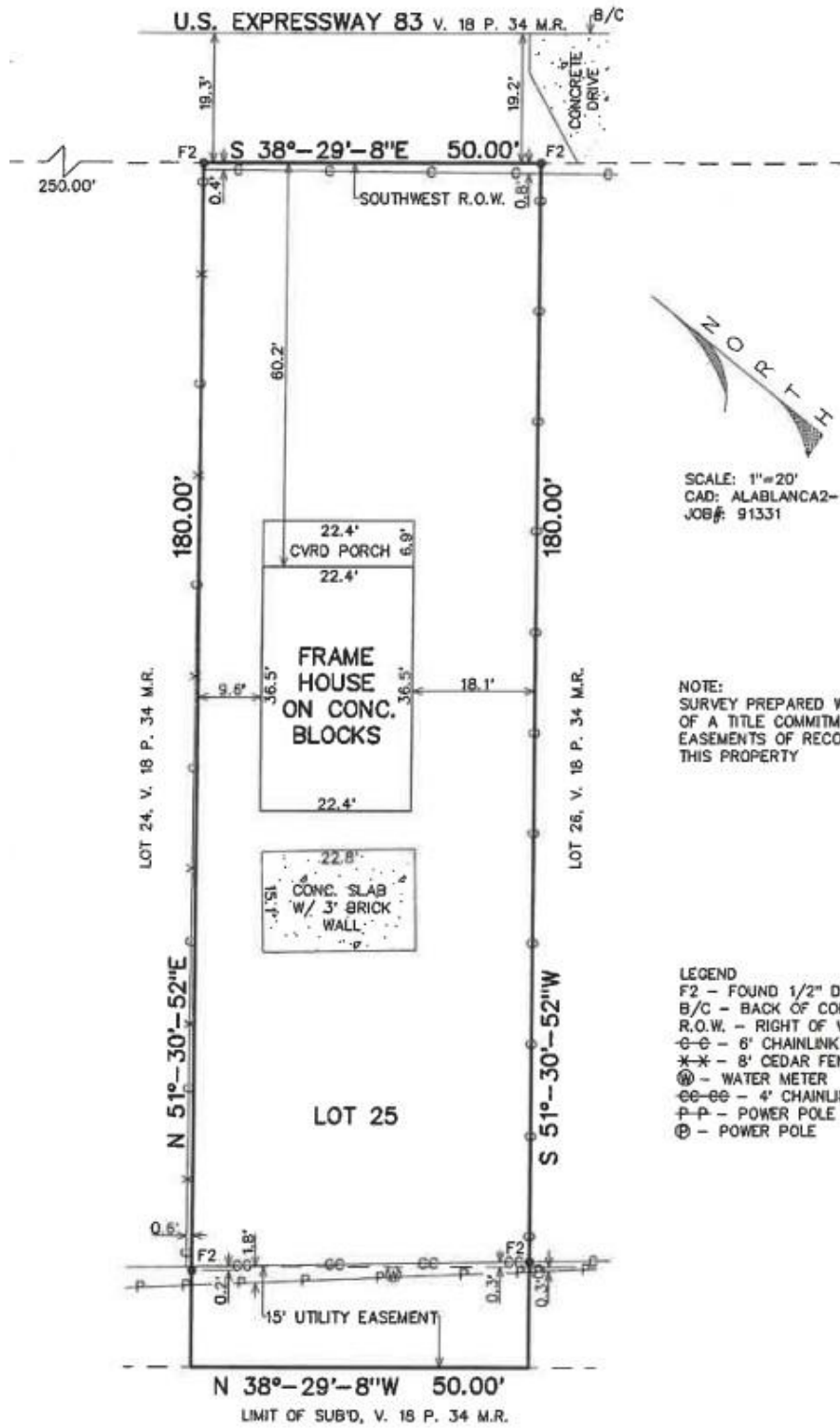
## ZONING LEGEND

	A0-1 AGRICULTURAL OPEN INTERIM		R-3 MULTI-FAMILY RESIDENTIAL		C-4 HEAVY COMMERCIAL
	A0-P AGRICULTURAL OPEN PERMANENT		R-4 MOBILE & MODULAR HOME		C-5 ADAPTIVE COMMERCIAL
	R-1A LARGE LOT SINGLE FAMILY		R-5 HIGH DENSITY MFCT'D HOUSING		I-1 LIGHT INDUSTRIAL
	R-1T TOWNHOUSE RESIDENTIAL		C-1 OFFICE BUILDING		I-2 HEAVY INDUSTRIAL
	R-1 SINGLE FAMILY RESIDENTIAL		C-2 NEIGHBORHOOD COMMERCIAL		PUD PLANNED UNIT DEVELOPMENT
	R-2 DUPLEX-FOURPLEX RESIDENTIAL		C-3 GENERAL BUSINESS		P PUBLIC

AERIAL



# SURVEY



SCALE: 1"=20'  
 CAD: ALABLANCA2-1  
 JOB#: 91331

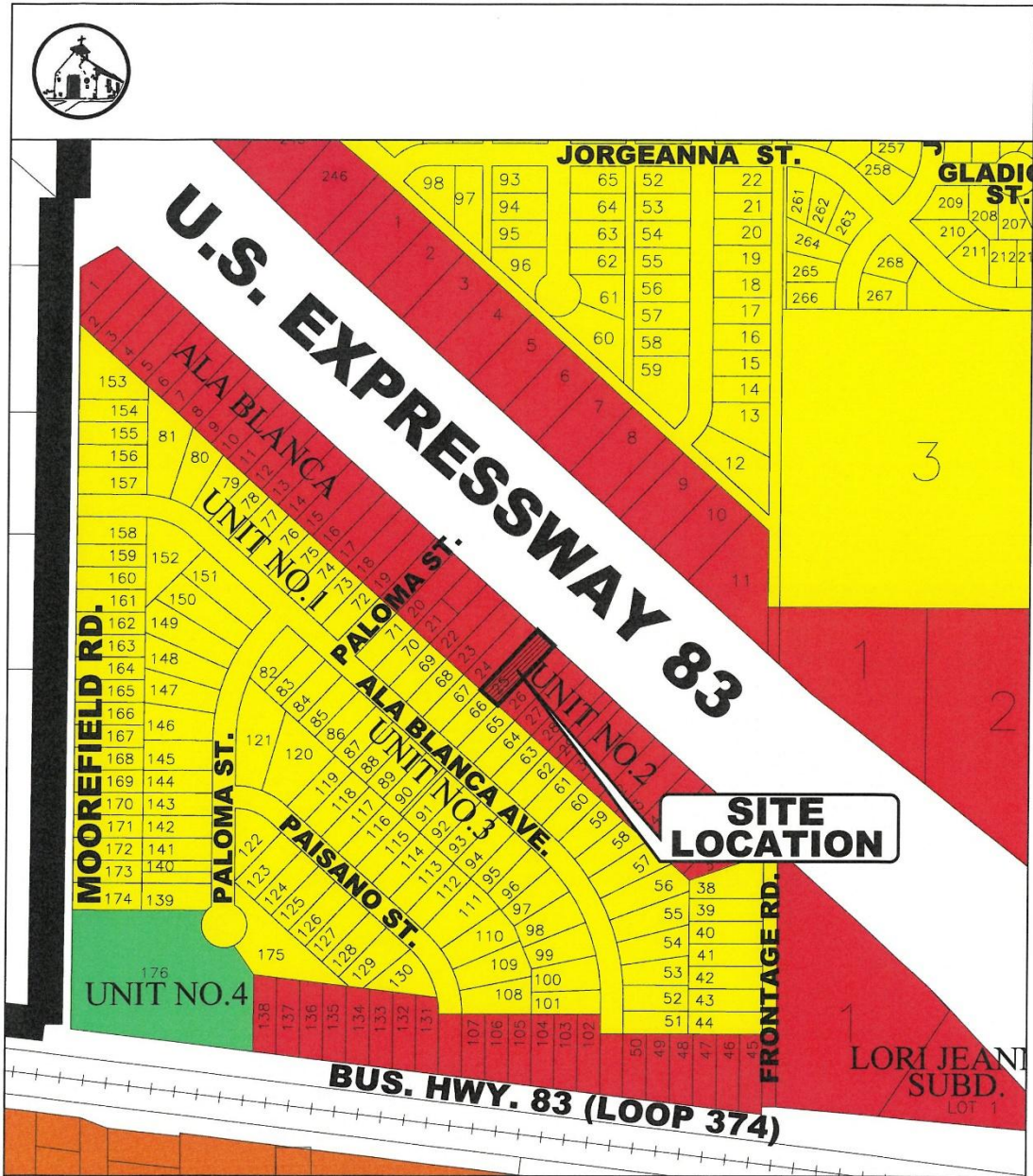
NOTE:  
 SURVEY PREPARED W/  
 OF A TITLE COMMITTEE  
 EASEMENTS OF RECORD  
 THIS PROPERTY

LEGEND  
 F2 - FOUND 1/2" DI  
 B/C - BACK OF CON  
 R.O.W. - RIGHT OF W  
 ○-○ - 6' CHAINLINK  
 X-X - 8' CEDAR FEN  
 ⊕ - WATER METER  
 ⊕-⊕ - 4" CHAINLINK  
 P-P - POWER POLE  
 ⊙ - POWER POLE

**PHOTO OF THE PROPERTY**



### FUTURE LAND USE MAP



### FUTURE LAND USE MAP

- |   |  |
|---|--|
| <span style="display:inline-block; width:15px; height:15px; background-color:yellow; border:1px solid black;"></span> - LD - Low Density Res.                         | <span style="display:inline-block; width:15px; height:15px; background-color:red; border:1px solid black;"></span> - GC - General Commercial         |
| <span style="display:inline-block; width:15px; height:15px; background-color:lightblue; border:1px solid black;"></span> - LDA - Lower Density Res.                   | <span style="display:inline-block; width:15px; height:15px; background-color:orange; border:1px solid black;"></span> - HC - Heavy Commercial        |
| <span style="display:inline-block; width:15px; height:15px; background-color:lightorange; border:1px solid black;"></span> - MD - Moderate Density Res.               | <span style="display:inline-block; width:15px; height:15px; background-color:grey; border:1px solid black;"></span> - I - Industrial                 |
| <span style="display:inline-block; width:15px; height:15px; background-color:purple; border:1px solid black;"></span> - HD - High Density Res.                        | <span style="display:inline-block; width:15px; height:15px; background-color:green; border:1px solid black;"></span> - P - Public                    |
| <span style="display:inline-block; width:15px; height:15px; background-color:lightgrey; border:1px solid black; border-radius:50%;"></span> - Neighborhood Commercial | <span style="display:inline-block; width:15px; height:15px; background-color:blue; border:1px solid black;"></span> - PUD - Planned Unit Development |

**PERMITTED USES FOR THE C-1 DISTRICT****OFFICE BUILDING DISTRICT (“C-1”)****PERMITTED USES**

- Office building for professional occupations including: executive, administrative, legal accounting, writing, clerical, drafting and real estate
- Medical offices, including clinics, where all activities are conducted within an enclosed building
- An accessory use related to a principal use above
- Parking lots
- On-premise signs
- Additions to existing residences including accessory buildings
- Photographic studies including incidental sale of related merchandise
- In the Original Townsite R-3 uses are permitted.

**CONDITIONAL USES**

- All R-3 uses except for mobile homes
- Funeral homes
- Banks, credit unions, and savings and loans associations
- Household goods, warehousing or storage in individually rented storage units
- Telephone, radio or tv communication towers
- Hair salon service
- Detached pharmacy buildings
- Antique shop
- Tutoring and/or kindergarten services
- Drive-thru service window business for food establishments
- Mobile food units
- Storage unit facilities

**PROHIBITED USES**

- Any use not listed above
- Off-premise signs

## MAILOUT LIST

PROP_ID	Name	AddrDelive	AddrCity	AddrState	AddrZip
109636	LOYA ARMANDO	2506 ALA BLANCA AVE	MISSION	TX	78572-7026
109589	CORTINA IGNACIO	2503 W EXPRESSWAY 83	MISSION	TX	78572-7044
109588	YBARRA RIGO JR	2505 W INTERSTATE HIGHWAY 2	MISSION	TX	78572
109633	CARDENAS NICOLASA	2500 ALA BLANCA AVE	MISSION	TX	78572-7026
109631	LOPEZ NANCY R	2420 ALA BLANCA AVE	MISSION	TX	78572-7003
109627	HINOJOSA NORMA REYNA	1803 FAIR OAKS DR	MISSION	TX	78574-2038
109629	CASTILLO JUANITA	2418 ALA BLANCA AVE	MISSION	TX	78572-7003
109628	HINOJOSA NORMA REYNA	2575 E GRIFFIN PARKWAY	MISSION	TX	78572-3576
109590	VILLEGAS KARINA MARGARITA CAMANO	2427 W INTERSTATE HWY 2	MISSION	TX	78572-7022
109592	PEREZ DESIDERIO ALMAGUER	2423 W EXPRWAY 83	MISSION	TX	78572-7022
109591	SALINAS EDGAR	2701 SANTA MONICA	MISSION	TX	78572-7170
109593	DE LA GARZA CARLOS H	2421 W EXPRESSWAY 83	MISSION	TX	78572-7022
109659	TREVINO IVAN & LIZETH	2413 ALA BLANCA AVE	MISSION	TX	78572-7004
109655	QUEZADA CESAR & LESLIE FLORES	2501 ALA BLANCA AVE	MISSION	TX	78572-7027
109656	SANDOVAL HILDA G	2419 ALA BLANCA AVE	MISSION	TX	78572-7004
109657	SANDOVAL HILDA G	2419 ALA BLANCA AVE	MISSION	TX	78572-7004
109654	ORTA LUIS ERNESTO SALINAS	805 S 25TH ST	MCALLEN	TX	78501
109658	GARCIA YZA	2415 ALA BLANCA AVE	MISSION	TX	78572-7004
109634	MENDOZA OSCAR & MELIDA	2504 ALA BLANCA AVE	MISSION	TX	78572
109632	LOPEZ NANCY R	967 WASHINGTON ST	MISSION	TX	78572-3421
109630					
109594	TREVINO SAMUEL & MELISSA M	4513 N 5TH ST	MCALLEN	TX	78504
109595	RODRIGUEZ NOE	126 D B WOOD RD	GEORGETOWN	TX	78628-7111



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Xavier Cervantes, AICP, CPM, Director of Planning

**AGENDA ITEM:** Conduct a public hearing and consideration of a rezoning request from Duplex-fourplex Residential District (“R-2”) to Single-family Residential District (“R-1”), being Tract 1: The North 7.19 acres of Lot 39, Tract 2: a 10-acre tract of land out of Lot 40, Tract 3: a 8.45-acre tract of land out of Lot 41, Tract 4: a 1.020-acre tract of land being all of the existing 70-foot strip of United Irrigation District Canal right-of-way between lots 40 and 41, all out of the Bell-Woods Company’s Subdivision “C”, located along the East side of N. Trosper Road approximately 100 feet North of Palmer Road. Applicant, DS3 Development LLC, Adoption of Ordinance # \_\_\_\_\_ - Cervantes

### NATURE OF REQUEST:

#### Project Timeline:

- February 15, 2026 – Application for rezoning submitted for processing.
- March 7, 2026 – In accordance with State and local law notice of the required public hearings was mailed to all the property owners within a 200’ radius of the subject tract and notice of hearings was published in the Progress Times.
- March 18, 2026 – Public hearing and consideration of the requested rezoning by the Planning and Zoning Commission.
- April 14, 2026 – Public hearing and consideration of the requested rezoning ordinance by the City Council.

#### Summary:

- Due to changing market conditions, the applicant is requesting to rezone the subject property located along the East side of Trosper Road from Duplex-fourplex Residential District (“R-2”) to Single-family Residential (R-1) District to sell the lots for single-family homes.
- The tract of land measures 634 feet along Trosper Road and has a depth of 1,320 feet for a total acreage of 26.79 acres.
- Tracts 1, 2 & 3 were zoned Duplex-fourplex Residential (R-2) District on May 22, 2023. Tract 4 was zoned R-2 on October 28, 2024.
- The proposed Bellwood Manor Phase 1 subdivision was approved with conditions by the City Council on September 23, 2025. The subdivision under construction will result in 30 lots measuring, on the average, 85 feet by 132 feet.
- The surrounding zones are Agricultural Open Interim (AO-I) District to the West, Duplex-fourplex Residential (R-2) District to the South, Agricultural Open Interim (AO-I) District and Townhouse Residential (R1-T) District to the East, and outside the city limits to the North.

- The surrounding land uses is a fourplex apartments subdivision to the South, a single-family home and agricultural land to the West and East.
- The Future Land Use Map shows the property designated for low-density residential uses. The requested rezoning is in line with the comprehensive plan designation.
- Notices were mailed to 36 surrounding property owners. Planning staff received no phone calls in opposition to the rezoning.

**STAFF RECOMMENDATION:**

Staff recommends approval of the rezoning request.

<b>Departmental Approval:</b> N/A
<b>Advisory Board Recommendation:</b> Approval
<b>City Manager's Recommendation:</b> Approval <i>JP7</i>

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

ORDINANCE NO. \_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING BEING TRACT 1: THE NORTH 7.19 ACRES OF LOT 39, TRACT 2: A 10-ACRE TRACT OF LAND OUT OF LOT 40, TRACT 3: A 8.45-ACRE TRACT OF LAND OUT OF LOT 41, TRACT 4: A 1.020-ACRE TRACT OF LAND BEING ALL OF THE EXISTING 70-FOOT STRIP OF UNITED IRRIGATION DISTRICT CANAL RIGHT-OF-WAY BETWEEN LOTS 40 AND 41, ALL OUT OF THE BELL-WOODS COMPANY’S SUBDIVISION “C”, LOCATED ALONG THE EAST SIDE OF N. TROSPER ROAD APPROXIMATELY 100 FEET NORTH OF PALMER ROAD; FROM R-2 (DUPLIX-FOURPLEX RESIDENTIAL DISTRICT) TO R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT)**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning Request of Wednesday, March 18, 2026, 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. Tuesday, April 14, 2026, 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: AS SHOWN IN EXHIBIT “A”

<b>Legal Description</b>	<b>From</b>	<b>To</b>
being Tract 1: The North 7.19 acres of Lot 39, Tract 2: a 10-acre tract of land out of Lot 40, Tract 3: a 8.45-acre tract of land out of Lot 41, Tract 4: a 1.020-acre tract of land being all of the existing 70-foot strip of United Irrigation District Canal right-of-way between lots 40 and 41, all out of the Bell-Woods Company’s Subdivision “C”	R-2	R-1

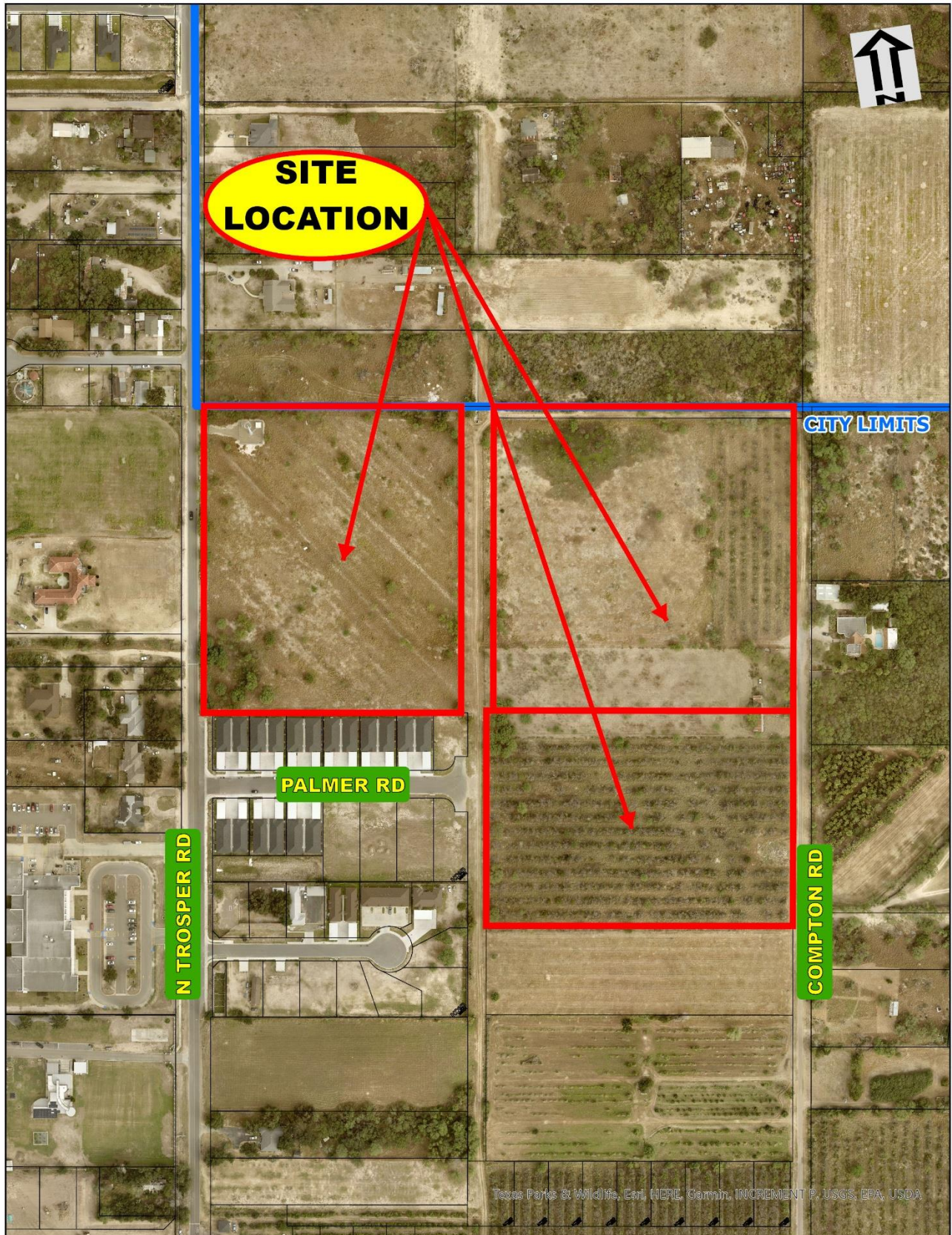
READ, CONSIDERED, AND PASSED, this the 14<sup>th</sup> day of April, 2026.

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

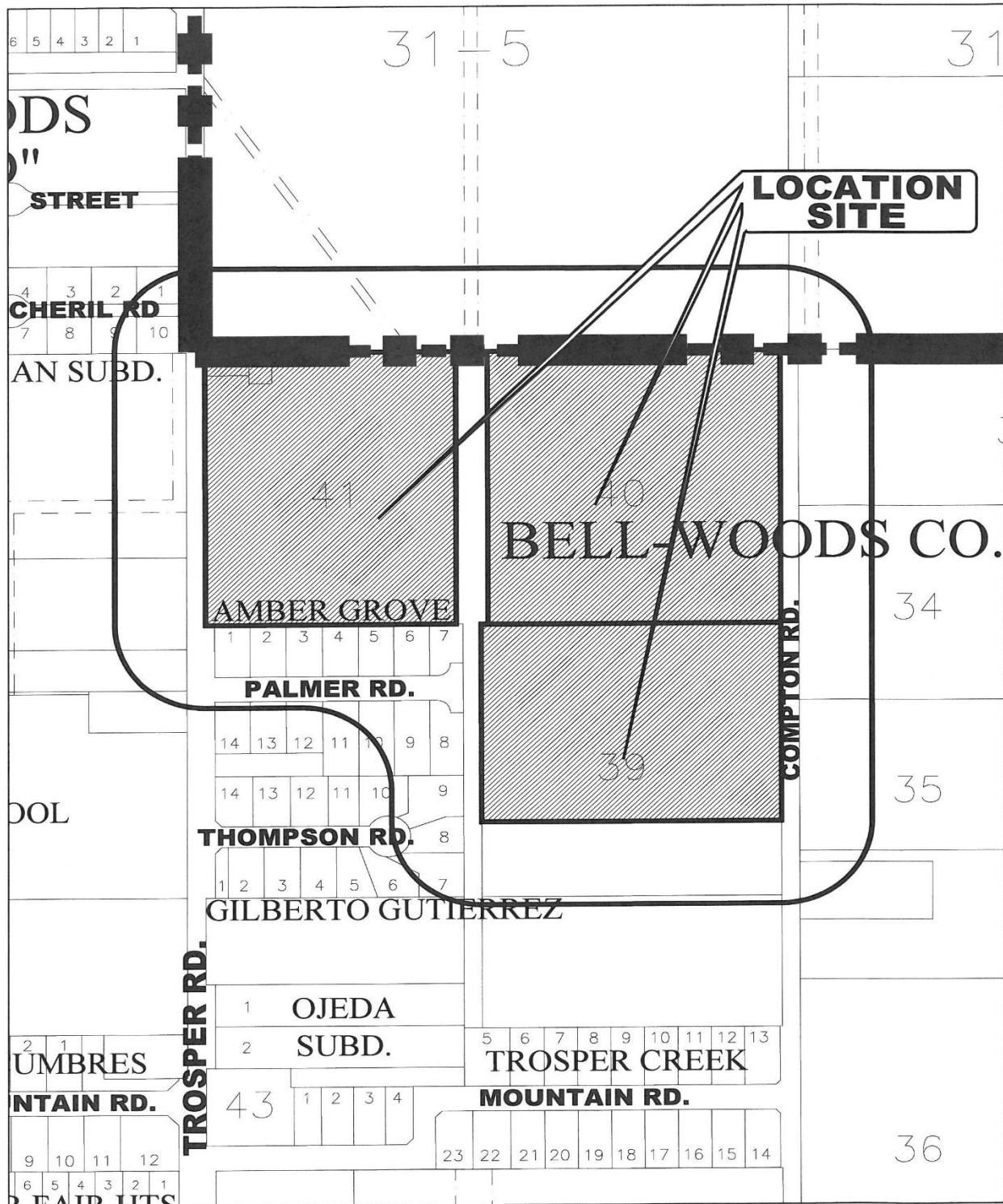
ATTEST:

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

EXHIBIT "A"



LEGAL NOTICE MAP



200' RADIUS MAILOUT



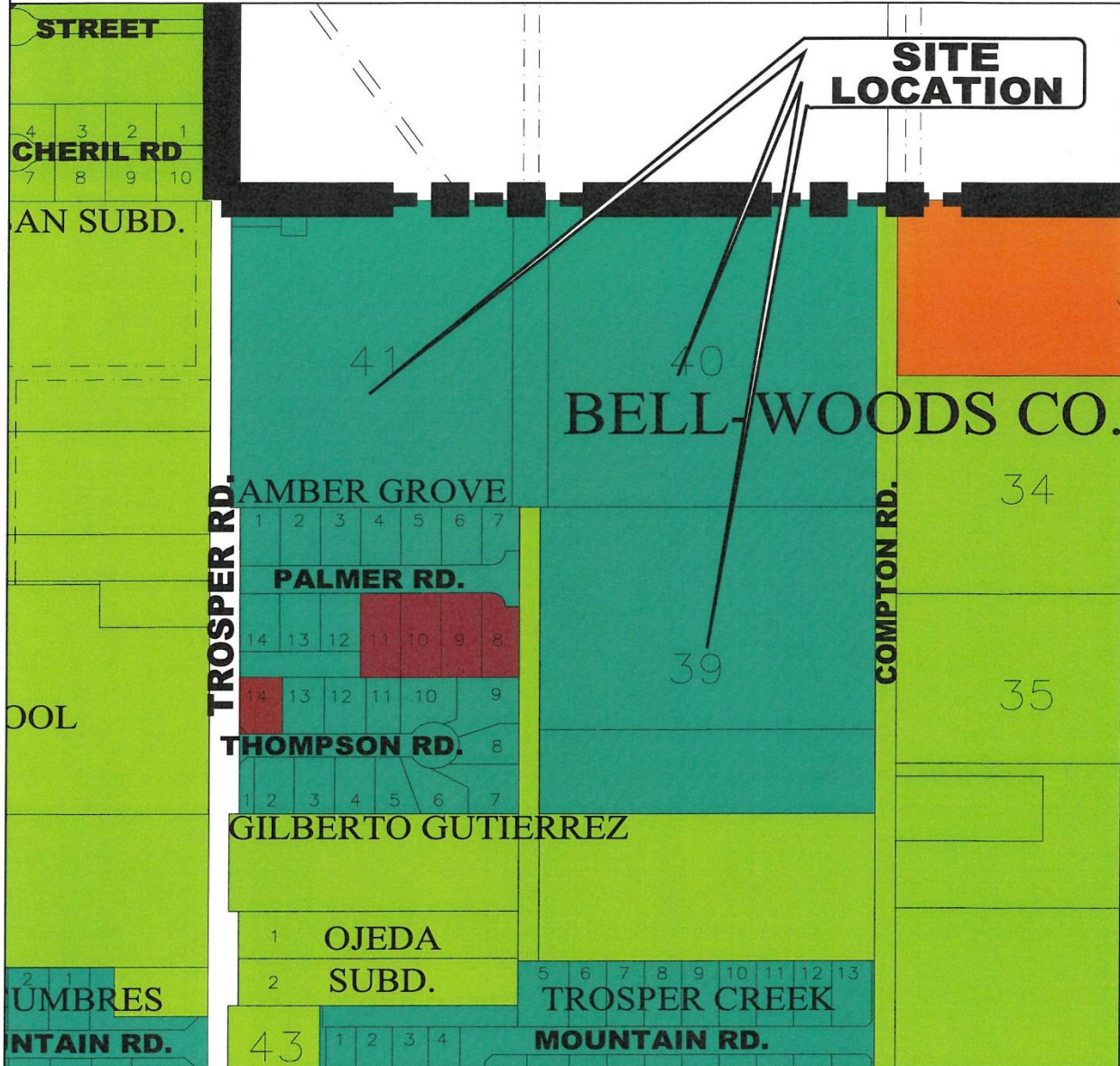
CITY OF MISSION  
HIDALGO COUNTY, TEXAS

1201 E. 8th Street  
MISSION, TX 78572

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

No.

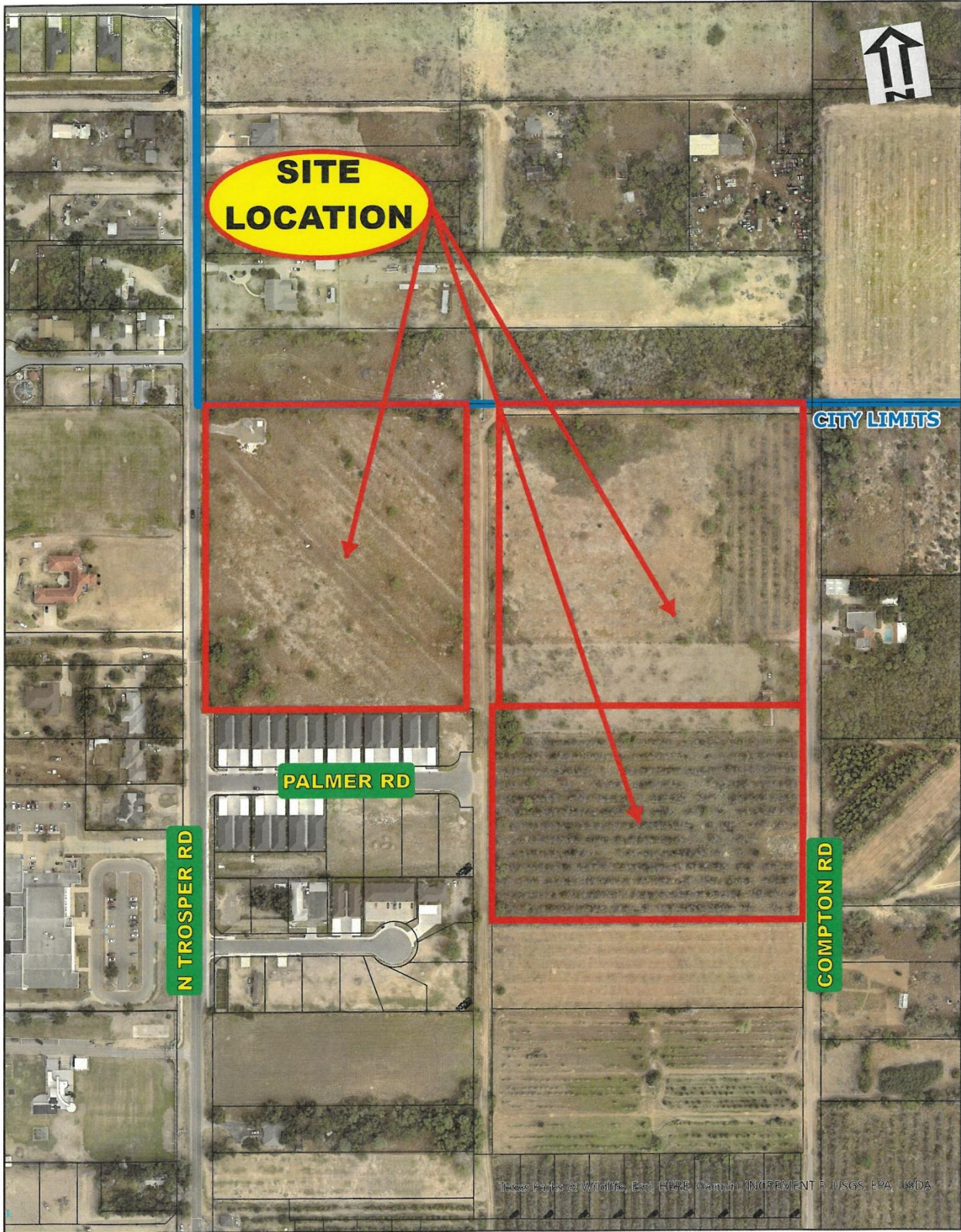
**ZONING MAP**



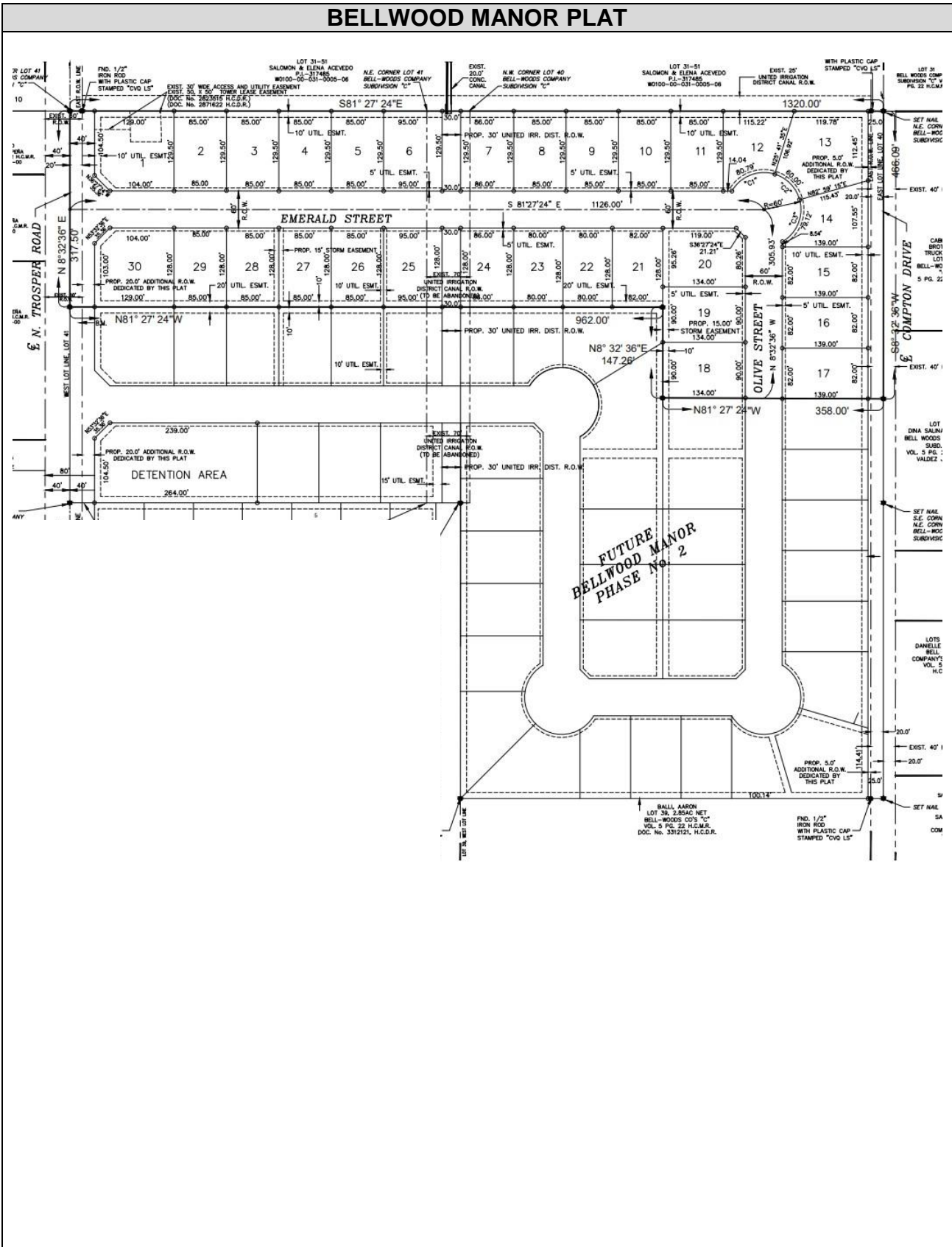
**ZONING LEGEND**

A0-I AGRICULTURAL OPEN INTERIM	R-3 MULTI-FAMILY RESIDENTIAL	C-4 HEAVY COMMERCIAL
AO-P AGRICULTURAL OPEN PERMANENT	R-4 MOBILE & MODULAR HOME	C-5 ADAPTIVE COMMERCIAL
R-1A LARGE LOT SINGLE FAMILY	R-5 HIGH DENSITY MFCT'D HOUSING	I-1 LIGHT INDUSTRIAL
R-1T TOWNHOUSE RESIDENTIAL	C-1 OFFICE BUILDING	I-2 HEAVY INDUSTRIAL
R-1 SINGLE FAMILY RESIDENTIAL	C-2 NEIGHBORHOOD COMMERCIAL	PUD PLANNED UNIT DEVELOPMENT
R-2 DUPLEX-FOURPLEX RESIDENTIAL	C-3 GENERAL BUSINESS	P PUBLIC

AERIAL



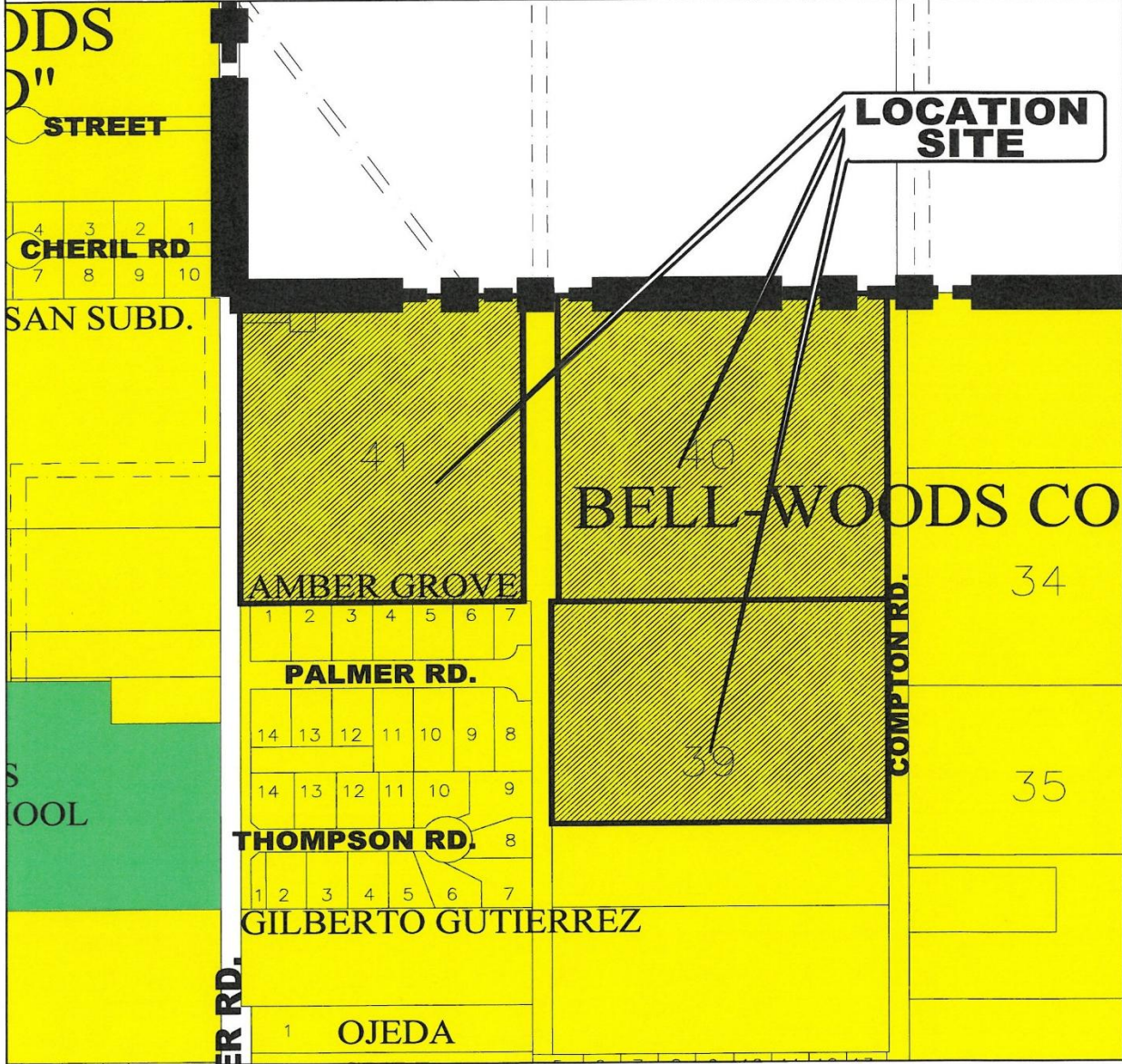
# BELLWOOD MANOR PLAT



**PHOTO OF THE PROPERTY FROM TROSPER ROAD**



**FUTURE LAND USE MAP**



**FUTURE LAND USE MAP**

- |                              |                                  |
|------------------------------|----------------------------------|
| - LD - Low Density Res.      | - GC - General Commercial        |
| - LDA - Lower Density Res.   | - HC - Heavy Commercial          |
| - MD - Moderate Density Res. | - I - Industrial                 |
| - HD - High Density Res.     | - P - Public                     |
| - Neighborhood Commercial    | - PUD - Planned Unit Development |

**MAILOUT LIST**

PROP_ID	name	addrDelive	addrCity	addrState	addrZip
199336	GARZA OMAR	800 CHERIL RD	MISSION	TX	78573-1705
199337	RAMON ABIEL	550 W 3 MILE LN	PALMHURST	TX	78572
640384	RODRIGUEZ DAVID & MELINDA A	3301 TROSPER RD	MISSION	TX	78573-1325
317353	LEO IRMA I TRUSTEE IRMA I LEO LIVING TRUST	3627 N TROSPER RD	MISSION	TX	78573-1371
317355	LEO RAVEN	3625 N TROSPER RD	MISSION	TX	78573-1371
654808	RANGEL RUBY LYNN	3411 N TROSPER RD	MISSION	TX	78573
317354	LEO IRMA I TRUSTEE IRMA I LEO LIVING TRUST	3627 N TROSPER RD	MISSION	TX	78573-1371
317352	PENA SYLVIA A	PO BOX 891	MISSION	TX	78573-0014
123520	JACOBSON STANLEY	1505 DOHERTY AVE	MISSION	TX	78572-4018
123521	BALLI AARON	1620 E GRIFFIN PKWY	MISSION	TX	78572
123522	DS 3 DEVELOPMENT LLC	3608 COMPTON DR	MISSION	TX	78573-3562
123523	DS 3 DEVELOPMENT LLC	3608 COMPTON DR	MISSION	TX	78573-3562
123509	CABRERA BROTHERS TRUCKING CO	6584 S FM 494	MISSION	TX	78572-1512
123510	SALINAS-VALDEZ DINA	3608 COMPTON DR	MISSION	TX	78573-3562
123511	VALDEZ DANIELLE A	1901 S VOSS RD NO. 6	HOUSTON	TX	77057-2612
123512	SALINAS MA ESTER	715 MILLER ST	MISSION	TX	78572-5343
123514	SALINAS MARIA ESTER	715 MILLER AVENUE	MISSION	TX	78572
123524	DS 3 DEVELOPMENT LLC	3608 COMPTON DR	MISSION	TX	78573-3562
317489	MISSION CONSOLIDATED INDEPENDENT SCHOOL DISTRICT	1201 BRYCE DR	MISSION	TX	78572-4311
199344	SANCHEZ RUBEN	801 CHERIL RD	MISSION	TX	78573-1332
199345	MARTINEZ ANTONIA S	612 N 27TH ST	MCALLEN	TX	78501-7513
790033	PENA SYLVIA A	PO BOX 891	MISSION	TX	78573-0014
317359	HIDALGO CO IRR DIST #14	PO BOX 687	MISSION	TX	78573
1371173	HALCON HOLDINGS INC	710 THOMPSON RD	MISSION	TX	78573
1371174	HALCON HOLDINGS INC	710 THOMPSON RD	MISSION	TX	78573
1371175	HALCON HOLDINGS INC	710 THOMPSON RD	MISSION	TX	78573
1371176	MAHONEY DAVID	4615 S BRIDGE AVE	WESLACO	TX	78596-1393
1371166	HALCON HOLDINGS INC	710 THOMPSON RD	MISSION	TX	78573
1559723	AMBER DEVELOPMENT LLC	801 W NOLANA AVE NO 340	MCALLEN	TX	78504-3035
1559722	BAZAN JOSEPH ROMEO	702 PALMER RD	MISSION	TX	78573-5400
1559721	AMISON MARGARET J & RICHARD D	919 SURFRIDGE DR	HEBRON	KY	41048-8745
1559720	AMISON RICHARD D & MARGARET J	706 PALMER RD	MISSION	TX	78573-5400
1559719	TERRIEN DALTON RICHARD	708 PALMER RD	MISSION	TX	78573-5400
1559718	CONFIDENTIAL	710 PALMER RD APT 4	MISSION	TX	78573-5400
1559717	RIOS RAFAEL JR	712 PALMER RD	MISSION	TX	78573-5400
1559730	GALVAN FLORENTINO GONZALEZ JR	7707 WESTERN VIEW DR	MISSION	TX	78572
1559729	SAENZ JOSE GUADALUPE CANTU	16380 6416 RD	MONTROSE	CO	81403
1559728	OKWEGBA IKECHUKWU CHRISTOPHER JR	709 PALMER RD	MISSION	TX	78572
1559727	AMBER DEVELOPMENT LLC	801 W NOLANA AVE NO 340	MCALLEN	TX	78504-3035
1559726	AMBER DEVELOPMENT LLC	801 W NOLANA AVE NO 340	MCALLEN	TX	78504-3035
1559725	AMBER DEVELOPMENT LLC	801 W NOLANA AVE NO 340	MCALLEN	TX	78504-3035
1559724	AMBER DEVELOPMENT LLC	801 W NOLANA AVE NO 340	MCALLEN	TX	78504-3035



CITY OF  
**MISSION**

**CITY COUNCIL AGENDA ITEM &  
RECOMMENDATION SUMMARY**

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Xavier Cervantes, AICP, CPM – Director of Planning

**AGENDA ITEM:** Conduct a public hearing and consideration of a Conditional Use Permit for a Mobile Food Unit – Café Allegro, in a (C-3) General Business District, being Lot 2, Walters Subdivision, located at 200 E. Griffin Parkway, Applicant: Jonathan Morales, Adoption of Ordinance #\_\_\_\_\_ - Cervantes

**NATURE OF REQUEST:**

Project Timeline:

- February 23, 2026 – Application for Conditional Use Permit (“CUP”) submitted to the City for processing.
- March 3, 2026 – In accordance with State and local law, notice of required public hearings was mailed to all property owners within 200 feet of the subject tract, and notice of public hearings was published in the Progress Times.
- March 18, 2026 – Public hearing and consideration of a Conditional Use Permit by the Planning and Zoning Commission.
- April 14, 2026 – Public hearing and consideration of a Conditional Use Permit by the City Council.

Summary:

- The subject site is located at 200 E. Griffin Parkway.
- Per Code of Ordinance, Mobile Food Units require the approval of a Conditional Use Permit by the City Council.
- The applicant is leasing an area within the HEB to place Café Allegro Mobile Food Unit. He offers a variety of coffees and pastries. This operation is only for pick-up and go.
- The applicant did not consult with the planning staff before signing the lease agreement
- Site access includes (3) access points: two 36-foot-wide access driveways off of Griffin Parkway and one 36-foot-wide access driveway off of Conway Avenue.
- The proposed days and hours of operation are Monday–Saturday from 7:00 am to 5:00 pm, closed on Sundays
- Staff: 2 employees
- Parking: HEB has a total of 251 parking spaces available that will be shared amongst several businesses.
- The last conditional use permit approved for this mobile food unit was at a different location and was approved for a period of two years.





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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT FOR A MOBILE FOOD UNIT – CAFÉ ALLEGRO IN A (C-3) GENERAL BUSINESS DISTRICT, 200 E. GRIFFIN PARKWAY, BEING LOT 2, WALTERS SUBDIVISION**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of Wednesday, March 18, 2026, 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. on Tuesday, April 14, 2026, 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: AS SHOWN IN EXHIBIT “A”

<b>Legal Description</b>	<b>Type</b>	<b>Conditions of Approval</b>
200 E. Griffin Parkway Lot 2, Walters Subdivision	A Mobile Food Unit – Café Allegro	<ol style="list-style-type: none"> <li>1. 1-year re-evaluation in order to assess this new operation;</li> <li>2. Must comply with all City Codes (Building, Fire, Health, Sign, etc.)</li> <li>3. Restrooms must be accessible to the employees and patrons at all times.</li> <li>4. Acquisition of a business license prior to occupancy.</li> <li>5. CUP is not transferable to others</li> <li>6. Hours of operation are Monday – Saturday from 7:00 am to 5:00 pm. Closed on Sundays.</li> </ol>

READ, CONSIDERED AND PASSED, this the 14<sup>th</sup> day of April, 2026.

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

ATTEST:

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

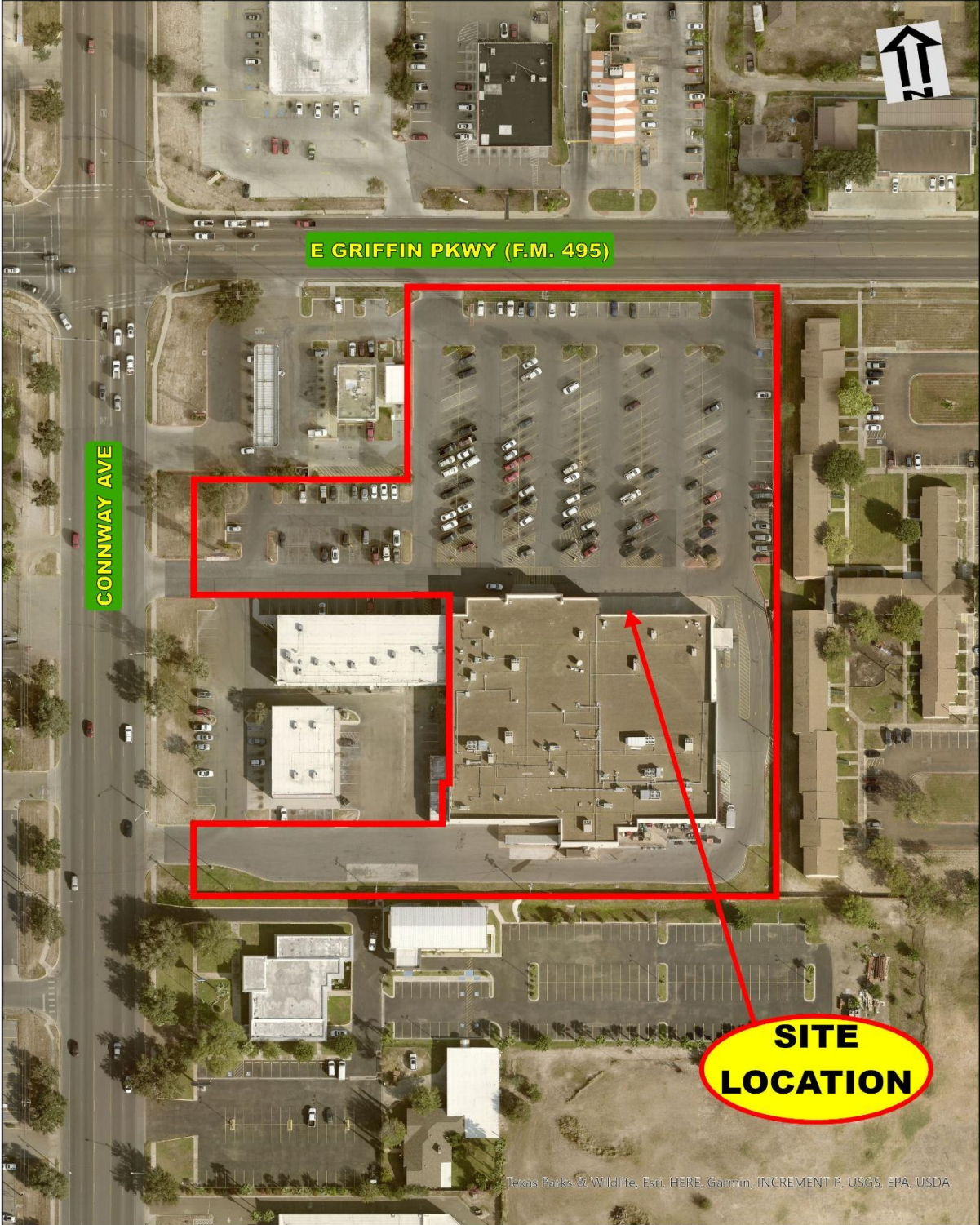
EXHIBIT "A"



VICINITY MAP



**ARIEL MAP**

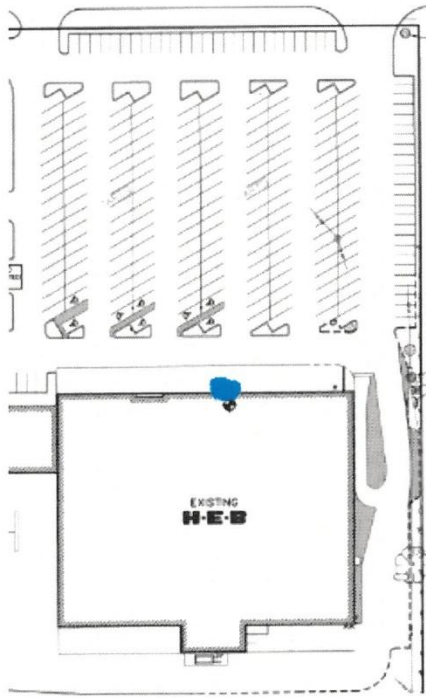


**SITE PLAN**

IB18-9F87-4C7D50A49239

**EXHIBIT A  
Property and Location**

WAY (F.M. 495)

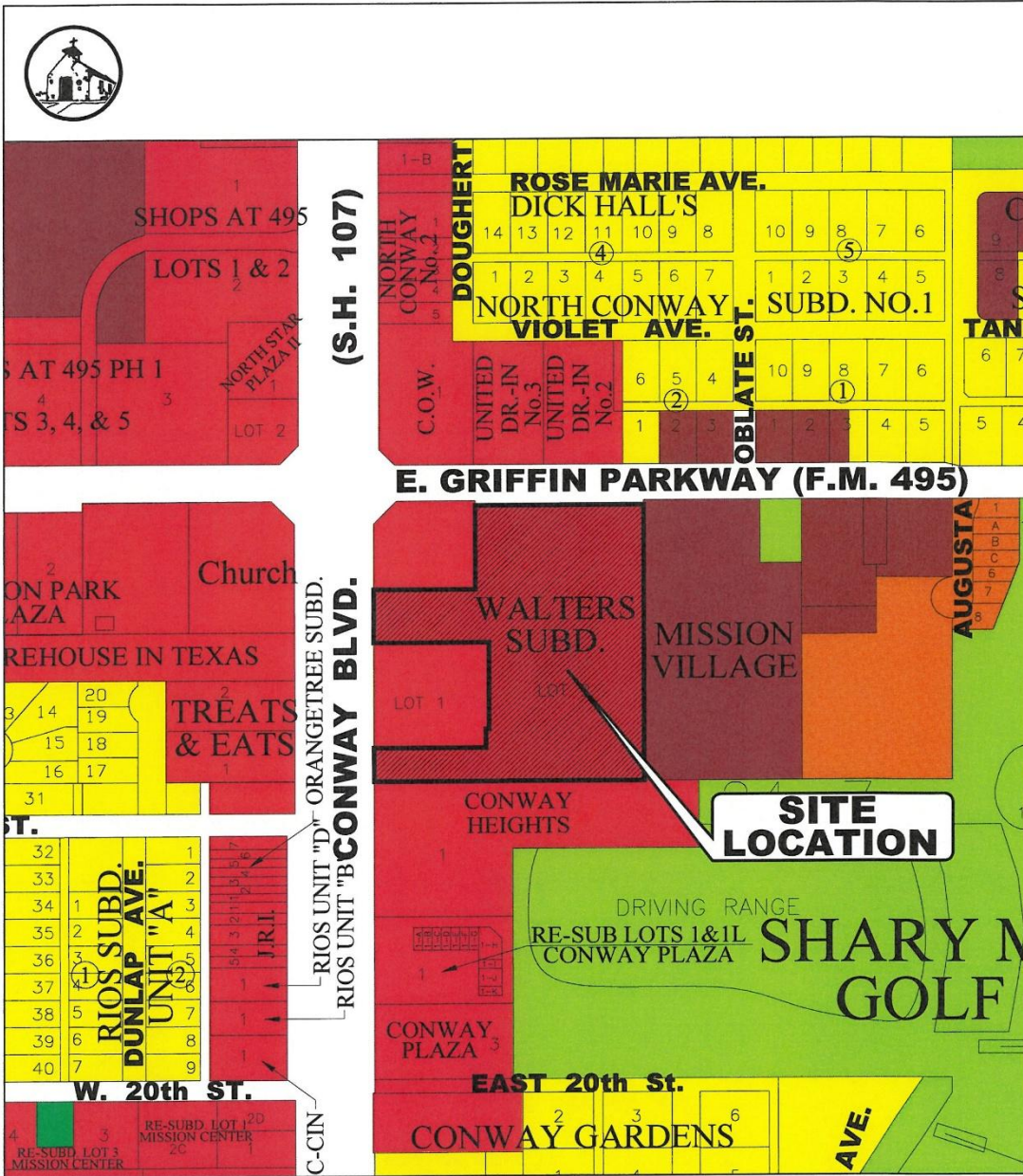


**Licensee Location to be designated by Store Management.**

ATTACHMENTS



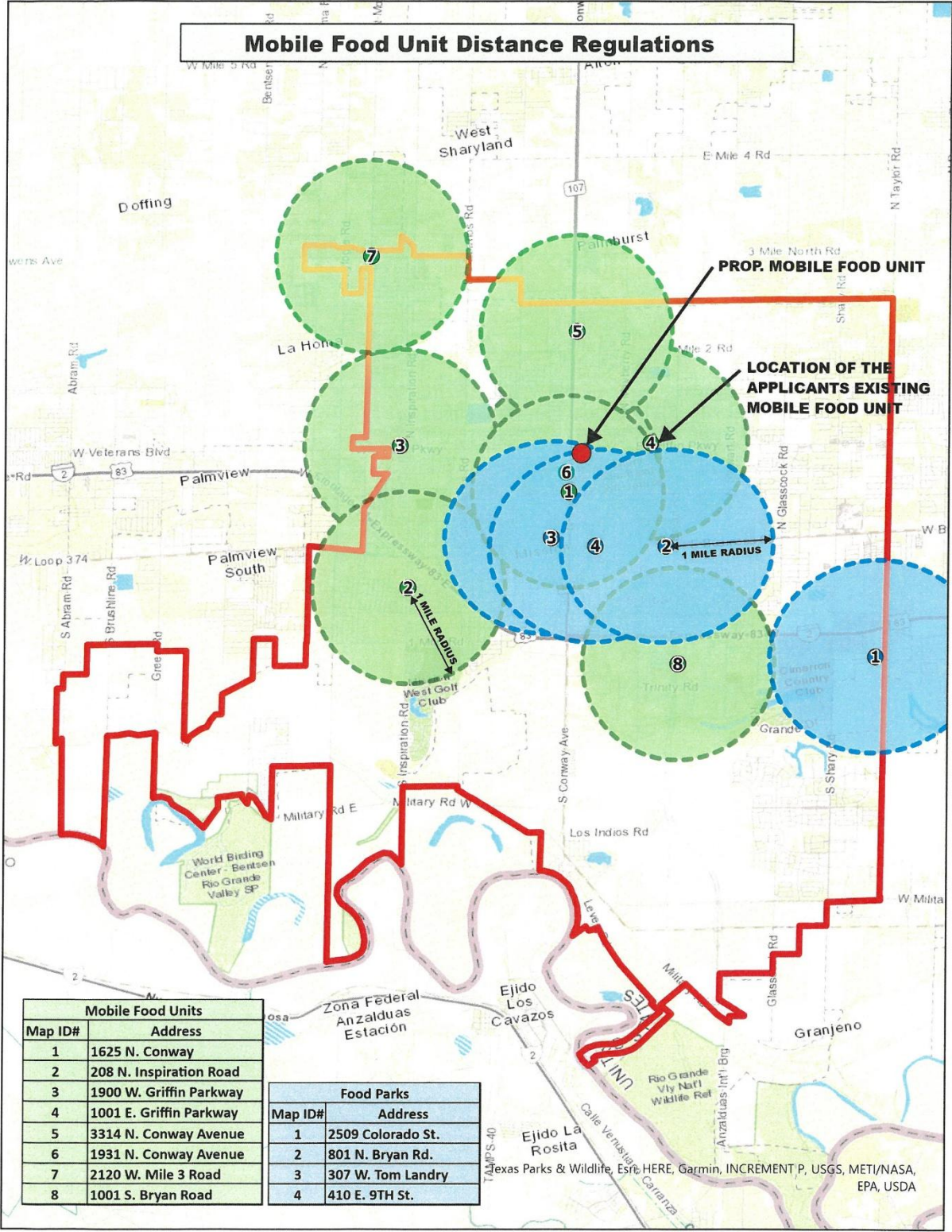
**ZONING MAP**



**ZONING LEGEND**

A0-I AGRICULTURAL OPEN INTERIM	R-3 MULTI-FAMILY RESIDENTIAL	C-4 HEAVY COMMERCIAL
AO-P AGRICULTURAL OPEN PERMANENT	R-4 MOBILE & MODULAR HOME	C-5 ADAPTIVE COMMERCIAL
R-1A LARGE LOT SINGLE FAMILY	R-5 HIGH DENSITY MFCT'D HOUSING	I-1 LIGHT INDUSTRIAL
R-1T TOWNHOUSE RESIDENTIAL	C-1 OFFICE BUILDING	I-2 HEAVY INDUSTRIAL
R-1 SINGLE FAMILY RESIDENTIAL	C-2 NEIGHBORHOOD COMMERCIAL	PUD PLANNED UNIT DEVELOPMENT
R-2 DUPLEX-FOURPLEX RESIDENTIAL	C-3 GENERAL BUSINESS	P PUBLIC

**ATTACHMENTS**



## ATTACHMENTS

## 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

## MAILOUT LIST

PROP_ID	name	addrDelive	addrCity	addrState	addrZip
840505	AIN 2013 TX MISSION LLC	1401 BROAD ST	CLIFTON	NJ	07013-4236
686613	FLORES ROBERTO III	2517 COVINA AVE	MCCALLEN	TX	78503-7507
247226	MOLINA ELVIRA	303 E GRIFFIN PKWY	MISSION	TX	78572-2913
247227	CENTRAL AUTO SALES LLC	1617 PEBBLE DR	MISSION	TX	78574-3521
580361	R & L LOZANO LEASING LTD	208 N CAGE BLVD	PHARR	TX	78577-3906
580362	BRADEN & TREYTON HOLDINGS LTD	605 W JAVELINA DR	PHARR	TX	78577-9470
658376	STORE-MORE MISSION	6646 IRON HORSE BLVD	NORTH RICHLAND HILLS	TX	76180-6037
316920	CONWAY AVENUE BAPTIST CHURCH	2215 N CONWAY AVE	MISSION	TX	78572-2969
240906	MISSION VILLAGE LTD	6800 PARK TEN BLVD	SAN ANTONIO	TX	78213-4235
620125	H E BUTT GROCERY COMPANY	PO BOX 839999	SAN ANTONIO	TX	78283-3999
564154	H E BUTT GROCERY COMPANY	PO BOX 839999	SAN ANTONIO	TX	78283-3999
650767	UNITED DRIVE INN NO 1	2101 DIAZ AVE	MCCALLEN	TX	78503-5624
598722	MISSION TOWN CENTER LTD	2290 W PIKE BLVD STE 100	WESLACO	TX	78596-4967
316922	CITY OF MISSION	1201 E 8TH ST	MISSION	TX	78572-5812
153943	SANBRO INVESTMENTS LP	2200 N CONWAY AVE	MISSION	TX	78572-2968
1067324	VIRGIL WILSON MORTUARY	2200 N CONWAY AVE	MISSION	TX	78572-2968
598721	MISSION TOWN CENTER LTD	2290 W PIKE BLVD STE 100	WESLACO	TX	78596-4967
289493	R & L LOZANO LEASING LTD	208 N CAGE BLVD	PHARR	TX	78577-3906
603896	R & L LOZANO LEASING LTD	208 N CAGE BLVD	PHARR	TX	78577-3906
316916	HIDALGO CO R/O/W DEPT	902 N DOOLITTLE RD	EDINBURG	TX	78542-7470



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Xavier Cervantes, Director of Planning

**AGENDA ITEM:** Conduct a public hearing and consideration of a Conditional Use Permit to Construct a Pool House, being Lot 8, Block 1, Golden Crest Manor Subdivision, in a (R-1) Single Family Residential District, located at 1615 Heritage Lane. Applicant: Silvia Cantu, Adoption of Ordinance #\_\_\_\_\_ – Cervantes

### NATURE OF REQUEST:

#### Project Timeline:

- February 20, 2026 – Application for a Conditional Use Permit (“CUP”) submitted to the City.
- March 05, 2026 – Following State and local law, notice of the required public hearings was mailed to all property owners within 200 feet of the subject tract.
- March 18, 2026 - Public hearing and consideration of the requested Conditional Use Permit by the Planning and Zoning Commission (P&Z)
- April 14, 2026 – Public hearing and consideration of the requested Conditional Use Permit by the City Council.

#### Summary:

- The subject site is located 825 feet East of N. Stewart Road along the North side of Heritage Lane.
- Pursuant to Section 1.371 (3) (d) of the City of Mission Code of Ordinances, a guest house or separate servant’s quarters must comply with regulations.
- The property has an area of 15,517 square feet. The code requires a 12,000-square-foot minimum lot.
- The pool house cannot be made available or used for lease, rent, hire, and the owner of such use may not receive remuneration for the use of one of the above, and must be clearly secondary to the primary residence.
- A pool house shall not have access to a public street (No shared/extended driveway) and shall not have a separate kitchen area or utilities.
- Proposed activities: The applicant is proposing to construct a pool house for the family.
- The applicant is proposing to construct a 427 square feet pool house that consists of a changing room, bathroom, and a game room.
- The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (16) legal notices to surrounding property owners.

- In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties

Staff recommends approval with the conditions below:

1. Life of use permit.
2. The unit may not have a kitchen or separate utilities and electrical connections,
3. Transferability to other future owners, imposing the same conditions imposed on this applicant,
4. Not to be used for rental purposes.

---

**Departmental Approval:** N/A

---

**Advisory Board Recommendation:** Approval

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**City Manager's Recommendation:** Approval *JP7*

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<b>RECORD OF VOTE:</b>	<b>APPROVED:</b>	_____
	<b>DISAPPROVED:</b>	_____
	<b>TABLED:</b>	_____

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

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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO CONSTRUCT A POOL HOUSE IN A (R-1) SINGLE FAMILY RESIDENTIAL DISTRICT, 1615 HERITAGE LANE, BEING LOT 8, BLOCK 1, GOLDEN CREST MANOR SUBDIVISION**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of Wednesday, March 18, 2026, 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. on Tuesday, April 14, 2026, 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: AS SHOWN IN EXHIBIT "A"

<b>Legal Description</b>	<b>Type</b>	<b>Conditions of Approval</b>
1615 Heritage Lane Lot 8, Block 1, Golden Crest Manor Subdivision	Construct a Pool House	<ol style="list-style-type: none"> <li>1. Life of use permit.</li> <li>2. The unit may not have a kitchen or separate utilities and electrical connections,</li> <li>3. Transferability to other future owners, imposing the same conditions imposed on this applicant,</li> <li>4. Not to be used for rental purposes.</li> </ol>

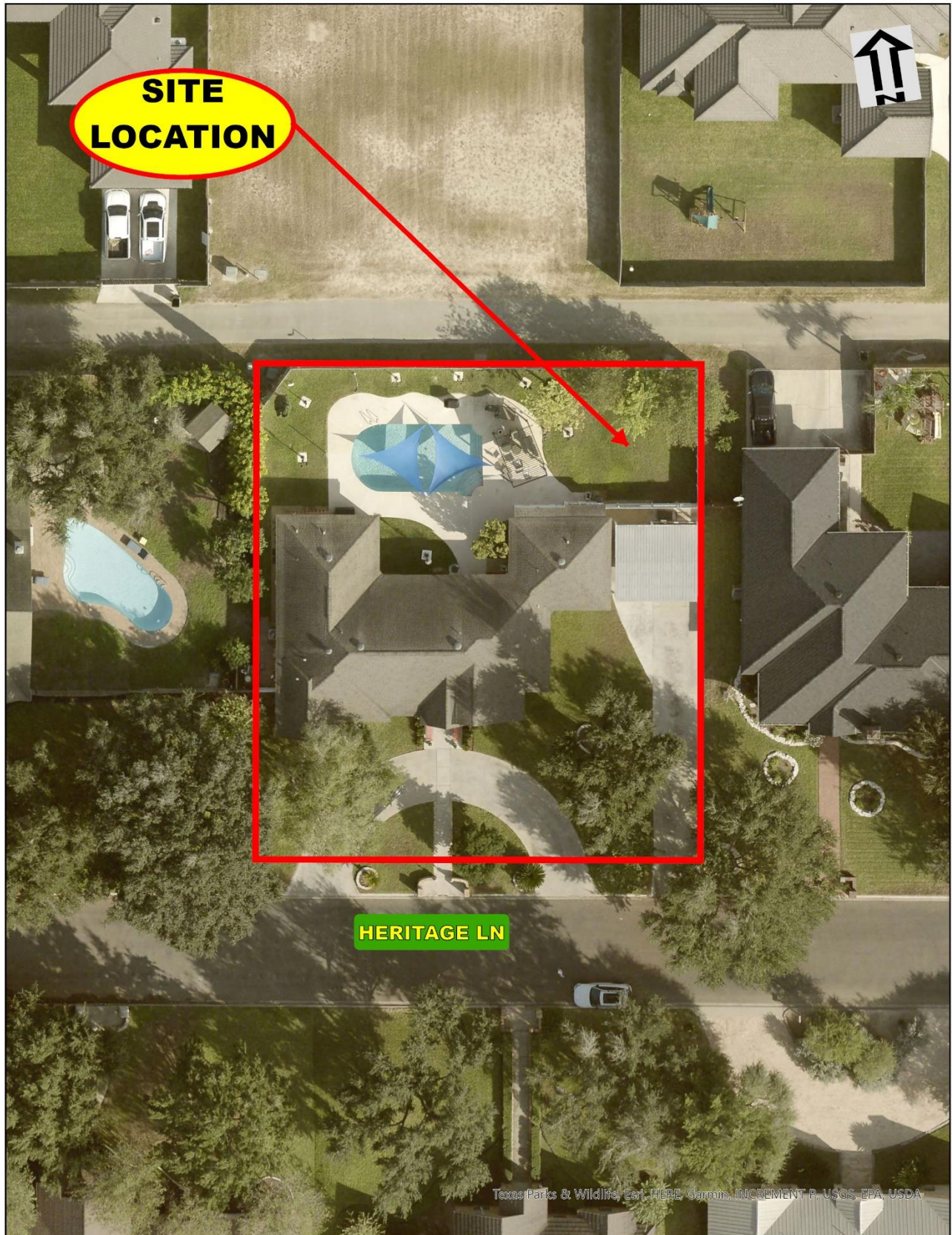
READ, CONSIDERED AND PASSED, this the 14<sup>th</sup> day of April, 2026.

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

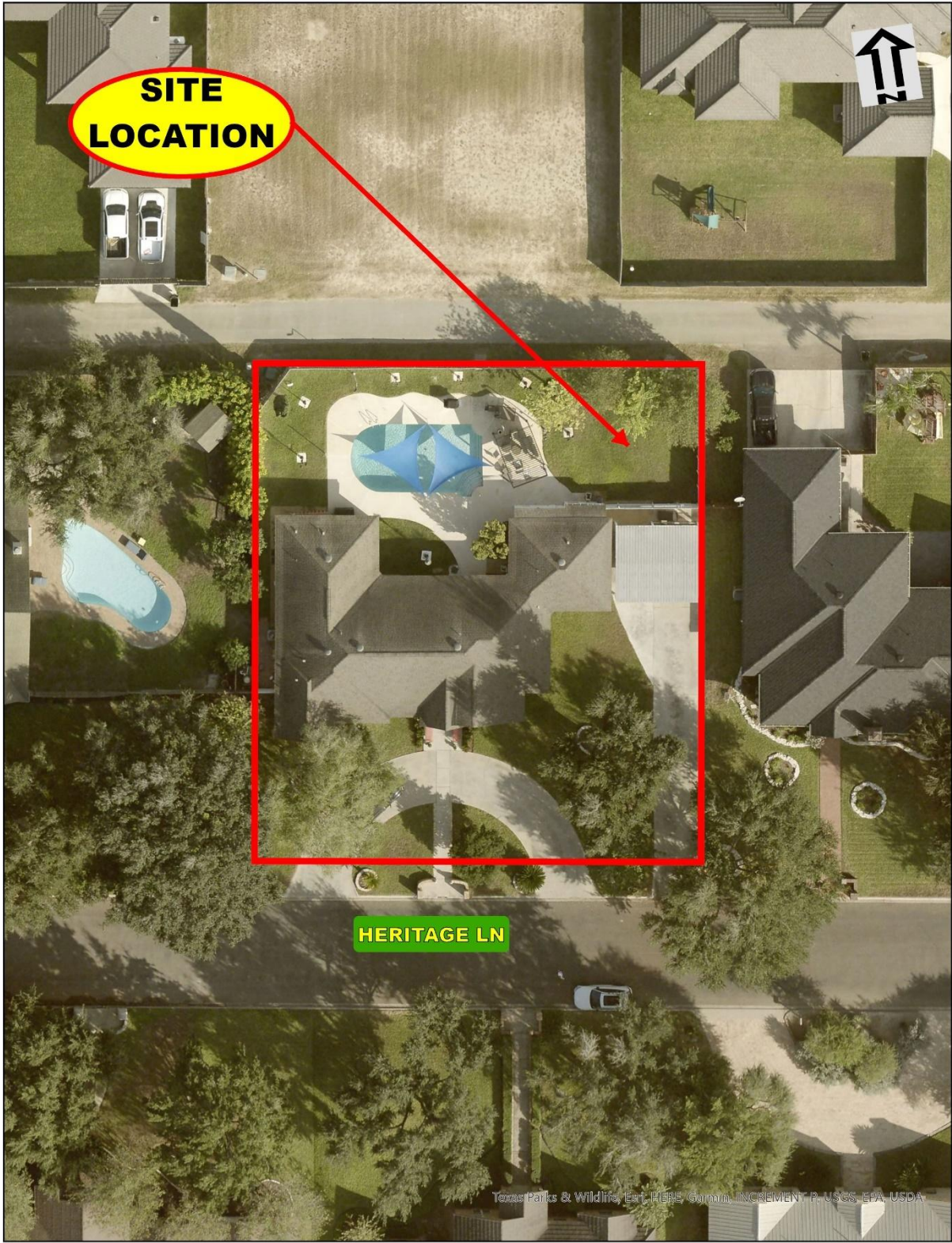
ATTEST:

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

EXHIBIT "A"

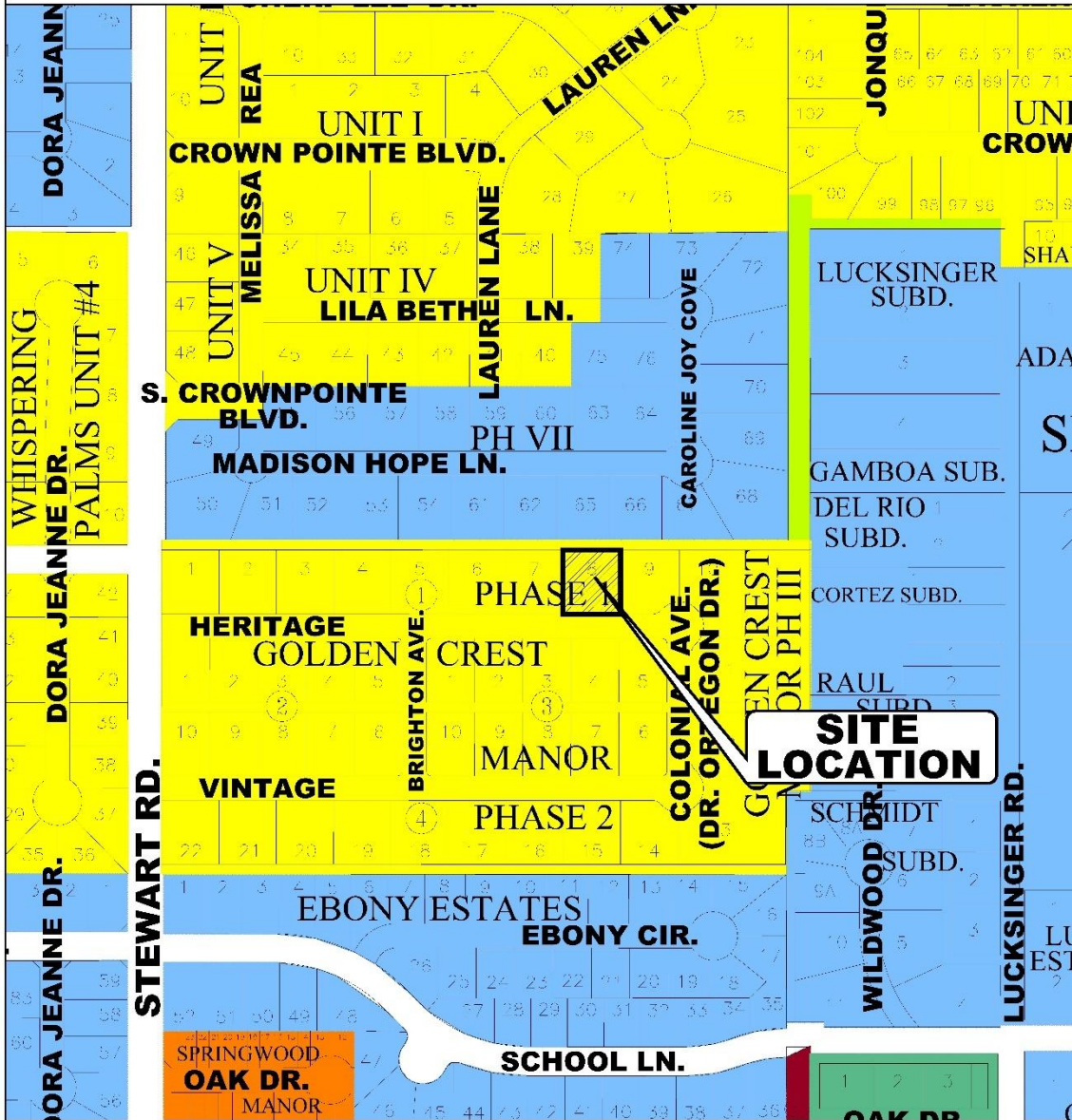


ARIEL MAP



Texas Parks & Wildlife, Earth Resources Information System, INCREMENT P, USGS, EPA, USDA

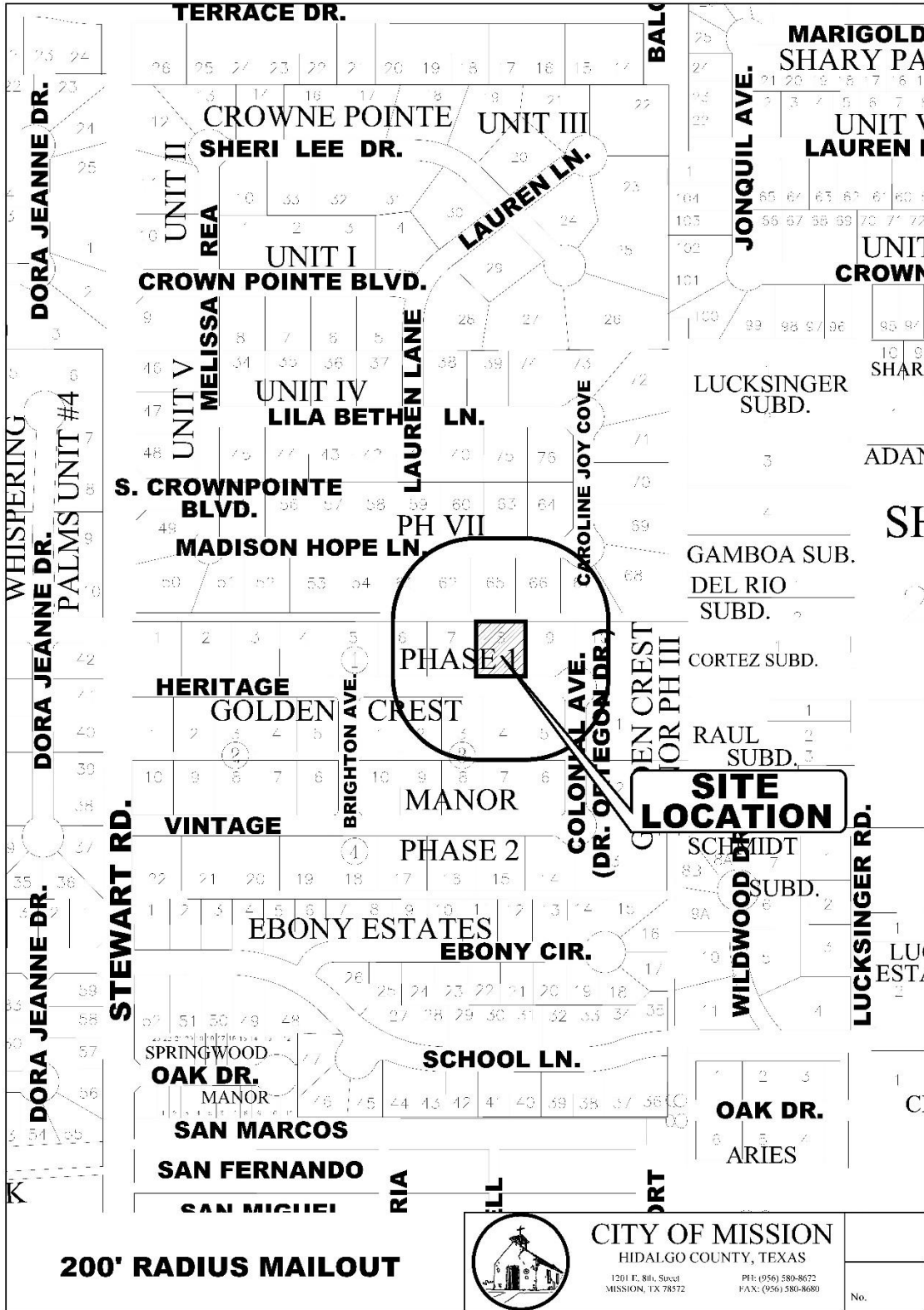
## ZONING MAP

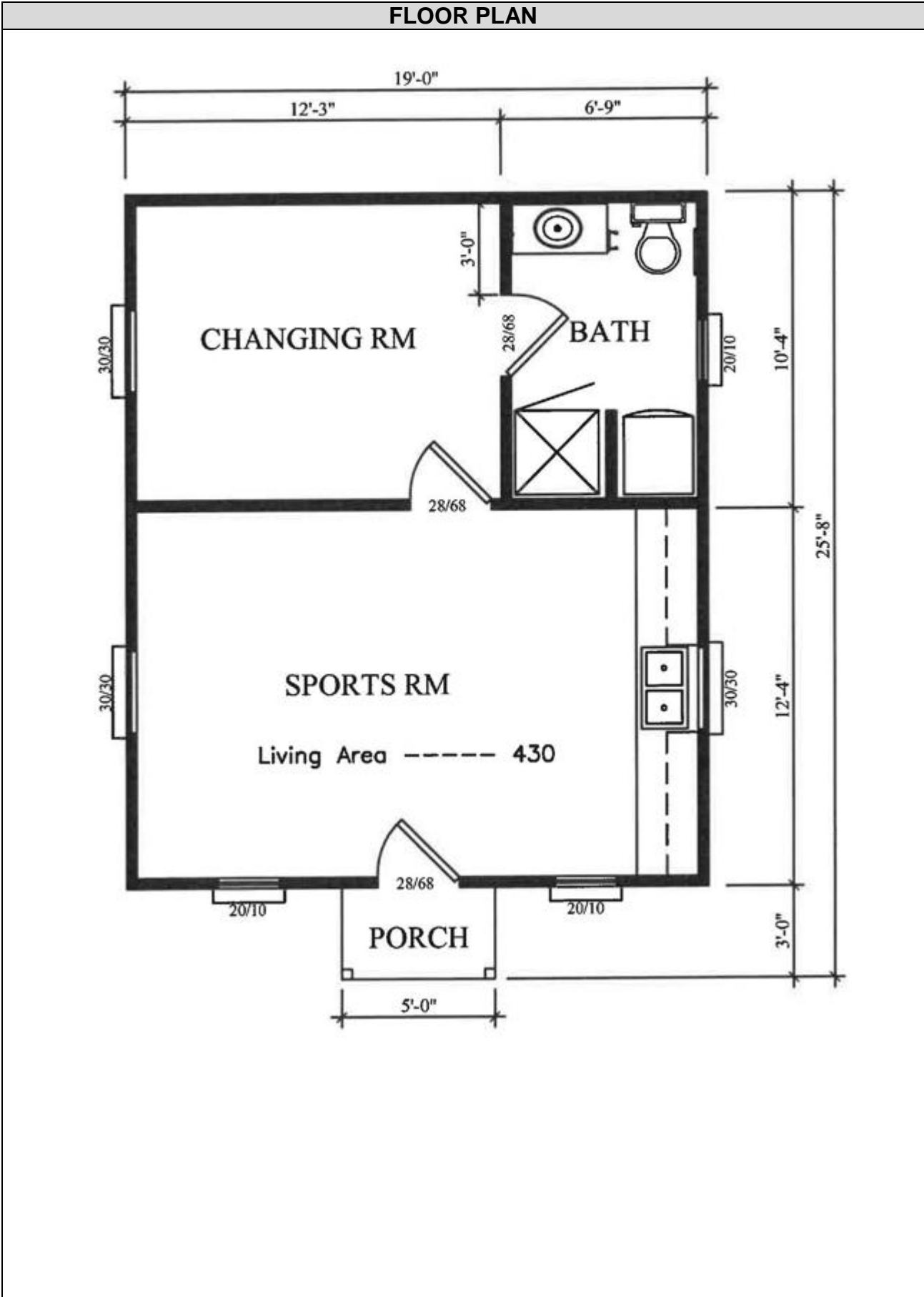


### ZONING LEGEND

<span style="color: green;">■</span> A0-I AGRICULTURAL OPEN INTERIM	<span style="color: red;">■</span> R-3 MULTI-FAMILY RESIDENTIAL	<span style="color: orange;">■</span> C-4 HEAVY COMMERCIAL
<span style="color: green;">■</span> A0-P AGRICULTURAL OPEN PERMANENT	<span style="color: red;">■</span> R-4 MOBILE & MODULAR HOME	<span style="color: purple;">■</span> C-5 ADAPTIVE COMMERCIAL
<span style="color: blue;">■</span> R-1A LARGE LOT SINGLE FAMILY	<span style="color: purple;">■</span> R-5 HIGH DENSITY MFC'ED HOUSING	<span style="color: blue;">■</span> I-1 LIGHT INDUSTRIAL
<span style="color: orange;">■</span> R-1T TOWNHOUSE RESIDENTIAL	<span style="color: pink;">■</span> C-1 OFFICE BUILDING	<span style="color: purple;">■</span> I-2 HEAVY INDUSTRIAL
<span style="color: yellow;">■</span> R-1 SINGLE FAMILY RESIDENTIAL	<span style="color: red;">■</span> C-2 NEIGHBORHOOD COMMERCIAL	<span style="color: cyan;">■</span> PUD PLANNED UNIT DEVELOPMENT
<span style="color: green;">■</span> R-2 DUPLEX-FOURPLEX RESIDENTIAL	<span style="color: red;">■</span> C-3 GENERAL BUSINESS	<span style="color: grey;">■</span> P PUBLIC

LEGAL NOTICE MAP





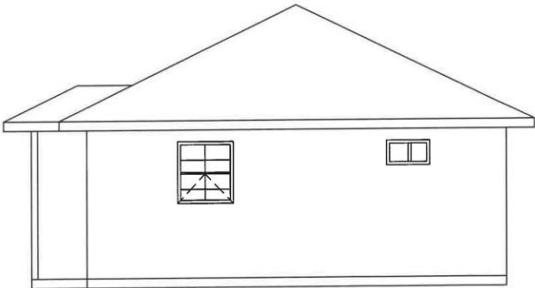
**ELEVATION PLAN**



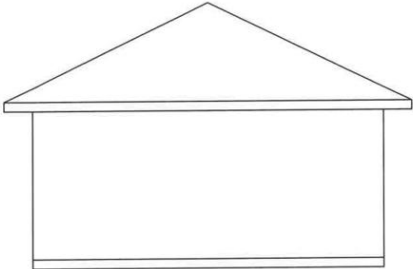
FRONT EXTERIOR ELEVATION  
SCALE: 3/16" = 1" - 0"



LEFT EXTERIOR ELEVATION  
SCALE: 3/16" = 1" - 0"



RIGHT EXTERIOR ELEVATION  
SCALE: 3/16" = 1" - 0"



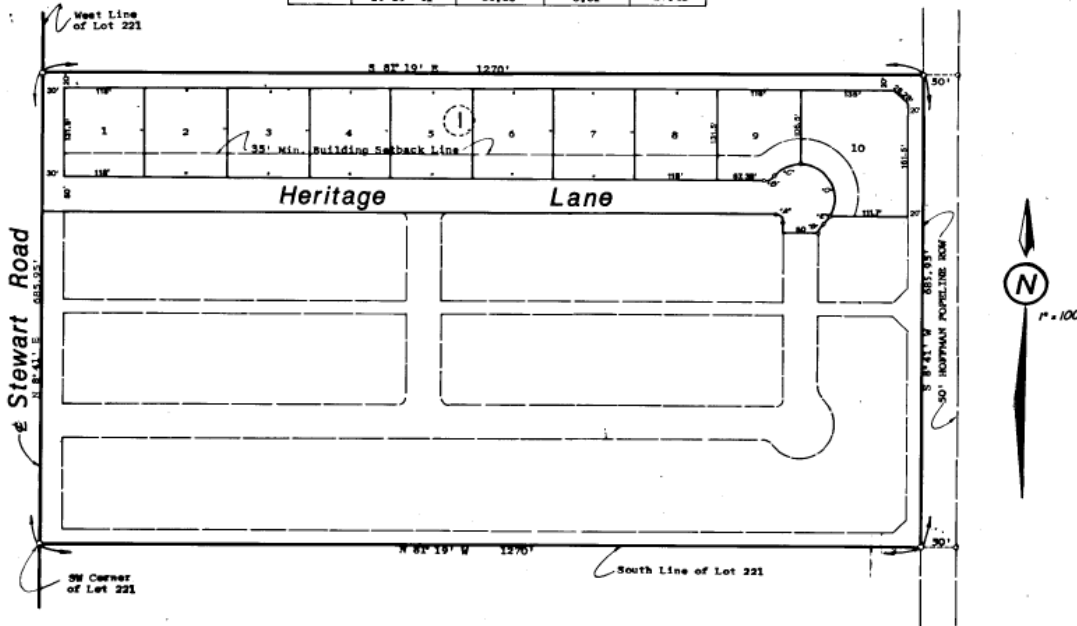
REAR EXTERIOR ELEVATION  
SCALE: 3/16" = 1" - 0"

RECORDED SUBDIVISION

VOL. 20, PG. 3

South Texas Engineering  
CONSULTING ENGINEERS AND SURVEYORS  
701 S. 10TH ST McALLEN, TEXAS

CURVE	DELTA	RADIUS	TANGENT	LENGTH
A	90° 00' 00"	10.00'	10.00'	15.71'
B	49° 59' 41"	20.00'	9.33'	17.45'
C	49° 59' 41"	50.00'	23.31'	43.65'
D	130° 00' 00"	50.00'	85.60'	104.72'
E	19° 59' 41"	50.00'	8.81'	17.45'



14746

Approved to Book 20 Page 3  
of the map records of Hidalgo  
County, Texas  
Charles L. Mathis  
County Surveyor

APPROVED FOR RECORDING  
BY  
COMMISSIONERS' COURT  
This the 16th day of May 1977  
SANTOS SALDANA, County Clerk  
Hidalgo County, Texas  
By Adelia Rodriguez Deputy

FILED FOR RECORD THIS DATE  
11:58 PM  
MAY 16 1977

Golden Crest Manor  
MISSION, TEXAS

BEING A SUBDIVISION OF THE NORTH 5.9 ACRES OF THE SOUTH 20.0 ACRES OF LOT 221, JOHN H. SHARY SUBDIVISION

APPROVED  
FOR RECORDING  
Hidalgo Co. Highway Way Dept.  
By [Signature]  
Date 5-15-77

State of Texas:  
County of Hidalgo:

Know All Men By These Presents:

I, the undersigned, owner of the land shown on this map, and designated herein as GOLDEN CREST MANOR to the City of Mission, Texas and whose name is subscribed hereto, hereby dedicate to the use of the public, all streets, alleys, and easements thereon shown, for the purposes and considerations therein expressed

5-3-77  
Date

[Signature]  
Vernon L. Zahnow, Owner

State of Texas:  
County of Hidalgo:

I, the undersigned, a registered Professional Engineer in the State of Texas, hereby certify that this plat is true and correctly made and is prepared from an actual survey on the property made under my supervision on the ground, and further certify that proper engineering consideration has been given to this plat.

5/15/77  
Date

[Signature]  
Reg. Professional Engineer



State of Texas  
County of Hidalgo:

Before me, the undersigned authority, on this day personally appeared Vernon L. Zahnow, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein stated.

Given under my hand and seal of office, this the 5 day of May A.D., 1977.

[Signature]  
Notary Public in and For  
Hidalgo County, Texas

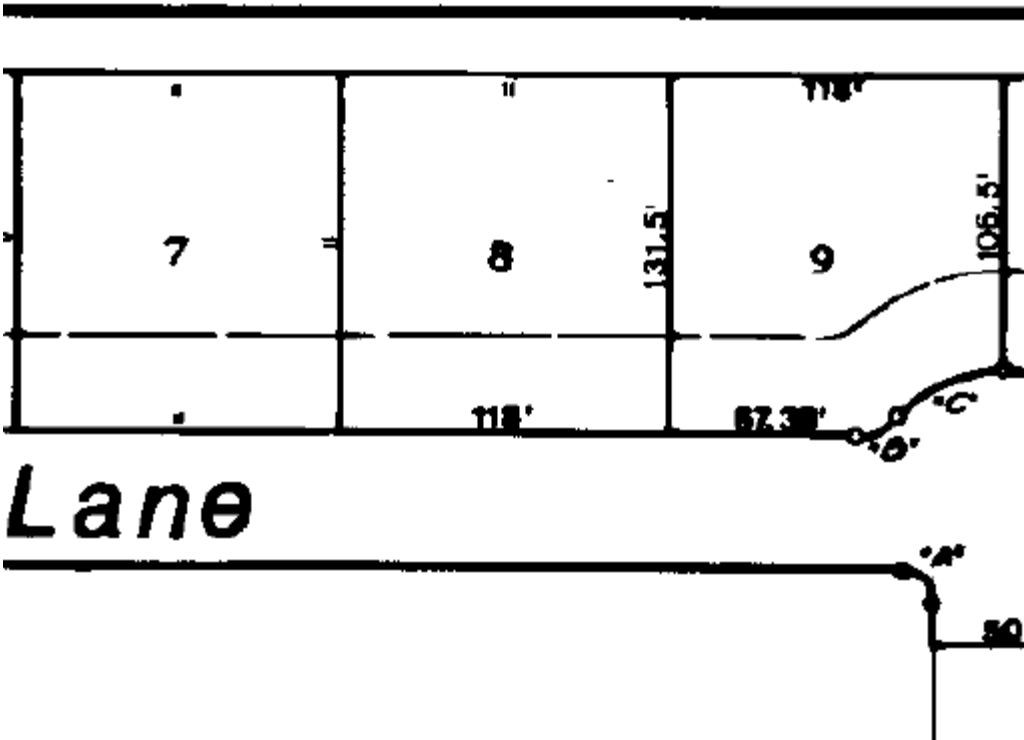
I, the undersigned, Chairman of the Planning and Zoning Commission of the City of Mission, hereby certify that this subdivision plat conforms to all requirements of the subdivision Regulations of the City of Mission, wherein my approval is required.

[Signature]  
Chairman, Planning Commission

I, the undersigned, Mayor of the City of Mission, hereby certify that this subdivision plat conforms to all the requirements of the subdivision Regulations of the City of Mission, wherein my approval is required.

[Signature]  
Mayor, City of Mission

RECORDED LOT



*Lane*

**SITE PLAN**



PICTURE



## MAILOUT LIST

PROP_ID	name	addrDelive	addrCity	addrState	addrZip
639804	COMPRES LUCAS T & CHARITY A L	1619 HERITAGE LN	MISSION	TX	78572-4529
639805	GOMEZ ELSA & PABLO	1622 DR FERNANDO ORTEGON DR	MISSION	TX	78572
180243	ESPINOZA ROBERT & DORA G	1611 HERITAGE LN	MISSION	TX	78572-4529
180244	UE HOMEBUYER LLC	600 CONGRESS AVE	AUSTIN	TX	78701
180245	CANTU SILVIA	1615 HERITAGE LN	MISSION	TX	78572-4529
180246	PEREZ ANWAR H & KARLA TRUSTEES	1617 HERITAGE LN	MISSION	TX	78572-4529
180262	ROSS TAYLOR L & MARCIA	1618 HERITAGE LN	MISSION	TX	78572-4528
180258	HOLLIS W K & JENNIFER A	1610 HERITAGE LN	MISSION	TX	78572-4528
180259	OZUNA ARNOLDO	1612 HERITAGE LN	MISSION	TX	78572-4528
180261	GALINDO JOEL D & NELDA L	1616 HERITAGE LN	MISSION	TX	78572-4528
180260	VILLARREAL JUAN A & ELVIA G	1614 HERITAGE LN	MISSION	TX	78572-4528
1072095	GARCIA RUMALDO JR & LUCERO E GARZA	501 N CANAL AVE	MISSION	TX	78572-5030
1072096	GARCIA LUIS	1121 N 41ST ST	MCALLEN	TX	78501-3462
1309682	RIOS OZIEL SALINAS	1514 BOND ST	MISSION	TX	78572-8072
1309683	SCHULTZ DAVID PAUL JR & MARISOL	1618 MADISON HOPE DR	MISSION	TX	78572-3488
1309684	SCOTT VICTOR & AIDE LOPEZ SCOTT	1620 MADISON HOPE LN	MISSION	TX	78572



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Xavier Cervantes, AICP, CPM – Director of Planning

**AGENDA ITEM:** Conduct a public hearing and consideration of a Conditional Use Permit for a Bar and for the Sale & On-site Consumption of Alcoholic Beverages – Sidelines Bar & Grill in a (C-3) General Commercial District, being Lot 1, Alba Plaza Subdivision, located at 608 N. Shary Road, Suites 4 & 5, Applicant: Briella’s Bistro, LLC, c/o Martha Rivas, Adoption of Ordinance # \_\_\_\_\_ – Cervantes

### **NATURE OF REQUEST:**

#### Project Timeline:

- February 17, 2026 – Application for Conditional Use Permit submitted to the City for processing.
- March 6, 2026 – In accordance with State and local law, notice of required public hearings was mailed to all property owners within 200 feet of the subject tract, and notice of public hearings was published in the Progress Times.
- March 18, 2026 – Public hearing and consideration of a Conditional Use Permit by the Planning and Zoning Commission.
- April 14, 2026 – Public hearing and consideration of a Conditional Use Permit by the City Council.

#### Summary:

- The subject site is located along the East side of Shary Road, approximately ¼ mile south of East Business Highway 83, within a commercial plaza. Access to the site is via a 34’ driveway off Shary Road.
- Per Code of Ordinance, the Sale & On-site Consumption of Alcoholic Beverages requires the approval of a Conditional Use Permit by the City Council.
- The applicant is leasing a 2,251 square foot suite within a commercial plaza for a Bar & Grill
- This item was previously approved by the City Council on December 9, 2025. However, the applicant has decided to change the name of the business; therefore, a new Conditional Use Permit is required.
- The suite includes a small stage for DJ or Karaoke, 1 VIP area, a photo area, a bar, a kitchen, and a storage area.
- Days & Hours of Operation: Tuesday – Thursday from 11:00 am to 12:00 am, Friday – Saturday from 11:00 am to 2:00 am, and Sunday from 11:00 am to 10:00 pm
- Staff: 10 employees
- Parking: there is a total of 55 seating spaces proposed (10 tables, 1 VIP area, bar), which requires 18 parking spaces (55 seats/1 space for every 3 seats – 18.3 parking spaces). It is noted that the parking is held in common. There is a total of 136 existing parking spaces, shared with other businesses within the commercial plaza.

- Sale of Alcohol: Section 1.56(3)(a) of the Zoning Code requires a minimum separation of 300’ from the property line of any church, school, publicly owned property, or residence. There is a residential subdivision within 300 feet; however, P&Z and City Council have waived this separation requirement in previous conditional use permits.
- The applicant proposes to have security on-site.
- The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (28) legal notices to surrounding property owners.
- In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties.

**STAFF RECOMMENDATION:**

Staff recommends approval of the request, subject to compliance with the following conditions:

1. Permit for one (1) year to continue to assess this new business.
2. Comply with all City Codes (Building, Fire, Health, etc.).
3. Waiver of the 300’ separation requirement from the residential homes.
4. Compliance with TABC requirements.
5. CUP is not transferable to others
6. Must have security cameras inside and outside with a minimum 30-day retention.
7. Hours of operation to be as follows: Tuesday – Thursday from 11:00 am to 12:00 am, Friday – Saturday from 11:00 am to 2:00 am, and Sunday from 11:00 am to 10:00 pm
8. Must comply with the Noise Ordinance.
9. Maximum occupancy to be **82** at all times.
10. Must have two (2) level two licensed security guards/officers from 8:00 pm to 2:00 am
11. The use of signage designating VIP or reserved parking is not permitted.

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**Departmental Approval:** N/A

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**Advisory Board Recommendation:** Approval

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

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<b>RECORD OF VOTE:</b>	<b>APPROVED:</b> _____
	<b>DISAPPROVED:</b> _____
	<b>TABLED:</b> _____

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



ORDINANCE NO. \_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT FOR THE SALE & ON-SITE CONSUMPTION OF ALCHOLIC BEVERAGES – SIDELINES BAR & GRILL IN A (C-3) GENERAL BUSINESS DISTRICT, 608 N. SHARY ROAD, SUITES 4 & 5, BEING LOT 1, ALBA PLAZA SUBDIVISION**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of Wednesday, March 18, 2026, 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. on Tuesday, April 14, 2026, 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: AS SHOWN IN EXHIBIT “A”

<b>Legal Description</b>	<b>Type</b>	<b>Conditions of Approval</b>
608 N. Shary Road, Suites 4 & 5 Lot 1, Alba Plaza Subdivision	Sale & On-Site Consumption of Alcoholic Beverages – Sidelines Bar & Grill	<ol style="list-style-type: none"> <li>1. Permit for one (1) year to continue to assess this business</li> <li>2. Comply with all City Codes (Building, Fire, Health, etc.)</li> <li>3. Waiver of the 300’ separation requirement from the residential homes.</li> <li>4. Compliance with TABC requirements</li> <li>5. CUP is not transferable to others</li> <li>6. Must have security cameras inside and outside with a minimum 30-day retention</li> <li>7. Hours of operation: Tuesday – Thursday from 11:00 a.m. to 12:00 a.m., Friday – Saturday from 11:00 a.m. to 2:00 am, and Sunday from 11:00 a.m. to 10:00 p.m.</li> <li>8. Must comply with the noise ordinance</li> <li>9. Maximum occupancy to be <b>82</b> people at all times.</li> <li>10. Must have two (2) level two licensed security guards/officers from 8:00 p.m. to 2:00 a.m.</li> <li>11. The use of signage designating VIP or reserved parking is not permitted.</li> </ol>

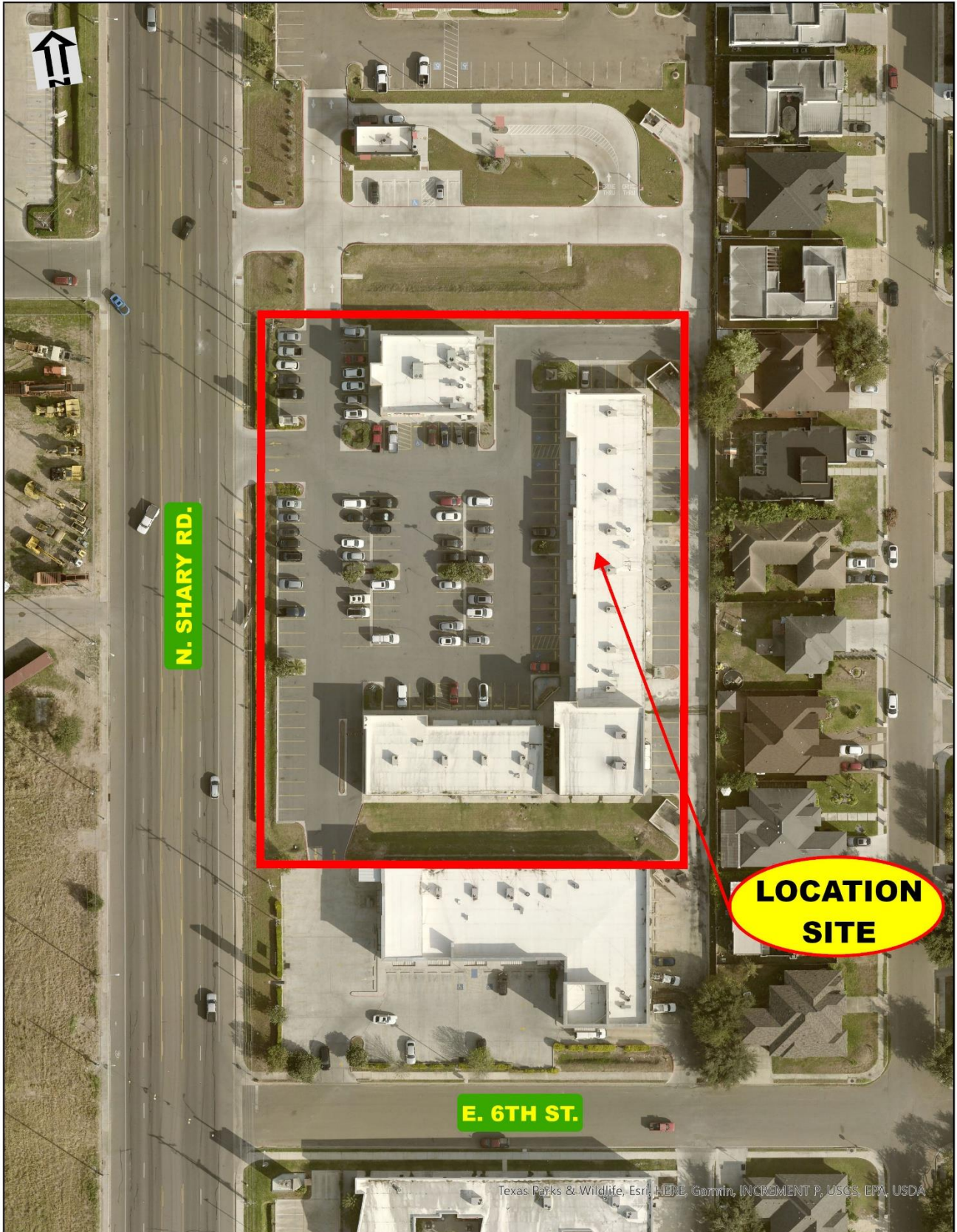
READ, CONSIDERED AND PASSED, this the 14<sup>th</sup> day of April, 2026.

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

ATTEST:

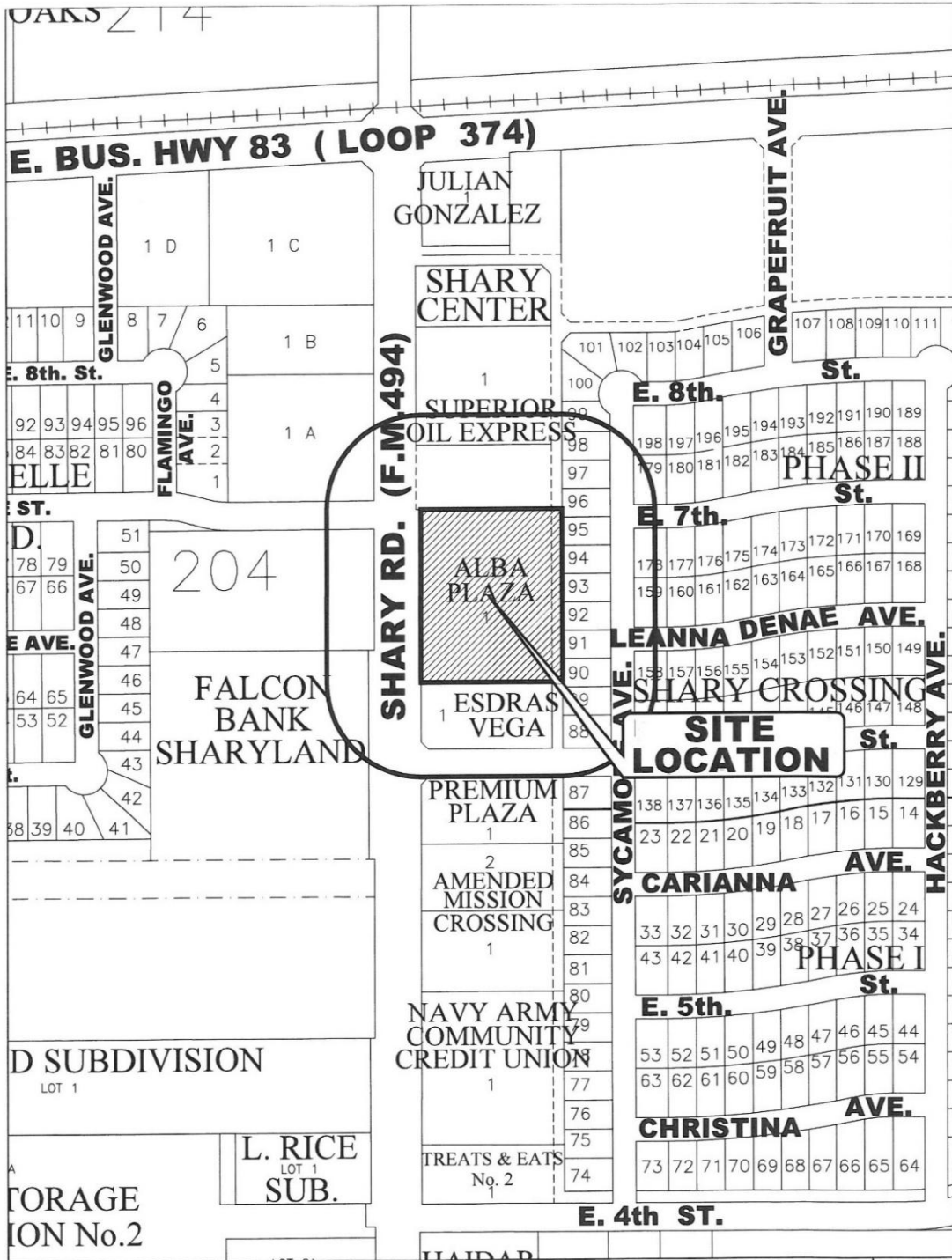
\_\_\_\_\_  
Anna Carrillo, City Secretary

EXHIBIT "A"



Texas Parks & Wildlife, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

# LEGAL NOTICE MAP



**200' RADIUS MAILOUT**

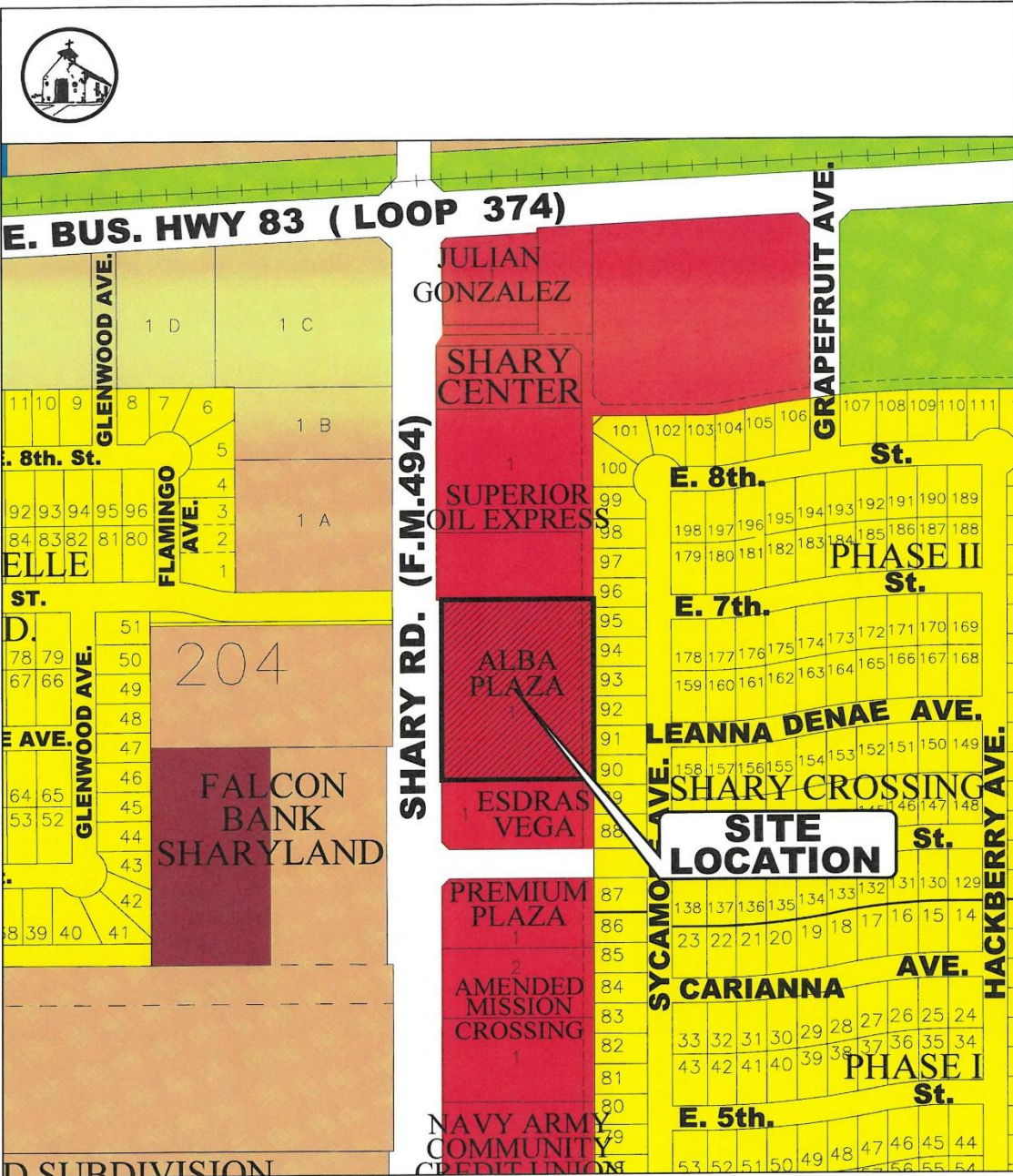


**CITY OF MISSION**  
HIDALGO COUNTY, TEXAS

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

No.

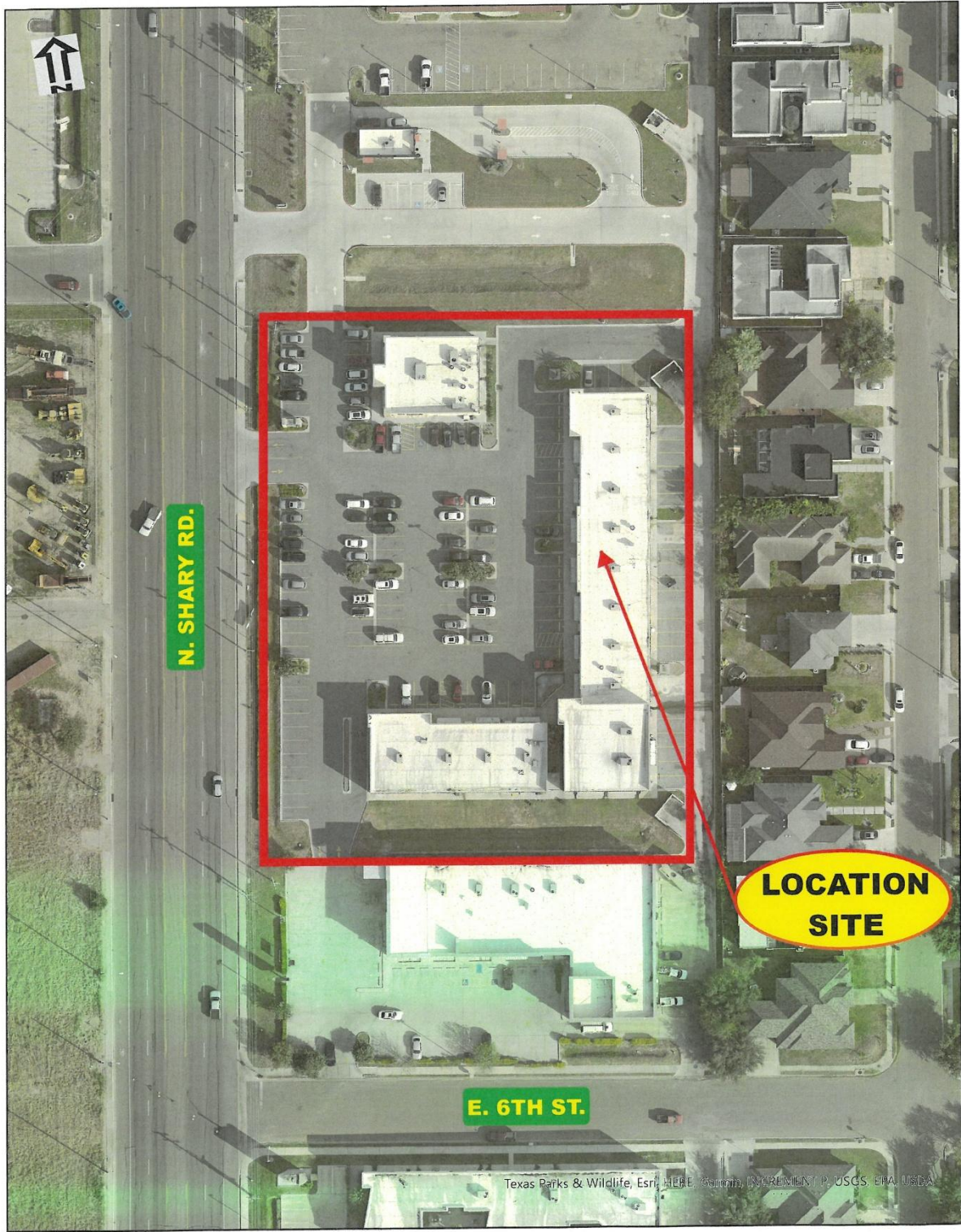
### ZONING MAP



### ZONING LEGEND

- |                                  |                                 |                              |
|----------------------------------|---------------------------------|------------------------------|
| A0-I AGRICULTURAL OPEN INTERIM   | R-3 MULTI-FAMILY RESIDENTIAL    | C-4 HEAVY COMMERCIAL         |
| A0-P AGRICULTURAL OPEN PERMANENT | R-4 MOBILE & MODULAR HOME       | C-5 ADAPTIVE COMMERCIAL      |
| R-1A LARGE LOT SINGLE FAMILY     | R-5 HIGH DENSITY MFCT'D HOUSING | I-1 LIGHT INDUSTRIAL         |
| R-1T TOWNHOUSE RESIDENTIAL       | C-1 OFFICE BUILDING             | I-2 HEAVY INDUSTRIAL         |
| R-1 SINGLE FAMILY RESIDENTIAL    | C-2 NEIGHBORHOOD COMMERCIAL     | PUD PLANNED UNIT DEVELOPMENT |
| R-2 DUPLEX-FOURPLEX RESIDENTIAL  | C-3 GENERAL BUSINESS            | P PUBLIC                     |

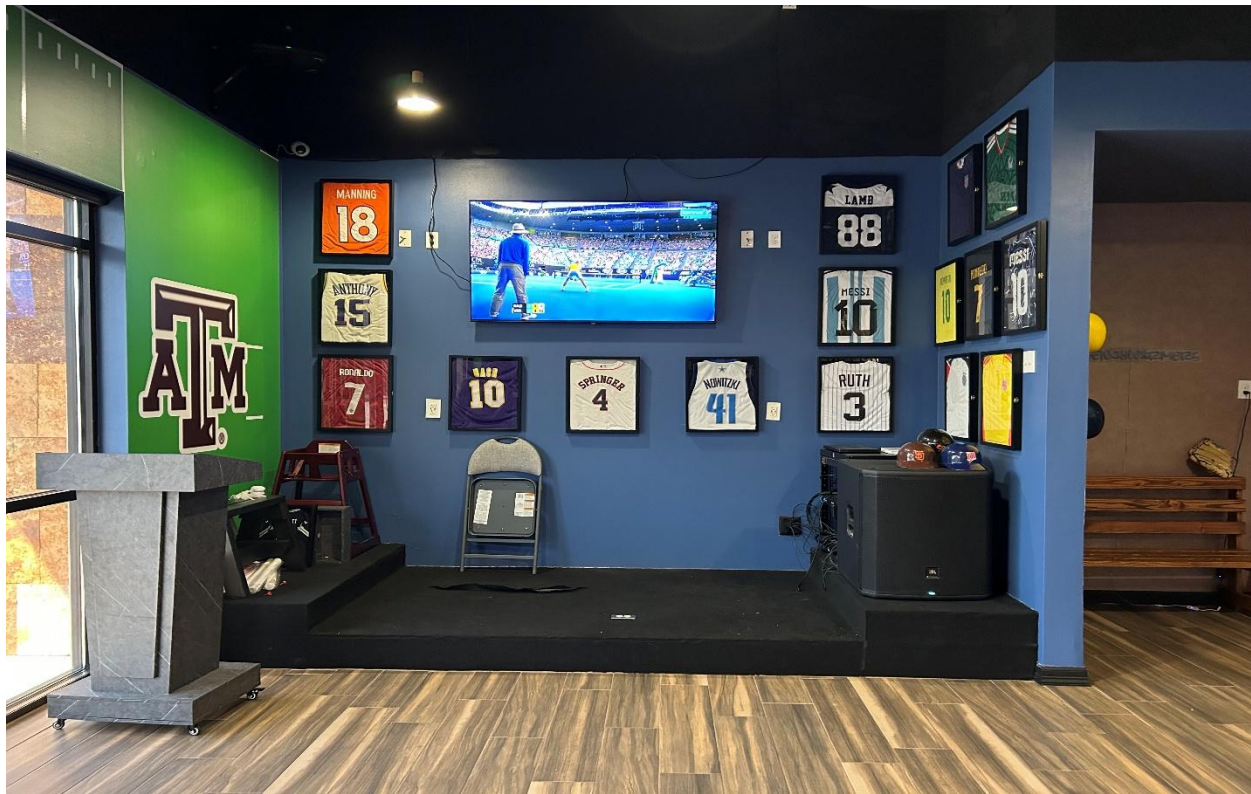
ARIEL MAP



PHOTOS



PHOTOS



MENU



KICKOFF  
SNACKS

FIRST DOWN  
MAINS

Monterrey Mozzarella Sticks \$8

Mexico Mini Corn Dogs \$10

Messi Nachos \$12

Spurs Sliders \$12

Pele Papas \$10

Onion Rings \$10

HALF TIME  
SIDES

French Fries \$6

Refried Beans \$5

Rice \$5

Mashed Potatoes \$5

Proccoli \$6

Goalie Cheeseburger \$11

Double Play Cheeseburger \$14

Tigres Chicken Tenders \$12

Dallas Wings \$11

Texan Tacos \$12

Jeter Chicken Sandwich \$12

Ranger Ribeye Steak \$28

Vaqueros New York Steaks \$25

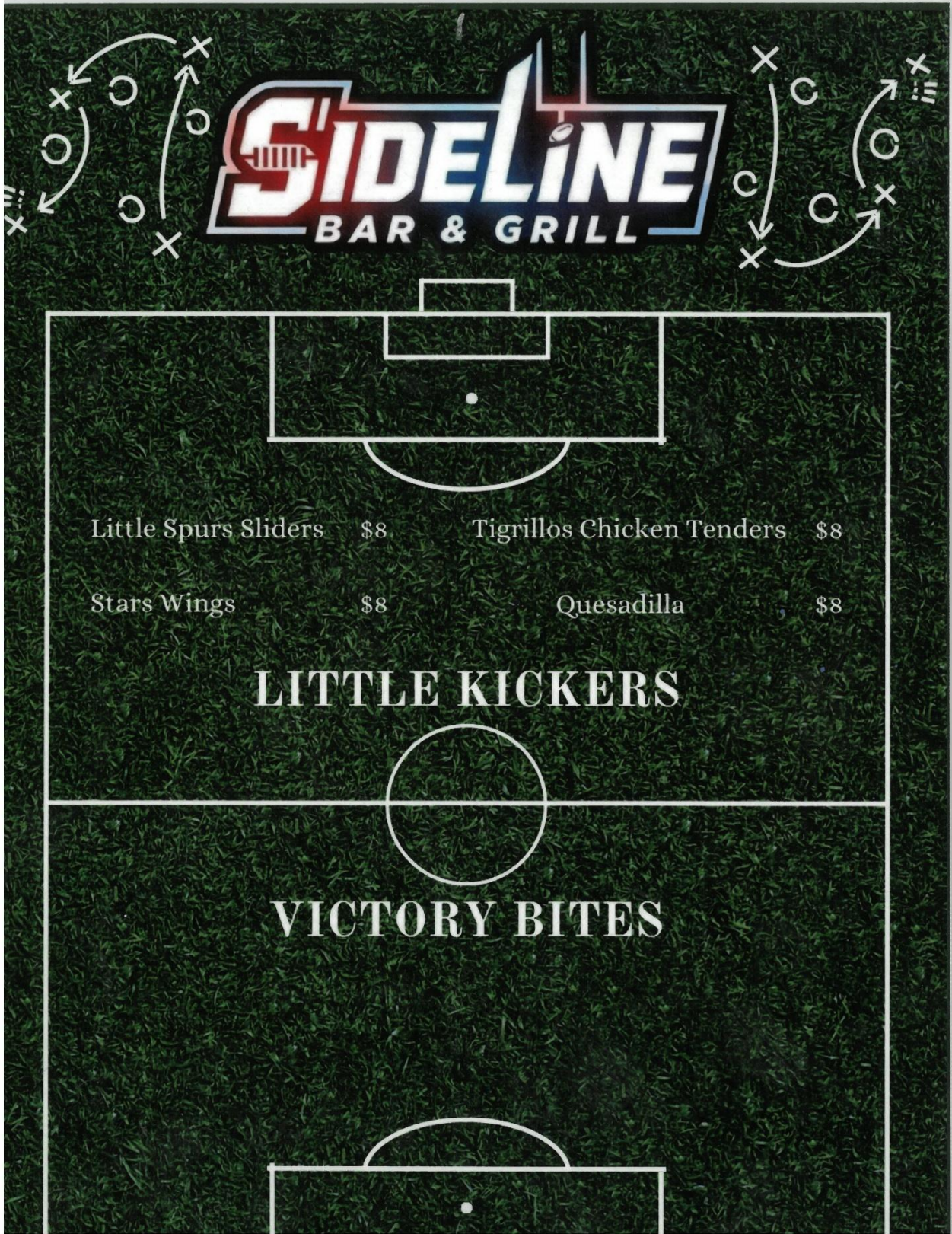
Chivas Chicken Breast \$15

Shortstop Salmon \$17

El Matador Sincronizada \$13

America Ribeye in Aguachile \$25

MENU



The menu is set against a dark green grass background with white soccer field markings. At the top, the 'SIDELINE BAR & GRILL' logo is centered, featuring a stylized 'S' with a stadium icon. On either side of the logo are tactical diagrams: the left one shows a circle with 'X' and 'O' markers and arrows indicating player movement; the right one shows a similar circle with 'X' and 'C' markers and arrows. Below the logo, a soccer field is outlined in white. In the center of the field, there are two menu sections. The first section, 'LITTLE KICKERS', lists four items: 'Little Spurs Sliders \$8', 'Tigrillos Chicken Tenders \$8', 'Stars Wings \$8', and 'Quesadilla \$8'. The second section, 'VICTORY BITES', is located below a horizontal white line that bisects the field.

**SIDELINE**  
BAR & GRILL

Little Spurs Sliders \$8      Tigrillos Chicken Tenders \$8

Stars Wings \$8      Quesadilla \$8

**LITTLE KICKERS**

**VICTORY BITES**

**TABC LICENSE**

**TEXAS ALCOHOLIC BEVERAGE COMMISSION**

**MB -200180586** Expires:12/22/2027  
MIXED BEVERAGE PERMIT (MB)  
LATE HOURS CERTIFICATE (LH)



**SIDELINES BAR & GRILL**  
608 N SHARY RD, SUITE 4 & 5  
MISSION, HIDALGO, TX, US, 78572

BRIELLA'S BISTRO LLC

EXECUTIVE DIRECTOR

THIS PERMIT IS NOT TRANSFERABLE, MUST BE PUBLICLY DISPLAYED AT ALL TIMES AND USED ONLY IN PLACE OF BUSINESS INDICATED HEREON THE ACCEPTANCE HEREOF CONSTITUTES AN EXPRESS AGREEMENT TO PERMIT ANY AUTHORIZED REPRESENTATIVE OF THE COMMISSION OR ANY PEACE OFFICER TO FREELY ENTER UPON PERMITEES TO PERFORM ANY DUTY IMPOSED UPON HIM.

## MAILOUT LIST

PROP_ID	name	addrDelive	addrCity	addrState	addrZip
684555	CISNEROS KRYSTAL NALLEY	2421 E 6TH AVE	MISSION	TX	78572-1962
684504	MARTINEZ ENRIQUE C & VERONICA M	601 SYCAMORE AVE	MISSION	TX	78572-1978
684505	RODRIGUEZ ILEANA	603 SYCAMORE AVE	MISSION	TX	78572
684506	MARTINEZ ANNETTE	605 SYCAMORE AVE	MISSION	TX	78572-1978
684575	NUNEZ JOSE ANTONIO OVIEDO	2421 LEANNE DENAE AVE	MISSION	TX	78572-1964
684595	ZHENG DA MEI	2421 E 7TH AVE	MISSION	TX	78572-1946
684508	GONZALEZ ARMANDO F JR	1702 JONATHON DR	MISSION	TX	78572-8564
684510	WHLL LLC	808 S SHARY RD SUITE 5216	MISSION	TX	78572
684614	AVILA CARLOS & SANDRA PALACIOS DE AVILA	2420 E 8TH AVE	MISSION	TX	78572
684574	CASTELLANOS SILVIA LUCERO LAM	2420 LEANNA DENAE AVE	MISSION	TX	78572-1975
684594	PENA ALEJANDRO TREVINO	2420 E 7TH AVE	MISSION	TX	78572-1947
684507	GUERRERO NANCY GONZALEZ	607 SYCAMORE AVE	MISSION	TX	78572-1978
684509	ESTRADA OMAR A	611 SYCAMORE AVE	MISSION	TX	78572-1978
684511	PALACIOS CARLOS AVILA	615 SYCAMORE AVE	MISSION	TX	78572-1978
684512	FULANITO INC	7416 N 4TH ST	MCALLEN	TX	78504
684513	GUERRERO SELENE	703 SYCAMORE AVE	MISSION	TX	78572-1984
684514	ZORILLA JORGE J REVILLA GUTIERREZ	705 SYCAMORE AVE	MISSION	TX	78572-1984
684515	CASTILLO FRANCISCO JAVIER ALVARADO	707 SYCAMORE AVE	MISSION	TX	78572-1984
818962	J & M VALLEY INVESTMENT LLC	710 N SHARY RD	MISSION	TX	78572-9745
20827570	NEW MILLENNIUM L INVESTMENTS INC	711 W NOLANA 103 M	MCALLEN	TX	78504
685429	LERMA MIGUEL & LOURDES	2426 E 21ST	MISSION	TX	78572-3391
960387	YAMELS LLC	2000 WESTMINSTER CIR	BROWNSVILLE	TX	78521-3666
1471062	PRO HOME INVESTMENTS LLC	200 S 10TH ST STE 1601-A	MCALLEN	TX	78501-4859
1308162	AURIEL INVESTMENTS LLC	1200 AUBURN AVE STE 250	MCALLEN	TX	78504-1403
1308059	MIRABELLE OWNERS ASSOCIATION INC	813 N MAIN ST STE	MCALLEN	TX	78501-0004
625924	STATE OF TEXAS	PO BOX 1717	PHARR	TX	78577-1631
1238655	PRO HOME INVESTMENTS LLC	200 S 10TH ST STE 1601-A	MCALLEN	TX	78501-4859
1561200	BRADEN & TREYTON HOLDINGS LTD	605 W JAVELINA DR	PHARR	TX	78577-9470



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Xavier Cervantes, Director of Planning

**AGENDA ITEM:** Conduct a public hearing and consideration of a Conditional Use Permit Renewal to keep a Mobile Food Unit at Pepe Noches, being Lot C, Girasol Estates Subdivision in a (C-3) General Business District, located at 1726 W. Griffin Parkway, C-3, Joaquin Diaz, Adoption of Ordinance #\_\_\_\_\_ – Cervantes

### NATURE OF REQUEST:

#### Project Timeline:

- February 25, 2026 – Application for Conditional Use Permit (“CUP”) submitted to the City.
- March 5, 2026 – In accordance with State and local law, notice of required public hearings was mailed to all property owners within 200 feet of the subject tract, and notice of public hearings was published in the Progress Times.
- March 18, 2026 – Public hearing and consideration of the requested Conditional Use Permit by the Planning and Zoning Commission (P&Z).
- April 14, 2026 – Public hearing and consideration of the requested Conditional Use Permit by the City Council (CC).

#### Summary:

- The site is located at the Northeast corner of W. Griffin Parkway and Salinas Drive.
- Per Code of Ordinance, a mobile food unit requires the approval of a Conditional Use Permit by the City Council.
- The applicant is requesting a conditional use permit renewal to keep an 8’x22’ mobile food unit underneath the carport to sell Mexican food. His menu includes tacos, enchiladas, papas asadas, and menudo, among other items.
- The proposed hours of operation are as follows: Monday – Thursday from 5:00 pm to 12:00 am, and Friday & Saturday from 5:00 pm to 1:00 am
- Staff: 3 employees
- Parking: The applicant is proposing to have 2 tables with 6 chairs each for a total of 12 seating spaces. He will be required to have 4 parking spaces (1 parking space for every 3 seats =4). There is a total of 12 parking spaces available for this location to be shared with the existing carwash.
- The last conditional use permit approved for the mobile food unit for this location was on April 28, 2025 for a period of 1 year. Staff notes that this would be the first renewal.
- The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (16) legal notices to surrounding property owners.

- In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties.

**STAFF RECOMMENDATION:**

Staff recommends approval of the request, subject to compliance with the following conditions.

- Permit for two (2) years to continue to assess this business
- Continued compliance with all City Codes (Building, Fire, Health, Sign, etc.)
- CUP is not transferable to others
- Hours of operation are Monday – Thursday from 5:00 pm to 12:00 am, and Friday & Saturday from 5:00 pm to 1:00 am

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**Departmental Approval:** N/A

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**Advisory Board Recommendation:** Approval

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**City Manager’s Recommendation:** Approval *JP7*

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**RECORD OF VOTE:**

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO KEEP A MOBILE FOOD UNIT AT PEPE NOCHES IN A (C-3) GENERAL BUSINESS DISTRICT, 1726 W. GRIFFIN PARKWAY, BEING LOT C, GIRASOL ESTATES SUBDIVISION**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of Wednesday, March 18, 2026, 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. on Tuesday, April 14, 2026, 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: AS SHOWN IN EXHIBIT “A”

<b>Legal Description</b>	<b>Type</b>	<b>Conditions of Approval</b>
1726 W. Griffin Parkway Lot C, Girasol Estates Subdivision	A Mobile Food Unit – Pepe Noches	<ol style="list-style-type: none"> <li>1. Permit for two (2) years to continue to assess this business</li> <li>2. Continued compliance with all City Codes (Building, Fire, Health, Sign, etc.)</li> <li>3. CUP is not transferable to others</li> <li>4. Hours of operation are Monday – Thursday from 5:00 pm to 12:00 am, and Friday &amp; Saturday from 5:00 pm to 1:00 am</li> </ol>

READ, CONSIDERED AND PASSED, this the 14<sup>th</sup> day of April, 2026.

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

ATTEST:

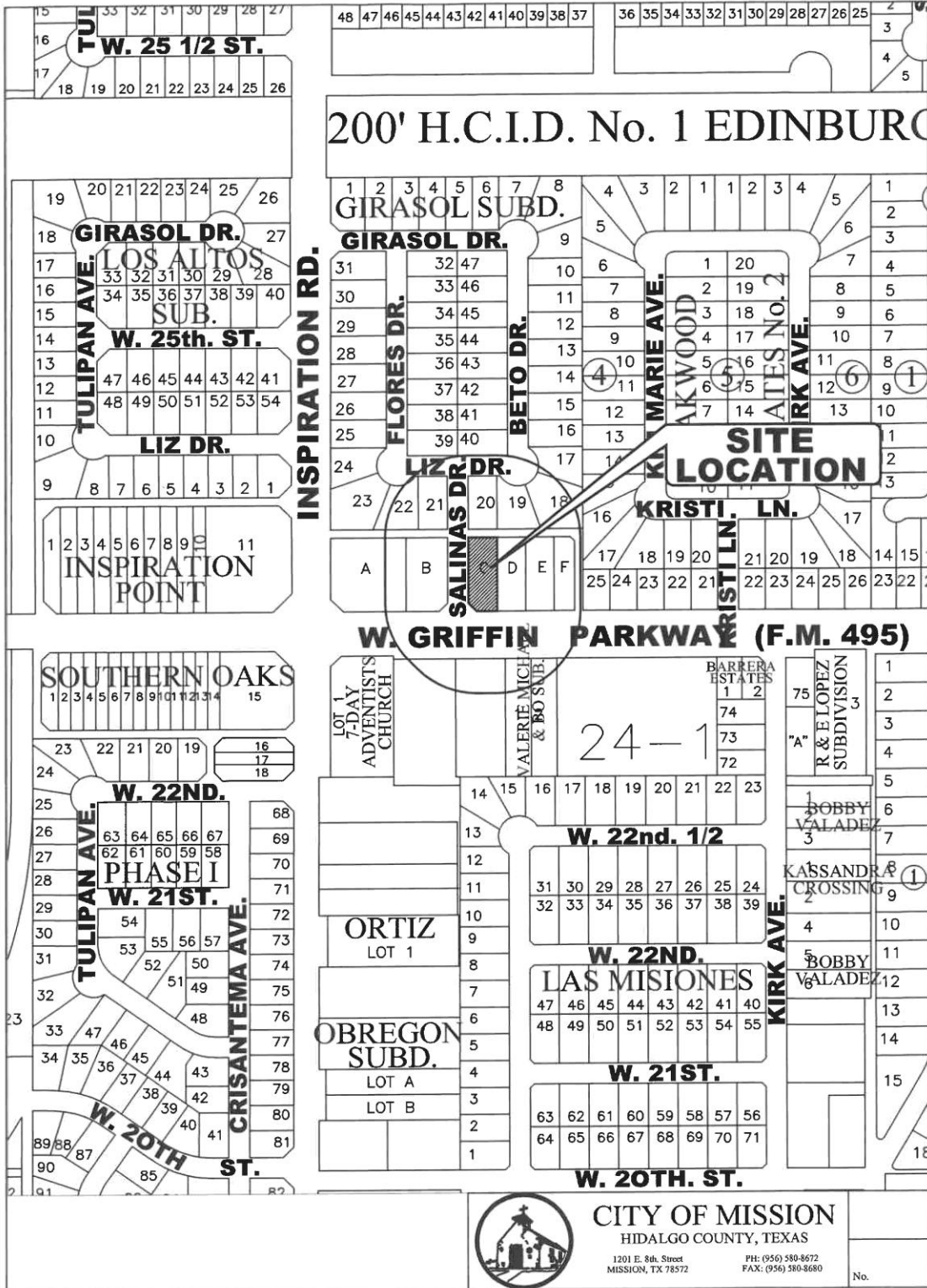
\_\_\_\_\_  
Anna Carrillo, City Secretary

EXHIBIT "A"



Texas Parks & Wildlife, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

VICINITY MAP



**CITY OF MISSION**  
 HIDALGO COUNTY, TEXAS  
 1201 E. 8th Street  
 MISSION, TX 78372  
 PH: (956) 580-8672  
 FAX: (956) 580-8680

No.

ARIEL MAP



## ZONING MAP



### ZONING LEGEND

<span style="display: inline-block; width: 10px; height: 10px; background-color: #90EE90; border: 1px solid black;"></span> A0-1 AGRICULTURAL OPEN INTERIM	<span style="display: inline-block; width: 10px; height: 10px; background-color: #800000; border: 1px solid black;"></span> R-3 MULTI-FAMILY RESIDENTIAL	<span style="display: inline-block; width: 10px; height: 10px; background-color: #C0C0C0; border: 1px solid black;"></span> C-4 HEAVY COMMERCIAL
<span style="display: inline-block; width: 10px; height: 10px; background-color: #008000; border: 1px solid black;"></span> AO-P AGRICULTURAL OPEN PERMANENT	<span style="display: inline-block; width: 10px; height: 10px; background-color: #800080; border: 1px solid black;"></span> R-4 MOBILE & MODULAR HOME	<span style="display: inline-block; width: 10px; height: 10px; background-color: #800080; border: 1px solid black;"></span> C-5 ADAPTIVE COMMERCIAL
<span style="display: inline-block; width: 10px; height: 10px; background-color: #0000FF; border: 1px solid black;"></span> R-1A LARGE LOT SINGLE FAMILY	<span style="display: inline-block; width: 10px; height: 10px; background-color: #0000FF; border: 1px solid black;"></span> R-5 HIGH DENSITY MFCT'D HOUSING	<span style="display: inline-block; width: 10px; height: 10px; background-color: #0000FF; border: 1px solid black;"></span> I-1 LIGHT INDUSTRIAL
<span style="display: inline-block; width: 10px; height: 10px; background-color: #FFA500; border: 1px solid black;"></span> R-1T TOWNHOUSE RESIDENTIAL	<span style="display: inline-block; width: 10px; height: 10px; background-color: #FF0000; border: 1px solid black;"></span> C-1 OFFICE BUILDING	<span style="display: inline-block; width: 10px; height: 10px; background-color: #0000FF; border: 1px solid black;"></span> I-2 HEAVY INDUSTRIAL
<span style="display: inline-block; width: 10px; height: 10px; background-color: #FFFF00; border: 1px solid black;"></span> R-1 SINGLE FAMILY RESIDENTIAL	<span style="display: inline-block; width: 10px; height: 10px; background-color: #800000; border: 1px solid black;"></span> C-2 NEIGHBORHOOD COMMERCIAL	<span style="display: inline-block; width: 10px; height: 10px; background-color: #0000FF; border: 1px solid black;"></span> PUD PLANNED UNIT DEVELOPMENT
<span style="display: inline-block; width: 10px; height: 10px; background-color: #008000; border: 1px solid black;"></span> R-2 DUPLEX-FOURPLEX RESIDENTIAL	<span style="display: inline-block; width: 10px; height: 10px; background-color: #800000; border: 1px solid black;"></span> C-3 GENERAL BUSINESS	<span style="display: inline-block; width: 10px; height: 10px; background-color: #FFFFFF; border: 1px solid black;"></span> P PUBLIC



PICTURES



ATTACHMENTS (PICTURES)



# MENU

Horario: Lunes-Jueves 5pm-12am  
viernes y Sabado 5pm-1am

## Tacos (Harina ó maiz)

- carne
- tripa
- mixtas

\*Orden incluye 5 tacos  
y frijoles charros

## Piratas

## Piratitas

(carne, queso, aguacate)

## Enchiladas

- carne
- queso
- mixtas

\*orden incluye 4 enchiladas,  
papa, zanahoria, y lechuga

## Menudo

- 1L

\*orden incluye tortillas (harina ó maiz)  
y verdura

## Frijoles Charros

- Sencillos
- Especiales (carne y queso)

## Papa Asada

- Especial (carne, queso, tocino, crema)

## Entradas:

- Tostitos (verdes ó morados)  
con queso y carne asada
- Papas fritas  
con queso y carne asada

## Bebidas:

- Agua
- Soda Lata
- Soda Mexicana

## MAILOUT LIST

PROP_ID	geolD	name	addrDelive	addrCity	addrState	addrZip
560369	G3950-00-000-000D-00	MADKRIS LTD	3712 SANTA INEZ ST	MISSION	TX	78572-2817
648369	V0551-00-000-0002-00	GARZA MARIA ISABEL	1715 W GRIFFIN PKWY	MISSION	TX	78572-7306
560367	G3950-00-000-000B-00	REYES ISMAEL	1410 COCONUT PAL AVE	SAN JUAN	TX	78589-3936
560372	G3950-00-000-000F-00	GARZA JESUS ESPINO ET AL	9551 N MOOREFIELD RD	MISSION	TX	78574
560366	G3950-00-000-000A-00	EDDIES INVESTMENTS INC	707 W SIOUX RD	SAN JUAN	TX	78589-3475
560319	G3950-00-000-0018-00	BERNAL PAULINA & MANUEL CARDOZA	1701 LIZ DR	MISSION	TX	78574
560323	G3950-00-000-0022-00	LEAL DIANA	1709 LIZ DR	MISSION	TX	78574-7321
560321	G3950-00-000-0020-00	RAMOS HILARIO JR & ARSELIA G	1705 LIZ DR	MISSION	TX	78574-7321
560368	G3950-00-000-000C-00	MARTINEZ JOSE S	710 W 24TH PL	MISSION	TX	78574-2751
560320	G3950-00-000-0019-00	VENECIA JOHN & NORMA	1703 LIZ DR	MISSION	TX	78574-7321
560318	G3950-00-000-0017-00	PLASCENCIA ELBA G	2302 BETO DR	MISSION	TX	78574-7316
560322	G3950-00-000-0021-00	GUZMAN PABLO JR	2309 BETO DR	MISSION	TX	78574-7319
590226	T5900-02-024-0001-27	GARCIA ELSA NORA & ALEJANDRO	1900 W 17TH ST	MISSION	TX	78572-0732
305839	T5900-02-024-0001-13	DUQUE CESAR TREVINO	839 RICARDO AVE	PALMVIEW	TX	78574-5210
648368	V0551-00-000-0001-00	ALVAREZ RAFAEL	1704 W 18TH ST	MISSION	TX	78572-7330
305837	T5900-02-024-0001-11	OBREGON MONICA	1721 W GRIFFIN PKWY	MISSION	TX	78572-7306



**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Xavier Cervantes, AICP, CPM, Director of Planning

**AGENDA ITEM:** Conduct a public hearing and consideration of the adoption of Ordinance No. \_\_\_\_ amending the Code of Ordinances Appendix A - Zoning, Article X. Conditional Use Permits, Section 1.56 Conditions of Conditional Use; Subsection 3, Bars, Cocktail Lounges, Taverns, Cantinas, Saloons, Dancehalls, Discotheques, Discos or Nightclubs, by Adding Event Centers that sell alcoholic beverages and/or offer Bring your own beverages (BYOB) and Subsection H, Establishing Licensed Security Officers Requirements Based on the Maximum Occupancy of the Venue, Applicant: City of Mission - Cervantes

**NATURE OF REQUEST:**

Project Timeline:

- February 23, 2026 – Ordinance reviewed and approved by the Ordinance Review Committee
- March 18, 2026 - Ordinance reviewed and approved by the Planning and Zoning Commission
- April 14, 2026 – Consideration of the adoption of the ordinance by the City Council.

Summary:

- This ordinance will establish requirements for licensed security guards/officers in certain entertainment venues.
- The ordinance would establish a requirement of one licensed security guard/officer for every 60 patrons based on the maximum occupancy of the establishment.
- The proposed licensed security guard/officer requirement would not apply to businesses classified as restaurant such as Chilli's, Wings and Rings for example where more than 50 percent of the sales are made up of food or soft drinks.
- The licensed security guard/officer proposed requirements would not apply to event centers that do not propose to sell alcoholic beverages or are not Bring Your Own Beverage (BYOB) establishments.
- The Police Chief attended the Ordinance Review Committee meeting and expressed much support for the proposed ordinance.

**STAFF RECOMMENDATION:**

Staff recommends the adoption of the ordinance.

**Departmental Approval:** N/A

**Advisory Board Recommendation:** Approval

**City Manager's Recommendation:** Approval *JP7*

<b>RECORD OF VOTE:</b>	<b>APPROVED:</b>	_____
	<b>DISAPPROVED:</b>	_____
	<b>TABLED:</b>	_____

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

**AN ORDINANCE AMENDING THE CITY OF MISSION CODE OF ORDINANCES APPENDIX A – ZONING, ARTICLE X. CONDITIONAL USE PERMITS, SECTION 1.56 CONDITIONS OF CONDITIONAL USE; SUBSECTION 3, BARS, COCKTAIL LOUNGES, TAVERNS, CANTINAS, SALOONS, DANCEHALLS, DISCOTHEQUES, DISCOS OR NIGHTCLUBS, BY ADDING EVENT CENTERS THAT SELL ALCOHOLIC BEVERAGES AND/OR OFFER BRING YOUR OWN BEVERAGES (BYOB) AND SUBSECTION H, ESTABLISHING LEVEL II CERTIFIED SECURITY GUARDS CERTIFIED BY THE PRIVATE SECURITY BUREAU OF TEXAS OR LICENSED PEACE OFFICERS REQUIREMENTS BASED ON THE MAXIMUM OCCUPANCY OF THE VENUE, PROVIDING REPEALER CLAUSE; PROVIDING SEVERABILITY CLAUSE; PROVIDING EFFECTIVE DATE; AND PROVIDING FOR PUBLICATION.**

**WHEREAS**, The City of Mission is a home-rule municipality possessing the full power of local self-governance pursuant to Article XI, Section 5 of the Texas Constitution; and

**WHEREAS**, Pursuant to the laws of the State of Texas, including Section 51.001 of the Texas Local Government Code, the City Council has the authority to adopt or amend an ordinance that, among other things, is for good government peace or order of Mission; and

**WHEREAS**, the regulation of bars and nightclubs is necessary for the general welfare of the community; and

**WHEREAS**, the City Council finds it beneficial to establish guidelines for the requirement of license security officers based on maximum occupancy of the proposed venue during the conditional use permit process; and

**WHEREAS**, The Ordinance Review Committee has reviewed the proposed amendment and has recommended approval; and

**WHEREAS**, The Planning and Zoning Commission has reviewed the proposed amendment and has recommended approval; and

**WHEREAS**, The City Council of the City of Mission finds that it is in the best interest of the citizens of Mission to amend the Code of Ordinances as set forth below;

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

**SECTION 1:** That the City of Mission Code of Ordinances, Appendix A – Zoning, Article X. – Conditional Use Permits, Section 1.56, Subsection 3. Bars, cocktail lounges, taverns, cantinas, saloons, dancehalls, discotheque, discos, or nightclubs, be hereby amended by adding event centers that sell alcoholic beverages and/or offer bring your own beverage (BYOB), and Subsection h, the language underlined (**added**) and deleting the language that is (**stricken**) to read in full as follows. \*The remaining sections are to remain in force.  
Section 1.56. Conditions of Conditional Use

*3. Bars, cocktail lounges, taverns, cantinas, saloons, dancehalls, discotheque, discos, ~~or~~ nightclubs, and event centers that sell alcoholic beverages and/or offer bring your own beverage (BYOB)*

**h. Level II Certified Security Guards certified by the Private Security Bureau of Texas or a Licensed Peace Officer will be required based on the maximum occupancy of the business. For a business with a maximum occupancy of 60 people or less the business owner will be required to have one (1) Level II**

Certified Security Guard certified by the Private Security Bureau of Texas or a Licensed Peace Officer each day of operation from 8:00 p.m. to 2:00 a.m. For a business with a maximum occupancy of 61 to 120 people the business owner will be required to have two (2) Level II Certified Security Guards certified by the Private Security Bureau of Texas or Licensed Peace Officers each day of operation from 8:00 p.m. to 2:00 a.m. For a business with a maximum occupancy of 121 to 180 people the business owner will be required to have three (3) Level II Certified Security Guards certified by the Private Security Bureau of Texas or Licensed Peace Officers each day of operation from 8:00 p.m. to 2:00 a.m. For a business with a maximum occupancy of 181 to 240 people the business owner will be required to have four (4) Level II Certified Security Guards certified by the Private Security Bureau of Texas or Licensed Peace Officers each day of operation from 8:00 p.m. to 2:00 a.m. For a business with a maximum occupancy of more than 240 people the number of required Level II Certified Security Guards certified by the Private Security Bureau of Texas or Licensed Peace Officers shall be determined by the City Council after a recommendation from the Planning and Zoning Commission. All security personnel must be present at all times and properly identifiable.

**SECTION 2: REPEALER:** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3: SEVERABILITY:** If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court or competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and any remaining provision shall continue in effect notwithstanding the invalidity of such section, subsection, clause, phrase or portion.

**SECTION 4. EFFECTIVE DATE:** This ordinance shall take effect immediately upon its passage and publication as required by law.

**PASSED, APPROVED, AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026,** at a regular meeting of the City Council Elective Commission of the City of Mission, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF MISSION

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

ATTEST:

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

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney



# CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026  
**PRESENTED BY:** Anna Carrillo, City Secretary  
**AGENDA ITEM:** Approval of Minutes – Carrillo  
 Regular Meeting – March 24, 2026  
 Special Meeting – March 31, 2026

**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 *JP7 / AG*

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

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



**MINUTES**

**PRESENT:**

Norie Gonzalez Garza, Mayor  
Ruben D. Plata, Mayor Pro-Tem  
Jessica Ortega, Councilwoman  
Marissa Ortega-Gerlach, Councilwoman  
Alberto Vela, Councilman  
Eugene A. Vaughan, City Attorney  
Anna Carrillo, City Secretary  
Juan Pablo Terrazas, Co-Interim City Manager  
Andy Garcia, Co-Interim City Manager

**ABSENT:**

**ALSO PRESENT:**

Veronica Chanon Gutierrez  
Alfonso Mireles  
Oziel Bautista  
Christian Gutierrez  
Desiree Guzman  
James Parker  
Andrea Parker  
Christie Gonzalez  
Deande Balli

**STAFF PRESENT:**

Anais Chapa, Assistant City Secretary  
Edgar Gonzalez, Deputy City Engineer  
Cesar Torres, Chief of Police  
Vidal Roman, Finance Director  
Xavier Cervantes, Planning Director  
Alex Hernandez, Asst Planning Director  
Ruben Hernandez, Media Relations  
Monica Gonzalez, Grants & Strategic Dev.  
Joe Salazar, MEDC  
Candace Rodriguez, MEDC  
Michael Silva, Fire Chief  
Michael Elizalde, Dir. Of Grants & Strategic Dev.  
Brad Bentsen, Parks & Recreation Director  
Yenni Espinoza, Speer Memorial Library Dir.  
Julianna Martinez, Animal Shelter Manager  
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 4:36 p.m.

**INVOCATION AND PLEDGE ALLEGIANCE**

Councilwoman Marissa Gerlach led the invocation and Pledge of Allegiance

**DISCLOSURE OF CONFLICT OF INTEREST**

None

**PRESENTATIONS**

**1. Proclamation - Girl Scout Week – Carrillo**

Mayor Pro Ruben Tem Plata moved to approve the Proclamation – Girl Scout Week. Motion was seconded by Councilwoman Jessica Ortega and approved unanimously 5-0.

## **2. Proclamation - Verónica Chanón Gutierrez as the Poet Laureate of the City of Mission - Espinoza**

Councilwoman Gerlach moved to approve the Proclamation – Veronica Chanon Gutierrez. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

## **3. Proclamation - Animal Cruelty Prevention Month – Kotsatos**

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

## **4. Proclamation - Fair Housing Month and National Community Development Week – Elizalde**

Mayor Pro Ruben Tem Plata moved to approve the Proclamation – Fair Housing Month and National Community Development Week. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

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

Brenda Enriquez, Greater Mission Chamber of Commerce President, gave an update on events held such as: Winter Texan Fiesta and the Chamber of Commerce Mixer that was held at Ranch House Burgers. Ms. Enriquez also spoke about upcoming events such as: on March 25<sup>th</sup> they would be having the “Woman on a Mission” seminar at the Mission Event Center. Grand Opening for Wound Care, Lunch and Learn – Financial Stability, and the Governor’s Small Business Summit on May 14<sup>th</sup> at the Mission Event Center. This month, they had welcomed four new members. Membership begins at \$299 and was open year round. The Discover Mission shirts featuring the museum are still available to shop at the Chamber of Commerce.

Mayor Pro Tem Plata stepped out of the meeting at 5:15 p.m.

## **6. Departmental Reports – Terrazas / A. Garcia**

Councilwoman Ortega moved to approve the departmental reports as presented. Motion was seconded by Councilman Alberto Vela and approved unanimously 4-0.

Mayor Pro Tem Plata rejoined the meeting at 5:19 p.m.

## **7. Citizen's Participation on Specific Agenda Items – Garza**

Mindy Schroeder Brown, 1017 E. Griffin Parkway, spoke in reference to agenda item 18. Ms. Schroeder stated that she was grateful that this was being taken into consideration to avoid having so many carwashes so close together as it was on Shary Road. She also stated that she saw a sign on Bryan and 495 advertising a Blue Wave Car Wash. Residents in this area did not want a car wash, and she believed that this site was within the one mile radius to another car wash. The residents in the area looked forward to restaurants and new businesses coming in to enhance the value of properties.

Christian Gutierrez, representative for Blue Wave Car Wash, was here to answer any questions regarding the proposed project. He stated that they have been operating with good faith and have worked with the city to comply with all conditions. After a previous ordinance was passed, they spent two months searching for a location that would be outside of the 1 mile radius. The water consumption for this facility was 70-80% recycled water. He hoped that this project would be vested as they had already submitted permit applications and were willing to pay the fees.

## **ANNOUNCEMENTS - CITY COUNCIL / CITY MANAGER**

City Manager - Bryan Road Town Hall Meeting on Monday, March 30<sup>th</sup> at 5:30 pm at the City Hall Council Chambers, Music at the Park on Friday, April 10<sup>th</sup> at the Leo Pena Plazita Park. City Hall will be closed in observance of Good Friday on Friday, April 3<sup>rd</sup>.

City Council – No Comments

Mayor – Congratulated all staff that worked on the Staycation event last week. It was such a great event, and she had received so much positive feedback. They were hoping to make a few changes next year to accommodate those families whose parents work. She also wanted to remind everyone of the upcoming joint workshop with MEDC & TIRZ that would be taking place on Saturday, April 25<sup>th</sup> from 9am – 11am.

## **PUBLIC HEARING**

### **8. Public Hearing to consider extending the term of the Mission Redevelopment Authority – Tax Increment Reinvestment Zone No. 1 and amending the City’s tax increment contribution to the TIRZ – A. Garcia**

The purpose of this item was to hold a Public Hearing to receive comments from the public regarding the proposed extension of the term of the Mission Redevelopment Authority – Tax Increment Reinvestment Zone No. 1 and to consider modifying the City’s tax increment contribution to the TIRZ. The proposed changes were intended to allow the Zone to continue supporting redevelopment projects and related improvements within the designated area.

Notice of Public Hearing was published in the Progress Times on March 13, 2026.

Staff and Co-Interim City Managers recommended approval.

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

There were no comments.

No action was taken.

### **9. Conduct a public hearing and consideration of approval of an Ordinance No. 5790 for the proposed voluntary annexation and the initial zoning of Agricultural Open Interim (“AO-I”) District of a 5.539-acre tract of land out of a 9.04-acre tract out of Lot 14, Block 4, Mission Grove Estates Subdivision, located along the East side of Moorefield Road approximately 1,850 feet North of US Expressway 83. Applicant: LLAAG, LLC - Lyonel A. Adame Garza, President – Cervantes**

Mr. Lyonel A. Adame Garza was requesting the annexation of a 5.539-acre tract, located along the East side of Moorefield Road approximately 1,850 feet North of US Expressway 83. The property was contiguous to the city limits. The developer was proposing to build a 27-lot subdivision for single-family homes named Capricorn Estates Subdivision Phase 2. The water for the subdivision would be provided by the AGUA Special Utility District (SUD) and the sewer services would be provided by the City of Mission. The subdivision developer was interested in developing this subdivision within the Mission city limits and was requesting annexation. The City had an agreement with AGUA SUD to collect the sewer revenues with their water billing. Upon annexation, the property would be zoned Agricultural Open Interim (“AO-I”) District. The annexation would generate additional property taxes for the community.

Staff and Co-Interim City Managers recommended approval.

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

There were no comments.

Councilwoman Ortega moved to approve Ordinance No. 5790 for the proposed voluntary annexation and the initial zoning of Agricultural Open Interim (“AO-I”) District of a 5.539-acre tract of land out of a 9.04-acre tract out of Lot 14, Block 4, Mission Grove Estates Subdivision, located along the East side of Moorefield Road approximately 1,850 feet North of US Expressway 83. Applicant: LLAAG, LLC - Lyonel A. Adame Garza, President. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

### **ORDINANCE NO. 5790**

AN ORDINANCE TO ANNEX CERTAIN TERRITORY AND TO INCORPORATE THE SAME WITHIN TO THE CORPORATE BOUNDARIES OF THE CITY OF MISSION, COUNTY OF HIDALGO, TEXAS, BEING DESCRIBED AS A 5.539-ACRE TRACT OF LAND OUT OF A 9.04-ACRE TRACT OUT OF LOT 14, BLOCK 4, MISSION GROVE ESTATES SUBDIVISION, LOCATED ALONG THE EAST SIDE OF MOOREFIELD ROAD APPROXIMATELY 1,850 FEET NORTH OF U.S. EXPRESSWAY 83 AND TO ESTABLISH THE INITIAL ZONING OF (AO-I) AGRICULTURAL OPEN INTERIM DISTRICT, BINDING THE LAND TO ALL OF THE ACTS, ORDINANCES, RESOLUTIONS, AND REGULATIONS OF THE CITY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

### **PLANNING & ZONING RECOMMENDATIONS**

**10. Conduct a public hearing and consideration of a Conditional Use Permit for the Sale & On-Site Consumption of Alcoholic Beverages – Ricardi Café, LLC in a property zoned General Business (C-3) District, being Lot 15, Block 3, Shary Gardens Subdivision, located at 1601 E. Griffin Parkway, Suite A. Applicant: Ricardi Café, LLC c/o Lourdes Lerma, Adoption of Ordinance #5791 and Adoption of Wet Zone Ordinance #5792 - Cervantes**

The subject site was located at 1601 E. Griffin Parkway 83 within the Shary Gardens Commercial Plaza. Per the Code of Ordinance, the Sale & On-Site Consumption of Alcoholic Beverages required the approval of a Conditional Use Permit by the City Council. The applicant was leasing a 1,368 square foot suite within a commercial plaza for a Café Shop. This business had been in operation since October 2025, and the applicant would like to offer alcoholic beverages with their meals. The applicant would like to provide live music entertainment, such as a pianist or guitarist, during special events. According to the applicant, 86 percent of the total sales were food-related, and 14 percent were alcoholic beverages-related. The hours of operation were as follows: Monday - Saturday from 7:00 a.m. to 12 a.m., and Sundays from 8:00 a.m. to 4:00 p.m. Staff: 4 employees in different shifts Parking: There were a total of 61 seating spaces available, which require 20 parking spaces. It was noted that the parking was held in common, and there were 119 parking spaces that were shared with the other businesses within the commercial plaza. The Planning staff had not received any objections to the request from the surrounding property owners. Staff mailed out (20) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit was compatible and complementary to adjacent properties. Sale of Alcohol: Section 1.56(3)(a) of the Zoning Code required a minimum separation of 300' from the property line of any church, school, publicly owned property, or residence. There was a residential subdivision within 300 feet; however, P&Z and City Council had waived this separation requirement in previous conditional use permits.

Staff and Co-Interim City Managers recommended approval subject to the following conditions: Permit for two (2) year to continue to assess this business. Continued compliance with all City Codes (Building, Fire, Health, etc.). Waiver of the 300' separation requirement from the residential

homes. Continued compliance with TABC requirements. CUP was not transferable to others. Must have security cameras inside and outside with a minimum 30-day retention. Must comply with the noise ordinance. Maximum occupancy to be 78 people at all times. Hours of operation: Monday - Saturday from 7:00 a.m. to 12 a.m., and Sundays from 8:00 a.m. to 4:00 p.m.

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

There were no comments.

Mayor Pro Tem Plata moved approve a Conditional Use Permit for the Sale & On-Site Consumption of Alcoholic Beverages – Ricardi Café, LLC in a property zoned General Business (C-3) District, being Lot 15, Block 3, Shary Gardens Subdivision, located at 1601 E. Griffin Parkway, Suite A. Applicant: Ricardi Café, LLC c/o Lourdes Lerma, Adoption of Ordinance #5791 and Adoption of Wet Zone Ordinance #5792. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**ORDINANCE NO. 5791**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT FOR THE SALE & ON-SITE CONSUMPTION OF ALCHOLIC BEVERAGES – RICARDI CAFÉ, LLC IN A (C-3) GENERAL BUSINESS DISTRICT, 1601 E. GRIFFIN PARKWAY, SUITE A, BEING LOT 15, BLOCK 3, SHARY GARDENS SUBDIVISION

**ORDINANCE NO. 5792**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS AMENDING ORDINANCE NO.780 DESIGNATING PLACES WHERE BEER AND OTHER ALCOHOLIC BEVERAGES MAY BE SOLD WITHIN THE CORPORATE LIMITS OF THE CITY OF MISSION TO INCLUDE THE PREMISES LOCATED AT 1601 E. GRIFFIN PARKWAY, SUITE A – RICARDI CAFÉ, LLC

**11. Conduct a public hearing and consideration of a Conditional Use Permit Renewal to install two (2) Temporary Mobile Office, being Lot 2A, Mission Business Park Subdivision, in a (I-1) Light Industrial District, located at 107 International Boulevard. Applicant: B2Z Builders, LLC, Adoption of Ordinance #5793 - Cervantes**

The subject site was located at the Northeast corner of Industrial Way and International Boulevard. Pursuant to Section 1.45 (3) (f) of the City of Mission Code of Ordinances, a portable building required the approval of a conditional use permit by the City Council. The applicant desired to place two (2) 8' x 20' modular offices for the sole use of the day-to-day business operations of said construction company. The initial approval took place on February 29, 2024 but the site had not developed yet. The access to the site was off International Boulevard by a 36-foot driveway. The property had an area of 142,270.99 square feet. The proposed hours of operation were as follows: Monday – Saturday, from 7:00 am to 6:00 pm. The working staff would be 4 employees. Parking & Landscaping: The applicant was proposing 7 parking spaces, thus compliant with the parking requirements. The city required 10% of the landscaping to be irrigated. The Planning staff had not received any objections to the request from the surrounding property owners. Staff mailed out (8) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit was compatible and complementary to adjacent properties.

Staff and Co-Interim City Managers recommended approval subject to the following conditions: Approval for 2-year re-evaluation subject to; Must comply with all City Codes (Building, Fire, Health, etc.), Hours of operation were Monday through Saturday from 7:00 a.m. to 6:00 p.m. No

Business License would be issued before landscaping was in place. Acquisition of a business license prior to occupancy. Must comply with the noise ordinance. CUP was not transferable to others.

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

There were no comments.

Mayor Pro Tem Plata moved approve a Conditional Use Permit Renewal to install two (2) Temporary Mobile Office, being Lot 2A, Mission Business Park Subdivision, in a (I-1) Light Industrial District, located at 107 International Boulevard. Applicant: B2Z Builders, LLC, Adoption of Ordinance #5793. Motion was seconded by Councilman Vela and approved unanimously 5-0.

### **ORDINANCE NO. 5793**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT RENEWAL TO INSTALL TWO (2) TEMPORARY MOBILE OFFICES IN A (I-1) LIGHT INDUSTRIAL DISTRICT, 107 INTERNATIONAL BOUVELVARD, BEING LOT 2A, MISSION BUSINESS PARK SUBDIVISION

### **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*

#### **12. Approval of Minutes – Carrillo**

Regular Meeting – March 10, 2026

Special Meeting – March 13, 2026

#### **13. Acknowledge Receipt of Minutes – Terrazas / A. Garcia**

Planning & Zoning Commission – February 4, February 18, 2026

Accommodations Review Board – October 22, 2025, January 28, 2026

Special Zoning Board of Adjustments – January 6, 2026

Mission Economic Development Authority – January 22, 2026

Mission Tax Increment Reinvestment Board – January 21, 2026

Mission Economic Development Corporation – January 22, 2026

Audit Committee – October 29, 2025

#### **14. Authorization to award bid # 26-286-02-25 for Waterline Maintenance Supplies for the Public Works Department to Ferguson Waterworks – Gonzalez**

The City of Mission had accepted and opened two (2) bid responses for Bid # 26-286-02-25 for Waterline Maintenance Supplies. Staff recommended awarding bid to Ferguson Waterworks who was the lowest bidder meeting all specifications. Recommendation was based solely on estimated quantities and orders would be placed on an as needed basis throughout the one-year base term. Contract terms were for one (1) year with two (2) one-year renewal options.

**15. Authorization to extend First One-Year renewal for Bid No. 25-324-03-05 for Corrosion Inhibitor for North & South Water Treatment Plants – Gonzalez**

Seeking authorization to exercise the First One-Year Renewal with RedEye Chems (Corrosion Inhibitor) this was the first of two (2) renewal options. The contract term was for one (1) year with the option to renew for two (2) addition one-year renewals. Orders would be placed on as needed basis for one-year base term with a 10% increase. This agreement would extend Bid No. 25-324-03-05 from April 16, 2026 through April 15, 2027.

Corrosion Inhibitor \$0.93/lb, with 10% increase \$1.02/lb

**16. Authorization to extend First One-Year renewal for Bid No. 25-323-03-05 for Hot & Cold Mix Asphalt for the Public Works Department – Gonzalez**

Seeking authorization to exercise the First One-Year Renewal with Frontera Materials this was the first of two renewal options. The contract term was for one (a) year with the option to renew for two (2) addition one-year renewals. Orders would be placed on as needed basis, price remained the same. This agreement would extend Bid No. 25-323-03-05 from March 31, 2026 through March 30, 2027.

Hot Mix Asphalt w/Delivery - \$80.42/ton

Cold Mix Asphalt w/Delivery - \$100.42/ton

How Mix Asphalt w/out Delivery - \$70/ton

**17. Authorization to Solicit Proposals for Veterinary Services- Kotsatos**

The Mission Health Department requested authorization to solicit proposals for Licensed Veterinarian Services for the Mission Animal Shelter. Services would include medical assessments, rabies vaccinations, development of vaccination and health protocols, and guidance to ensure humane care and compliance with veterinary standards.

**18. Approval of Resolution # 2051 Regarding Waterline Access Agreement with the Sharyland Water Supply Corporation within City of Mission, for the proposed New Caledonia Unit No. 1 (Murphy USA) Subdivision, located on the Southeast corner of La Homa Road and West Mile 3 Road – Cervantes**

The proposed New Caledonia Unit No. 1 (Murphy USA) Subdivision was Lot 1, Replat of a Portion of Lot 64, New Caledonia, Unit No. 1, within the service area of the Sharyland Water Supply Corporation and within the City of Mission.

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

**RESOLUTION NO. 2051**

A RESOLUTION OF THE CITY OF MISSION, TEXAS, TO APPROVE A WATERLINE ACCESS AGREEMENT BETWEEN THE SHARYLAND WATER SUPPLY CORPORATION, AND P&L PARTNERS, LLC – NEW CALEDONIA UNIT NO. 1 (MURPHY USA) SUBDIVISION

**19. Approval to Waive 100% Rental Fees at Leo Pena Placita Park for Tejunto Festival – Bentsen**

Seeking approval to waive associated rental fees of \$800 for Leo Pena Placita Park for Tejunto Festival by Tejano Music Legacy Foundation. They would be partnering with Mission Parks and

Recreation Department in this Cultural Initiative. The Mission of this family-centered cultural event was designed to unite Tejano and Conjunto music while creating meaningful opportunities for the next generation, while preserving the past, celebrating the present and inspiring the future of this music genre. Parks would be partnering in this celebration by renting space for food and art vendors to facilitate a safe, vibrant place.

**20. Authorization to Accept Monetary Donation from Burns Motors in an amount up to \$7,500.00 – Bentsen**

Authorization to accept monetary donation from proposed community partnership event with Burns Motors, titled “Set & See – Test Drive for a Cause” scheduled for April 11, 2026, located at 2205 East Expressway 83, Mission, Texas. Burns Motors would invite participants to test drive a vehicle and in return for their drive, participant would receive \$25 with an additional \$25 per participant, donated to the Mission Parks and Recreation Department. Funds raised would be towards the purchase of batter boxes for park’s ballfield batter’s box home plate mats. Event to be capped at 300 completed test drives, creating a maximum potential donation of \$7,500.00. A corresponding budget amendment would be introduced at midyear.

**21. Authorization to enter into a Memorandum of Understanding between the City of Mission and the LRGVDC, and the RGV MPO regarding implementation of the RGV Bicycle Pedestrian Counter Data Program – Elizalde**

The City of Mission Hike and Bike Trail had been selected to participate in the Regional Bicycle Pedestrian Counter Project due to its access to schools, local businesses, dense neighborhoods of low socioeconomic profiles, and connections to other recreation options. In an effort to help improve trail and sidewalk networks, the City of Mission agreed to participate in the installation of distributed renewal equipment to include replacement loggers and battery packs of the previously installed bicycle pedestrian counters and software at its Hike and Bike Trail for data collection of trail users. The participation of this program would be at no cost to the City of Mission and only required a designated point of contact for their data collection efforts.

**22. Authorization to allow the Texas Department of Public Safety (TXDPS) to coordinate with the Mission Police Department to host the 1st Annual No Cost 5K at the Mission Event Center, in honor of Trooper Eduardo Chavez who was killed in the line of duty. – Torres**

The Mission Police Department was requesting authorization to allow the Texas Department of Public Safety (TXDPS) to coordinate with the Mission Police Department, to host the 1<sup>st</sup> Annual No Cost 5K run, in honor of Trooper Eduardo Chavez who was killed in the line of duty, at the Mission Event Center. TXDPS proposed holding the event on May 2 from 7:00 a.m. to no later than 12:00 p.m. The running route would begin and end at the Mission Event Center, travel North on Shary Road, East on Business 83, South on Taylor Road, and West on Victoria Street, back to the Mission Event Center.

TXDPS also intended to partner with the City of Mission to recognize and promote the City of Mission and the Mission Police Department by including the City and Police Department logos on promotional materials, such as event flyers and digital graphics, as well as acknowledging the partnership across TXDPS social media platforms and event communications.

**23. Approval to Waive Associated Fees for Our Lady of Guadalupe Annual Palm Sunday Procession scheduled for March 29, 2026 – Bentsen**

Seeking approval to waive associated fees for Our Lady Guadalupe Church annual Palm Sunday Procession, scheduled for Palm Sunday, March 29, 2026, at 2:00 PM – 4:00 PM.

Procession would begin in front of Our Lady of Guadalupe Church located at 620 North Dunlap Ave. Mission, Texas. Procession would continue east on 6<sup>th</sup> St to Conway, south on Conway for 3.7 miles until reaching FM 2842 access road, right for ¼ mile to La Lomita Historical Park located at 11417 N La Lomita Rd. Mission, Texas.

**24. Approval of Resolution No. 2052 declaring certain City-owned machinery and equipment as surplus and authorizing the disposition of such property – Roman**

The Surplus Resolution attached lists items staff has determined is no longer of use to the city. All surplus items will be sold at online auction and those items with no resale value will be disposed. Finance Department is requesting authorization to surplus the attached list of machinery and equipment.

**RESOLUTION NO. 2052**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS DECLARING CERTAIN CITY PROPERTY SURPLUS AND AUTHORIZING THE DISPOSITION OF SAID PROPERTY TO FURTHER A PUBLIC PURPOSE; AND ESTABLISHING AN EFFECTIVE DATE.

Mayor Pro Tem Plata moved to approve all consent agenda items 12 thru 24 as presented. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**APPROVALS AND AUTHORIZATIONS**

**25. Authorize staff to engage in negotiations with Consor North America, Inc. for the Comprehensive Trail Development Assessment and Plan and authorize City Manager to execute contract incident there to – Gonzalez**

The City of Mission had accepted and opened two (2) proposals for Comprehensive Trail and Development Assessment and Plan. Proposal was referred to an evaluation committee to evaluate proposals based on the evaluation criteria and scope adopted by the City. Evaluation committee recommend to engage in negotiations and authorize City Manager to execute contract incident there to with Consor North America, Inc. who was selected as the highest ranked firm meeting all specifications. BID# 26-134-01-07.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to authorize staff to engage in negotiations with Consor North America, Inc. for the Comprehensive Trail Development Assessment and Plan and authorize City Manager to execute contract incident there to. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

**26. Authorization to purchase Raw Water Pumps & High Service Pumps from AAW Pumps Motors Controls for North & South Water Treatment Plants in the amount of \$105,000 via Buy Board Contract #770-25 – Gonzalez**

Staff was requesting authorization to purchase three (3) High Service Pumps, one (1) Raw Water Pumps from AWW Pumps Motors Controls in the amount of \$105,000 via BuyBoard Contract #770-25. Pumps would be upgrading current damaged high services and raw water pumps at North & South Water Treatment Plants.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to purchase Raw Water Pumps & High Service Pumps from AAW Pumps Motors Controls for North & South Water Treatment Plants in the amount of \$105,000 via

Buy Board Contract #770-25. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

Mayor Garza requested to discuss items 27, 28, 29 and 31 in Executive Session.

**27. Approval of Resolution No. 2053 declaring two (2) fire truck pumpers as surplus and authorizing the disposition of such property – Silva**

The Surplus Resolution attached listed two (2) fire truck pumpers (Engine/Pumper Dash 2000 and Engine Pumper / Spartan) that staff had determined were no longer of use to the city.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to approve Resolution No. 2053 declaring two (2) fire truck pumpers as surplus and authorizing the disposition of such property with donation of one pumper of their choice to Starr County. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**RESOLUTION NO. 2053**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS DECLARING CERTAIN CITY PROPERTY SURPLUS AND AUTHORIZING THE DISPOSITION OF SAID PROPERTY TO FURTHER A PUBLIC PURPOSE; AND ESTABLISHING AN EFFECTIVE DATE.

**28. Consideration and possible action to approve Ordinance # 5794 temporarily suspending the acceptance, processing, and approval of applications for new car wash facilities, declaring a moratorium for a period of one hundred eighty (180) days or until the adoption and implementation of updated regulations – Cervantes**

The proposed ordinance established a temporary moratorium on car wash facilities due to water shortage and severe drought. The purpose of the moratorium was to provide the City with adequate time to evaluate the land use, public health, and regulatory impacts associated with car wash facilities including zoning compatibility and licensing requirements.

During the moratorium period, City staff would review existing regulations and assess whether amendments to the City's zoning ordinance, permitting processes, or other applicable codes were necessary to address the operation and concentration of new car wash facilities. Existing legally operating businesses would not be affected, provided they do not expand or change their use during the moratorium.

The moratorium was intended to be temporary and limited in scope and would expire unless extended or repealed.

Staff and Co-Interim City Managers recommended approval.

Councilwoman Ortega moved to approve Ordinance # 5794 temporarily suspending the acceptance, processing, and approval of applications for new car wash facilities, declaring a moratorium for a period of one hundred eighty (180) days or until the adoption and implementation of updated regulations and to apply retroactively to any applications submitted but not yet approved. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

**ORDINANCE NO. 5794**

AN ORDINANCE OF THE CITY OF MISSION, TEXAS TEMPORARILY SUSPENDING THE ACCEPTANCE, PROCESSING, AND APPROVAL OF APPLICATIONS FOR NEW CAR WASH

FACILITIES; DECLARING A MORATORIUM FOR A PERIOD OF ONE HUNDRED EIGHTY (180) DAYS OR UNTIL THE ADOPTION AND IMPLEMENTATION OF UPDATED REGULATIONS; PROVIDING FOR FINDINGS OF FACTS, PROVIDING FOR SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE.

**29. Approval of Resolution # 2054 of the City Council of the City of Mission amending the Mission Economic Development Corporation Bylaws – A. Garcia**

Resolution was to clarify and update provisions in the Bylaws so that they were consistent with Resolutions 1769, 1284 and 1589;

Specifically, the Bylaws relating to the appointment of a Chief Executive Officer, employment of employees, and Powers and Duties of the Board.

- The MEDC Board of Directors shall have the right to recommend that an employee be hired for any leased employee position, such employee having been selected by the CEO of the MEDC and approved by the MEDC Board of Directors
- The number of employees deemed necessary for the MEDC shall be at the sole discretion of the MEDC Board of Directors. The CEO subject to MEDC Board of Directors approval, shall set the salary for each leased employee position, with the exception of the salary of the CEO
- The Board of Directors shall have the exclusive right to choose the CEO of the MEDC. The Board of Directors shall have the right to negotiate the terms of the employment contract of the CEO
- The City Council shall have ultimate approval of the salary of the CEO of the MEDC.
- The CEO and MEDC employees will be leased to MEDC by City pursuant to the Employee Lease Agreement
- The CEO of the MEDC shall report to the City Manager of the City and all of the remaining employees leased by the City to the MEDC will report to the CEO of the MEDC
- The City Manager and one MEDC board member will be given the authority to conduct any disciplinary action and conduct the performance evaluation for the CEO
- The CEO shall, upon request by City Manager, provide to City Manager information, reports, updates, and access to documents as necessary to allow the City Manager to effectively exercise supervisory responsibilities and to complete City related reports, audits, or budgets.
- The CEO shall report to the Board of Directors with respect to all duties, actions, and decisions requiring Board approval under these Bylaws. The reporting obligations to the City Manager established herein shall not diminish or supersede the authority of the Board of Directors, except as expressly provided by action of the City Council.

**Section II. Powers and Duties of the President**

- The President shall preside at the meetings of the Board of Directors. The President shall see that all orders and resolutions of the Board are carried into effect.

**SECTION III. Section VI added to Article I POWER AND PURPOSES as follows:**

**Section VI. Reporting Requirements to City of Mission**

- The MEDC shall report the following reports to the City of Mission to the attention of the City Council and City Manager:

- Quarterly financial reports and Quarterly Performance Reports which shall be due within forty-five (45) days following the end of each calendar quarter during the EDC's fiscal year; and

Audited Annual Financial Report and Annual Performance Report which shall be due within one hundred twenty (120) days following the end of the EDC's fiscal year

Staff and Co-Interim City Managers recommended approval.

Councilman Vela moved to approve Resolution # 2054 of the City Council of the City of Mission amending the Mission Economic Development Corporation Bylaws with revisions as discussed in executive Session. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

### **RESOLUTION NO. 2054**

A RESOLUTION OF THE CITY COUNCIL OF MISSION, TEXAS, AMENDING  
THE MISSION ECONOMIC DEVELOPMENT CORPORATION BYLAWS

#### **30. First Reading of Ordinance No. amending Ordinance No. 2683 designating Reinvestment Zone Number One, City of Mission, Texas, by extending the term of the Mission Redevelopment Authority – Tax Increment Reinvestment Zone No. 1 and amending the City's tax increment contribution to the zone – A. Garcia**

This ordinance amended Ordinance No. 2683, which originally created Reinvestment Zone Number One, City of Mission, Texas, pursuant to Chapter 311 of the Texas Tax Code. The amendment extends the term of the Mission Redevelopment Authority – Tax Increment Reinvestment Zone No. 1 and modified the City of Mission's tax increment contribution to the Tax Increment Reinvestment Zone (TIRZ). The ordinance also confirmed the continued operation of the zone's Board of Directors and included standard severability and emergency clauses.

Staff and Co-Interim City Managers recommended approval.

Mayor Pro Tem Plata moved to approve First Reading of Ordinance No. amending Ordinance No. 2683 designating Reinvestment Zone Number One, City of Mission, Texas, by extending the term of the Mission Redevelopment Authority – Tax Increment Reinvestment Zone No. 1 and amending the City's tax increment contribution to the zone. Motion was seconded by Councilman Vela and approved unanimously 5-0.

#### **31. Approval of Memorandum of Understanding between the City of Mission and Texas Citrus Fiesta – A. Garcia**

Mayor Pro Tem Plata moved to approve MOU between City of Mission and Texas Citrus Fiesta subject to final negotiations by City Manager as discussed in Executive Session. Motion was seconded by Councilman Vela and approved unanimously 5-0.

### **UNFINISHED BUSINESS**

None

At 5:47 p.m., Councilwoman Gerlach motioned to move into Executive Session. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

### **EXECUTIVE SESSION**

At 6:26 p.m., Mayor Pro Tem Plata motioned to reconvene. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

After reconvening from Executive Session, the City Council proceeded to consider Agenda Items 27, 28, 29, and 31, as previously discussed.

1. Closed session pursuant to Tex. Gov't Code Section 551.087 (Deliberation regarding Economic Development negotiations) related to Project Superior, Project Tool and Project BPO

No Action

**ADJOURNMENT**

At 6:29p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilman Vela and approved unanimously 5-0.

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Norie Gonzalez Garza, Mayor

ATTEST:

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Anna Carrillo, City Secretary



## MINUTES

### PRESENT:

Norie Gonzalez Garza, Mayor  
Ruben D. Plata, Mayor Pro-Tem  
Jessica Ortega, Councilwoman  
Marissa Ortega-Gerlach, Councilwoman  
Alberto Vela, Councilman  
Eugene Vaughn, Interim-City Attorney  
Anna Carrillo, City Secretary  
Juan Pablo Terrazas, Co-Interim City Manager  
Andy Garcia, Co-Interim City Manager

### ABSENT:

### ALSO PRESENT:

Alma Santos  
Ricky Longoria, BML  
Luis Lopez, BML

### STAFF PRESENT:

Vidal Roman, Finance Director  
Ezeiza Garcia, Asst. Finance Director  
David Vasquez, Senior Accountant  
Ryan Herber, Senior Accountant  
Joe Salazar, MEDC Financial Officer  
Joel Chapa, Police Officer

## SPECIAL MEETING

### CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Gonzalez Garza called the meeting to order at 4:36 p.m.

### DISCLOSURE OF CONFLICT OF INTEREST

None

### CITIZEN'S PARTICIPATION ON SPECIFIC AGENDA ITEMS

None

### AGENDA ITEMS

#### 1. Presentation of quarter ending December 2025 Budget to Actual Report – Roman

Finance Director Vidal Roman presented the December 2025 Budget to actual Report.

No Action; Presentation Only

Councilwoman Jessica Ortega joined the meeting at 4:54 p.m.

#### 2. Acceptance of the Annual Comprehensive Financial Report (ACFR) for the fiscal year ended September 30, 2024 – A. Garcia

Acceptance of the Annual Comprehensive Financial Report (AFR) for fiscal year ended 09/30/24 for the City of Mission.

Ricky Longoria of Burton McCumber & Longoria LLP, CPAs and Advisors, presented an overview of the report.

Following the presentation and discussion, the City Council accepted the ACFR as presented.

Mayor Pro Tem Plata moved to approve the acceptance of the Annual Comprehensive Financial Report (ACFR) for the fiscal year ended September 30, 2024. Motion was seconded by Councilwoman Marissa Gerlach and approved unanimously 5-0.

Mayor Garza requested to convene in executive session regarding legal questions pertaining to the audit.

At 5:37 p.m. Mayor Pro Tem Plata moved to convene in executive session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney). Motion was seconded by Councilman Alberto Vela and approved unanimously 5-0.

At 6:13 p.m., Mayor Pro Tem Plata motioned to reconvene. Motion was seconded by Councilman Vela and approved unanimously 5-0.

### **ADJOURNMENT**

At 6:13 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilman Vela and approved unanimously 5-0.

---

Norie Gonzalez Garza, Mayor

ATTEST:

---

Anna Carrillo, City Secretary



**CITY COUNCIL AGENDA ITEM &  
RECOMMENDATION SUMMARY**

**MEETING DATE:** April 14, 2026  
**PRESENTED BY:** Juan Pablo "JP" Terrazas / Andy Garcia – Assistant City Managers  
**AGENDA ITEM:** Acknowledge Receipt of Minutes – Terrazas / A. Garcia  
 Speer Memorial Library Board – December 9, 2025  
 Audit Committee – February 27, 2026  
 Shary Golf Course Advisory Board – February 4, 2026  
 Zoning Board of Adjustments – February 25, 2026  
 Accommodations Review Board – February 25, 2026

**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 *JP7 / AG*

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

## SPEER MEMORIAL LIBRARY BOARD

The Speer Memorial Library Board met for its regularly scheduled meeting on December 9th, 2025, at Speer Memorial Library.

### A. Call to order

The Meeting was called to order by Cynthia Leon at 5:03 p.m.

Attendance was taken.

#### Present:

Cynthia Leon

Rose Mary Gallager

Elizabeth Garza

Perri Ann Huntley

Mayra Rocha

Jeff Taylor

#### Absent:

Lina Cruz (Excused- work related)

#### Library Staff Present:

Yenni Espinoza, Library Director

### 1. Approval/Disapproval of Absences

Lina Cruz did plan to attend the meeting but was unable to leave work. Rosemary moved to have Lina Cruz's absence excused. Elizabeth seconded the motion and the motion passed unanimously.

### 2. Board Minutes

Elizabeth Garza moved to approve the minutes as presented for the September 16th, 2025, Speer Memorial Library Board Meeting. Mayra Rocha seconded the motion, and the motion passed unanimously.

### **3. Treasurer's Report**

For the treasurer's report, Yenni shares with the Library Board how there is still money showing on the accounts, that has already been spent for the Shush booths. She explains to everyone how the two booths were expected to be shipped around the end of January, or the beginning of February but were shipped early and have already arrived at the library. Because of their early arrival, the booths were just paid off, they are not reflected just yet. She points out how on the Treasurer's report shows \$5810 for Shush Booth one, and \$5990 for Shush Booth two. Once that gets deducted the account will be left with \$5 in one account and \$610 in the other one which will be spent throughout the year.

### **B. Routine Business**

#### **4. HCLS**

Yenni Espinoza, Library Director reported from September to November. She let them know that in September, Palmview Municipal Library was accepted as a new member of the HCLS which in turn means that they will be added into the new interlocal system with the county, making the total number of librarians on that system to 14. This new addition will also be reflected on an updated logo of HCLS which will now have 14 stars. In the October HCLS meeting, a motion was passed to remove all patron data from Edinburg's Dustin Sekula Memorial Library on Insignia along with the removal of our information from their account due to Edinburg leaving the Hidalgo library system. The only patrons remaining in the system are patrons of Edinburg who checked out an item or owe money to one of the libraries in an attempt to collect the item or the fines. Because of the changes, Speer will be requests items from Edinburg through the state LLC, however both libraries will still continue to do courtesy returns. For now, the item stays within the patrons account and with Speer's 10-day grace period, the item won't accumulate fees. Speer has created two accounts for McAllen and Edinburg to check in items. This will allow Speer to check in their items, taking the responsibility of the item away from the patron and onto the library if something happens to the items during its transit.

#### **5. Librarian's Report**

Yenni Espinoza presented the Board members with the monthly reports for the months of September, October, and November. Yenni reported the numerous library activities held for each department, such as the Author's Night Out event in September and the Children's Costume Contest in October. She also shared how the Christmas Train Village by Mr. Flores was already set up for the holidays.

**C. Any Discussion or Action on Board Items-**

The action on the board was to confirm the dates for the 2026 Library Board meeting. Cynthia moved for a discussion which brought forth Mary to point out how Spring break was on March 17, so the March should be on the 10<sup>th</sup> instead. The board together decided on March 10, 2026, May 19, 2026, September 15, 2026, and December 8, 2026.

Elizabeth Garza made a motion to approve the dates for the 2026 Library Board Meetings. Perri Ann seconded the motion. The motion passed unanimously.

**D. Unfinished Business –**

There is on unfinished business.

**E. New Business –**

Under new business is the acceptance of the nominations of the 2026 officers for the Library Board. Perry Ann Huntly for President, Mayra Rocha for Vice-President, Rose Mary Gallagher for Secretary, and Jeff Taylor for Treasurer.

**F. Announcements or Remarks**

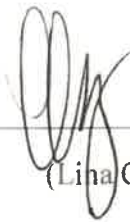
The next Speer Memorial Library Board meeting is tentatively scheduled for March 10, 2026, at 5:00 p.m.

**G. Adjournment**

Elizabeth Garza made a motion to adjourn the meeting, and Mayra Rocha seconded the motion which passed unanimously.

Cynthia Leon adjourned the meeting at 5:57 p.m.

Library Board Secretary \_\_\_\_\_



(Lina Cantu Cruz)

Date 03-04-26

**NOTICE OF REGULAR MEETING  
AUDIT COMMITTEE  
February 27, 2026 - 2:00 PM - CITY OF MISSION CITY HALL  
1201 E. 8<sup>TH</sup> STREET, MISSION, TEXAS 78572**

<b>PRESENT:</b> David Penoli Marissa Gerlach Dr. Charles Austin Ruben D. Plata	<b>ABSENT:</b>	<b>STAFF PRESENT:</b> Andy Garcia Ezeiza Garcia Vidal Roman Patricia Rigney	<b>ALSO PRESENT:</b> Guillermo Reyna Luis Lopez Ricky Longoria Luis Orozco Jesus Moncayo
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1. Call to order

Chairman David Penoli called the meeting to order at 2:02 p.m. Present at the call to order: Mr. David Penoli, Mr. Ruben D. Plata, Mrs. Marissa Gerlach, and Dr. Charles Austin. Staff present at call to order included Mr. Andy Garcia, Mr. Vidal Roman, Mrs. Ezeiza Garcia.

2. Approval of Minutes – October 29, 2025

Dr. Charles Austin moved to approve of the minutes presented for the Audit Committee meeting of October 29, 2025. The motion was seconded by Mrs. Marissa Gerlach and approved 3-0.

Mr. David Penoli inquired whether CRI was currently working onsite or remotely. Mr. Andy Garcia responded that CRI is working remotely based on their availability, while Mr. Guillermo Reyna and Mr. Luis Orozco are present onsite. Additionally, it was noted that the City had engaged Cherry Bekaert, an accounting firm, to assist with the audit.

Mr. Penoli also requested an update on the Police Department internal audit. Mr. Reyna and Mr. Garcia stated that the internal audit had not yet resumed, as efforts are currently focused on the ongoing external audit.

3. New Business

A. Presentation of 2024 Comprehensive Annual Financial Report

Mr. Ricky Longoria presented the Fiscal Year 2024 Comprehensive Annual Financial Report, outlining the roles and responsibilities of both the auditors and the City. His presentation included an overview of audit opinions and standards, different types of financial statements and recognition.

Mr. Longoria also reviewed the draft audit, providing an explanation of the General Fund balance sheet. He noted that the Golf Course Fund balance was reclassified from unassigned to non-spendable. Additionally, he addressed a policy deficiency on the Fund Balance.

Mr. Garcia stated that directives had been issued to departments to liquidate nonproductive assets and allocate one-time revenues to the stabilization fund, in accordance with the City Manager's authority under the Fund Balance Policy.

To conclude the presentation, Mr. Longoria reviewed the statement of revenues, expenditures, and changes in fund balance.

#### B. Discussion and Update on 2025 Comprehensive Annual Financial Report

Mr. Garcia provided an update on the status and progress of the Fiscal Year 2025 Comprehensive Annual Financial Report. Burton, McCumber and Longoria Firm explained timeline details, summarizing a projection date for May or June of 2026. Patricia Rigney, City Attorney joined the meeting.

#### C. Approval of Extension for Internal Auditor Agreement

As discussed in Executive Session.

At about 3:35 p.m., Mr. Penoli motioned to move into Executive Session. The motion was second by Dr. Austin and approved 3-0.

#### **EXECUTIVE SESSION**

4. Closed Session Pursuant to Local Government Code Section 551.071 (1) (2)  
(Consultation with Attorney) Approval of Extension for Internal Auditor Agreement

#### RECONVENE

The Audit Committee will reconvene in open session to take any actions necessary, on any item(s) discussed in closed session

At about 4:05 p.m., Mrs. Gerlach motioned to reconvene. Motion was seconded by Dr. Austin and approved 3-0.

Mr. Penoli moved to proceed as discussed in executive session regarding Mr. Guillermo Reyna and Mr. Luis Orozco's agreement. Motion was seconded by Mrs. Gerlach and approved 3-0.

#### 5. Date and time of next meeting

Mrs. Gerlach moved to schedule the next Audit Committee meeting for March 27, 2026, at 2:00 p.m. Motion was seconded by Dr. Austin and approved 3-0.

6. Chairman's comments

There were no comments.

7. Member's comments

There were no comments.

8. Adjournment

At about 4:10 p.m., Mrs. Gerlach moved to adjourn. The motion was seconded by Dr. Austin and approved 3-0.



David Penoli, Chairman

ATTEST:



Board Secretary

**SHARY GOLF COURSE ADVISORY BOARD MINUTES**  
**FEBRUARY 4TH, 2026**

- **Call to Order**
  - Mr. Ben Lau called the meeting to order.
  
- **Roll Call**
  - The following board members were present: Isaac Martinez (late), Ben Lau, Toby Garza, Thomas Lee, Joe Salinas, Nacho Pecina (late)
  - The following board members were absent: Javier Barrera
  - The following staff members and others were present: Michael Fernuik Golf Director, Efrain Gutierrez Golf Course Superintendent, Carl Davis MEDC Board Member.
  
- **Public Participation**
  - None
  
- **Approval of Minutes**
  - The minutes from the January 7<sup>th</sup>, 2026 were approved as written. Motion made to accept Toby Garza, seconded Joe Salinas, approved unanimously.
  
- **Golf Director's Report**
  - Progress Report on Holes 19 to 27. MUSCO will be on site tomorrow February 5<sup>th</sup>, to fix the dark spot on #8 front tee box. No other poles will be needed; the fix will come from adding a light fixture to an existing light pole. There will be a palm tree or two needing to be cut down in that area. The grass grow in is progressing. Restrooms are basically done with the exception of some minor roof constructions, bathroom partitions and fixture installation. The contractor will definitely beat the deadline to be complete. Start date of the night opening has been pushed back to late May. Greens are being fertilized 2 times a week, top dressed and rolled. Fairways and tees are being mowed 3 times a week. The greens are also being covered when it gets cold to aid in growth by trapping the heat from the ground and creating a "greenhouse effect." Plan on starting to spray for weeds and treat ants as well. Surface algae was treated and soil samples were taken to make sure there was nothing underground. The use of a bunker rake was also used to help break up the surface crust.
  - Superintendent's Report Holes 1 – 18. Superintendent Gutierrez explained the grass is dormant due to the recent cold temperatures. Nothing is growing right now, but warm weather will green us up. Mowing less and less now due to this. Fairway on #7 needs help. Issue with irrigation communication controllers along with other fairways. Discussion regarding the possible sprigging of holes 7 and 14 ensued. The type of soil being a made of a sandy loam texture does not help with growth. Cost of new irrigation boxes and controllers were discussed. Mr. Martinez asked about aerification of fairways and greens. The culture of the

Shary golfers need to change because the golf cart etiquette here is terrible. Golfers drive everywhere with little regard to the course condition. Ropes on 7 have been tried and golfers keep taking them down. Volunteers seem to be the popular choice to aid in prevention of rule violations. Interested parties will still need to fill out the volunteer application with the city and be approved. Mr. Salinas questioned the timeliness of the response to the irrigation problems. Mr. Lee brought up the number of golfing groups that play out here and getting them involved to help with cart violations and take some type of ownership of the situation since they are as much at fault as everyone else. The mounds between holes 8 and 10 and their condition was discussed. The number of oak trees planted also is a contributing factor to the lack of turf. There was discussion about a long-term trimming/removal project of the oak trees. The number of staff for the grounds crew was discussed and compared to other 27 hole courses. Shary has 8 employees including Efrain and as an example Lozano Golf Center in Corpus has a total of 21 employees, 9 of those are on the Firefly nine-hole course. It was put into a motion that the board approves an additional 4 full time grounds maintenance workers to be added.

- **Public Participation**
  - None
- **Unfinished Business**
  - Discussion of perimeter fencing was discussed. In particular types of vinyl chain link and where to use cable & posts. The area by the new #6 tee box where the ditch is located was a definite need for post & cable that was not previously noticed. Cable & post concept was also discussed between Poinsettia Ave and the golf course.
- **Chairman's Comments**
  - Obviously, we have issues with the golf course. We cannot keep blaming the weather for course conditions. There needs to be a plan in place to help 7 fairway and 5 green which are the worst.
- **Adjournment**
  - Meeting was adjourned at 6:20 pm.

**ZONING BOARD OF ADJUSTMENTS  
FEBRUARY 25, 2026  
CITY HALL'S COUNCIL CHAMBERS**

**ZBA PRESENT**

Alberto Salazar  
Humberto Garza  
Heraclio Flores  
William Ueckert Jr.

**ZBA ABSENT**

Dolly Elizondo

**STAFF PRESENT**

Xavier Cervantes  
Susie De Luna  
Jessica Munoz  
Alex Hernandez  
Elisa Zurita  
Ana Bazaldua

**GUESTS PRESENT**

Rebecca Martinez  
Ray Garcia  
Heron Alexis Lugo  
Anthony Malone

**CALL TO ORDER**

Chairman Salazar called the meeting to order at 4:36 p.m.

**CITIZENS PARTICIPATION**

Chairman Salazar asked if there was anyone in the audience who had anything to present or express that was not on the agenda.

There was none.

**APPROVAL OF MINUTES FOR JANUARY 28, 2026**

Chairman Salazar asked if there are any corrections to the minutes. Mr. Garza moved to approve the minutes as presented. Mr. Flores seconded the motion. Upon a vote, the motion passed unanimously.

**ITEM # 1**

**TO ALLOW A 0' REAR SETBACK INSTEAD OF THE REQUIRED 10' REAR SETBACK/UTILITY EASMENT AND TO ALLOW A 0' SIDE SETBACK ALONG THE SOUTH SIDE OF THE PROPERTY INSTEAD OF THE REQUIRED 4.5' AND TO ALLOW A 0' SIDE SETBACK, ALONG THE NORTHSIDE OF THE PROPERTY INSTEAD OF THE REQUIRED 1.5' SETBACK FOR A 12'x30' AND 15'x19' PATIO, BEING LOT 12, BLOCK 1, AT SHARY GARDENS SUBDIVISION, LOCATED AT 2310 GARDEN VIEW DRIVE REQUESTED BY REBECCA MARTINEZ.**

Mr. Hernandez stated that the subject site was located along the East side of Garden View Drive, approximately 635 feet North of E. Griffin Parkway (F.M. 495). The applicant is requesting a variance to keep two patio structures 12' by 30' and 15' by 19' within the 10' rear and the 4.5' and 1.5' side setbacks. The Sunrise Meadows Subdivision was recorded on March 18, 1997. The subject property is a regular lot with a depth of 100.00 feet and a width of 48.8 feet along Garden View Drive. The subject lot has a total area of 4,880 square feet. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out 35 legal notices to surrounding property owners. No variances have been processed in this subdivision.

**STAFF RECOMMENDATION:**

Staff recommends denial. This request does not qualify as an undue hardship. However, if ZBA is inclined to approve this variance request then the applicant would need to comply with the following: 1) Sign a hold harmless agreement stating that the structure will remain perpetually "open and to its footprint," and if the structure is ever removed, the prevailing setbacks shall be complied with thereafter, and 2) obtaining a building permit fee.

Chairman Salazar asked Mr. Hernandez if there had previously been variances in the neighborhood.

Mr. Hernandez replied No.

Chairman Salazar asked if the applicant was present in the audience and requested for Ms. Martinez to step forward and to state her full name and address for the record.

Rebecca Martinez, who resides at address 2310 Garden View Drive, stated that when she worked on the project, she did not realize that she wasn't in compliance with the setbacks and since she is planning on selling the house she wants to make sure she does things right by soliciting a variance authorization from the City to avoid any problems in the process of selling her house.

Chairman Salazar asked Mrs. Martinez if she is under contract?

Mrs. Martinez replied "Not Yet, because I needed to do all this stuff before, well that was the recommendation"

Chairman Salazar asked the board if there were any question for the applicant.

Mr. Garza asked when was the structure built.

Ms. Martinez stated she did not have exact dates but that it was an old structure.

Chairman Flores asked if she had come forth on her own.

Ms. Martinez replied she had been advised by her real state agent to apply for the variance.

Mr. Flores asked the applicant if she has talked to utility companies.

Ms. Martinez stated 811 had conducted a dig test and a Spectrum line was located along the East side of the property and along the South side of the property she had an ATT line that she does not use since they are land lines that are no longer in use.

Chairman Salazar asked about the recommendations from the real state agent in regards to the structure.

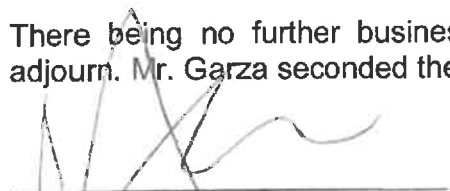
Ms. Martinez stated her real estate agent recommended for the structure to remain as is to avoid the costs that come with taking the structure down.

There being no further discussion, Chairman Salazar entertained a motion to close the public hearing. Mr. Garza moved to close the public hearing. Ms. Ueckert Jr. seconded the motion. Upon a vote, the motion passed unanimously.

There being no further discussion. Chairman Salazar entertained a motion. Mr. Garza moved to deny the variance request. Mr. Ueckert Jr. seconded the motion. Upon a vote, the motion passed unanimously.

**ADJOURNMENT**

There being no further business, Chairman Salazar entertained a motion, Mr. Flores moved to adjourn. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously at 4:42 p.m.



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Alberto Salazar, Chairman  
Zoning Board of Adjustments

**ACCOMODATIONS REVIEW BOARD  
FEBRUARY 25, 2026  
CITY HALL'S COUNCIL CHAMBERS**

**ARB PRESENT**

Alberto Salazar  
Humberto Garza  
Heraclio Flores  
William Ueckert Jr.

**ARB ABSENT**

Dolly Elizondo

**STAFF PRESENT**

Xavier Cervantes  
Susie De Luna  
Alex Hernandez  
Jessica Munoz  
Elisa Zurita  
Ana Bazaldua

**GUESTS PRESENT**

Rebecca Martinez  
Ray Garcia  
Heron Alexis Lugo  
Anthony Malone

**CALL TO ORDER**

Chairman Salazar called the meeting to order at 4:47 p.m.

**ITEM #3**

**TO CONSIDER A SPECIAL ACCOMMODATION REQUEST TO ALLOW A 0' FRONT SETBACK INSTEAD OF THE REQUIRED 20' FRONT SETBACK AND TO ALLOW A 3.5' SIDE SETBACK INSTEAD OF THE REQUIRED 6' FOR AN 10X20 EXISITNG CARPORT, BEING LOT 8, BLOCK 218, MISION ORIGINAL TOWNSITE SUBDIVISION, LOCATED AT 1305 OBLATE AVENUE, AS REQUESTED BY ANTHONY MALONE**

Ms. Jessica Munoz stated that the site is located approximately 50' North of E.13th Street along the West side of Oblate Avenue. The applicant is seeking the Board's consideration to keep a 10' x 20' carport within the 20' front setback and the 6' side setback. The carport was constructed without obtaining a building permit. The carport was constructed for medical reasons to protect against heat-related chemicals inside the vehicle. Staff notes that the Code Enforcement Department had a case in this property for construction without a permit. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed a notice to the property owner.

ZBA has considered the following variances within the subdivision:

Block 191, 7'4" rear setback, approved 1-9-90  
Lot 6, Block 185, 0' corner side setback, approved 1-13-98  
Lot 1-12, Block 191, 1' corner side setback, approved 1-19-11  
Lot 12, Block 242 7' front setback, approved 1-30-01  
Lots 17-18, Block 174 0' rear setback, approved 2-14-95

The Zoning Board of Adjustments considered this variance request on December 6, 2023, and denied the request. Staff recommends approval subject to: 1) Sign a hold harmless agreement stating that the structure will remain perpetually "open and to its footprint" and if the structure is ever removed or the need is no longer there, the prevailing setbacks shall be complied with thereafter, 2) obtaining a building permit and assessing a double permit fee, 3) if the property is sold in the future, the applicant must disclose to the buyer that the carport structure must be removed before the sale.

Mr. Garza questioned the enforcement of the destruction of the structure if the property were to be sold.

Ms. Jessica Munoz stated the hold harmless agreement is a recorded document with Hidalgo County Clerks Office and only pertains to the applicant/person requesting the special accommodation.

Chairman Salazar asked if the applicant was present in the audience and requested for Mr. Malone to step forward and to state his full name and address for the record.

Mr. Malone stated his name as Anthony Joseph Malone who resides at 1305 Oblate Avenue, Mission, Texas. Mr. Malone added that the reason for the Special Accommodation Request was due to his daughter having Leukemia. He mentioned the carport was constructed for medical reasons to protect against heat-related chemicals inside the vehicle.

There being no discussion. Chairman Flores entertained a motion. Ms. Elizondo moved to approve the special accommodations request as per staff recommendation. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously.

#### **4 ADJOURNMENT**

There being no further business, Chairman Salazar entertained a motion. Mr. Ueckert Jr. moved to adjourn meeting. Mr. Flores seconded the motion. Upon a vote, the motion passed unanimously at 4:50 p.m.



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Alberto Salazar, Chairman  
Accommodations Review Board



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Yenni Espinosa, Library Director

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

**NATURE OF REQUEST:**

Hidalgo County and the Hidalgo County Library System (HCLS) annually sign an interlocal agreement in which the disbursement of county funds totaling \$321,255 is allocated to cover shared library system expenses. These include courier services for 14 libraries costing \$32,620 (\$2,330 per library), the purchase of 12 Insignia licenses totaling \$48,700 to be paid by Hidalgo County, and an additional \$4,058.33 payment to McAllen and Edinburg each for TLC. The remaining funds are distributed equally among all 14 libraries, amounting to \$16,558.45 per library. Additionally, the Speer Memorial Library will receive \$75,000.00 for the payment of Bibliotheca (E-Library project) to purchase e-collection access for all 14 libraries in the county. The \$16,558.45 allocated to each library is designated for materials, supplies, services, electronic database access, audiovisual equipment, and computer hardware and software supporting library functions for residents of rural areas. This agreement enables the County to continue paying and disbursing funds on behalf of Speer Memorial Library for contractual services and library materials.

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

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

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance

**Advisory Board Recommendation:** N/A

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

**RECORD OF VOTE:**

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

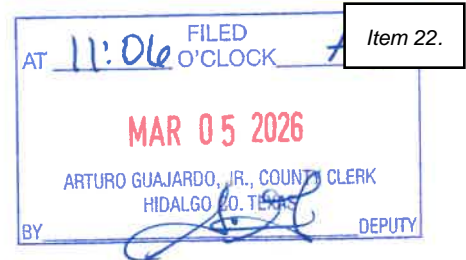
**DISAPPROVED:** \_\_\_\_\_

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



THE STATE OF TEXAS §  
COUNTY OF HIDALGO §

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

This Agreement is made effective as of this 3<sup>rd</sup> day of March, 2026, by and between HIDALGO COUNTY, TEXAS hereinafter referred to as "County," and the CITY OF MISSION, TEXAS hereinafter referred to as "City" pursuant to the provisions of the Texas Interlocal Cooperation Act, as follows:

WHEREAS, the County has established the Hidalgo County Library System (hereinafter "HCLS");

WHEREAS, the County wishes to Contract with the City for library privileges from the City's established library;

WHEREAS, pursuant to Tex. Loc. Gov't Code Section 323.011 the City understands that the City's library will assume the functions of a County library within the County;

WHEREAS, pursuant to standard HCLS operating procedures, HCLS acquires library materials, supplies and services, electronic database services, audiovisual equipment, and computer hardware, software and other resources for library services for the free use of City's library by residents of rural areas of the County;

WHEREAS, the County and City desire to clarify the terms and conditions of the operation of HCLS, and to provide direct funding to City in certain circumstances;

WHEREAS, the County finds that the City is suitably organized to provide efficient and effective free library services to County residents under Chapter 323; and

WHEREAS, the County therefore desires to expend funds to assist City with the expenses of establishing, operating and maintaining its free library in the County.

NOW THEREFORE, for and in good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, the County and the City hereby agree as follows:

1. The County shall budget an estimated amount each year for the following fiscal year and allocate such amount from the County's General Fund as payment for various libraries of County of which City library is one. Such estimated amount will be allocated to County libraries in accordance with a formula established, reviewed and

approved by HCLS. This allocation formula shall be reviewed and approved annually at the beginning of the County fiscal year by HCLS meeting in regular-session. Funds disbursed to the City shall be in consideration for the City agreeing that the City's library will assume the functions of a county library within Hidalgo County. Funds disbursed to the City pursuant to this paragraph and HCLS provisions shall be used by City only for the City library to purchase contractual services and library materials, including but not limited to, books, supplies and services, Internet connectivity, electronic database services and connections, equipment and furnishings, and computer hardware and software.

2. The City agrees to maintain and operate its city library in accordance with the standards of the State of Texas, the State Library System Act and Local Government Code Chapter 323. The City specifically covenants to assure that the librarian of the City's library meets the minimum standards established by Texas State Library and Archives Commission ("State Library"), including any and all certification mandated by the State Library. The City further agrees to cooperate with the County in any programs, promotions or interlocal initiatives in furtherance of the purposes of HCLS.

3. The City agrees to supervise the activities and operation of its library and agrees to assume full responsibility and liability for any and all activities conducted under the terms of this Agreement.

4. The City library personnel shall not be entitled to any of the benefits of an employee of the County, including, but not limited to, County fringe benefits or the County Civil Service program.

5. This Agreement shall continue until December 31, 2026; or until amended, replaced or terminated in accordance with Chapter 323. Either party may terminate this Agreement by providing six (6) months' advance written notice to the other party. The parties agree that any property acquired under this Agreement is subject to division upon termination of this contract in accordance with Texas Local Government Code Section 323.011(c). Upon termination of this Agreement, any property acquired under this Agreement shall remain in the possession of the City in the City library and the City agrees to take any and all necessary measures to ensure that such property is safeguarded from theft and/or damage.

6. The City agrees to give County and its authorized representatives access to, and the right, to examine, excerpt and transcribe all books, accounts, records, reports, files and other papers, documents, things, or property belonging to or in use by the City in relation to its library operations for so long as such are maintained by City.

7. Conflict of Applicable Law: Nothing in this Agreement shall be construed so as to require the commission of any act contrary to law, and whenever there is any conflict between any provision of their Agreement and any present or future law, ordinance, or administrative, executive or judicial regulation, order or decree, or amendment thereof, contrary to which the parties have no legal right to contract, the latter shall prevail, but in

such event the affected provision(s) of this Agreement shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.

8. No Waiver: No waiver by any party hereto of any breach of any provision of the Agreement shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.

9. Entire Agreement: This Agreement contains the entire contract between the parties hereto and each party acknowledges that neither has made (either directly or through any agent or representative) any representation or agreement in connection with this Agreement not specifically set forth herein. This Agreement may be modified or amended only by agreement in writing executed by City and County, and not otherwise.

TEXAS LAW TO APPLY. THIS AGREEMENT SHALL BE CONSTRUED UNDER AND IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS, AND ALL OBLIGATION OF THE PARTIES CREATED HEREUNDER ARE PERFORMABLE IN HIDALGO COUNTY, TEXAS. THE PARTIES HEREBY CONSENT TO PERSONAL JURISDICTION IN HIDALGO COUNTY, TEXAS.

10. Notice. Except as may be otherwise specifically provided in this Agreement, all notices, demands, requests or communication required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by registered or certified mail, return receipt requested, postage prepaid and addressed to the parties at the addresses set forth below, or at such other addresses as may have been theretofore specified by written notice delivered in accordance herewith:

If to County: County of Hidalgo  
 Attention: Richard F. Cortez, County Judge  
 100 E. Cano, 2<sup>nd</sup> Floor  
 Edinburg, Texas 78539

If to City: City of Mission, Texas  
 Attn: City Manager  
 1201 E 8<sup>th</sup> Street  
 Mission, Texas 78572

Each notice, demand, request or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given for all purposes at such time as it is personally delivered to the addressee or, if mailed, at such time as it is deposited in the United States mail.

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

12. Successors. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

13. Assignment. This Agreement shall not be assignable.

14. Headings. The headings and captions contained in this Agreement are solely for convenience reference and shall not be deemed to affect the meaning or interpretation of any provision of paragraph hereof.

15. Gender and Number. All pronouns used in this Agreement shall include the other gender, whether used in the masculine, feminine or neuter gender, and singular shall include the plural whenever and so often as may be appropriate.

16. Authority to Execute. The execution and performance of this Agreement by City and County have been duly authorized by all necessary laws, resolutions corporate action, and this Agreement constitutes the valid and enforceable obligations of City and County in accordance with its terms

17. Governmental Purpose. Each party hereto is entering into this agreement for the purpose of providing for governmental services or functions and will pay for such services out of current revenues available to the paying party as herein provided.

18. Commitment of Current Revenues Only. In the event that, during any term, hereof, the governing body of any party does not appropriate sufficient funds to meet the obligations of such party under this Agreement, then any party may terminate this Agreement upon ninety (90) days written notice to the other party. Each of the parties hereto agrees, however, to use its best efforts to secure funds necessary for the continued performance of 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.

19. 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 to race, color, national origin, religion, sex, age, veteran status, or disability.

[SIGNATURE PAGE TO FOLLOW]

WITNESS THE HANDS OF THE PARTIES this 3rd day of March, 2026.



HIDALGO COUNTY, TEXAS

Richard F. Cortez  
Richard F. Cortez, County Judge

ATTEST:

Arturo Guajardo, Jr.  
Arturo Guajardo, Jr., County Clerk

CITY OF MISSION, TEXAS

Norie G. Garza  
Norie G. Garza, Mayor

ATTEST:

By: \_\_\_\_\_  
Anna Carrillo, City Secretary

APPROVED AS TO FORM:

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

By: Victor M. Garza  
Victor M. Garza, Chief Administrative Attorney

CITY:

By: \_\_\_\_\_  
Eden Ramirez, Jr., City Attorney

APPROVED BY  
COMMISSIONERS COURT  
ON: 3-3-26 MM



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Edgar Gonzalez, EIT., Deputy City Engineer

**AGENDA ITEM:** Authorization to Award Bid# 26-315-03-11 to Chemtrade Chemicals, US LLC for Liquid Aluminum Sulfate for the Water Treatment Plants – Gonzalez

### NATURE OF REQUEST:

The City of Mission has accepted and opened five (5) bid responses for Bid# 26-315-03-11 for Liquid Aluminum Sulfate. Staff recommends awarding bid to Chemtrade Chemicals, US, LLC who is the lowest responsible bidder meeting all specifications at a cost of .0965 per unit. Recommendation is based solely on estimated quantities and orders will be placed on an as needed basis throughout the one-year base term. Contract terms are for one (1) year with two (2) one-year renewal options.

**BUGETED:** Yes                      **FUND:** Utility – North Water Plant                      **ACCT. #:** 02-430-64220

**BUDGET:** \$950,000                      **EST. COST:** \$40,000                      **CURRENT BUDGET BALANCE:** \$82,187

**BUGETED:** Yes                      **FUND:** Utility – South Water Plant                      **ACCT. #:** 02-413-64220

**BUDGET:** \$800,000                      **EST. COST:** \$40,000                      **CURRENT BUDGET BALANCE:** \$119,005

**BID AMOUNT:** \$381,254

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

**City Manager’s Recommendation:** Approval *JP7*

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



BID NAME/NUMBER: 26-315-03-11 / Liquid Aluminum Sulfate for the Water Treatment Plants

OPEN DATE: March, 11, 2026 2:00 PM CST

DESCRIPTION:	UOM	Qty.	Unit Price	Ext.	Unit Price	Ext.	Unit Price	Ext.	Unit Price	Ext.	Unit Price	Ext.
1 Liquid Aluminum Sulfate	lbs	3,950,000	\$0.13	\$529,300.00	\$0.0965	\$381,254.00	No Bid	No Bid	\$0.12	\$474,000.00	No Bid	No Bid
1st Year Renewal Term Increase Liquid Aluminum Sulfate			5.00%		6.00%				10.00%			
2nd Year Renewal Term Increase Liquid Aluminum Sulfate			5.00%		6.00%				5.00%			
Addendums												
Number of Days to Deliver Liquid Aluminum Sulfate			3-5 Days	Yes	3-5 Days	Yes	No	No	3 Days	No		Yes

Please Note: Univar and Interoceanic Corp did not provide a bid, H&E USA Chemical did not submit addendum

Apparent lowest responsible bidder for Liquid Aluminum Sulfate: Chemtrade Chemicals, US, LLC.

**BID NAME/NUMBER:** 26-315-03-11 / Liquid Aluminum Sulfate for the Water Treatment Plants

**OPEN DATE:** March, 11, 2026 2:00 PM CST



<b>Vendor Name:</b>	USALCO, LLC.	Chemtrade Chemicals US, LLC	Univar Solutions, LLC.	H&E USA Chemical Corp.	Interoceanic Corp. (IOC Corp)
<b>Street address:</b>	2601 Cannery Ave.	90 East Halsey Rd, Ste. 200	12720 E. US Hwy 92, Tr: 427	13609 Industrial Rd, W24E MB	7 Renaissance Sq, 7th Floor
<b>City, State:</b>	Baltimore, MD 21226	Parshippany, NJ 07054	Dover, FL 33527	Houston, TX 77015	White Plains, NY 10601
<b>Phone:</b>	(800) 453-2586	(800) 441-2659	(206) 653-5075	(346) 332-6803	(914) 762-7800
<b>Fax:</b>	(410) 918-2240	(973) 515-4461			
<b>Contact:</b>	Terry Waldo	Elizabeth Ryno	Roise Holiday	Alaathn Gungor	Kate Hilliard
<b>Email:</b>	bids@usalco.com	bids@chemtradechemicals.com	Roise.holiday@univarsolutions.com	alaathn@heusachem.com	k.hilliard@ioccorp.com

<b>DESCRIPTION of FORMS:</b>					
Solicitation Signed	Yes	Yes	No	Yes	Yes
Terms & Conditions Included	Yes	Yes	No	Yes	Yes
Pricing Schedule	Yes	Yes	No	Yes	Yes
Non-Collusive	Yes	Yes	No	Yes	Yes
Addenda(s)	Yes	Yes	No	No	Yes
Gen. Business Questionare	Yes	Yes	No	Yes	Yes
References	Yes	Yes	No	Yes	Yes
CIQ					



CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 14, 2026
PRESENTED BY: Edgar Gonzalez, EIT., Deputy City Engineer
AGENDA ITEM: Authorization to Award Bid# 26-316-03-11 for Liquid Ammonium Sulfate to Chemtrade Chemicals, US, LLC for the Water Treatment Plants – Gonzalez

NATURE OF REQUEST:

The City of Mission has accepted and opened three (3) bid responses for Bid# 26-316-03-11 for Liquid Ammonium Sulfate. Staff recommends awarding bid to Chemtrade Chemicals, US, LLC who is the lowest responsible bidder meeting all specifications at a cost of 0.14 per unit. Recommendation is based solely on estimated quantities and orders will be placed on an as needed basis throughout the one-year base term. Contract terms are for one (1) year with two (2) one-year renewal options.

BUGETED: Yes FUND: Utility – North Water Plant ACCT. #: 02-430-64220

BUDGET: \$950,000 EST. COST: \$40,000 CURRENT BUDGET BALANCE: \$82,187

BUGETED: Yes FUND: Utility – South Water Plant ACCT. #: 02-413-64220

BUDGET: \$800,000 EST. COST: \$40,000 CURRENT BUDGET BALANCE: \$119,005

BID AMOUNT: \$64,800

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval JPT

RECORD OF VOTE: APPROVED: DISAPPROVED: TABLED:

AYES
NAYS
DISSENTING



**BID NAME/NUMBER:** 26-316-03-11 / Liquid Ammonium Sulfate for the Water Treatment Plants

**OPEN DATE:** March, 11, 2026 2:00 PM CST

<b>Vendor Name:</b> Chemtrade Chemicals US, LLC.	Univar Solutions, LLC.	Interoceanic Corp. (IOC Corp)
<b>Street address:</b> 90 East Halsey Rd., Ste. 200	12720 E. US Hwy 92, Trl: 427	7 Renaissance Sq, 7th Floor
<b>City, State:</b> Parsippany, NJ 07054	Dover, FL 33527	White Plains, NY 10601
<b>Phone:</b> (800) 441-2659	(206) 653-5075	(914) 762-7800
<b>Fax:</b> (973) 515-4461		
<b>Contact:</b> Elizabeth Ryno	Roise Holiday	Kate Hilliard
<b>Email:</b> bids@chemtradelogsitics.com	Roise.holiday@univarsolutions.com	k.hilliard@ioccorp.com

DESCRIPTION:	UOM	Qty.	Unit Price	Ext.	Unit Price	Ext.	Unit Price	Ext.
1 Liquid Ammonium Sulfate	lbs	450,000	\$0.14	\$64,800.00	No Bid	No Bid	No Bid	No Bid
1st Year Renewal Term Increase Liquid Ammonium Sulfate			15.00%					
2nd Year Renewal Term Increase Liquid Ammonium Sulfate			15.00%					
<b>Addendums</b>			None		None		None	
<b>Number of Days to Deliver Liquid Ammonium Sulfate</b>			3-5 Days				3-7 Days	

Please Note: Univar and Interocianic Corp did not provide a bid.

Apparst lowest responsible bidder for Liquid Ammonium Sulfate: Chemtrade Chemicals, US, LLC.

**BID NAME/NUMBER:** 26-316-03-11 / Liquid Ammonium Sulfate for the Water Treatment Plants

**OPEN DATE:** March, 11, 2026 2:00 PM CST



<b>Vendor Name:</b>	Chemtrade Chemicals US, LLC	Univar Solutions, LLC.	Interoceanic Corp. (IOC Corp)
<b>Street address:</b>	90 East Halsey Rd., Ste. 200	12720 E. US Hwy 92, Tri: 427	7 Renaissance Sq. 7th Floor
<b>City, State:</b>	Parshippany, NJ 07054	Dover, FL 33527	White Plains, NY 10601
<b>Phone:</b>	(800) 441-2659	(206) 653-5075	(914) 762-7800
<b>Fax:</b>	(973) 515-4461		
<b>Contact:</b>	Elizabeth Ryno	Roise Holiday	Kate Hilliard
<b>Email:</b>	bids@chemtradelogistics.com	Roise.holiday@univarsolutions.com	k.hilliard@ioccorp.com

<b>DESCRIPTION of FORMS:</b>				
	Solicitation Signed	Yes	No	Yes
	Terms & Conditions Included	Yes	No	Yes
	Pricing Schedule	Yes	No	Yes
	Non-Collusive	Yes	No	Yes
	Addenda(s)	None	None	None
	Gen. Business Questionare	Yes	No	Yes
	References	Yes	No	Yes
	CIQ			



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026  
**PRESENTED BY:** Edgar Gonzalez, EIT., Deputy City Engineer  
**AGENDA ITEM:** Authorization to purchase 20HP OxyStar Aspirating Aerator and Stainless-Steel Mooring Cables and Accessories from Sole Source Vendor AQUA-AEROBIC SYSTEMS, INC for Public Works (Wastewater Distribution) in the amount of \$25,951.21 - Gonzalez

### NATURE OF REQUEST:

Staff is seeking authorization to purchase 20HP OxyStar Aspirating Aerator and Stainless-Steel Mooring Cables and Accessories via Sole Source Vendor AQUA-AEROBIC SYSTEMS, INC. The equipment is required to maintain proper aeration and oxygen transfer in the wastewater treatment process and to remain in compliance with TCEQ regulations, while ensuring compatibility with the existing WWTP system and reliable plant operations

**BUGETED:** Yes      **FUND:** Machinery & Equipment      **ACCT. #:** 02-414-74950  
**BUDGET:** \$75,000      **EST. COST:** \$25,951.21      **CURRENT BUDGET BALANCE:** \$75,000

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** None

**City Manager's Recommendation:** Approval *JPT. AG*

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

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



**AQUA-AEROBIC SYSTEMS, INC.**  
A Metawater Company

February 20, 2026

Mr. Moises Lopez  
Mission WWTP  
Mission TX

Dear Moises,

Please accept this correspondence as confirmation that Aqua-Aerobic Systems Inc., is the exclusive, sole-source manufacturer of the 20HP OxyStar by Aqua-Aerobic Systems Inc., principle place of business is located at:

Aqua-Aerobic Systems Inc.  
6306 N. Alpine Rd.  
Loves Park, IL. 61111

Sincerely,

*Loryn Martin*

Loryn Martin  
Product Manager- Aeration & Mixing  
PH: 815-639-4553/ [lmartin@aquaaerobic.com](mailto:lmartin@aquaaerobic.com)

Aeration & Mixing | Biological Processes | Filtration | Membranes | Oxidation & Disinfection | Process Control | Aftermarket & Customer Service

6306 N. Alpine Rd. Loves Park, IL 61111-7655 p 815.654.2501 f 815.654.2508 [www.aqua-aerobic.com](http://www.aqua-aerobic.com)



**AQUA-AEROBIC SYSTEMS, INC.**  
A Metawater Company

**Proposal # 83200**

**TO:** City of Mission

**PROJECT:** MISSION WWTP TX  
 MISSION  
 TX  
 USA-MUN

**ATN:** Moises Lopez

**PROPOSAL DATE:** March 23, 2026

**CC:** Hartwell Environmental Corp., Dennis Fishbeck, Jr.

If billing and/or shipping address is different, please advise.

Qty	Description
-----	-------------

We are pleased to quote, for acceptance within (30) days of this date, prices and terms on equipment listed below. Shipment of equipment will be completed ( 6-8 ) weeks\* after receipt of purchase order with mutually acceptable terms and conditions, subject to credit approval, or engineer approved submittals, if required. \*Notes: Aqua-Aerobic Systems' proposal is based upon supply of equipment models as noted. Actual shipment is dependent on equipment availability at the time of receipt of order.

- Equipment will be furnished by Aqua-Aerobic Systems, Inc. with civil work and installation by the purchaser.

- |     |   |
|-----|---|
| 1   | 20 HP OxyStar® Aspirating Aerator. Motor will be 1800 RPM, 460V, 3 phase, 60 Hz TEFC with 1.15 service factor. Motor will be rigidly coupled to a 304 stainless steel hollow shaft and spiral impeller. Power unit complete with protective FRP shaft housing will be supplied with a 304 stainless structural steel frame supported by foam filled molded polyethylene floats. |
| 250 | Feet, 7 X 19 X 1/4" high flex 304 stainless steel mooring cable.  |
| 1   | Mooring Hardware Kit, part # 2968728<br>Includes Thimbles, Shackles, Mooring Springs, and Cable Clips   |
| 1   | Set(s) of 150ft Electrical Cable and Appurtenance for 460V, 20HP operation<br>Includes Kellems Grip and Spiral Wrap.  |

**WARNING:**

The OxyStar® aspirating aerator has a high velocity, hydraulic flow. In addition, horizontal surface velocities persist for some distance from the unit. These flow patterns may, in some instances, cause damage to earthen basin bottoms or walls, creating leaking potential. In earthen or lined basins, Aqua-Aerobic Systems recommends the use of a concrete pad on the basin bottom directly below the aerator, in projects where units will be running in shallow water levels. If concrete is known to be nonresistant to the waste, other materials should be investigated. Riprapping, or similar means of bank protection can protect basin walls. If basin contains toxic wastes, user is advised to obtain engineering advice as to basin design and construction necessary to prevent possible erosion and leakage. Aqua-Aerobic Systems assumes no liability or responsibility for any damage to basin bottoms or walls, or for any injuries or damages resulting therefrom.

**COMMERCIAL NOTES:**

- Freight to jobsite is included, FOB Mission, TX 78572, as included in the Pricing Summary, below. If shipment is to be provided to another location, additional freight charges may apply.

- Installation supervision and start-up supervision is included. Aqua-Aerobic Systems' consent to video recording our factory representatives during field services/operator training shall be in accordance with

Proposal Date: March 23, 2026

Proposal # 83200



AQUA-AEROBIC  
SYSTEMS, INC.  
A Metawater Company

Aqua-Aerobic Systems' "Customer Video Recording Notice" included within our submittal and/or O&M manual(s). Copy available upon request.

- Payable net 30 days from date of shipment subject to credit review; no retainage allowed.

- Unless specifically stated herein, state and/or local taxes are not included in the price but will be charged unless we receive a valid sales exemption certificate, direct pay permit, or other documentation required specifically by the taxing entity prior to shipment.

**TARIFF PRICE ESCALATION NOTE:** This proposal excludes all tariffs, duties, import/export taxes, and any other government-imposed fees. As such, the proposed goods may be affected by the recent U.S. Government proposed tariffs on imported steel, aluminum and other commodities, including but not limited to reciprocal tariffs. Because of this, Aqua-Aerobic Systems reserves the right to adjust the pricing quoted prior to order acceptance. Any pricing adjustments required due to such impacts will be based on products or materials listed in the Harmonized Tariff Schedule of the United States (HTSUS) as published by the USITC.

**SCOPE / EQUIPMENT NOTES:**

- The accessory prices quoted herein are only valid with the purchase of the complete units. If accessories are purchased independently, now or at a later date, pricing is void and must be obtained from the Aqua-Aerobic Systems' Aftermarket Sales Department.

- Unless specifically stated herein, control panels, junction boxes, anchors and eyebolts are not included in Aqua's scope of supply and shall be supplied by others. Accessories listed under available options are not included in the 'Total Job Price'.

- Based on the current instability in stainless steel pricing, Aqua-Aerobic Systems, Inc. reserves the right to re-evaluate the pricing quoted prior to order acceptance.

- Aqua-Aerobic Systems' offer is based upon the supply of Aqua-Aerobic Systems' standard equipment as described within this proposal, including the warranty as included within Terms and Conditions of Aqua-Aerobic Systems, Inc., and Aqua-Aerobic Systems' standard factory test(s) prior to shipment. Aqua-Aerobic Systems' scope of supply does not include any process or performance guarantees or warranties or process or performance testing unless specifically detailed within this proposal.

- Aqua-Aerobic Systems is providing this proposal without reviewing the process application requirements. Aqua-Aerobic Systems cannot take responsibility for these requirements. If the review of the application indicates that additional equipment is required, Aqua-Aerobic Systems reserves the right to revise our offering to meet the requirements

**TRADEMARKS:** Aqua-Jet® Surface Mechanical Aerator, Aqua-Jet II® Contained Flow Aerator, AquaDDM® Direct-drive Mixer, Endura® Series Limited Maintenance Product, OxyMix® Pure Oxygen Mixer, OxyStar® Aspirating Aerator, Fold-a-Float® Self-Deploying Segmented Float, SAF-T-Float® Safe Accessible Float Technology, TurboStar® Directional Mixer, DualStar™ Directional Mixer, Aqua MixAir® Aeration System, Aqua CAM-D® Combination Aerator/Mixer/Decanter, AquaSBR® Sequencing Batch Reactor, AquaNereda®, Aqua MSBR® Modified Sequencing Batch Reactor, AquaPASS® Phased Activated Sludge System, Aqua EnduraTube® Fine-bubble Tube Diffuser, Aqua EnduraDisc® Fine-bubble Disc Diffuser, Aqua CB-24® Coarse-bubble Diffuser, Aqua TruDense™ True Densified Sequencing Batch Reactor, AquaDisk® Cloth Media Filter, AquaDiamond® Cloth Media Filter, AquaDrum® Pressure Series Cloth Media Filter, Aqua MiniDisk® Cloth Media Filter, Aqua MegaDisk® Cloth Media Filter, AquaPrime® Cloth Media Filter, AquaStorm® Cloth Media Filter, OptiComb® Backwash System, OptiFiber® Cloth Filtration Media, OptiFiber PES-13® Cloth Filtration Media, OptiFiber PA2-12® Cloth Filtration Media, OptiFiber PES-14® Cloth Filtration Media, OptiFiber PF-14® Cloth Filtration Media, OptiFiber UFS-9® Cloth Filtration Media, AquaABF® Automatic Backwash Filter, AquaPRS™ PFAS Removal System, Aqua PR-206™ PFAS Removal Sorbent, Aqua MultiBore® P-Series Polymeric Membrane System, Aqua MultiBore® C-Series

Proposal Date: March 23, 2026

Proposal # 83200



AQUA-AEROBIC SYSTEMS, INC.  
A MetaWater Company

Ceramic Membrane System, AquaMB Process® Multiple-Barrier Membrane System, Aqua-Aerobic® MBR Membrane Bioreactor System, Aqua ElectroOzone® F-Series Ozone Generator, IntelliPro® Monitoring and Control System. The Aqua-Aerobic logo, registered trademarks and pending trademarks are the property of Aqua-Aerobic Systems, Inc. Nereda® is a registered trademark of Royal HaskoningDHV. All other products and services mentioned are trademarks of their respective owners.

SHIPPING NOTES:

To expedite your order, please provide the shipping instructions below:

Earliest acceptable equipment on site date: \_\_\_\_\_

Ship to address (including zip code):

Driver to provide 24 or 48 or \_\_\_\_\_ HOURS pre-delivery notice to:

Jobsite contact name: \_\_\_\_\_

@ telephone number: \_\_\_\_\_

Deliveries are accepted on the following days of the week:

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Acceptable hours of delivery \_\_\_\_:\_\_\_\_ AM to \_\_\_\_:\_\_\_\_ PM

Special instructions to relay to the carrier and/or the driver:

BILLING NOTES:

Bill To Address:

Purchase Order #:

**Pricing Summary**

**StartUp Supervision (AAS):**

Included

**Freight:**

Included

**Total Job Price:**

\$25,951.21

Material and/or services not specifically listed in this proposal are not included in the quoted TOTAL JOB PRICE and are to be supplied by others.

Goods quoted above will be sold subject to the terms and conditions of sale set forth on the face hereof and the following pages entitled "Terms and Conditions of Aqua-Aerobic Systems, Inc. (A MetaWater Company)": Any different or additional terms are hereby objected to.

Proposal Date: March 23, 2026

Proposal # 83200



AQUA-AEROBIC  
SYSTEMS, INC.  
A Metawater Company

TERMS AND CONDITIONS OF AQUA-AEROBIC SYSTEMS, INC. (A Metawater Company)

Page 1 of 2

This offer and all of the goods and sales of Aqua-Aerobic Systems, Inc. are subject only to the following terms and conditions. The acceptance of any order resulting from this proposal is based on the express condition that the Buyer agrees to all the terms and conditions herein contained. Any terms and conditions in any order, which are in addition to or inconsistent with the following, shall not be binding upon Aqua-Aerobic Systems, Inc. This proposal and any contract resulting therefrom, shall be governed by and construed in accordance with the laws of the State of Illinois, without regard to conflicts of laws principles.

**PAYMENT**

Unless specifically stated otherwise, quoted terms are Net 30 Days from shipping date. Past-due charges are 1.5% per month and will apply only on any past-due balance. Aqua-Aerobic Systems, Inc. does not allow retainage of any invoice amount, unless authorized in writing by an authorized representative of our Loves Park, Illinois office.

**DURATION OF QUOTATION**

This proposal of Aqua-Aerobic Systems, Inc. shall in no event be effective more than 30 days from date thereof, unless specifically stated otherwise, and is subject to change at any time prior to acceptance.

**SHIPMENT**

Shipping dates are not a guarantee of a particular day of shipment and are approximate, being based upon present production information, and are subject to change per the production schedules existing at time of receipt of purchase order. Aqua-Aerobic Systems, Inc. shall not be responsible for any delay in shipment for causes beyond its control including, but not limited to, war, riots, strikes, labor trouble causing interruption of work, fires, other casualties, transportation delays, modification of order, any act of governmental authorities or acts of God. Quoted shipment dates in this proposal are approximate dates goods will be shipped and, unless agreed to in writing by Aqua-Aerobic Systems, Inc., Buyer may not postpone or delay the dates of shipment of goods from our plant or from our supplier's plants beyond the dates set forth in this proposal.

**TITLE AND RISK OF LOSS**

All prices and all shipments of goods are F.O.B. Aqua-Aerobic Systems, Inc.'s plant at Loves Park, Illinois unless specifically stated otherwise. Delivery of the goods sold hereunder to the carrier shall be deemed delivery to the Buyer, and upon such delivery, title to such goods and risk of loss or damage shall be upon Buyer.

**TAXES**

Prices quoted do not include any taxes, customs duties, or import fees. Buyer shall pay any and all use, sales, privilege or other tax or customs duties or import fees levied by any governmental authority with respect to the sale or transportation of any goods covered hereby. If Aqua-Aerobic Systems, Inc. is required by any taxing authority to collect or to pay any such tax, duty or fee, the Buyer shall be separately billed at such time for the amounts Aqua-Aerobic Systems, Inc. is required to pay.

**INSURANCE**

Unless the goods are sold on a CIF basis, the Buyer shall provide marine insurance for all risks, including war and general coverage.

**SECURITY**

If at any time the financial responsibility of the Buyer becomes unsatisfactory to Aqua-Aerobic Systems, Inc., or Aqua-Aerobic Systems, Inc. otherwise deems itself insecure as to receipt of full payment of the purchase price from Buyer hereunder, Aqua-Aerobic Systems, Inc. reserves the right to require payment in advance or security or guarantee satisfactory to Aqua-Aerobic Systems, Inc. of payment in full of the purchase price.

**LIMITATION OF ACTION**

No action shall be brought against Aqua-Aerobic Systems, Inc. for any breach of its contract of sale more than two years after the accrual of the cause of action thereof, and, in no event, unless the Buyer shall first have given written notice to Aqua-Aerobic Systems, Inc., of any claim of breach of contract within 30 days after the discovery thereof.

**CANCELLATION CLAUSE**

No acceptance of this proposal, by purchase order or otherwise, may be modified except by written consent of Aqua-Aerobic Systems, Inc. nor may it be cancelled except by prior payment to Aqua-Aerobic Systems, Inc. the following sums as liquidated damages therefore: 1) If cancellation is prior to commencement of production and prior to the assumption of any obligations by Aqua-Aerobic Systems, Inc. for any materials or component parts, a sum equal to 15% of the total purchase price; 2) If cancellation is after the commencement of production or after the assumption of any obligations by Aqua-Aerobic Systems, Inc. for any materials or component parts, a sum equal to the total of the direct, out-of-pocket expenses incurred to the date of cancellation for labor, machine time, materials and any charges made to us by suppliers for cancellation, plus 30% of the total purchase price. All charges and expenses shall be as determined by Aqua-Aerobic Systems, Inc. In the event any items are used by Aqua-Aerobic Systems, Inc. to fill a subsequent order, then upon receipt of payment for such order, Aqua-Aerobic Systems, Inc. shall pay the Buyer a sum equal to the direct out-of-pocket expenses previously charged and received from Buyer.

**PROPRIETARY INFORMATION**

This proposal, including all descriptive data, drawings, material, information and know-how disclosed by Aqua-Aerobic Systems, Inc. to Buyer in relation hereto is confidential information intended solely for the confidential use of Buyer, shall remain the property of Aqua-Aerobic Systems, Inc. and shall not be disclosed or otherwise used to the disadvantage or detriment of Aqua-Aerobic Systems, Inc. in any manner.

Proposal Date: March 23, 2026

Proposal # 83200



AQUA-AEROBIC SYSTEMS, INC. A Metawater Company

TERMS AND CONDITIONS OF AQUA-AEROBIC SYSTEMS, INC. (A Metawater Company)

Page 2 of 2

QUALIFIED ACCEPTANCE AND INDEMNITY

In the event the acceptance of this proposal by Buyer either is contingent upon or subject to the approval by any third party such as, but not limited to, a consulting engineer, with respect to goods, parts, materials, descriptive data, drawings, calculations, or any other matter, then upon such approval by any third party, Aqua-Aerobic Systems, Inc. shall have no liability to Buyer or to any third party so long as the goods sold and delivered by Aqua-Aerobic Systems, Inc. conform to this proposal. In the event any such third party requires modifications in the proposal prior to the approval thereof, Aqua-Aerobic Systems, Inc. may at its sole option and without liability to any party elect to cancel this proposal or return the purchase order to Buyer. In the event Aqua-Aerobic Systems, Inc. elects to modify this proposal to conform to the requirements for approval by any third party, Aqua-Aerobic Systems, Inc. in such event shall have no liability to Buyer or to any third party so long as the goods sold and delivered by Aqua-Aerobic Systems, Inc. conform to this proposal as modified.

Buyer agrees to indemnify and save harmless Aqua-Aerobic Systems, Inc. from and against all costs and expenses and liability of any kind whatsoever arising out of or in connection with claims by third parties so long as the goods sold hereunder conform to the requirements of this proposal as approved by any third party.

WARRANTY; LIMITATION OF LIABILITY; AND DISCLAIMER

In return for purchase and full payment for Aqua-Aerobic Systems, Inc. goods, we warrant new goods provided by us to be free from defects in materials and workmanship under normal conditions and use for a period of one year from the date the goods are put into service, or eighteen months from date of shipment (whichever first occurs). If the goods include an "Endura Series" motor, the complete Endura Series unit shall be warranted by Aqua-Aerobic to be free from defects in materials and workmanship under normal conditions and use for three years from the date the product is put into service or 42 months from the date of shipment (whichever occurs first).

OUR OBLIGATION UNDER THIS WARRANTY IS EXPRESSLY AND EXCLUSIVELY LIMITED to replacing or repairing (at our factory at Loves Park, Illinois) any part or parts returned to our factory with transportation charges prepaid, and which our examination shall show to have been defective. Prior to return of any goods or its parts to our factory, Buyer shall notify Aqua-Aerobic Systems, Inc. of claimed defect, and Aqua-Aerobic Systems, Inc. shall have the privilege of examining the goods at Buyer's place of business at or where the goods have otherwise been placed in service. In the event this examination discloses no defect, Buyer shall have no authority to return the goods or parts to our factory for the further examination or repair. All goods or parts shall be returned to Buyer, F.O.B. Loves Park, Illinois. This warranty shall not apply to any goods or part which has been repaired or altered outside our factory, or applied, operated or installed contrary to our instruction, or subjected to misuse, chemical attack/degradation, negligence or accident. This warranty and any warranty and guaranty of process or performance shall no longer be applicable or valid if any product, including any software program, supplied by Aqua-Aerobic Systems, Inc., is modified or altered without the written approval of Aqua-Aerobic Systems, Inc. Our warranty on accessories and component parts not manufactured by us is expressly limited to that of the manufacturer thereof.

THE FOREGOING WARRANTY IS MADE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, AND OF ALL OTHER LIABILITIES AND OBLIGATIONS ON OUR PART, INCLUDING ANY LIABILITY FOR NEGLIGENCE, STRICT LIABILITY, OR OTHERWISE; AND ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE IS EXPRESSLY DISCLAIMED; AND WE EXPRESSLY DENY THE RIGHT OF ANY OTHER PERSON TO INCUR OR ASSUME FOR US ANY OTHER LIABILITY IN CONNECTION WITH THE SALE OF ANY GOODS PROVIDED BY US. THERE ARE NO WARRANTIES OR GUARANTEES OF PERFORMANCE UNLESS SPECIFICALLY STATED OTHERWISE.

UNDER NO CIRCUMSTANCES, INCLUDING ANY CLAIM OF NEGLIGENCE, STRICT LIABILITY, OR OTHERWISE, SHALL AQUA-AEROBIC SYSTEMS, INC. BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES, COSTS OF CONNECTING, DISCONNECTING, OR ANY LOSS OR DAMAGE RESULTING FROM A DEFECT IN THE GOODS. LIMIT OF LIABILITY: AQUA-AEROBIC SYSTEMS, INC.'S TOTAL LIABILITY UNDER THE ABOVE WARRANTY IS LIMITED TO THE REPAIR OR REPLACEMENT OF ANY DEFECTIVE PART. THE REMEDIES SET FORTH HEREIN ARE EXCLUSIVE, AND OUR LIABILITY WITH RESPECT TO ANY CONTRACT OR SALE, OR ANYTHING DONE IN CONNECTION THEREWITH, WHETHER IN CONTRACT, IN TORT, UNDER ANY WARRANTY, OR OTHERWISE, SHALL NOT, IN ANY CASE, EXCEED THE PRICE OF THE GOODS UPON WHICH SUCH LIABILITY IS BASED.

Final acceptance of this proposal must be given to Aqua-Aerobic Systems, Inc. at their office in Loves Park, Illinois. Please acknowledge acceptance by signing the proposal and returning it to Aqua-Aerobic Systems, Inc.

Accepted by:

Company: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

Offer Respectfully Submitted,

*Gaby Alvarado*

Gaby Alvarado, Sales Assistant, Aeration & Mixing  
Aqua-Aerobic Systems, Inc.



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026  
**PRESENTED BY:** Edgar Gonzalez, EIT., Deputy City Engineer  
**AGENDA ITEM:** Authorize Repairs to the St. Marie Avenue Railroad Crossing and Approve Sole Source Agreement with Rio Valley Switching Company at an estimated amount of \$61,622.77 - Gonzalez

### NATURE OF REQUEST:

Staff is seeking authorization to Repair Railroad Crossing at St. Marie Ave & Bus 83, it needs critical repairs to ensure public safety, vehicular mobility, and compliance with applicable rail infrastructure standards. Due to the nature of the infrastructure and proprietary access to the railway, Rio Valley Switching Company (RVSC) is the only qualifier provider authorized to perform work on this section of the rail line. RVSC has provided a sole source estimate in the amount of \$61,622.77 for the full scope of repair work (replace wooden planks with concrete planks). This estimate includes materials, labor, and coordination necessary to restore the crossing to safety standards.

**BUGETED:** Yes      **FUND:** General      **ACCT. #:** 01-440-44630

**BUDGET:** \$90,000      **EST. COST:** \$61,622.77      **CURRENT BUDGET BALANCE:** \$90,000

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** None

**City Manager's Recommendation:** Approval *JPT, AG*

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



# RIO VALLEY SWITCHING COMPANY

Item 26.



Tel. (956) 971-9111 Fax (956) 971-9114  
101 N. 21<sup>st</sup> St., McAllen, TX 78501

MARCH 25, 2026

Joaquin Gonzalez  
City of Mission  
2801 North Holland Avenue  
Mission, TX 78574

RE: St. Marie St. Crossing

Dear Joaquin Gonzalez,

In response to your request, I am providing a cost estimate for the railroad crossing project at St Marie St. This location is a 54' wide crossing. RVSC performs this type of work on a routine basis for Texas Dept. of Transportation and numerous cities along the railroad right of way at "cost", with no profit included. You can choose one of the following methods of payment for this crossing.

**54' Concrete Crossing**

- a. Estimate of \$61,622.77, minus sale tax (RVSC will bill actual cost at the completion of the project.)

The bid is based on the subgrade work, if any is required, being done prior to construction and no obstructions in the way of our crews doing their work. This bid is based on straight time, non-union labor and is good for 30 days. No bonds are being issued. Liability insurance of \$5,000,000 will be in place during construction. Any and all utilities encountered must be repaired, replaced or relocated by others and at no expense to RVSC.

All invoices are payable within 10 days. We reserve the right to periodically invoice throughout the project. Note that the price estimate is based on the same procedure as used with TX DOT.

Please feel free to contact Luis Montoya if you have any questions or comments. We appreciate working with the City of Mission.

Sincerely,

**Accepted by City of Mission**

Luis Montoya  
Assistant Track Manager  
Rio Valley Switching Company

Name: \_\_\_\_\_

Title: \_\_\_\_\_

cc: Melanie Nohl    Jeff Baskett  
Patrick Johnson   Dal Randle  
Greg Wheeler     Georgia Gould

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026  
**PRESENTED BY:** Edgar Gonzalez, EIT., Deputy City Engineer  
**AGENDA ITEM:** Authorize staff to engage in negotiations with B2Z Engineering for On-Call Geotechnical and Material Testing Services and authorize Co-Interim City Manager to execute contract incident thereto – Gonzalez

### NATURE OF REQUEST:

City Council authorized staff to solicit bids for On-Call Geotechnical and Material Testing Services. Bids received were referred to an evaluation committee appointed to review and evaluate. Staff received nine (9) proposals with nine (9) found to be responsive. Staff is requesting to enter into negotiations with B2Z Engineering, the highest qualified firm, for On-Call Geotechnical and Material Testing Services. BID 26-230-02-10

**BUGETED:** Yes      **FUND:** Engineering & Architectural      **ACCT. #:** 01-440-33420

**BUDGET:** \$300,000      **EST. COST:** \$      **CURRENT BUDGET BALANCE:** \$189,339

**BID AMOUNT:** \$

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

**City Manager’s Recommendation:** Approval *JP7.AG*

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

PROPOSAL NAME/NUMBER: 26-230-02-10 / On-Call Geotechnical and Material Testing Services

OPEN DATE: February 10, 2026 2:00 PM CST

Firm	Average Evaluation Score
<b>B2Z Engineering, LLC.</b>	90.0
<b>Terracon Consultants, Inc.</b>	89.0
<b>L&amp;G Consulting Engineers, Inc.</b>	89.0
<b>Millenium Engineers Group, Inc.</b>	88.0
<b>ECS Southwest, LLP.</b>	82.0
<b>UES Professional Solutions 45, LLC.</b>	82.0
<b>Professional Service Industries, Inc.</b>	82.0
<b>Tolunay-Wong Engineers, Inc.</b>	82.0
<b>Atlas Engineering</b>	73.0

PROPOSAL NAME/NUMBER: 26-230-02-10 / On-Call Geotechnical and Material Testing Services



OPEN DATE: February 10, 2026 2:00 PM CST

Evaluator	Xavier Cervantes	Edgar Gonzalez	Juan Terrazas
	Evaluator #1	Evaluator #2	Evaluator #3

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
<b>B2Z Engineering, LLC.</b> 900 S. Stewart Rd., Ste. 2 Mission, TX 78572	Acceptable		Acceptable		Acceptable		
<b>Sec. a. General Quality and Adequacy of Response (20 Total Maximum Points)</b>	Acceptable	15	Acceptable	19	Acceptable	19	
<b>Sec. b. Organization, Personnel, and Experience (40 Total Maximum Points)</b>	Acceptable	30	Acceptable	39	Acceptable	39	
<b>Sec. c. Capacity to Perform (40 Maximum Points)</b>	Acceptable	30	Acceptable	39	Acceptable	39	
<b>Final Determination of Review</b>		75		97		97	90

**Notes:**

**Strengths: (EV1)** Yes they have a complete response.; *The team has much experience.*; The capacity is acceptable **(EV2)** The proposal provides a clear, well-structured response that fully addresses the requirement.; *AASHIO, TxDOT, USACE certified, Located in Mission, key personnel has combined 187 yrs experience, subject matter experts with significant experience.*; 11 field and lab technicians. The firm has adequate technical resources, qualified personnel, and management systems in place to effectively execute the scope of work **(EV3)** They are local and have plenty of certified staff to respond.; *B2Z personnel have plenty of experience on Geo Tech and Material Testing.*; B2Z has 101 Experienced employees. Provided much work performance with local presence.

**Weaknesses:**

**Comments:**

PROPOSAL NAME/NUMBER: 26-230-02-10 / On-Call Geotechnical and Material Testing Services



OPEN DATE: February 10, 2026 2:00 PM CST

Evaluator	Xavier Cervantes	Edgar Gonzalez	Juan Terrazas
	Evaluator #1	Evaluator #2	Evaluator #3

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
<b>Terracon Consultants, Inc.</b> 1506 Mid Cities Dr. Pharr, TX 78577	Acceptable		Acceptable		Acceptable		
<b>Sec. a. General Quality and Adequacy of Response (20 Total Maximum Points)</b>	Acceptable	18	Acceptable	16	Acceptable	16	
<b>Sec. b. Organization, Personnel, and Experience (40 Total Maximum Points)</b>	Acceptable	37	Acceptable	37	Acceptable	36	
<b>Sec. c. Capacity to Perform (40 Maximum Points)</b>	Acceptable	35	Acceptable	37	Acceptable	36	
<b>Final Determination of Review</b>		90		90		88	89

**Notes:**

**Strengths: (EV1)** Very qualified team.; *They have a great team and are doing much work for McAllen and Edinburg.*; **(EV2)** Overall, the proposal reflects a high-quality response with sufficient detail.; *Key personnel demonstrate extensive relevant experience.*; Local in the RGV, The organization demonstrates relevant experience and staffing capacity. **(EV3)**

**Weaknesses:**

**Comments:**

PROPOSAL NAME/NUMBER: 26-230-02-10 / On-Call Geotechnical and Material Testing Services



OPEN DATE: February 10, 2026 2:00 PM CST

Evaluator	Xavier Cervantes	Edgar Gonzalez	Juan Terrazas
	Evaluator #1	Evaluator #2	Evaluator #3

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
<b>L&amp;G Consulting Engineers, Inc.</b> 2100 W. Expressway 83 Mercedes, Tx 78570	Acceptable		Acceptable		Acceptable		
Sec. a. General Quality and Adequacy of Response (20 Total Maximum Points)	Acceptable	17	Acceptable	17	Acceptable	18	
Sec. b. Organization, Personnel, and Experience (40 Total Maximum Points)	Acceptable	32	Acceptable	37	Acceptable	38	
Sec. c. Capacity to Perform (40 Maximum Points)	Acceptable	32	Acceptable	37	Acceptable	38	
Final Determination of Review		81		91		94	89

**Notes:**

**Strengths: (EV1)** Very complete RFQ Document; *The employees are highly qualified.*; They have adequate capacity. **(EV2)** The proposal is thorough and well organized.; *extensive experience.*; Local in Mission, TX; sufficient operational capacity.

**Weaknesses: (EV2)** 4 technicians;

**Comments:**

PROPOSAL NAME/NUMBER: 26-230-02-10 / On-Call Geotechnical and Material Testing Services



OPEN DATE: February 10, 2026 2:00 PM CST

Evaluator	Xavier Cervantes	Edgar Gonzalez	Juan Terrazas
	Evaluator #1	Evaluator #2	Evaluator #3

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
<b>Millennium Engineers Group, Inc.</b> 5804 N. Gumwood Ave. Pharr, Tx 78577	Acceptable		Acceptable		Acceptable		
Sec. a. General Quality and Adequacy of Response (20 Total Maximum Points)	Acceptable	15	Acceptable	19	Acceptable	19	
Sec. b. Organization, Personnel, and Experience (40 Total Maximum Points)	Acceptable	30	Acceptable	38	Acceptable	38	
Sec. c. Capacity to Perform (40 Maximum Points)	Acceptable	30	Acceptable	38	Acceptable	38	
Final Determination of Review		75		95		95	88

**Notes:**

**Strengths: (EV1)** They have a lot of credentials.; *The firm has much experience.*; The staff is very capable. **(EV2)** The response is comprehensive and demonstrates a high level of technical competence.; *96 years total experience of key personnel. Demonstrates capacity, infrastructure, and administration support.*; Team demonstrates the capacity to perform the required scope of work. **(EV3)**

**Weaknesses:**

**Comments:**

**PROPOSAL NAME/NUMBER:** 26-230-02-10 / On-Call Geotechnical and Material Testing Services



**OPEN DATE:** February 10, 2026 2:00 PM CST

<b>Evaluator</b>	<b>Xavier Cervantes</b>	<b>Edgar Gonzalez</b>	<b>Juan Terrazas</b>
	Evaluator #1	Evaluator #2	Evaluator #3

<b>Proposer</b>	Rating	Points	Rating	Points	Rating	Points	Average
<b>ECS Southwest, LLP.</b> 317 E. Cedar Ave., Ste. E McAllen, TX 78501	Acceptable		Acceptable		Acceptable		
<b>Sec. a. General Quality and Adequacy of Response (20 Total Maximum Points)</b>	Acceptable	15	Acceptable	15	Acceptable	15	
<b>Sec. b. Organization, Personnel, and Experience (40 Total Maximum Points)</b>	Acceptable	30	Acceptable	35	Acceptable	35	
<b>Sec. c. Capacity to Perform (40 Maximum Points)</b>	Acceptable	30	Acceptable	35	Acceptable	35	
<b>Final Determination of Review</b>	Acceptable	75		85		85	82

**Notes:**

**Strengths: (EV1)** The firm submitted a complete proposal; *The individuals listed in the proposal have enough credentials;* The firm's staff has much experience. **(EV2)** The submission is adequate and responsive overall.; Proposal key personnel demonstrate extensive relevant experience and qualifications.; The proposer appears to have sufficient resources and personnel.

**Weaknesses:**

**Comments:**

PROPOSAL NAME/NUMBER: 26-230-02-10 / On-Call Geotechnical and Material Testing Services



OPEN DATE: February 10, 2026 2:00 PM CST

Evaluator	Xavier Cervantes	Edgar Gonzalez	Juan Terrazas
	Evaluator #1	Evaluator #2	Evaluator #3

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
<b>UES Professional Solutions 45, LLC.</b> 900 S. Stewart Rd., Ste. 13 Mission, TX 78572	Acceptable		Acceptable		Acceptable		
Sec. a. General Quality and Adequacy of Response (20 Total Maximum Points)	Acceptable	15	Acceptable	15	Acceptable	15	82
Sec. b. Organization, Personnel, and Experience (40 Total Maximum Points)	Acceptable	30	Acceptable	35	Acceptable	35	
Sec. c. Capacity to Perform (40 Maximum Points)	Acceptable	30	Acceptable	35	Acceptable	35	
Final Determination of Review		75		85		85	

**Notes:**

**Strengths: (EV1)** Good firm. They did work for the Vanguard School.; *The firm has much experience.;* The staff is very capable. **(EV2)** The submission is adequate and responsive overall.; *Proposed key personnel demonstrate extensive relevant experience and qualifications.;* **(EV3)**

**Weaknesses: (EV2)** Nearest office is in La Ferial. **(EV3)**

**Comments:**

PROPOSAL NAME/NUMBER: 26-230-02-10 / On-Call Geotechnical and Material Testing Services



OPEN DATE: February 10, 2026 2:00 PM CST

Evaluator	Xavier Cervantes	Edgar Gonzalez	Juan Terrazas
	Evaluator #1	Evaluator #2	Evaluator #3

Proposer		Rating	Points	Rating	Points	Rating	Points	Average
Professional Service Industries, Inc.		Acceptable		Acceptable		Acceptable		82
Sec. a. General Quality and Adequacy of Response (20 Total Maximum Points)	Acceptable	15	Acceptable	15	Acceptable	15		
Sec. b. Organization, Personnel, and Experience (40 Total Maximum Points)	Acceptable	30	Acceptable	35	Acceptable	35		
Sec. c. Capacity to Perform (40 Maximum Points)	Acceptable	30	Acceptable	35	Acceptable	35		
Final Determination of Review		75		85		85		

**Notes:**

**Strengths: (EV1)** The firm submitted a complete proposal; *The firm personnel has much experience.*; They appear to be able to do this and work with city staff. **(EV2)** The submission is adequate and responsive overall.; *Proposed key personnel demonstrate extensive relevant experience and qualifications.*;

**Weaknesses: (EV2)** nearest office in Harlingen

**Comments:**

PROPOSAL NAME/NUMBER: 26-230-02-10 / On-Call Geotechnical and Material Testing Services



OPEN DATE: February 10, 2026 2:00 PM CST

Evaluator	Xavier Cervantes	Edgar Gonzalez	Juan Terrazas
	Evaluator #1	Evaluator #2	Evaluator #3

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
<b>Tolunay-Wong Engineers, Inc.</b> 6201 FM 106, Unit 6D Harlingen, TX 78550							
	Acceptable		Acceptable		Acceptable		
Sec. a. General Quality and Adequacy of Response (20 Total Maximum Points)	Acceptable	15	Acceptable	15	Acceptable	15	
Sec. b. Organization, Personnel, and Experience (40 Total Maximum Points)	Acceptable	30	Acceptable	35	Acceptable	35	
Sec. c. Capacity to Perform (40 Maximum Points)	Acceptable	30	Acceptable	35	Acceptable	35	
Final Determination of Review		75		85		85	82

**Notes:**

**Strengths: (EV1)** The RFQ is very complete and thorough.; *The firm officials have all the qualifications and experience necessary.*; The staff assigned appear to be acceptable for the work. **(EV2)** The submission is adequate and responsive overall.; *Proposal key personnel demonstrate extensive relevant experience and qualifications.*;

**Weaknesses: (EV2)** nearest office is in Harlingen.

**Comments:**

PROPOSAL NAME/NUMBER: 26-230-02-10 / On-Call Geotechnical and Material Testing Services



OPEN DATE: February 10, 2026 2:00 PM CST

Evaluator	Xavier Cervantes	Edgar Gonzalez	Juan Terrazas
	Evaluator #1	Evaluator #2	Evaluator #3

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
<b>Atlas Engineering</b> 500 S. 11th St. McAllen, TX 78501	Acceptable		Acceptable		Acceptable		
Sec. a. General Quality and Adequacy of Response (20 Total Maximum Points)	Acceptable	10	Acceptable	15	Acceptable	16	
Sec. b. Organization, Personnel, and Experience (40 Total Maximum Points)	Acceptable	20	Acceptable	35	Acceptable	36	
Sec. c. Capacity to Perform (40 Maximum Points)	Acceptable	20	Acceptable	30	Acceptable	36	
Final Determination of Review		50		80		88	73

**Notes:**

**Strengths: (EV1)** There was not much content in the RFQ form; *Not much information was provided for the staff.*; Not much strength in the staff experience. **(EV2)** The submission is adequate and responsive overall.; Local

**Weaknesses: (EV2)** *Resume are general in nature;* Total of 5 employees.

**Comments:**



## REIMBURSEMENT AGREEMENT

This Reimbursement Agreement (this “Agreement”), effective as of \_\_\_\_\_, **2026**, is made by and between MISSION ECONOMIC DEVELOPMENT CORPORATION, a Texas Economic Development Corporation and governed by Texas Local Government Code chapters 501, 502 and 505 and the Texas Non-Profit Corporation Act, (the “MEDC”) acting by and through its governing body, the Board of Directors (the “MEDC Board”), , and THE CITY OF MISSION, TEXAS (the “City”), a Texas home-rule city.

### RECITALS

WHEREAS, the City authorized the expenditure of funds for tennis court lighting at Bentsen Palm Park in Mission, Texas (the “Property”); and

WHEREAS, the Board of Directors of MEDC has determined that it is in the best interests of MEDC to reimburse the City for the cost of such lighting at the Property; and

WHEREAS, the MEDC as a Type B Corporation may provide funding for public improvements to recreational and community facilities pursuant to Chapter 505 of the Texas Local Government Code; and

WHEREAS, MEDC finds that such investment will improve the quality of life for the Mission community and residents.

### AGREEMENT

For and in consideration of the mutual promises, covenants, obligations, and benefits contained herein, the MEDC and the City contract and agree as follows:

#### ARTICLE 1 GENERAL TERMS

1.1 Definitions. The terms “Agreement,” “City,” “MEDC,” and “MEDC Board,” have the above meanings, and the following terms have the following meanings:

“Code” means the Texas Local Government Code, as amended.

“County” means Hidalgo County, Texas.

“City Advances” means any funds advanced by the City pursuant to Section 6.1 of this Agreement, expressly including, but not limited to, out-of-pocket expenses.

“Party” or “Parties” means one or more of the MEDC, and the City, the parties to this Agreement.

“Project” means the construction and installation of tennis court lighting at the Property;

“Project Costs” means all costs relating to the planning, design, engineering, construction, and installation of the aforementioned lightin.

“Property” has the meaning assigned in the Recitals.

“State” means the State of Texas.

1.2 Singular and Plural. Words used herein in the singular, where the context so permits, also include the plural and vice versa. The definitions of words in the singular herein also apply to such words when used in the plural where the context so permits and vice versa.

## ARTICLE 2 REPRESENTATIONS

2.1 Representations of the MEDC. The MEDC hereby represents to the City that:

(A) The MEDC is duly authorized, created and existing in good standing under the laws of the State of Texas and is duly qualified and authorized to carry out the governmental functions and operations contemplated by this Agreement.

(B) The MEDC has the power, authority, and legal right to enter into and perform this Agreement and the execution, delivery, and performance hereof (a) have been duly authorized, (b) to the best of the MEDC’s knowledge, will not violate any applicable judgment, order, law, or regulation, and (c) do not constitute a default under, or result in the creation of, any lien, charge, encumbrance, or security interest upon any assets of the MEDC under any agreement or instrument to which the MEDC is a party or by which the MEDC or its assets may be bound or affected.

(C) The Project Costs are components of or are consistent with the Project, and the Project Costs are eligible for reimbursement in accordance with the Code

(D) This Agreement has been duly authorized, executed, and delivered by the MEDC and, constitutes a legal, valid, and binding obligation of the MEDC,

enforceable in accordance with its terms except to the extent that (a) the enforceability of such instrument may be limited by bankruptcy, reorganization, insolvency, moratorium, or other similar laws of general application in effect from time to time relating to or affecting the enforcement of creditors' rights and (b) certain equitable remedies including specific performance may be unavailable.

(E) The execution, delivery, and performance of this Agreement by the MEDC do not require the consent or approval of any person which has not been obtained.

2.2 Representations of the City. The City hereby represents to the MEDC that:

(A) The City is duly authorized, created, and validly existing under the laws of the State of Texas.

(B) The City has the power, authority, and legal right to enter into and perform the obligations set forth in this Agreement, and the execution, delivery, and performance hereof (a) have been duly authorized, (b) will not, to the best of the City's knowledge, violate any judgment, order, law, or regulation applicable to the City or any provisions of the City's organizational documents, and (c) do not constitute a default under or result in the creation of, any lien, charge, encumbrance, or security interest upon any assets of the City under any agreement or instrument to which the City is a party or by which the City or its assets may be bound or affected.

(C) The City will have sufficient capital to perform its obligations under this Agreement at the time it needs to have sufficient capital.

(D) This Agreement has been duly authorized, executed, and delivered and constitutes a legal, valid, and binding obligation of the City, enforceable in accordance with its terms except to the extent that (a) the enforceability of such instruments may be limited by bankruptcy, reorganization, insolvency, moratorium, or other similar laws of general application in effect from time to time relating to or affecting the enforcement of creditors' rights and (b) certain equitable remedies including specific performance may be unavailable.

### ARTICLE 3 THE PROJECT COSTS

3.1 Tennis Court Lighting Proposal. The installation of the tennis court lighting at the Property shall be carried out by the City". The Parties acknowledge that the installation of the tennis court lighting at the Property will be financed and designed, and will be acquired by the City and consistent with the terms of this Agreement.

3.2 Project Costs. The Project Costs eligible under this Agreement shall be the City's actual expense costs of the Public Improvements, not to exceed \$20,000.00, and shall not include interest.

ARTICLE 4  
DUTIES AND RESPONSIBILITIES OF THE CITY

4.1 The City shall be responsible for the acquisition of the tennis court lighting for the Property and complying with all applicable competitive bidding laws. As applicable, the City will provide bid tabs and other information reasonably requested by the MEDC to document the scope of the installation of the tennis court lighting, and the costs thereof. The City shall provide the MEDC with a summary of the Project Costs for which the City seeks reimbursement along with evidence that all amounts owing to contractors and suppliers have been paid in full (as evidenced by customary affidavits executed by such contractors). The City will document the expenditure of the Project Costs to the MEDC as soon as practicable following completion thereof.

4.2 Cooperation. The City agrees that it will cooperate with the MEDC and will provide all necessary information to the MEDC to expedite reimbursement from MEDC for the Project Costs.

ARTICLE 5  
DUTIES AND RESPONSIBILITIES OF MEDC

5.1 Reimbursement by MEDC. The MEDC shall reimburse to the City the Project Costs, without interest, as described herein. The total, actual Project Costs for which the MEDC shall be responsible under the terms of this Agreement shall not exceed \$20,000.00.

ARTICLE 6  
PROJECT COSTS FINANCING AND FUNDING

6.1 City Advances.

(A) The City will advance sufficient funds for all costs comprising the Project Costs, including all payments arising under any contracts entered into by the City pursuant to this Agreement, all costs incurred in connection with obtaining governmental approvals, certificates, or permits (including any building permit fees) required as a part of any contracts entered into in accordance with this Agreement, all related legal fees and out-of-pocket expenses incurred in connection therewith.

(B) Upon the completion of the installation of the lighting at the Property, the MEDC shall reimburse the City pursuant to Section 6.1(A) of this Agreement, up to the maximum amount of the Project Costs, but in no case more than \$20,000.00.

ARTICLE 7  
DEFAULT

7.1. Default.

(A) If the MEDC does not perform its obligations hereunder in compliance with this Agreement in all material respects, in addition to the other rights given the City under this Agreement, the City may enforce specific performance of this Agreement or seek actual damages incurred by the City for any such default if such default is not cured within 30 days after receipt by the MEDC of a written notice of default (or such longer period as is reasonably necessary; provided that actions reasonably calculated to cure the default are being diligently pursued to completion).

(B) In the event the City completes the installation of the tennis court lighting at the Property but does not otherwise perform its obligations hereunder in all material respects in substantial compliance with this Agreement, in addition to the other rights given to the MEDC under this Agreement, the MEDC may enforce specific performance or seek actual damages incurred for any such default if such default is not cured within thirty (30) days after receipt by the City of a written notice of default (or such longer period as is reasonably necessary; provided that actions reasonably calculated to cure the default are being diligently pursued to completion).

(C) Force majeure. If force majeure prevents either Party hereto from performing any of its obligations under this Agreement, in whole or part, then the obligations of such Party, to the extent affected by such force majeure, shall be suspended during the continuance of any inability, provided that such Party is exercising due diligence to resume performance at the earliest practical time. As soon as reasonably possible after occurrence of the force majeure relied upon, the Party whose contractual obligations are affected thereby shall give notice and full particulars of such force majeure to the other Party. The term "force majeure," as used herein, shall include, without limitation of the generality thereof, acts of God, strikes, lockouts, or other industrial disturbances, acts of the public enemy, direct orders of any kind of the government of the United States or the State of Texas or any civil or military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, washouts, droughts, arrests, restraints of government and people, civil disturbances, explosions, and

any other inabilities of either Party, whether similar to those enumerated or otherwise, which are not within the control of the Party claiming such inability, and which such Party could not have avoided by the exercise of due diligence and care. It is understood and agreed that the settlement of strikes and lockouts shall be remedied with all reasonable dispatch, but shall not require the settlement of strikes and lockouts by acceding to the demands of the opposing party or parties when such settlement is unfavorable to it in the judgment of the Party having the difficulty.

## ARTICLE 8 GENERAL

8.1 Inspections. The City agrees to keep such operating records relating to the Project Costs as may be required by the MEDC, or by state and federal law or regulation for a period not to exceed four years after completion, unless otherwise required by law. The City shall allow the MEDC reasonable access to documents and records in the City's possession, custody or control that the MEDC deems necessary to assist the MEDC in determining the City's compliance with this Agreement.

8.2 Personal Liability of Public Officials. To the extent permitted by state law, no director, officer, employee or agent of the MEDC, and no officer, employee, or agent of the City, shall be personally responsible for any liability arising under or growing out of the Agreement.

8.3 Notices. Any notice sent under this Agreement (except as otherwise expressly required) shall be written and mailed (certified, return receipt requested), or sent by facsimile transmission confirmed by mailing written confirmation at substantially the same time as such facsimile transmission, or personally delivered to an officer of the receiving Party at the following addresses:

If to the City:           City Manager  
                                  City of Mission, Texas  
                                  1201 E. 8th  
                                  Mission, Texas 78572

If to the MEDC:        Chief Executive Officer  
                                  Mission Economic Development Corporation  
                                  801 N. Bryan Road  
                                  Mission, Texas 78572

Each Party may change its address by supplying written notice to the other Party in accordance with this Section. Any communication addressed and mailed in accordance with this Section shall be deemed to be given when so mailed, any notice sent by facsimile

transmission shall be deemed to be given when receipt of such transmission is acknowledged, and any communication delivered in person shall be deemed to be given when actually received by the MEDC or the City, as the case may be.

8.4 Amendments and Waivers. Any provision of this Agreement may be amended or waived if such amendment or waiver is in writing and is signed by the MEDC and the City. No course of dealing on the part of the City, nor any failure or delay by the City with respect to exercising any right, power or privilege of the City under this Agreement shall operate as a waiver thereof, except as otherwise provided in this Section.

8.5 Invalidity. In the event that any of the provisions contained in this Agreement shall be held unenforceable in any respect, such unenforceability shall not affect any other provision of this Agreement.

8.6 Successors and Assigns. All covenants and agreements made herein by or on behalf of the MEDC shall bind its successors and assigns and shall inure to the benefit of the City and its successors and assigns. The MEDC may assign its rights and obligations under this Agreement or any interest herein, with the prior written consent of the City, which consent shall not be unreasonably withheld, conditioned, or delayed.

8.7 Exhibits; Titles of Articles, Sections and Subsections. The exhibits attached to this Agreement are incorporated herein and shall be considered a part of this Agreement for the purposes stated herein, except that in the event of any conflict between any of the provisions of such exhibits and the provisions of this Agreement, the provisions of this Agreement shall prevail. All titles or headings in this Agreement are included only for the convenience of the Parties and shall not be construed to have any effect or meaning as to the agreement between the Parties. Any reference herein to a Section or Subsection shall be considered a reference to such Section or Subsection of this Agreement unless otherwise stated. Any reference herein to an exhibit shall be considered a reference to the applicable exhibit attached hereto unless otherwise stated.

8.8 Construction. This Agreement is a contract made under and shall be construed in accordance with and governed by the laws of the United States of America and the State of Texas, as such laws are now in effect.

8.9 Entire Agreement. THIS WRITTEN AGREEMENT REPRESENTS THE FINAL AGREEMENT BETWEEN THE PARTIES AND MAY NOT BE CONTRADICTED BY EVIDENCE OF PRIOR, CONTEMPORANEOUS, OR SUBSEQUENT ORAL AGREEMENTS OF THE PARTIES. THERE ARE NO UNWRITTEN ORAL AGREEMENTS BETWEEN THE PARTIES.

8.10 Term. This Agreement shall be in force and effect from the date of execution hereof for a term expiring on the date the City Advances have been repaid in full.

8.11 Approval by the Parties. Whenever this Agreement requires or permits approval or consent to be hereafter given by any of the Parties, the Parties agree that such approval or consent shall not be unreasonably withheld or delayed.

8.12 Additional Actions. The Parties agree to take such actions, including the execution and delivery of such documents, instruments, petitions and certifications as may be necessary or appropriate, from time to time, to carry out the terms, provisions, and intent of this Agreement, and to aid and assist each other in carrying out such terms, provisions, and intent.

[EXECUTION PAGES FOLLOW]

IN WITNESS WHEREOF, the Parties hereto have caused this Reimbursement Agreement to be duly executed as of the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

**MISSION ECONOMIC DEVELOPMENT CORPORATION**

By: \_\_\_\_\_  
TECLO J. GARCIA, CEO

**CITY OF MISSION, TEXAS**

By: \_\_\_\_\_  
NORIE GONZALEZ-GARZA, Mayor



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** JP Terrazas, Co-City Manager, City of Mission

**AGENDA ITEM:** Authorization to execute a First Amendment to Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority/TIRZ #1 related to the Hoerner Street Project – Terrazas

### NATURE OF REQUEST:

Authorization to execute a First Amendment to Reimbursement Agreement related to the extension of Hoerner Road along the west side of Home Depot. Additional property, owned by United Irrigation District (UID), was necessary in order to tie into the project’s development at the Esperanza Subdivision. After negotiating with UID, the district has agreed to sell a portion of the property for \$134,680.50, bringing the reimbursement amount to \$232,680.50 from \$98,000. The Mission Redevelopment Authority/TIRZ #1 Board approved the amendment at their meeting of March 25, 2026. A corresponding budget amendment will be introduced at midyear.

**BUGETED:** No                      **FUND:** Capital Projects                      **ACCT. #:** 09-300-33282

**BUDGET:** \_\_\_\_\_ **EST. COST:** \$232,680.50 **CURRENT BUDGET BALANCE:** \$ \_\_\_\_\_

**BUGETED:** No                      **FUND:** Capital Projects                      **ACCT. #:** 09-417-74910

**BUDGET:** \_\_\_\_\_ **EST. COST:** \$232,680.50 **CURRENT BUDGET BALANCE:** \$ \_\_\_\_\_

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance

**Advisory Board Recommendation:** Approval

**City Manager’s Recommendation:** Approval *JP T, AG*

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



interest; and (2) the City's actual costs incurred in acquiring all necessary rights-of-way for the Public Improvements, not to exceed \$134,680.50, and shall not include interest.

5. **Section 5.1 of the Agreement.** The Authority, the TIRZ, and the City agree that Section 5.1 of the Agreement is hereby amended to read as follows:

“5.1 **Authority Contributions.** The Authority shall reimburse to the City the Project Costs, without interest, in the amount of the actual eligible costs of the Public Improvements as described herein. The total, actual Project Costs of the Public Improvements for which the Authority shall be responsible under the terms of this Agreement shall not exceed \$232,680.50. The Project Costs shall be financed and funded in accordance with Article 6 of this Agreement. In the event that any portion of the Public Improvements is determined by the Texas Attorney General or other authority with jurisdiction to be ineligible under the Act, the Project Costs shall be reduced by the amount of such ineligible Public Improvements. If the Authority has already repaid the City for such ineligible Public Improvements in accordance with this Agreement, the Parties agree that (a) the amount repaid by the Authority for such ineligible Public Improvements shall be offset against future repayments to the City by the Authority, or (b) in the event that there are not future repayments to be made by the Authority, the City shall reimburse the Authority for such repayment within 30 days of receipt of an invoice from the Authority.

6. **Ratification.** Except as expressly set forth herein, all other terms and conditions of the Agreement are hereby confirmed and ratified by the Parties. Defined terms used in this Amendment shall have the same meaning as in the Contract, unless another meaning is clearly intended herein.

7. **Miscellaneous.**

(a) In the event that any term, covenant, obligation and/or condition in this Amendment conflicts with a provision in the Agreement, the terms of this Amendment shall control and supersede.

(b) This Amendment may be executed in any number of counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same agreement. *Facsimile or portable document formatted (pdf) signatures hereto shall be deemed original signatures.*

(c) Each of the City, the Authority, and the TIRZ do hereby warrant as to itself that it (i) is a duly authorized and existing entity, and (ii) has full right and authority to enter into this Amendment.

**[Signature page follows.]**

IN WITNESS WHEREOF, the parties have executed this Amendment as of dates set forth below, provided that this Amendment shall be effective retroactively as of the Effective Date first above written.

**EXECUTED** this \_\_\_\_ day of \_\_\_\_\_ 2026.

AUTHORITY:

**MISSION REDEVELOPMENT AUTHORITY**

By: \_\_\_\_\_  
**MARTIN GARZA, Chairman**

ATTEST:

\_\_\_\_\_  
**AISSA I. GARZA, Secretary**

AUTHORITY:

**REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS**

By: \_\_\_\_\_  
**MARTIN GARZA, Chairman**

ATTEST:

\_\_\_\_\_  
**AISSA I. GARZA, Secretary**

CITY:

**CITY OF MISSION, TEXAS**

By: \_\_\_\_\_  
**NORIE GONZLEZ GARZA, MAYOR**

ATTEST:

\_\_\_\_\_  
**ANNA CARRILO, City Secretary**



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Michael Silva – Fire Chief

**AGENDA ITEM:** Approval of Resolution # \_\_\_\_\_ declaring 3 EMS Vending Machines surplus and authorizing the disposition of said property to Weslaco Fire Department - Silva

**NATURE OF REQUEST:**

The Mission Fire Department is seeking authorization to surplus 3 EMS vending machines to for donation to the Weslaco Fire Department. We currently have three (3) EMS Vending Machines that are no longer needed for departmental operations. In an effort to support neighboring agencies and ensure these resources continue to benefit emergency services in the region, it is proposed that these machines be surplus and donated to the Weslaco Fire Department.

**BUGETED:** \_\_\_\_\_ **FUND:** \_\_\_\_\_ **ACCT. #:** \_\_\_\_\_

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

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

**STAFF RECOMMENDATION:**

Approval

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

**Advisory Board Recommendation:** None \_\_\_\_\_

**City Manager’s Recommendation:** Approval *AG* \_\_\_\_\_

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**RESOLUTION NO. \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS DECLARING CERTAIN CITY PROPERTY SURPLUS AND AUTHORIZING THE DISPOSITION OF SAID PROPERTY TO FURTHER A PUBLIC PURPOSE; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Mission, as a home-rule municipality, may “lease, grant, or convey” personal property in accordance with the Texas Constitution and state law; and

**WHEREAS**, included among the management responsibilities of public property is the authority and duty to declare property determined to be of no further use to the City to be surplus; and,

**WHEREAS**, surplus property is personal property that is not needed or required for an entity’s foreseeable needs but still has some usefulness for the purpose it was originally intended; and

**WHEREAS**, the City is authorized to dispose of personal property that is found to be surplus in any manner that does not violate the Constitution; and

**WHEREAS**, the City has determined that the 3 EMS Vending Machines are no longer needed for its operations and has requested to be designated as surplus property; and

**WHEREAS**, the Weslaco Fire Department has expressed a need for the 3 EMS Vending Machines and the City has determined that the disposition of property seen in Exhibit A of this resolution would be beneficial to the Weslaco Fire Department and serve a public purpose.

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

Section 1. The City Council of the City of Mission, Texas hereby declares the property listed in the attached **Exhibit A** as surplus, authorizes the convey of the property, and authorizes the City Manager and their staff to execute all necessary documents to complete the transfer of said property in accordance with the forgoing legislative findings.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of

such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

**PASSED AND APPROVED** this 14th day of April, 2026.

---

Norie Gonzalez Garza, Mayor

ATTEST:

---

Anna Carrillo, City Secretary







**DEPARTMENT INFORMATION** **2026**

**Mission Fire Department**

**Point of Contact**

**Deputy Chief Douglas Williams**

(O) 956-580-8705 (C) 956-522-2673

dwilliams@missiontexas.us

**Juanita Alvarez**

(O) 956-580-8705 (C) 956-680-2251

jgalvarez@missiontexas.us

**Invoice POC**

**Juanita Alvarez**

jgalvarez@missiontexas.us

**Billing Address**

415 W. Tom Landry  
Mission, TX 78572

**Blood Draw Location**

415 W. Tom Landry  
Mission, TX 78572

**Physicals Location**

415 W. Tom Landry  
Mission, TX 78572

**BLOOD DRAW INFORMATION**

**Collection Type:** X Life Scan On-Site

**Times:** 8:00am to 11:00am

**Dates of Blood Draw:**

Tues, Apr. 21 – Thurs, Apr. 23

**PHYSICALS INFORMATION**

**Set-Up:** 7:30am

**Start:** 8:30am

**Dates of Physicals:**

**Appts:** 8:30am, 11:30am, 2:30pm

Tues, May 5 – Fri, May 8

**Members:** 116

**Days:** 13

Mon, May 11 – Fri, May 15

9 appts available per day.

Mon, May 18 – Thurs, May 21

**ADDITIONAL LABS AND TEST: Check if you agree to additional test/labs**

Yes	Test/Lab	Price	QTY	Notes
X	Wellness		116	
X	On-Site Blood Draw		116	
X	ADV Cancer Markers		116	

**BLOOD DRAW REQUIREMENTS**

Members who do not participate in the on-site blood draws will need to bring their script to a local Lab Corp. For accurate results, blood draws need to be performed between 45 days and 10 days prior to scheduled physicals.

**\*Reminder, members need to fast 10 hours prior to blood draw\***

**PHYSICALS REQUIREMENTS**

3 private rooms (10 x 10 is sufficient), one room needs to have a treadmill with at least a 15% incline. Each room should have a trash can and a small table and two chairs if possible.

Our staff will need to connect to the WiFi to chart findings during the exam. If your WiFi requires a password to gain access, please provide it here.

**WiFi Password:**

If WiFi is not provided, a \$50 fee per week is applicable.

Non-Diagnostic Ultrasound: Imaging performed for screening purposes only, without clinical interpretation or diagnosis.





## 2026 Department Scheduling And Additional Testing Agreement

Item 31.

### CLIENT AGREEMENT:

Agreement must be signed and returned a minimum of 60 days prior to scheduled physicals. If dates of physicals are not confirmed a minimum of 60 days prior to, Life Scan Wellness reserves the right to release the dates.

While our pricing is listed on a per-patient basis for transparency, please note that departments will be billed **per day of service**. Each scheduled day includes **up to 9 patient slots**, and we staff and travel our clinical teams accordingly. This structure ensures operational efficiency and cost-effectiveness, especially when departments request extended service periods (e.g., 4 weeks or 20 days).

As an authorized representative, I have reviewed and agree to these terms, dates, additional tests, labs, and pricing.

---

Representative Name and Title

---

Representative Signature

Signed Date

*Jennifer Connelly – Administrative Director*

Life Scan Representative Name and Title



**LIFE SCAN WELLNESS CENTERS**  
*Saving the Lives of America's Heroes*





**SafeGuard Fire & Security**  
 12005 N Bryan Rd.  
 Mission, TX 78573

QUOTE #:	TPCQ7503
DATE:	Mar 31, 2026

**TIPS Contract# 230202**

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

**Your Safeguard Team:**  
**Stephanie Mena**  
*Inside Sales Representative*  
 stephanie@teleprocommunications.com

Payment Terms	Valid Through
NET 30	Apr 30, 2026

Thank you for the opportunity to submit this proposal!

Job Description: Provision and installation of (13) door access controls.

Exclusions: lifts, electrical connections, conduit labor, and materials.

Qty	Description	Unit Price	Ext. Price
13	MP1501 PoE+ Edge-Capable Intelligent Controller - MERCURY MC-MP1501	\$1,009.00	\$13,117.00
13	Wave-To-Open Sensor with Manual Override Button - SECO-LARM SD-927PKC-NEVQ	\$40.61	\$527.93
13	Reader - MC-40NKS	\$431.33	\$5,607.29
26	Battery 12V7AMP	\$27.90	\$725.40
3,250	CAT6 Cable Orange - COMMSCOPE CS37POR	\$0.66	\$2,145.00
13	CAT6 Jack Orange - COMMSCOPE UNJ600-OR	\$12.31	\$160.03
13	CAT6 Patch Cord Orange 1 FT - COMMSCOPE UNC6-OR-1F	\$24.90	\$323.70
13	RJ45 - LEVITON 47613-EZ6	\$1.74	\$22.62
13	DSC Box	\$52.98	\$688.74
2	Bosch DS150I Request-to-Exit Motion Sensor, Light Gray	\$114.00	\$228.00

Qty	Description	Unit Price	Ext. P	Item 32.
26	Genetec SCC-PREMIUM-1R-1Y Security Center SaaS Premium - One reader connection for up to 1 year	\$141.55	\$3,680.30	
2	Genetec SY-CLOUDLINK-G2 Synergis Cloud Link with 4GB of RAM, 16GB Flash, second generation, installed with Synergis access control firmware, four RS-485 ports, PoE.	\$1,263.50	\$2,527.00	
1	Labor	\$15,600.00	\$15,600.00	

Work to be performed 8:00 a.m. - 5:00 p.m., Monday - Friday, unless noted otherwise in the proposal.

Payment with credit card will have a 3% processing fee.

<b>SubTotal</b>	<b>\$45,353.01</b>
<b>Tax</b>	<b>\$0.00</b>
<b>Shipping</b>	<b>\$0.00</b>
<b>TOTAL</b>	<b>\$45,353.01</b>

# The Interlocal Purchasing System

Purchasing Made Personal



Printed 21 October 2025

## SAFEGUARD FIRE

**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	TX	FAX (866) 839-8472
ZIP	78573	EMAIL tips@tips-usa.com

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

### SERVING STATES

TX

### Overview

*Provide, install, service, and monitor fire alarm, intrusion alarm, access control, and intercom systems.*

**AWARDED CONTRACTS "View EDGAR Doc" on Website**

<b>Contract</b>	<b>Comodity</b>	<b>Exp Date</b>	<b>EDGAR</b>
230202	Security Systems Products and Services	04/30/2026	CFV

**CONTACTS BY CONTRACTS**

**230202**

Edgar Rodriguez	Project Estimator	(956) 618-7233	erodriguez@safeguardsecurity.us
Daniel Backhaus	Project Manager	(956) 618-7233	daniel@safeguardsecurity.us



CITY OF  
**MISSION**

**CITY COUNCIL AGENDA ITEM &  
RECOMMENDATION SUMMARY**

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Steven Kotsatos, Director of Health, Code Enforcement and Animal Services

**AGENDA ITEM:** Authorization to Enter into an Agreement with UTRGV COS School of Integrative Biological and Chemical Sciences Center for Vector-Borne Disease Program Agreement - Kotsatos

**NATURE OF REQUEST:**

The Mission Health Department is seeking authorization to enter into an agreement with UTRGV COS School of Integrative Biological and Chemical Science Center for Vector – Borne Disease Internship. This university–city internship program will focus on mosquito vector control and will involve hands-on public health and environmental science experience where students work alongside our city health department / mosquito vector control district) to understand and manage mosquito populations. The goal is to give them real-world experience while helping the city reduce mosquito-borne disease risks (like West Nile virus, dengue, or Zika).

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

**BUDGET:** \$ N/A                      **EST. COST:** \$ N/A                      **CURRENT BUDGET BALANCE:** \$ N/A

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**UTRGV COS School of Integrative Biological and Chemical Sciences**  
**Center for Vector-Borne Disease**  
**PROGRAM AGREEMENT**  
(Education Experience)

**Recitals**

The University of Texas Rio Grande Valley, by and through its Center for Vector-Borne, Zoonotic, and Emerging Diseases (“University”) and The City of Mission, Texas (“City”), through its Health Department (“Facility”), desire to implement the provisions of an Affiliation Agreement by providing students enrolled in University’s programs within the **School of Integrative Biological and Chemical Sciences** with educational experience utilizing the personnel, equipment, and facilities of Facility.

**Agreement**

**NOW THEREFORE**, the parties agree as follows:

1. **PROGRAM.** Facility Liaison and University Representative will design an educational experience in understanding vector-borne diseases (“Program”) for University students utilizing the personnel, equipment, and facilities of Facility.
  - a. The duration of the Program and the educational experience provided will be consistent with the curriculum requirements of University and with the standards of the accrediting entity for the school or division of University in which the students are enrolled.
  - b. The Program will be reviewed periodically by the Facility Liaison and University Representative and, when appropriate, will be revised to meet the University curriculum requirements and the standards of the accrediting entity.
  - c. The educational experience for students in the Program will be an integral part of the services provided by Facility and students will be under the direct supervision of University personnel or Facility personnel who are licensed or otherwise qualified to perform such services.
2. **UNIVERSITY OBLIGATIONS.**
  - a. Assure that all students selected for participation in Program have satisfactorily completed all portions of the University curriculum that are a prerequisite for participation in the Program.
  - b. Develop criteria for the evaluation of the performance of University

students participating in the Program and provide those criteria, with appropriate reporting forms, to the Facility personnel and University personnel who are responsible for supervising those students.

- c. Assign grades to students participating in the Program on the basis of the performance evaluations submitted in the reporting forms.
- d. Inform all University students and personnel participating in the Program that they are required to comply with the rules and regulations of Facility while on premises of Facility and to comply with the requirements of federal and state laws and regulations regarding the confidentiality of information in records maintained by Facility.
- e. Provide information requested by Facility related to students participating in the Program unless prohibited by federal or state law.
- f. Remove a student from the Program when the Facility determines that the student has violated the rules and regulations of the Facility; has disclosed information that is confidential by law; or has engaged in conduct that disrupts the activities carried on by the Facility or threatens the safety of Facility personnel or patients.

### **3. FACILITY OBLIGATIONS.**

- a. Assign appropriate space on Facility premises for offices, lectures, and other non- experience related activities of the Program.
- b. Provide the equipment, supplies, qualified personnel, and supervised access to patients or clients required for the experience related activities of the Program.
- c. Obtain and maintain all licenses required for Facility and assure that all Facility personnel are appropriately licensed.
- d. Assume sole responsibility for the quality of patient or client care.
- e. Provide orientation sessions to inform University students and personnel concerning the rules and regulations of Facility.
- f. Permit representatives of the accrediting entity for the school or division of University in which students participating in the Program are enrolled to have reasonable access to premises of Facility for purposes related to the accreditation process.

### **4. GENERAL PROVISIONS.**

- a. University students and personnel will be responsible for their own transportation, meals, and health care while participating in the Program.
- b. This Program Agreement constitutes the entire agreement between the parties with respect to the subject matter and no prior or contemporaneous agreement, written or oral, will be effective to vary the terms of this Agreement. No amendment to this Program Agreement shall be effective unless reduced to writing and signed by an authorized representative of each party.
- c. University and Facility will comply with all applicable federal, state, and local laws, ordinances, and regulations in the performance of this Program Agreement.
- d. The Program and all related activities shall be conducted in a manner that does not discriminate against any person on a basis prohibited by applicable law, including but not limited to: race, color, national origin, religion, sex, age, veteran status, or disability.
- e. The initial Program shall begin on **June 6, 2026** and end on **June 5, 2028**. Subsequent Programs shall begin and end on dates determined by written agreement of Facility Liaison and University Representative. Either party may terminate this Program Agreement effective with the end of a Program by giving thirty (30) days written notice to the other party; otherwise this Program Agreement will terminate upon the termination of the Affiliation Agreement between the parties.
- f. Amendments: This Agreement may be amended only by a written instrument signed by both parties.
- g. Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, and all obligations of the Parties created hereunder are performable in Hidalgo County, Texas. The Parties hereby consent to personal jurisdiction in Hidalgo County, Texas.
- h. Severability: If any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.
- i. Entire Agreement: This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral.
- j. Immunities: The parties to this Agreement agree that each party, each

through its officials, employees, and agents, shall be responsible for its own negligent acts or omissions or other tortious conduct in the course of the event permitted under this Agreement, without waiving any sovereign or governmental immunity available to any party under Texas law and without waiving any available defenses under Texas law. Nothing in this paragraph shall be construed to create or grant any rights, contractual or otherwise, in or to any third persons or entities.

- k. **Conformance with Applicable Law:** Nothing in this Agreement shall be construed so as to require the commission of any act contrary to law, and whenever there is any conflict between any provision of their Agreement and any present or future law, ordinance, or administrative, executive or judicial regulation, order or decree, or amendment thereof, contrary to which the parties have no legal right to contract, the latter shall prevail, but in such event the affected provision or provisions of the Agreement shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.
  
- l. **Notice:** Except as maybe otherwise specifically provided in this Agreement, all notices, demands, requests or communication required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by registered or certified mail, return receipt requested, postage prepaid and addressed to the parties at the addresses set forth below, or at such other addresses as may have been theretofore specified by written notice delivered in accordance herewith:

If to City:                      City of Mission  
    City Manager  
    1201 E. 8th St  
    Mission, Texas 78572

With Copy to:                  City Attorney's Office  
    City Attorney  
    1201 E. 8th St  
    Mission, Texas 78572

If to UNIVERSITY:          University of Texas Rio Grande Valley  
    1201 West University Drive  
    Edinburg, Texas 78539  
    educationalagreements@utrgv.edu

- m. Each notice, demand, request or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given for all purposes at such time as it is personally delivered to the addressee, or, if mailed, at such time as it is deposited in the United States mail.

- n. Successors. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.
- o. Additional Documents: The parties hereto covenant and agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Agreement.
- p. Assignment: This Agreement shall not be assignable.
- q. Headings. The headings and captions contained in this Agreement are solely for the convenience reference and shall not be deemed to affect the meaning or interpretation of any provision of paragraph hereof.
- r. Authority to Execute. The execution and performance of this Agreement by the City and University have been duly authorized by all necessary laws, resolutions or corporate action, and this Agreement constitutes the valid and enforceable obligations of the City and University in accordance with its terms.

**\*\*\*\* SIGNATURE PAGE TO FOLLOW\*\*\*\***

THE UNIVERSITY OF TEXAS  
RIO GRANDE VALLEY:

CITY OF MISSION:

By: \_\_\_\_\_  
Luis H. Zayas, Ph.D  
Provost and Senior Vice President for  
Academic Affairs

By: \_\_\_\_\_  
Norie Gonzalez Garza, Mayor

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Dr. Christine Shupala  
Vice Provost for Institutional Accreditation ,  
Program Development, and Analysis

Date: \_\_\_\_\_

Reviewed by UTRGV Legal: \_\_\_\_\_

UTRGV CONTRACT ID: ACADAFF-PROGRAM-3016-2026





Printed 23 March 2026

netsync.com



### Netsync Network Solutions

**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	2500 West Loop South, Ste.	NAME Charlie Martin
CITY	Houston	PHONE (866) 839-8477
STATE	TX	FAX (866) 839-8472
ZIP	77027	EMAIL tips@tips-usa.com

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

#### **SERVING STATES**

AL | AK | AZ | AR | CA | CO | CT | DE | DC | FL | GA | HI | ID | IL | IN | IA | KS | KY | LA | ME | MD | MA | MI | MN | MS | MO | MT | NE | NV | NH | NJ | NM | NY | NC | ND | OH | OK | OR | PA | RI | SC | SD | TN | TX | UT | VT | VI | VA | WA | WI | WY | PR

#### **Overview**

*Founded in 2002, Netsync is a minority-owned business (MBE), women-owned small business (WOSB), value-added reseller (VAR), specializing in technology solutions. We originated as a team of select senior technical consultants and built our business primarily through relationships and referrals, a true testament to the quality technology services Netsync provides. An end-to-end IT solutions consulting company, Netsync is based in Houston, TX, with offices across the US. Netsync uses a true business consultative approach to determine clients' requirements and architects innovative and synergistic IT solutions to meet clients' needs. Our highly skilled and seasoned engineering team is available 24 hours a day, 7 days a week, 365 days a year. As a Cisco Gold, Master Collaboration, Master Networking, Master Security, and Master Service Provider Partner; an HP and Intel Platinum Partner; and holding certifications and specializations from many of the industry's top best-of-breed manufacturers, Netsync has built its reputation serving the public sector/SLED market.*

## AWARDED CONTRACTS "View EDGAR Doc" on Website

Item 34.

Contract	Comodity	Exp Date	EDGAR
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.
230901	Audio Visual Equipment, Supplies, and Services	11/30/2026	See EDGAR Certification Doc.
240303	Telephone and Communications Data Systems and Solutions	05/31/2027	See EDGAR Certification Doc.

## CONTACTS BY CONTRACTS

### 230105

Clara Alessi	Contracts Manager	(866) 974-5959	legal@netsync.com
Cory Hopf	Director of Inside	(866) 974-5959	chopf@netsync.com

### 230202

Clara Alessi	Contracts Manager	(866) 974-5959	legal@netsync.com
Cory Hopf	Director of Inside	(866) 974-5959	chopf@netsync.com

### 230901

Clara Alessi	Contracts Manager	(866) 974-5959	NLegal@netsync.com
Cory Hopf	Director of Inside	(866) 974-5959	chopf@netsync.com

### 240303

Cory Hopf	Director of Inside	(866) 974-5959	chopf@netsync.com
Shawn Sellers	Director of Vendor	(713) 218-5009	ssellers@netsync.com

# NETSYNC

2500 West Loop South, Ste.  
410/510  
Houston, TX 77027 USA  
713.218.5000

# QUOTE

AAAQ483095

Quote #:	AAAQ483095	Item 34.
Date:	03/	
Valid for:	30 Days	

Customer	Inside Sales	Account Manager
City of Mission aramirez@missiontexas.us 956.580.8750	Jeff Tennant JTennant@netsync.com (m) 703-963-9298	Heriberto Soto HSoto@netsync.com

Please send purchase order to: [PO@netsync.com](mailto:PO@netsync.com)

Line #	Part	Description	Qty	Unit Price	Ext Price
Main Site					Sub Total 30,987.67
Default Group (04/28/2026-04/27/2027)					
1.0	HYB-DATACLOUD-CORE	COHESITY DATA CLOUD CORE EDITION (PER BETB). INCLUDES BACKUP AND RECOVERY FOR ON-PREM AND CLOUD WORKLOADS ALONG WITH ANOMALY DETECTION AND THREAT CONTAINMENT CAPABILITIES. PRE-PAID SUBSCRIPTION. PREMIUM SUPPORT	10	466.21	4,662.10
2.0	SAAS-FORTKNOX-H-AWS	COHESITY FORTKNOX DELIVERED AS A SERVICE ON AWS DATA PLANE. PROVIDES A SECURE SERVICE FOR CUSTOMERS TO VAULT THEIR DATA INTO COHESITY-MANAGED WARM TIER STORAGE IN THE CLOUD. PROVIDES DATA ISOLATION, ANOMALY DETECTION REPORTING, AND FLEXIBLE RECOVERY OPTIONS TO RECOVER FROM RANSOMWARE OR OTHER DATA LOSS SITUATIONS. MIN. OF 30 DAYS RETENTION. SUBSCRIPTION PER BETB Unit Price: 32.73 Each per Month Duration: 1 Years, Billing Frequency: Prepaid	30	392.76	11,782.80
3.0	SAAS-M365-UNL-AWS-SM	COHESITY M365 CLOUD PROTECTION SERVICE (1 USER) ON AWS DATA PLANE. BACKUP AND RECOVERY OF M365 WORKLOAD. UNLIMITED RETENTION. PRE-PAID SUBSCRIPTION PER USER. UP TO 80FEGB PER USER ON AN AVERAGE. UP TO 3 AWS REGIONS. PREMIUM SUPPORT USER BAND: SM = UP TO 1K; MD = 1001-5K; LG = 5001-20K; XL = MORE THAN 20K. SMALL Unit Price: 2.81 Each per Month Duration: 1 Years, Billing Frequency: Prepaid	350	33.72	11,802.00
4.0	CS-P-C5016-10G-SFP-4	PREMIUM (24X7) SUPPORT FOR C5016-10G-SFP-4. SUBJECT TO THE SUPPORT MAINT T&C. Duration: 1.00 Years	1	2,740.77	2,740.77

Quote is valid for 30 days, excluding items subject to product or supply constraints, which may be subject to price and availability changes without notice.

## Notes: 340010763-001-04

12 months - Quote 2

Renewal Dates

4/30/2026 - 4/29/2029

TIPS - Technology Solutions Products and Services | 230105

Total	30,987.67
Tax/Vat	0.00
Shipping	0.00
<b>Grand Total USD</b>	<b>30,987.67</b>



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026  
**PRESENTED BY:** Abram Ramirez, Information Technology Director  
**AGENDA ITEM:** Authorization to purchase replacement door access control systems from Safeguard at a cost of \$118,431.53 utilizing TIPS 230202- Ramirez

### NATURE OF REQUEST:

Seeking authorization to purchase replacement of thirty-three (33) door access control systems from Safeguard at a cost of \$118,431.53 utilizing TIPS 230202. Police Department's access control systems are outdated with multiple components beginning to fail, leading to frequent malfunctions. Replacing the systems is necessary to ensure the continued security of facilities, maintain reliable access control, and reduce ongoing maintenance issues. Twenty-seven (27) doors remaining for next fiscal year.

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

**BUDGET:** \$1,557,625    **EST. COST:** \$118,431.53    **CURRENT BUDGET BALANCE:** \$806,051

**BID AMOUNT:** \$118,431.53

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

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

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



Printed 21 October 2025

## SAFEGUARD FIRE

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	TX	FAX (866) 839-8472
ZIP	78573	EMAIL tips@tips-usa.com

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

### SERVING STATES

TX

### Overview

*Provide, install, service, and monitor fire alarm, intrusion alarm, access control, and intercom systems.*

## AWARDED CONTRACTS "View EDGAR Doc" on Website

Item 35.

Contract	Comodity	Exp Date	EDGAR
230202	Security Systems Products and Services	04/30/2026	CFV

## CONTACTS BY CONTRACTS

### 230202

Edgar Rodriguez	Project Estimator	(956) 618-7233	erodriguez@safeguardsecurity.us
Daniel Backhaus	Project Manager	(956) 618-7233	daniel@safeguardsecurity.us



**SafeGuard Fire & Security**  
 12005 N Bryan Rd.  
 Mission, TX 78573

QUOTE #:	Item 35.
DATE:	Mar 27, 2026

**TIPS Contract# 230202**

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

**Your Safeguard Team:**  
**Stephanie Mena**  
*Inside Sales Representative*  
 stephanie@teleprocommunications.com

Payment Terms	Valid Through
NET 30	Apr 30, 2026

Thank you for the opportunity to submit this proposal!

Job Description: Provision and installation of (33) door access controls.

Exclusions: lifts, electrical connections, conduit labor, and materials.

Qty	Description	Unit Price	Ext. Price
33	MP1501 PoE+ Edge-Capable Intelligent Controller - MERCURY MC-MP1501	\$1,009.00	\$33,297.00
22	Wave-To-Open Sensor with Manual Override Button - SECO-LARM SD-927PKC-NEVQ	\$40.61	\$893.42
44	Reader - MC-40NKS	\$431.33	\$18,978.52
66	Battery 12V7AMP	\$27.90	\$1,841.40
8,250	CAT6 Cable Orange - COMMSCOPE CS37POR	\$0.66	\$5,445.00
33	CAT6 Jack Orange - COMMSCOPE UNJ600-OR	\$12.31	\$406.23
33	CAT6 Patch Cord Orange 1 FT - COMMSCOPE UNC6-OR-1F	\$24.90	\$821.70
33	RJ45 - LEVITON 47613-EZ6	\$1.74	\$57.42
33	DSC Box	\$52.98	\$1,748.34
2	Bosch DS150I Request-to-Exit Motion Sensor, Light Gray	\$114.00	\$228.00

Qty	Description	Unit Price	Ext. Price
80	Genetec SCC-PREMIUM-1R-1Y Security Center SaaS Premium - One reader connection for up to 1 year	\$141.55	\$11,324.00
3	Genetec SY-CLOUDLINK-G2 Synergis Cloud Link with 4GB of RAM, 16GB Flash, second generation, installed with Synergis access control firmware, four RS-485 ports, PoE.	\$1,263.50	\$3,790.50
1	Labor	\$39,600.00	\$39,600.00

Item 35.

Work to be performed 8:00 a.m. - 5:00 p.m., Monday - Friday, unless noted otherwise in the proposal.

Payment with credit card will have a 3% processing fee.

<b>SubTotal</b>	<b>\$118,431.53</b>
<b>Tax</b>	<b>\$0.00</b>
<b>Shipping</b>	<b>\$0.00</b>
<b>TOTAL</b>	<b>\$118,431.53</b>



**CITY COUNCIL AGENDA ITEM &  
RECOMMENDATION SUMMARY**

**MEETING DATE:** April 14, 2026  
**PRESENTED BY:** Abram Ramirez, Information Technology Director  
**AGENDA ITEM:** Authorization to continue purchases for FY 2026-2027 from vendors with forecasted expenditures exceeding the 25,000 threshold through cooperative contracts and sole source - Ramirez

**NATURE OF REQUEST:**

Authorization to continue purchases for FY 2026-2027 from vendors with forecasted expenditures exceeding the 25,000 threshold through cooperative contracts and sole source based on current and operational needs for the fiscal year. Vendors provide a range of essential goods and services, including but not limited to equipment, maintenance and support, software licensing and subscriptions, cybersecurity services, cloud services, network infrastructure support. Exhibit "A" lists all vendors and procurement method.

<b>BUGETED:</b> <u>Yes</u>	<b>FUND:</b> <u>General-IT</u>	<b>ACCT. #:</b> <u>01-426-44640</u>
<b>BUDGET:</b> <u>\$1,557,625</u>	<b>EST. COST:</b> <u>\$</u>	<b>CURRENT BUDGET BALANCE:</b> <u>\$806,051</u>
<b>BUGETED:</b> <u>Yes</u>	<b>FUND:</b> <u>General-IT</u>	<b>ACCT. #:</b> <u>01-426-64390</u>
<b>BUDGET:</b> <u>\$97,600</u>	<b>EST. COST:</b> <u>\$</u>	<b>CURRENT BUDGET BALANCE:</b> <u>\$95,479</u>
<b>BUGETED:</b> <u>Yes</u>	<b>FUND:</b> <u>General-IT</u>	<b>ACCT. #:</b> <u>01-426-74950</u>
<b>BUDGET:</b> <u>\$84,1000</u>	<b>EST. COST:</b> <u>\$</u>	<b>CURRENT BUDGET BALANCE:</b> <u>\$84,1000</u>

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

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

<b>RECORD OF VOTE:</b>	<b>APPROVED:</b>	_____
	<b>DISAPPROVED:</b>	_____
	<b>TABLED:</b>	_____

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



Printed 23 March 2026

netsync.com



### Netsync Network Solutions

**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	2500 West Loop South, Ste.	NAME Charlie Martin
CITY	Houston	PHONE (866) 839-8477
STATE	TX	FAX (866) 839-8472
ZIP	77027	EMAIL tips@tips-usa.com

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

#### **SERVING STATES**

AL | AK | AZ | AR | CA | CO | CT | DE | DC | FL | GA | HI | ID | IL | IN | IA | KS | KY | LA | ME | MD | MA | MI | MN | MS | MO | MT | NE | NV | NH | NJ | NM | NY | NC | ND | OH | OK | OR | PA | RI | SC | SD | TN | TX | UT | VT | VI | VA | WA | WI | WY | PR

#### **Overview**

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**AWARDED CONTRACTS "View EDGAR Doc" on Website**

<b>Contract</b>	<b>Comodity</b>	<b>Exp Date</b>	<b>EDGAR</b>
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.
230901	Audio Visual Equipment, Supplies, and Services	11/30/2026	See EDGAR Certification Doc.
240303	Telephone and Communications Data Systems and Solutions	05/31/2027	See EDGAR Certification Doc.

**CONTACTS BY CONTRACTS****230105**

Clara Alessi	Contracts Manager	(866) 974-5959	legal@netsync.com
Cory Hopf	Director of Inside	(866) 974-5959	chopf@netsync.com

**230202**

Clara Alessi	Contracts Manager	(866) 974-5959	legal@netsync.com
Cory Hopf	Director of Inside	(866) 974-5959	chopf@netsync.com

**230901**

Clara Alessi	Contracts Manager	(866) 974-5959	NLegal@netsync.com
Cory Hopf	Director of Inside	(866) 974-5959	chopf@netsync.com

**240303**

Cory Hopf	Director of Inside	(866) 974-5959	chopf@netsync.com
Shawn Sellers	Director of Vendor	(713) 218-5009	ssellers@netsync.com

Contract Number

**DIR-CPO-5347**

Item 36.

Contract Start Date: **01/07/25**

Contract Term Date: **01/07/27**

Contract Expiration Date: **01/07/30**

Vendor Information

**Cisco Systems, Inc.**

Vendor ID: **1770059951100**

RFO: **DIR-CPO-TMP-578**

Contract Status: **Active**

**VENDOR CONTACT:**

[Jumana Dihu](#)

Phone: (773) 269-6397

[Vendor Website](#)

**DIR CONTACT:**


[Jeremiah Rodriguez](#)

Phone: (737) 354-7016

## Contract Overview

Cisco Systems, Inc., offers Cisco Branded Products and Related Services. Contracts may be used by all eligible Customers including Texas State Agencies, as defined by TGC 2054.003 (13), units of Local Government, as defined by TGC 2054.003 (9), cities, counties, public school districts, municipalities, Special Purpose Districts, Institutions of Higher Education, as defined by TEC 61.003, assistance organizations, as defined by TGC 2175.001, Electric Reliability Council of Texas (ERCOT), Lower Colorado River Authority (LCRA), Private Schools, as defined by TEC 5.001, Private or Independent Institutions of Higher Education, as defined by TEC 61.003, Volunteer Fire Departments, as defined by TTC 152.001, Public Safety Entities, as defined by 47 U.S.C. Section 1401, County hospitals, public hospitals or hospital districts, and public entities outside Texas, as defined by TGC 2054.0565. Resellers are available under this contract.

## Contract Details & Ordering Information

[Products & Services](#) 

Products & Services

This contract offers the following products and services. Please contact the Vendor for the latest information.

*Item 36.*

Access and Access Circuits

Catalog

Components

Data Storage

Misc IT Hardware, Peripherals, Components and Related Services

Networking Products and Services

Permanent Virtual Connections

Routers and Related Equipment

Seat Management - Network

Contract Number

**DIR-CPO-5381**

Item 36.

Contract Start Date: **10/31/25**

Contract Term Date: **10/31/27**

Contract Expiration Date: **10/31/30**

---

Vendor Information

**Hewlett Packard Enterprise Company**

Vendor ID: **1473298624600**

RFO: **DIR-CPO-TMP-577**

Contract Status: **Active**

**VENDOR CONTACT:**

[Traci Purser](#)

Phone: (970) 898-4033

[Vendor Website](#)

**DIR CONTACT:**

[Jeremiah Rodriguez](#)

Phone: (737) 354-7016

## Contract Overview

Hewlett Packard Enterprise Company offers data storage, data communication, networking equipment and related services through this contract. This contract offers various product brands and related services. Contracts may be used by state and local government, public education, other public entities in Texas, as well as public entities outside the state.

## Contract Details & Ordering Information

Products & Services



### Products & Services

This contract offers the following products and services. Please contact the Vendor for the latest information.

Data Storage

Miscellaneous

Networking Equipment  
Networking Products and Services

*Item 36.*

Contract Number

**DIR-CPO-5384**

Item 36.

Contract Start Date: **04/08/25**

Contract Term Date: **04/08/27**

Contract Expiration Date: **04/08/30**

Vendor Information

**Insight Public Sector, Inc.**

Vendor ID: **363949000**

RFO: **DIR-CPO-TMP-577**

Contract Status: **Active**

**VENDOR CONTACT:**

[Brittany Dunaway](#)

Phone: (800) 474-7121

[Vendor Website](#)

**DIR CONTACT:**

[Eliza Garcia](#)

Phone: (512) 475-4631

## Contract Overview

Insight Public Sector, Inc. offers Data Storage, Data Communication & Networking equipment and related services through this contract. This contract offers various product brands and related services. Contracts may be used by state and local government, public education, other public entities in Texas, as well as public entities outside the state.

## Contract Details & Ordering Information

[Products & Services](#)



### Products & Services

This contract offers the following products and services. Please contact the Vendor f

Contract Number

# DIR-CPO-5184

Item 36.

Contract Start Date: **03/16/23**

Contract Term Date: **03/16/27**

Contract Expiration Date: **03/16/28**

## Vendor Information

### [Netsync Network Solutions, Inc.](#)

Vendor ID: **13200303298**

RFO: **DIR-CPO-TMP-563**

Contract Status: **Active**

#### **VENDOR CONTACT:**

[Clara Alessi](#)

Phone: (713) 248-7294

[Vendor Website](#)

#### **DIR CONTACT:**

[Shane Hodyniak](#)

Phone: (737) 263-6437

## Contract Overview

Netsync Network Solutions offers cloud infrastructure and cloud platform as a service, including cloud broker and related services through this contract. Customers can purchase directly through this DIR contract. Contracts may be used by state and local government, public education, other public entities in Texas, as well as public entities outside the state. Resellers are not available for this contract. 3/6/2025: A third email was sent to vendor in an attempt to collect required information and intent to renew. Notification of potential suspension was given. SH 3/10/2025: DIR has executed Auto Renewal 1 for this contract, extending the end date to 3/16/2027. SH

## Contract Details & Ordering Information

[Products & Services](#)



### Products & Services

This contract offers the following products and services. Please contact the Vendor for the latest information.

Cloud Broker Services

Cloud Infrastructure as a Service  
Cloud Platform as a Service

Item 36.

# DIR-CPO-5025

Contract Start Date: 01/07/22  
Contract Term Date: 01/07/27  
Contract Expiration Date: 01/07/27

---

## Vendor Information

### [Netsync Network Solutions, Inc.](#)

Vendor ID: 13200303298  
RFO: DIR-CPO-TMP-442  
Contract Status: Active

#### **VENDOR CONTACT:**

[Bernardo Fierro](#)

Phone: 713-218-5000

[Vendor Website](#)

#### **DIR CONTACT:**


[Suzanne Carson](#)

Phone: (512) 475-4948

## Contract Overview

Netsync Network Solutions, Inc. offers End-User IT Outsourcing (managed services) for information technology assets through this contract. Managed services include: Provisioning of Equipment; Desktop Outsourcing; and Asset Tracking. Support Services include: Service Desk; On -Site MAC; Remote Support; Standard and Ad Hoc Reporting Documentation; Break/Fix/Maintenance; and Unwind/End of Engagement services. Technology Services include: Mobility; HVD; Network Management; Software and Security Services. Contracts may be used by state and local government, public education, other public entities in Texas, as well as public entities outside the state. Resellers are not available for this contract. DIR has exercised the final automatic renewal option for this contract. This extends the contract through 1/7/2027.

## Contract Details & Ordering Information

[Products & Services](#) 

### Products & Services

This contract offers the following products and services. Please contact the Vendor for the latest information.

Break/Fix Services

Computer Operations Services

Managed Services - Computers

Mobile Device Management

Security Services

Technical Services

Contract Number

**DIR-CPO-4866**

Item 36.

Contract Start Date: **11/16/22**

Contract Term Date: **11/16/26**

Contract Expiration Date: **11/16/27**

Vendor Information

**Netsync Network Solutions, Inc.**

Vendor ID: **13200303298**

RFO: **DIR-CPO-TMP-550**

Contract Status: **Active**

**VENDOR CONTACT:**

[Clara Alessi](#)

Phone: (713) 248-7294

[Vendor Website](#)

**DIR CONTACT:**

[Shane Hodyniak](#)

Phone: (737) 263-6437

## Contract Overview

Netsync Network Solutions offers Cyber Security hardware, software, and services through this contract. Customers can purchase directly through this DIR contract. Contracts may be used by state and local government, public education, other public entities in Texas, as well as public entities outside the state. Resellers are not available for this contract. DIR has exercised the automatic renewal option for this Contract. This renewal extends the contract through November 16, 2026.

## Contract Details & Ordering Information

[Products & Services](#)



### Products & Services

This contract offers the following products and services. Please contact the Vendor for the latest information.

Hardware

Software



# Insight Public Sector Contract Documentation

U.S. Communities, National IPA, & NCPA are wholly-owned subsidiaries of OMNIA Partners, dba OMNIA Partners, Public Sector. All public sector participants already registered with National IPA, U.S. Communities, or NCPA continue to have access to all contracts, with certain exceptions, in the portfolio and do not need to re-register to use a legacy National IPA, legacy U.S. Communities, legacy NCPA, or new OMNIA Partners contract. U.S. Communities, National IPA, and NCPA remain separate legal entities and lead agency contracts completed under each brand are effective and available for use through the contract's approved term. In the event we believe re-registration is necessary for any reason, OMNIA Partners will let you know.

## Technology Products, Solutions and Related Services

### Cobb County, GA

**Contract Number: 23-6692-03**

Contract Term: May 1, 2023 through April 30, 2028

Renewal Options: Unless terminated by the LPA, this Contract will automatically renew through the end date.

### Executive Summary

- [Executive Summary](#)
- [Pricing](#)
- [Manufacturers, Publishers and Suppliers](#)
- [Due Diligence](#)

### Master Agreement Documents

- [Official Signed Contract](#)

### Response Evaluation

- [Supplier Response to RFP](#)
- [Evaluation Documents](#)

### Solicitation Process

- [Original RFP Document](#)
- [RFP Addendum 1](#)

- RFP Addendum 2
- RFP Addendum 3
- Proof of Publication
- RFP Opening Documents

# TD SYNnex Contract Documentation

U.S. Communities, National IPA, & NCPA are wholly-owned subsidiaries of OMNIA Partners, dba OMNIA Partners, Public Sector. All public sector participants already registered with National IPA, U.S. Communities, or NCPA continue to have access to all contracts, with certain exceptions, in the portfolio and do not need to re-register to use a legacy National IPA, legacy U.S. Communities, legacy NCPA, or new OMNIA Partners contract. U.S. Communities, National IPA, and NCPA remain separate legal entities and lead agency contracts completed under each brand are effective and available for use through the contract's approved term. In the event we believe re-registration is necessary for any reason, OMNIA Partners will let you know.

## Advanced Technology Solutions Aggregator

### Region 14 ESC - TX

### Contract Number: 01-170

Initial Term: December 14, 2023 through December 31, 2026

Renewal Options: Option to renew for two (2) additional one-year periods through December 31, 2028

### Executive Summary

- [Pricing](#)
- [Value Add](#)
- [Authorized Resellers](#)

### Master Agreement Documents

- [Official Signed Contract](#)
- [Contract Award Letter](#)
- [Pro Line Card Flyer Update](#)
- [Product Line Card](#)

### Response Evaluation

- [Supplier Response to RFP](#)
- [Evaluation Documents](#)
- [Multi-Award Justification Letter](#)

## Solicitation Process

- [Original RFP Document](#)
- [RFP Addendum 1](#)
- [RFP Opening Document](#)
- [RFP Receipt List](#)
- [Proof of Publication](#)

## 01-97 Contract Documents

- [01-97 Contract Documents](#)

## Cyber Security Solutions & Services

### Region 4 ESC - TX

#### Contract Number: R250307

Initial Term: October 1, 2025 through September 30, 2028

Renewal Options: With the option to renew for two (2) additional one-year periods through September 30, 2030

### Executive Summary

- [Executive Summary](#)
- [Pricing](#)
- [Approved Line Card](#)
- [Approved Subcontractors](#)
- [Due Diligence](#)

### Master Agreement Documents

- [Official Signed Contract](#)
- [Contract Award Documents](#)

### Response Evaluation

- [Supplier Response to RFP](#)
- [Evaluation Documents](#)

## Solicitation Process

- [Original RFP Document](#)
- [Bid Receipt List](#)
- [Proof of Publication](#)

## Previous Contract

- R200803

One Tyler Drive  
Yarmouth, ME 04096

P: 800.772.2260  
F: 207.781.2459

[www.tylertech.com](http://www.tylertech.com)

March 30, 2026

City of Mission  
Attn: Abram Ramirez, IT Director  
1201 E. 8<sup>th</sup> St.  
Mission, TX 78572

RE: Sole Source for Procurement

Dear Mr. Ramirez:

Please accept this letter to confirm that Tyler Technologies is the sole source of its Tyler ERP Pro (formerly Incode Financials), Municipal Justice (formerly Incode Court), Enterprise Public Safety (formerly New World Public Safety), Public Safety Pro (formerly Incode Public Safety) and Enforcement Mobile (formerly Brazos) software. Tyler is the only party authorized to implement, support and update such software.

Tyler appreciates the trust that the City of Mission has placed in our company and products, and we will continue to work diligently to ensure your complete satisfaction with our software, service and support throughout the life of this partnership.

Please do not hesitate to contact me with any questions regarding the foregoing.

Regards,



Sherry Clark  
Group General Counsel  
[Sherry.clark@tylertech.com](mailto:Sherry.clark@tylertech.com)



Printed 28 March 2025

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 36.

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

## CONTACTS BY CONTRACTS

### 230105

Edgar Rodriguez	Project Estimator	(956) 618-2360	erodriguez@teleprocommunications.
Noe Tamez	Estimating Director	(956) 618-7233	noe@teleprocommunications.com

### 230202

Edgar Rodriguez	Project Estimator	(956) 618-2360	erodriguez@teleprocommunications.
Noe Tamez	Estimating Director	(956) 618-7233	noe@teleprocommunications.com

### 23010401

Edgar Rodriguez	Project Estimator	(956) 618-2360	erodriguez@teleprocommunications.
Noe Tamez	Estimating Director	(956) 618-7233	noe@teleprocommunications.com

### 23010402

Edgar Rodriguez	Project Estimator	(956) 618-2360	erodriguez@teleprocommunications.
Noe Tamez	Estimating Director	(956) 618-7233	noe@teleprocommunications.com

Contract Number

**DIR-CPO-5391**

Item 36.

Contract Start Date: **01/07/25**

Contract Term Date: **01/07/27**

Contract Expiration Date: **01/07/30**

---

Vendor Information

**Netsync Network Solutions, Inc.**

Vendor ID: **13200303298**

RFO: **DIR-CPO-TMP-577**

Contract Status: **Active**

**VENDOR CONTACT:**

[Bernardo Fierro](#)

Phone: 713-218-5000

[Vendor Website](#)

**DIR CONTACT:**

[Suzanne Carson](#)

Phone: (512) 475-4948

## Contract Overview

NETSYNC NETWORK SOLUTIONS, inc. offers data storage products and related services through this contract.

## Contract Details & Ordering Information

[Products & Services](#)



### Products & Services

This contract offers the following products and services. Please contact the Vendor for the latest information.

Data Storage

Miscellaneous

Contract Number

**DIR-CPO-5030**

Item 36.

Contract Start Date: **02/28/22**

Contract Term Date: **02/28/27**

Contract Expiration Date: **02/28/27**

Vendor Information

**Insight Public Sector, Inc.**

Vendor ID: **363949000**

RFO: **DIR-CPO-TMP-442**

Contract Status: **Active**

**VENDOR CONTACT:**

[Brittany Dunaway](#)

Phone: (800) 474-7121

[Vendor Website](#)

**DIR CONTACT:**

[Suzanne Carson](#)

Phone: (512) 475-4948

## Contract Overview

Insight Public Sector, Inc. offers End-User IT Outsourcing (managed services) for information technology assets through this contract. Managed services include: Provisioning of Equipment; Desktop Outsourcing; and Asset Tracking. Support Services include: Service Desk; On -Site MAC; Remote Support; Standard and Ad Hoc Reporting Documentation; Break/Fix/Maintenance; and Unwind/End of Engagement services. Technology Services include: Mobility; HVD; Network Management; Software and Security Services. Contracts may be used by state and local government, public education, other public entities in Texas, as well as public entities outside the state. Resellers are not available for this contract. DIR has exercised the final renewal option for this Contract. This renewal extends the contract through 2/28/2027.

## Contract Details & Ordering Information

[Products & Services](#)



### Products & Services

This contract offers the following products and services. Please contact the Vendor for the latest information.

Break/Fix Services

Computer Operations Services

Managed Services - Computers

Mobile Device Management

Network Services

Security Services

Technical Services

Contract Number

**DIR-CPO-5122**

Item 36.

Contract Start Date: **10/31/22**

Contract Term Date: **10/31/26**

Contract Expiration Date: **10/31/27**

Vendor Information

**Netsync Network Solutions, Inc.**

Vendor ID: **13200303298**

RFO: **DIR-CPO-TMP-559**

Contract Status: **Active**

**VENDOR CONTACT:**

[Clara Alessi](#)

Phone: (713) 248-7294

[Vendor Website](#)

**DIR CONTACT:**

[Rebecca Armas](#)

Phone: 512-475-4643

## Contract Overview

Netsync Network Solutions, Inc. offers Technology-Based Recording and Conferencing Products and Related Services through this contract. Multiple brands are available on this contract. Customers can purchase directly through this DIR contract. Contract may be used by state and local government, public education, other public entities in Texas, as well as public entities outside the state. Resellers are not available for this contract. DIR has exercised the automatic renewal option for this contract. This renewal extends the contract through 10/31/2026.

## Contract Details & Ordering Information

[Products & Services](#)



### Products & Services

This contract offers the following products and services. Please contact the Vendor for the latest information.

Software

Technology Based Conferencing



Contract Number

**DIR-CPO-4877**

Item 36.

Contract Start Date: **08/26/22**

Contract Term Date: **08/26/26**

Contract Expiration Date: **08/26/27**

---

Vendor Information

**Insight Public Sector, Inc.**

Vendor ID: **363949000**

RFO: **DIR-CPO-TMP-550**

Contract Status: **Active**

**VENDOR CONTACT:**

[Brittany Dunaway](#)

Phone: (800) 474-7121

[Vendor Website](#)

**DIR CONTACT:**

[Eliza Garcia](#)

Phone: (512) 475-4631

## Contract Overview

Insight Public Sector, Inc. offers Cybersecurity Software Products and Services under the contract. Various brands are being offered under the contract. There are no resellers on this contract. DIR has exercised the automatic renewal option for this Contract. This renewal extends the contract through 08/26/2026.

## Contract Details & Ordering Information

[Products & Services](#)



Printed 21 October 2025

## SAFEGUARD FIRE

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	TX	FAX (866) 839-8472
ZIP	78573	EMAIL tips@tips-usa.com

DISADVANTAGED/MINORITY/WOMAN BUSINESS ENTERPRISE: N

HUB: N

### SERVING STATES

TX

### Overview

*Provide, install, service, and monitor fire alarm, intrusion alarm, access control, and intercom systems.*

## AWARDED CONTRACTS "View EDGAR Doc" on Website

Item 36.

Contract	Comodity	Exp Date	EDGAR
230202	Security Systems Products and Services	04/30/2026	CFV

## CONTACTS BY CONTRACTS

### 230202

Edgar Rodriguez	Project Estimator	(956) 618-7233	erodriguez@safeguardsecurity.us
Daniel Backhaus	Project Manager	(956) 618-7233	daniel@safeguardsecurity.us

Contract Number

**DIR-CPO-5792**Contract Start Date: **04/04/25** ⓘContract Term Date: **04/04/27** ⓘContract Expiration Date: **04/04/30** ⓘ

## Vendor Information

**Dell Marketing LP**Vendor ID: **1742616805400**RFO: **DIR-CPO-TMP-582**Contract Status: **Active****VENDOR CONTACT:**

JoAnn Tamez ⓘ

Phone: (512) 813-1905

[Vendor Website](#) ⓘ**DIR CONTACT:**

Suzanne Carson ⓘ

Phone: (512) 475-4948

## Contract Overview

This contract is for Dell-Branded Products including, but not limited to, desktops, laptops, tablets, peripherals, accessories, and software products manufactured, distributed, or licensed under the Dell brand name and related services. This contract also includes Dell-Branded Services, including cloud services.

## Contract Details & Ordering Information

- **Products & Services**

[Commodity Codes](#)[Brands](#)[Contract Documents](#)[How to Order](#)[Resellers](#)

### Products & Services

This contract offers the following products and services. Please contact the Vendor for the latest information.

- Hardware
- Software
- Other
- Technical Services

**MORE INFORMATION**[Vendor Website](#) ⓘ

Visit this Vendor's website to view the latest product, service, and pricing information.

**Exhibit A**

<b>VENDOR NAME</b>	<b>PROCUREMENT METHOD</b>
Dell	DIR and Omnia NCPA
Insight	DIR and Omnia NCPA
Tyler Technologies	Sole Source
Telepro Communications	TIPS
Safeguard	TIPS
Netsync	DIR and TIPS
TD Synnex (Sentinel)	Omnia NCPA
Cisco Systems, Inc	DIR
Hewlett Packard Enterprise Company	DIR



CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 14, 2026
PRESENTED BY: Abram Ramirez, Information Technology Director
AGENDA ITEM: Authorization to approve Second and Final One-Year Renewal Option for RFP No. 22-320-04-25 WAN P2P Leased Fibers Services, at cost of \$5,074 per month (0% Increase), with Smartcom Telephone, LLC - Ramirez

NATURE OF REQUEST:

Seeking authorization to approve Second and Final One-Year Renewal Option for RFP No. 22-320-04-25 WAN P2P Leased Fibers Services, at cost of \$5,074 per month (0% Increase), with Smartcom Telephone, LLC. The term of the contract was for three (3) years with option to renew for an additional two (2) consecutive, one (1) year periods at the end of the service period. Second and Final One-Year Renewal term dates: May 16, 2026 - May 15, 2027. B&G Club Main and B&G CWV circuits canceled.

Table with 3 columns: BUDGETED, FUND, ACCT. #, BUDGET, EST. COST, CURRENT BUDGET BALANCE. Rows include General- Org. Expense, Event Center, Veteran's Cemetery, and Public Works.

BID AMOUNT: \$60,888/Year

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval AG

RECORD OF VOTE: APPROVED: DISAPPROVED: TABLED:

AYES
NAYS
DISSENTING

PROPOSAL NAME/NUMBER: 22-320-04-25 / WAN P2P Leased Fibers

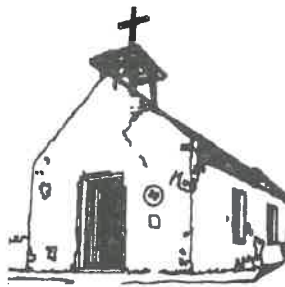
OPEN DATE: April 25, 2022 2:00 PM CST



Vendor Name:	Smartcom Telephone, LLC.	WifiRUs
Street address:	800 Ash Avenue	2604 Nicole Dr.
City, State:	McAllen TX 78501	Mission, TX 78573
Phone:	(956) 687-7070	(956) 379-8137
Fax:	(956) 213-1196	
Contact:	Alan Yoder	Jose Raul Madrigal Pilon
Email:	ayoder@smartcomtelephone.com	communication@wifru.net

No.	DESCRIPTION: Base Term (One Year)		Bandwidth	Monthly Cost (Recurring)	Yearly Cost (Recurring)	and Activation (Non-Recurring)	Lead Time (Days)	Monthly Cost (Recurring)	Yearly Cost (Recurring)	and Activation (Non-Recurring)	Lead Time (Days)
	Site 1	Site 2									
1	City Hall	Boys and Girls Club	200 Mbps	\$449.00	\$5,388.00	\$150.00	30	\$599.00	\$7,188.00	\$2,250.00	Immediately
2	City Hall	Event Center	1 Gbps	\$545.00	\$6,540.00	\$150.00	30	\$799.00	\$9,588.00	\$2,250.00	Two Months
3	City Hall	Fire Station No. 1	1 Gbps	\$545.00	\$6,540.00	\$150.00	30	\$799.00	\$9,588.00	\$2,250.00	Two Months
4	City Hall	Fire Station No. 2	200 Mbps	\$449.00	\$5,388.00	\$150.00	90	\$599.00	\$7,188.00	\$1,050.00	3 Months
5	City Hall	Fire Station No. 3	200 Mbps	\$449.00	\$5,388.00	\$150.00	90	\$599.00	\$7,188.00	\$6,750.00	2 Months
6	City Hall	Fire Station No. 4	200 Mbps	\$449.00	\$5,388.00	\$150.00	90	\$599.00	\$7,188.00	\$6,000.00	3 Months
7	City Hall	Fire Station No. 5	200 Mbps	\$449.00	\$5,388.00	\$150.00	30	\$599.00	\$7,188.00	\$0.00	Immediately
8	City Hall	Fleet Maintenance	200 Mbps	\$449.00	\$5,388.00	\$150.00	30	\$599.00	\$7,188.00	\$500.00	2 Months
9	City Hall	Public Works/Health	200 Mbps	\$449.00	\$5,388.00	\$150.00	60	\$599.00	\$7,188.00	\$4,500.00	2 Months
10	City Hall	Museum	200 Mbps	\$449.00	\$5,388.00	\$150.00	30	\$599.00	\$7,188.00	\$500.00	2 Months
11	City Hall	Pantry	200 Mbps	\$449.00	\$5,388.00	\$150.00	90	\$599.00	\$7,188.00	\$2,250.00	2 Months
12	City Hall	Speer Library	1 Gbps	\$545.00	\$6,540.00	\$150.00	10	\$799.00	\$9,588.00	\$1,875.00	Immediately
13	City Hall	Veterans Cemetary	50 Mbps	\$399.00	\$4,788.00	\$150.00	90	\$449.00	\$5,388.00	\$9,750.00	3 Months
14	City Hall	Waste Water	200 Mbps	\$449.00	\$5,388.00	\$150.00	90	\$599.00	\$7,188.00	\$500.00	2 Months
15	City Hall	Water Plant South	50 Mbps	\$399.00	\$4,788.00	\$150.00	90	\$449.00	\$5,388.00	\$1,500.00	2 Months
16	City Hall	Police Department Substation	200 Mbps	\$449.00	\$5,388.00	\$150.00	30	\$599.00	\$7,188.00	\$9,750.00	Immediately
<b>Total Base Term (One-Year)</b>				<b>\$7,372.00</b>	<b>\$88,464.00</b>	<b>\$2,400.00</b>	<b>10 to 90 days</b>	<b>\$9,884.00</b>	<b>\$118,608.00</b>	<b>\$51,675.00</b>	<b>0 to 3 Months</b>
<b>DESCRIPTION: Alternate Term (Three Years)</b>											
	Site 1	Site 2									
1	City Hall	Boys and Girls Club	200 Mbps	\$349.00	\$4,188.00	\$0.00	30	\$599.00	\$7,188.00	\$0.00	Immediately
2	City Hall	Event Center	1 Gbps	\$445.00	\$5,340.00	\$0.00	30	\$799.00	\$9,588.00	\$0.00	2 Months
3	City Hall	Fire Station No. 1	1 Gbps	\$445.00	\$5,340.00	\$0.00	30	\$799.00	\$9,588.00	\$0.00	2 Months
4	City Hall	Fire Station No. 2	200 Mbps	\$349.00	\$4,188.00	\$0.00	90	\$599.00	\$7,188.00	\$0.00	3 Months
5	City Hall	Fire Station No. 3	200 Mbps	\$349.00	\$4,188.00	\$0.00	90	\$599.00	\$7,188.00	\$0.00	2 Months
6	City Hall	Fire Station No. 4	200 Mbps	\$349.00	\$4,188.00	\$0.00	90	\$599.00	\$7,188.00	\$0.00	3 Months
7	City Hall	Fire Station No. 5	200 Mbps	\$349.00	\$4,188.00	\$0.00	30	\$599.00	\$7,188.00	\$0.00	Immediately
8	City Hall	Fleet Maintenance	200 Mbps	\$349.00	\$4,188.00	\$0.00	90	\$599.00	\$7,188.00	\$0.00	2 Months
9	City Hall	Public Works/Health	200 Mbps	\$349.00	\$4,188.00	\$0.00	60	\$599.00	\$7,188.00	\$0.00	2 Months
10	City Hall	Museum	200 Mbps	\$349.00	\$4,188.00	\$0.00	30	\$599.00	\$7,188.00	\$0.00	2 Months
11	City Hall	Pantry	200 Mbps	\$349.00	\$4,188.00	\$0.00	90	\$599.00	\$7,188.00	\$0.00	2 Months
12	City Hall	Speer Library	1 Gbps	\$445.00	\$5,340.00	\$0.00	10	\$799.00	\$9,588.00	\$0.00	Immediately
13	City Hall	Veterans Cemetary	50 Mbps	\$299.00	\$3,588.00	\$0.00	90	\$449.00	\$5,388.00	\$0.00	3 Months
14	City Hall	Waste Water	200 Mbps	\$349.00	\$4,188.00	\$0.00	90	\$599.00	\$7,188.00	\$0.00	2 Months
15	City Hall	Water Plant South	50 Mbps	\$299.00	\$3,588.00	\$0.00	90	\$449.00	\$5,388.00	\$0.00	2 Months
16	City Hall	Police Department Substation	200 Mbps	\$349.00	\$4,188.00	\$0.00	30	\$599.00	\$7,188.00	\$0.00	Immediately
<b>Total Base Term (Three-Year)</b>				<b>\$17,316.00</b>	<b>\$207,792.00</b>	<b>\$0.00</b>	<b>10 to 90 Days</b>	<b>\$29,652.00</b>	<b>\$355,824.00</b>	<b>\$0.00</b>	<b>0 to 3 Months</b>
<b>Addendums</b>				<b>Yes</b>				<b>No</b>			
<b>Time of Completion</b>				<b>10 to 90 Days</b>				<b>0 to 3 Months</b>			

Please Note: WifiRUs is found non-response. They failed to acknowledge and submit Addendum, and Failed to submit a Technical Proposal.



## CITY OF MISSION

*"Home of the Grapefruit"*

Alan Yoder  
Smartcom Telephone, LLC  
600 Ash Avenue  
McAllen, Texas 78501

**Subject: Notice of Award – RFP No: 22-320-04-25 / WAN P2P Leased Fibers**

Dear Mr. Yoder:

You are hereby notified that you have been awarded WAN P2P Leased Fibers No. 22-320-04-25. Please use this bid number on any correspondence to the City of Mission.

The term of the contract shall be three (3) years from the contract award date.

**Renewal Terms:** The City of Mission shall reserve the option to renew this order for an additional two (2) consecutive, one (1) year periods at the end of the service period.

**Contract Term: May 16, 2022 through May 15, 2025.**

To facilitate the discharge of this contract, the Technical Representative (TR) for the contract is Abram Ramirez, I.T. Department Director, who can be reached at (956) 629-4792. 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 Purchasing 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 Purchasing 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 Purchasing 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 Purchasing Agent and the TR.
8. Coordinate with the Purchasing Agent prior to releasing any correspondence involving schedule, performance, cost, and invoices/payment.
9. Work with the Purchasing 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 Purchasing 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 Purchasing 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 proposal 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 Purchasing Agent.

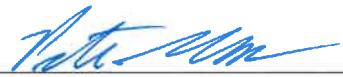
A copy of your proposal response is enclosed for your records. Said proposal response and this notice of award constitute the contract. Please include the proposal number on all correspondence pertaining to this contract, and with each invoice that you submit.


If you have any questions, please contact your assigned **Director of Purchasing, Peter Geddes** 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,

  
\_\_\_\_\_  
Peter Geddes  
Director of Purchasing

  
\_\_\_\_\_  
Date

## Service Agreement Extension

THIS EXTENSION OF AGREEMENT (“Extension”) is made this [redacted] day of [redacted], 2026, for the purpose of extending the contract approved on May 16, 2022 (“Original Contract”) between SmartCom Telephone, LLC (hereinafter referred to as “Smartcom”) address at 600 Ash Ave., McAllen, TX 78501 and City of Mission, (hereinafter referred to as “City of Mission”), address at 1201 East 8<sup>th</sup> Street, Mission, Texas 78572. (The “Parties”).

1. The Parties agree to extend the Original Agreement for RFP 22 320-04-25 WAN P2P Leased Fibers for an additional twelve (12) month period, which will begin May 16, 2026, and will end on May 15, 2027, with no remaining extension.
2. Extension will exclude the following circuits:
  - me-6009991984 (FOOD PANTRY LOC: 115 S MAYBERRY RD, MISSION)
  - me-6009991974 (BOYS AND GIRLS LOC: 209 W 18TH ST, MISSION)
3. This new Extension binds and benefits both Parties. This document, including the attached original agreement, is the entire agreement between the Parties.

All other terms and conditions of the Original Agreement remain unchanged.

EXECUTED this [redacted] day of [redacted], 20[redacted]

_____	_____
<i>Customer Signature</i>	<i>Smartcom Telephone, LLC. Signature</i>
_____	_____
<i>Printed Name</i>	<i>Printed Name</i>
1201 East 8 <sup>th</sup> Street	600 Ash Avenue
<i>Billing Address</i>	<i>Address</i>
Mission TX 78572	McAllen TX 78501
<i>City State Zip</i>	<i>City State Zip</i>
_____	_____
<i>Billing Telephone Number</i>	<i>Telephone</i>
	956-687-7070



**CITY COUNCIL AGENDA ITEM &  
RECOMMENDATION SUMMARY**

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Abram Ramirez, Information Technology Director

**AGENDA ITEM:** Authorization to purchase computers and accessories from Dell Marketing L.P at a cost of \$140,445.38 utilizing DIR-CPO-5792 contract - Ramirez

**NATURE OF REQUEST:**

Seeking authorization to purchase fifty-four (54) computers and accessories from Dell Marketing L.P at a cost of \$140,445.38 utilizing DIR-CPO-5792 contract as part of the annual technology refresh cycle. This purchase will replace end-of-life equipment at various departments that will no longer meet performance, security, and operational standards, ensuring continued efficiency, reliability, and cybersecurity compliance across City operations.

<b>BUGETED:</b> <u>Yes</u>	<b>FUND:</b> <u>General-IT</u>	<b>ACCT. #:</b> <u>01-426-64390</u>
<b>BUDGET:</b> <u>\$97,600</u>	<b>EST. COST:</b> <u>\$28,142.66</u>	<b>CURRENT BUDGET BALANCE:</b> <u>\$95,479</u>
<b>BUGETED:</b> <u>Yes</u>	<b>FUND:</b> <u>General-Event Center</u>	<b>ACCT. #:</b> <u>01-426-64390</u>
<b>BUDGET:</b> <u>\$97,600</u>	<b>EST. COST:</b> <u>\$7,510.62</u>	<b>CURRENT BUDGET BALANCE:</b> <u>\$95,479</u>
<b>BUGETED:</b> <u>Yes</u>	<b>FUND:</b> <u>Vitals</u>	<b>ACCT. #:</b> <u>20-419-64390</u>
<b>BUDGET:</b> <u>\$2,370</u>	<b>EST. COST:</b> <u>\$2,369.80</u>	<b>CURRENT BUDGET BALANCE:</b> <u>\$2,370</u>
<b>BUGETED:</b> <u>Yes</u>	<b>FUND:</b> <u>General- HR</u>	<b>ACCT. #:</b> <u>01-425-64390</u>
<b>BUDGET:</b> <u>\$7,063</u>	<b>EST. COST:</b> <u>\$7,063.20</u>	<b>CURRENT BUDGET BALANCE:</b> <u>\$7,063</u>
<b>BUGETED:</b> <u>Yes</u>	<b>FUND:</b> <u>Solid Waste</u>	<b>ACCT. #:</b> <u>05-410-64390</u>
<b>BUDGET:</b> <u>\$16,100</u>	<b>EST. COST:</b> <u>\$9,479.20</u>	<b>CURRENT BUDGET BALANCE:</b> <u>\$16,100</u>
<b>BUGETED:</b> <u>Yes</u>	<b>FUND:</b> <u>Veteran's Cemetery</u>	<b>ACCT. #:</b> <u>35-410-64390</u>
<b>BUDGET:</b> <u>\$16,076</u>	<b>EST. COST:</b> <u>\$13,825.82</u>	<b>CURRENT BUDGET BALANCE:</b> <u>\$14,703</u>
<b>BUGETED:</b> <u>Yes</u>	<b>FUND:</b> <u>General-Library</u>	<b>ACCT. #:</b> <u>01-464-64390</u>
<b>BUDGET:</b> <u>\$14,940</u>	<b>EST. COST:</b> <u>\$7,600</u>	<b>CURRENT BUDGET BALANCE:</b> <u>\$14,940</u>
<b>BUGETED:</b> <u>Yes</u>	<b>FUND:</b> <u>General-Museum</u>	<b>ACCT. #:</b> <u>01-451-64390</u>
<b>BUDGET:</b> <u>\$12,500</u>	<b>EST. COST:</b> <u>\$12,500</u>	<b>CURRENT BUDGET BALANCE:</b> <u>\$12,500</u>
<b>BUGETED:</b> <u>Yes</u>	<b>FUND:</b> <u>General-HLTH,REG, INSPEC</u>	<b>ACCT. #:</b> <u>01-443-64390</u>
<b>BUDGET:</b> <u>\$9,500</u>	<b>EST. COST:</b> <u>\$9,500</u>	<b>CURRENT BUDGET BALANCE:</b> <u>\$9,500</u>
<b>BUGETED:</b> <u>Yes</u>	<b>FUND:</b> <u>General- Fire</u>	<b>ACCT. #:</b> <u>01-431-64390</u>
<b>BUDGET:</b> <u>\$65,936</u>	<b>EST. COST:</b> <u>\$35,547</u>	<b>CURRENT BUDGET BALANCE:</b> <u>\$51,132</u>
<b>BUGETED:</b> <u>Yes</u>	<b>FUND:</b> <u>General-City Sec</u>	<b>ACCT. #:</b> <u>01-419-64390</u>
<b>BUDGET:</b> <u>\$1,900</u>	<b>EST. COST:</b> <u>\$1,900</u>	<b>CURRENT BUDGET BALANCE:</b> <u>\$1,900</u>

**BUGETED:** Yes **FUND:** General-Legal **ACCT. #:** 01-428-64390

Item 38.

**BUDGET:** \$5,700 **EST. COST:** \$5007.08 **CURRENT BUDGET BALANCE:** \$5,700

**BID AMOUNT:** \$140,445.38

**STAFF RECOMMENDATION:**

Approval

---

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



## Your quote is ready for purchase.

Complete the purchase of your personalized quote through our secure online checkout before the quote expires on **Apr. 13, 2026**.

You can download a copy of this quote during checkout.

[Place your order](#)

<b>Quote No.</b>	<b>3000200864067.1</b>	Sales Rep	Trenton Burk
<b>Total</b>	<b>\$140,445.38</b>	Phone	1(800) 4563355, 6179095
Customer #	19368650	Email	Trenton.Burk@dell.com
Quoted On	Mar. 30, 2026	<b>Billing To</b>	PAYABLE ACCTS
Expires by	Apr. 13, 2026		CITY OF MISSION
	State of Texas Department		1201 E 8TH ST
Contract Name	of Information Resources		MISSION, TX 78572-5812
	(TX DIR)		
Contract Code	C000001269299		
Customer Agreement #	DIR-CPO-5792		
Deal ID	30727863		

### Message from your Sales Rep

Please contact Trenton\_Burk@dell.com if you have any questions. Thank you for shopping with Dell! All Orders are now being processed thru Self-Checkout Online. Simple, Fast and Secure. • Log into Premier Portal to place your order. If you do not have one, ask me how you can get a personalized page. • If you do not have a Premier Page set up yet, You can click & process your order at dell.com/qto choose 'Checkout as a Guest'

Regards,  
Trenton Burk

### Shipping Group

<b>Shipping To</b>	<b>Shipping Method</b>
PAYABLE ACCTS	Standard Delivery
CITY OF MISSION	
1201 E 8TH ST	
MISSION, TX 78572-5812	
(956) 580-8716	

Product	Unit Price	Quantity	Subtotal
Dell Pro 14 Plus PB14250	\$1,941.62	50	\$97,081.00
Dell Pro 7-in-1 USB-C Travel Hub - DA310	\$54.49	54	\$2,942.46
Dell Pro Smart Dock - SD25	\$206.49	54	\$11,150.46
Dell Pro 24 Plus Monitor - P2425H	\$133.74	69	\$9,228.06

Dell Pro Keyboard and Mouse - KM5221W - US English - Black	\$33.46	50	\$1,673.00
Dell Pro Rugged 12 RA02260	\$3,341.95	4	\$13,367.80
Dell Full-Size Wireless Mouse - Daintree - MS300	\$14.87	4	\$59.48
Dell Mobile Stand for Latitude 7230 Rugged Extreme Tablet	\$32.24	4	\$128.96
Dell Shoulder Strap for Latitude Rugged Extreme Tablets & Notebooks	\$22.31	4	\$89.24
Dell Pro Rugged 12 Tablet Handle and Passive Pen	\$55.78	4	\$223.12
Dell Pro Rugged 12 Keyboard - US English	\$390.46	4	\$1,561.84
Dell UltraSharp 34 Curved Thunderbolt™ Hub Monitor - U3425WE	\$734.99	4	\$2,939.96

Subtotal:	\$140,445.38
Shipping:	\$0.00
Non-Taxable Amount:	\$140,445.38
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00

**Total:** \$140,445.38

Special pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Accelerate the power  
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Generative AI success

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# Shipping Group Details

Item 38.

## Shipping To

PAYABLE ACCTS  
CITY OF MISSION  
1201 E 8TH ST  
MISSION, TX 78572-5812  
(956) 580-8716

## Shipping Method

Standard Delivery

		Unit Price	Quantity	Subtotal
<b>Dell Pro 14 Plus PB14250</b>		<b>\$1,941.62</b>	<b>50</b>	<b>\$97,081.00</b>
Estimated delivery if purchased today: Apr. 15, 2026 Contract # C000001269299 Customer Agreement # DIR-CPO-5792				
Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro 14 Plus (PB14250) XCTO Base	210-BPDR	-	50	-
Intel(R) Core(TM) Ultra 5 235U vPro(R) (12 TOPS NPU, 12 cores, up to 4.9 GHz)	379-BFXD	-	50	-
Windows 11 Pro	619-BBQD	-	50	-
32 GB: 1 x 32 GB, DDR5, 5600 MT/s (5200 MT/s with Intel Core processors)	370-BCND	-	50	-
Integrated Intel graphics for Intel Core Ultra 5 235U vPro processor	338-CRMP	-	50	-
1 TB TLC SSD	400-BSLR	-	50	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	50	-
2in1, 14", Touch, FHD+, 300 nit, 100% sRGB, ComfortView+, Pen Support, 5MP+IR Cam	391-BJQS	-	50	-
No Fingerprint Reader, No Smart Card Reader, No RJ-45	346-BLCV	-	50	-
5MP HDR + IR Camera with Presence Detection, Facial Recognition, TNR, Camera Shutter, Microphone	319-BBJW	-	50	-
English US backlit Copilot key keyboard, 79-key	583-BMLQ	-	50	-
Intel(R) AX211 WLAN Driver	555-BLNY	-	50	-
Intel® Wi-Fi 6E AX211, 2x2, 802.11ax, Bluetooth® 5.3 card	555-BLLZ	-	50	-
3-cell, 55 Wh, ExpressCharge Capable, ExpressCharge Boost Capable	451-BDKX	-	50	-
65W USB-C AC adapter	492-BDTG	-	50	-
E4 Power Cord 1M for US	470-BCXK	-	50	-
Quick Start Guide	340-DSJH	-	50	-
Documentation	340-DNBV	-	50	-
ENERGY STAR Qualified	387-BBLW	-	50	-
Custom Configuration	817-BBBB	-	50	-
ARL CPU+65W Adapter,2n1	340-DTPN	-	50	-
EPEAT Gold with Climate+	379-BDZB	-	50	-
Intel(R) vPro(R) Enterprise Technology Enabled	631-BBZZ	-	50	-
No WWAN (WLAN only) Tray, No RJ-45, 2-in-1	321-BLNX	-	50	-
Intel(R) Connectivity Performance Suite	640-BBTF	-	50	-
Intel Rapid Storage Technology Driver	409-BCYM	-	50	-

Intel Core Ultra 5 vPro Processor Label	389-FJMH	-	50	
Dell Limited Hardware Warranty	714-0464	-	50	-
ProSupport: Next Business Day Onsite, 1 Year	714-6663	-	50	-
ProSupport: Next Business Day Onsite, 2 Year Extended	714-6670	-	50	-
ProSupport: 7x24 Technical Support, 3 Years	714-6686	-	50	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	50	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	50	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	50	-
Dell Additional SW - Dell Pro Laptop	658-BFVB	-	50	-

<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>
<b>\$54.49</b>	<b>54</b>	<b>\$2,942.46</b>

**Dell Pro 7-in-1 USB-C Travel Hub - DA310**

Estimated delivery if purchased today:  
 May. 19, 2026  
 Contract # C000001269299  
 Customer Agreement # DIR-CPO-5792

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro 7-in-1 USB-C Travel Hub - DA310	470-AETL	-	54	-

<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>
<b>\$206.49</b>	<b>54</b>	<b>\$11,150.46</b>

**Dell Pro Smart Dock - SD25**

Estimated delivery if purchased today:  
 Apr. 07, 2026  
 Contract # C000001269299  
 Customer Agreement # DIR-CPO-5792

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro Smart Dock- SD25	210-BRQC	-	54	-
Dell Limited Hardware Warranty	718-2043	-	54	-
Advanced Exchange Service 3 Years	718-2044	-	54	-

<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>
<b>\$133.74</b>	<b>69</b>	<b>\$9,228.06</b>

**Dell Pro 24 Plus Monitor - P2425H**

Estimated delivery if purchased today:  
 Apr. 07, 2026  
 Contract # C000001269299  
 Customer Agreement # DIR-CPO-5792

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro 24 Plus Monitor - P2425H	210-BMGH	-	69	-
Dell Limited Hardware Warranty	814-5380	-	69	-
Advanced Exchange Service, 3 Years	814-5381	-	69	-

<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>
<b>\$33.46</b>	<b>50</b>	<b>\$1,673.00</b>

**Dell Pro Keyboard and Mouse - KM5221W - US English - Black**

Estimated delivery if purchased today:  
 Apr. 07, 2026  
 Contract # C000001269299  
 Customer Agreement # DIR-CPO-5792

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro Keyboard and Mouse - KM5221W - US English - Black	580-AJIS	-	50	-

<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>
-------------------	-----------------	-----------------

**Dell Pro Rugged 12 RA02260****\$3,341.95****4****Item 38.**

Estimated delivery if purchased today:

Apr. 14, 2026

Contract # C000001269299

Customer Agreement # DIR-CPO-5792

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro Rugged, RA02260	210-BSXC	-	4	-
Intel(R) Core(TM) Ultra 5 238V vPro(R) Enterprise (40 TOPS NPU, 8 cores, up to 4.7 GHz)	379-BGLN	-	4	-
Windows 11 Pro, Copilot+ PC	619-BBGL	-	4	-
Intel(R) Core(TM) Ultra 5 238V vPro(R), ARC 130V graphics, 32GB LPDDR5x, Airoha GPS	338-CTNB	-	4	-
32 GB, LPDDR5x, 8533 MT/s, dual-channel	370-BDLF	-	4	-
1 TB SSD, TLC	400-BTQZ	-	4	-
30.5cm (12"), Touch, FHD+, 60Hz, WVA, 1200 nits, Anti-Glare, stylus, No 5G, No RF, w/ Cam and Mic	391-BKHK	-	4	-
8MP front dedicated IR/RGB, 11MP rear with flash and microphone	319-BBJL	-	4	-
Intel® Wi-Fi 7 BE201, 2x2, 802.11be, Bluetooth® 5.4 wireless card	555-BNDC	-	4	-
Intel Wi-Fi 7 BE201 Wireless Driver Bluetooth	555-BNDK	-	4	-
Removable SSD, No Smartcard reader, Fingerprint reader, Cameras	346-BMQR	-	4	-
65W USB-C AC adapter	492-BDTG	-	4	-
E4 Power Cord 1M for US	537-BBDO	-	4	-
2 Cell 35.6 Wh, ExpressCharge Capable Battery	451-BDNR	-	4	-
Battery Slot Cover	325-BGNF	-	4	-
Service and Support Guide MUI for DAO (English, French, Multi)	340-DSGW	-	4	-
Quick Setup Guide for Dell Pro Rugged 12	340-DXXB	-	4	-
Intel vPro Enabled	631-BCKQ	-	4	-
ENERGY STAR Qualified	387-BBLW	-	4	-
EPEAT Gold with Climate+	379-BDZB	-	4	-
Mix Model Packaging for WLAN card with 65W Adapter	340-DXXH	-	4	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	4	-
Right hand side expansion port - USB 3.2 Gen 1 Type-A	590-TFQW	-	4	-
Top expansion port - 1GbE RJ45 Ethernet	590-TFRB	-	4	-
Standard Rigid Handle	409-BCZG	-	4	-
Class I, Division 2 Groups A, B, C, and D Hazardous Location Certification	389-FPHG	-	4	-
Intel Connectivity Performance Suite for Evo/vPro	640-BBTB	-	4	-
WLAN+GPS Ant only No RF passthrough Pogo vehicle docking, No RF passthrough	321-BMKW	-	4	-
ProSupport: 7X24 Technical Support, 3 Years	723-0215	-	4	-
ProSupport: Next Business Day Onsite, 3 Years	723-0225	-	4	-
Dell Limited Hardware Warranty Initial Year	723-0386	-	4	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	4	-

Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	4	
Dell Additional SW - Dell Pro Laptop	658-BFVB	-	4	-
		<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>
		\$14.87	4	\$59.48

**Dell Full-Size Wireless Mouse - Daintree - MS300**

Estimated delivery if purchased today:  
Apr. 03, 2026  
Contract # C000001269299  
Customer Agreement # DIR-CPO-5792

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro Mouse-MS300	570-ABOB	-	4	-
		<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>
		\$32.24	4	\$128.96

**Dell Mobile Stand for Latitude 7230 Rugged Extreme Tablet**

Estimated delivery if purchased today:  
Apr. 06, 2026  
Contract # C000001269299  
Customer Agreement # DIR-CPO-5792

Description	SKU	Unit Price	Quantity	Subtotal
Dell Mobile Stand for Latitude 7230 Rugged Extreme Tablet	452-BDWU	-	4	-
		<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>
		\$22.31	4	\$89.24

**Dell Shoulder Strap for Latitude Rugged Extreme Tablets & Notebooks**

Estimated delivery if purchased today:  
Apr. 06, 2026  
Contract # C000001269299  
Customer Agreement # DIR-CPO-5792

Description	SKU	Unit Price	Quantity	Subtotal
Dell Shoulder Strap for Latitude Rugged Extreme Tablets & Notebooks	460-BDPC	-	4	-
		<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>
		\$55.78	4	\$223.12

**Dell Pro Rugged 12 Tablet Handle and Passive Pen**

Estimated delivery if purchased today:  
Apr. 10, 2026  
Contract # C000001269299  
Customer Agreement # DIR-CPO-5792

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro Rugged 12 Tablet Rigid Handle with tether and Passive Pen (large)	460-BFDQ	-	4	-
		<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>
		\$390.46	4	\$1,561.84

**Dell Pro Rugged 12 Keyboard - US English**

Estimated delivery if purchased today:  
May. 18, 2026  
Contract # C000001269299  
Customer Agreement # DIR-CPO-5792

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro Rugged 12 Tablet Keyboard - US English (QWERTY)	580-BCYY	-	4	-
		<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>
		\$734.99	4	\$2,939.96

**Dell UltraSharp 34 Curved Thunderbolt™ Hub Monitor - U3425WE**

Estimated delivery if purchased today:  
Apr. 06, 2026  
Contract # C000001269299  
Customer Agreement # DIR-CPO-5792

Description	SKU	Unit Price	Quantity	Subtotal
Dell UltraSharp 34 Curved Thunderbolt™ Hub Monitor - U3425WE	210-BMDS	-	4	-
Advanced Exchange Service 3 Years	844-1960	-	4	-

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<b>Subtotal:</b>	<b>\$140,445.38</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Estimated Tax:</b>	<b>\$0.00</b>
<hr/>	
<b>Total:</b>	<b>\$140,445.38</b>

## Important Notes

### Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for Fourteen days from the date of this Quote. All products, pricing, and other information are based on the latest information available and are subject to change for any reason, including but not limited to tariffs imposed by government authorities, shortages in materials or resources, increase in the cost of manufacturing or other factors beyond Supplier's reasonable control. If such changes occur, pricing may be adjusted or purchase orders may be cancelled by Supplier, even after an order has been placed. Supplier also reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors and/or customer changes to Supplier's planned delivery date. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to [Tax\\_Department@dell.com](mailto:Tax_Department@dell.com) or [ARSalesTax@emc.com](mailto:ARSalesTax@emc.com), as applicable.

**Governing Terms:** This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at [www.dell.com/terms](http://www.dell.com/terms) or [www.dell.com/oemterms](http://www.dell.com/oemterms)), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

**Supplier Software Licenses and Services Descriptions:** Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on [www.Dell.com/eula](http://www.Dell.com/eula). Descriptions and terms for Supplier-branded standard services are stated at [www.dell.com/servicecontracts/global](http://www.dell.com/servicecontracts/global) or for certain infrastructure products at [www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm](http://www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm).

**Offer-Specific, Third Party and Program Specific Terms:** Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on [www.dell.com/offeringsspecificterms](http://www.dell.com/offeringsspecificterms) ("Offer Specific Terms").

**In case of Resale only:** Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

**In case of Financing only:** If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

Contract Number

**DIR-CPO-5792**Contract Start Date: **04/04/25** ⓘContract Term Date: **04/04/27** ⓘContract Expiration Date: **04/04/30** ⓘ

## Vendor Information

**Dell Marketing LP**Vendor ID: **1742616805400**RFO: **DIR-CPO-TMP-582**Contract Status: **Active****VENDOR CONTACT:**

JoAnn Tamez ⓘ

Phone: (512) 813-1905

[Vendor Website](#) ⓘ**DIR CONTACT:**

Suzanne Carson ⓘ

Phone: (512) 475-4948

## Contract Overview

This contract is for Dell-Branded Products including, but not limited to, desktops, laptops, tablets, peripherals, accessories, and software products manufactured, distributed, or licensed under the Dell brand name and related services. This contract also includes Dell-Branded Services, including cloud services.

## Contract Details & Ordering Information

- **Products & Services**

[Commodity Codes](#)[Brands](#)[Contract Documents](#)[How to Order](#)[Resellers](#)

### Products & Services

This contract offers the following products and services. Please contact the Vendor for the latest information.

- Hardware
- Software
- Other
- Technical Services

**MORE INFORMATION**[Vendor Website](#) ⓘ

Visit this Vendor's website to view the latest product, service, and pricing information.



**RESOLUTION # \_\_\_\_\_**

**WHEREAS,** The City of Mission finds it in the best interest of the citizens of Mission, Texas that funds from the FY25 Edward Byrne Memorial Justice Assistance Grant (JAG) Program—Local Solicitation be operated for the 2025-2026 fiscal year by the Mission Police Department; and

**WHEREAS,** The City of Mission agrees that in the event of loss or misuse of the Bureau of Justice federal funds, the City of Mission assures that the funds will be returned to the Bureau of Justice in full; and

**WHEREAS,** The City of Mission designates the City of Mission Mayor as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW THEREFORE, BE IT RESOLVED** that the City of Mission approves the submission of the grant application for the FY25 Edward Byrne Memorial Justice Assistance Grant (JAG) Program—Local Solicitation to the Bureau of Justice.

**READ, CONSIDERED AND APPROVED,** this 14th day of April 2026.

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

Attest:

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

**Edward Byrne Memorial Justice Assistance Grant Program FY 2025 Local Solicitation**

**Certifications and Assurances by the Chief Executive of the Applicant Government**

On behalf of the applicant unit of local government named below, in support of that locality's application for an award under the FY 2025 Edward Byrne Memorial Justice Assistance Grant ("JAG") Program, and further to 34 U.S.C. § 10153(a), I certify to the Office of Justice Programs ("OJP"), U.S. Department of Justice ("USDOJ"), that all of the following are true and correct:

1. I am the chief executive of the applicant unit of local government named below, and I have the authority to make the following representations on my own behalf as chief executive and on behalf of the applicant unit of local government. I understand that these representations will be relied upon as material in any OJP decision to make an award, under the application described above, to the applicant unit of local government.
2. I certify that no federal funds made available by the award (if any) that OJP makes based on the application described above will be used to supplant local funds but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities.
3. I assure that the application described above (and any amendment to that application) was submitted for review to the governing body of the unit of local government (e.g., city council or county commission), or to an organization designated by that governing body, not less than 30 days before the date of this certification.
4. I assure that, before the date of this certification— (a) the application described above (and any amendment to that application) was made public; and (b) an opportunity to comment on that application (or amendment) was provided to citizens and to neighborhood or community-based organizations, to the extent applicable law or established procedure made such an opportunity available.
5. I assure that, for each fiscal year of the award (if any) that OJP makes based on the application described above, the applicant unit of local government will maintain and report such data, records, and information (programmatic and financial), as OJP may reasonably require.
6. I have carefully reviewed 34 U.S.C. § 10153(a)(5), and, with respect to the programs to be funded by the award (if any), I hereby make the certification required by section 10153(a)(5), as to each of the items specified therein.
7. If the applicant named below is not the unit of local government itself, I certify that it is an instrumentality of the unit of local government and is approved to serve as the applicant and recipient of FY 2025 JAG funding on behalf of the unit of local government.

\_\_\_\_\_  
Signature of Chief Executive of the Applicant Unit of  
Local Government

\_\_\_\_\_  
Date of Certification

\_\_\_\_\_  
Printed Name of Chief Executive

\_\_\_\_\_  
Title of Chief Executive

\_\_\_\_\_  
Name of Applicant Unit of Local Government

**Unmanned Aircraft System Certification**

I certify to the Office of Justice Programs (“OJP”) that all of the following are true and correct:

1. I have the authority to make the following representations. I understand that these representations will be relied upon as material in any OJP decision to make an award or approve a purchase.
2. Any UAS<sup>1</sup> purchased with award funds will be one manufactured by an entity included, as of the date of purchase, on the Department of Defense, Defense Contract Management Agency (DCMA) Blue UAS Cleared List (available at <https://bluelist.appsplatformportals.us/>) or any successor list serving an equivalent function as the Blue UAS Cleared List.<sup>2</sup>
3. Any UAS purchased with award funds was not manufactured by an entity that will be included, as of the date of purchase, on the International Trade Administration of the Department of Commerce’s Consolidated Screening List (available at <https://www.trade.gov/consolidated-screening-list>) and any successor list serving an equivalent functions as the Consolidated Screening List.<sup>3</sup>
4. No modifications or additional accessories will be introduced to the purchased UAS.
5. The purchased UAS will not be used to process, store, or transmit Federal information.<sup>4</sup>

Further, I assure that the entity operating the UAS has sufficient policies and procedures regarding privacy, civil liberties, and information technology cybersecurity related to the operation of the UAS. In addition, for each fiscal year of the award (if any) that OJP may make, the entity procuring the UAS will maintain and report such data, records, and information (programmatic and financial) relevant to the acquisition and operation of drones purchased with grant award funds, as OJP may reasonably require.

\_\_\_\_\_  
Signature of Certifying Official

\_\_\_\_\_  
Date of Certification

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Agency of Certifying Official

<sup>1</sup> The terms “unmanned aircraft system,” “drone,” and “unmanned aerial vehicle” all have the meaning given to the term “unmanned aircraft system” in 49 U.S.C. § 44801(12), “an unmanned aircraft and associated elements (including communication links and the components that control the unmanned aircraft) that are required for the operator to operate safely and efficiently in the national airspace system.” (Hereinafter, “UAS”).

<sup>2</sup> The DCMA Blue UAS Cleared List is a list of United States- and ally-manufactured UAS which have been vetted to be compliant with applicable laws and policy and validated as cyber-secure.

<sup>3</sup> The American Security Drone Act of 2023, signed into law as part of the National Defense Authorization Act for Fiscal Year 2024 (Pub. L. No. 118-31, 137 Stat. 136), required publication of a list of “covered foreign entities” developed and maintained by the Federal Acquisition Security Council. By statute, this list includes all entities on the Consolidated Screening List.

<sup>4</sup> “Federal information” is “information created, collected, processed, maintained, disseminated, disclosed, or disposed of by or for the Federal Government, in any medium or form.” OMB Circular No. A-130, *Managing Information as a Strategic Resource*, at 29.





# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

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

**AGENDA ITEM:** Approval and authorization for the Co Interim City Manager to execute a Memorandum of Understanding (MOU) between the City of Mission, County of Hidalgo, and participating jurisdictions for the preparation and submission of the 2028–2032 Five-Year Consolidated Plan and Strategy (CPS), Annual Action Plan (AAP), and Analysis of Impediments (AI). – Elizalde

### NATURE OF REQUEST:

The Grants Administration, Community Development Department is requesting approval of an MOU to collaborate with Hidalgo County and participating jurisdictions on the preparation and submission of the CPS, AAP, and AI, as required by the U.S. Department of Housing and Urban Development (HUD) pursuant to 24 CFR Part 91 and 24 CFR 570.904.

The Hidalgo County Urban County Program (UCP) will serve as the lead entity and fiscal agent, coordinating efforts and procuring a consultant to assist in the development of the required documents through a community needs assessment and outreach process.

This agreement includes a cost-sharing commitment in which Hidalgo County will fund 50% of the total cost, with the remaining balance evenly distributed among participating jurisdictions through CDBG administrative funds.

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

**City Manager’s Recommendation:** Approval *JP7 / AG*

<b>RECORD OF VOTE:</b>	<b>APPROVED:</b>	_____
	<b>DISAPPROVED:</b>	_____
	<b>TABLED:</b>	_____

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING

STATE OF TEXAS §  
COUNTY OF HIDALGO §

**MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF EDINBURG, CITY OF MCALLEN, CITY OF MISSION, AND COUNTY OF HIDALGO, TEXAS**

**THIS AGREEMENT**, entered this \_\_\_\_ day of \_\_\_\_\_, 2026 by and among the City of Edinburg, City of McAllen, City of Mission and the County of Hidalgo, Texas (collectively referred to as the “Program Participants”), pursuant to the provisions of the Texas Interlocal Cooperation Act as follows:

**WHEREAS**, the Community Development Block Grant Program (CDBG) was authorized under Title 1 of the Housing and Community Development Act of 1974;

**WHEREAS**, the primary objectives of the CDBG Program are the development of viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income;

**WHEREAS**, the U.S. Department of Housing and Urban Development (HUD) requires local jurisdictions to prepare a Consolidated Plan and Strategy (CPS), Annual Action Plan (AAP), and Analysis of Impediments (AI) in order to receive Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) federal funds (24 CFR §91);

**WHEREAS**, the CPS is the result of an extensive needs assessment and community outreach process conducted by the entitlement communities in Hidalgo County (Cities of Edinburg, McAllen, Mission, and the County of Hidalgo); and

**WHEREAS**, each entitlement community requires an assessment of its own individual needs, goals, objectives and outcomes in order to produce their own independent Consolidated Plan and Strategy (CPS), Annual Action Plan (AAP), and Analysis of Impediments (AI) documents; and

**WHEREAS**, the Program Participants seek to establish a general working agreement to consolidate and coordinate efforts toward the development of the CPS, AAP, and AI, as required by the Department of Housing & Urban Development pursuant to 24 CFR Part 91 and 24 CFR 570.904;

**NOW, THEREFORE**, it is agreed between the Program Participants hereto as follows:

## **I. LEAD ENTITY**

The County of Hidalgo acting by and through its Urban County Program will serve as the Lead Entity and Fiscal Agent of the Program Participants in the collaboration for the preparation and submission of the Consolidated Plan and Strategy (CPS), Annual Action Plan (AAP), and Analysis of Impediments (AI).

The Urban County Program, through proper procurement procedures and input from Program Participants, shall solicit Qualifications for a Consultant to complete the CPS, AAP, and AI, and all necessary components of these plans for the Program Participants.

## **II. ROLES/RESPONSIBILITIES OF PROGRAM PARTICIPANTS**

Program Participants agree to coordinate the completion of the Consolidated Plan & Strategy (CPS), Annual Action Plan (AAP), and Analysis of Impediments (AI) through the selected consultant. The Program Participants agrees to:

- o schedule, coordinate, and hold public hearings within their community
- o provide demographic and historical data to consultant
- o assisting in distributing and collecting community surveys, and consultation tools as needed
- o implement efforts at the local level in developing and supporting research addressing housing, infrastructure, social service agencies, economic development and other information as needed by Consultant
- o review and approve contents of the completed CPS, AAP, and AI through formal process adopted by the City Councils and the County Commission
- o establish local priorities to be included in the CPS, AAP, and AI
- o actively participate in the development of the CPS, AAP, and AI

## **III. INCLUSION**

Añ CDBG Entitlement Community located within Hidalgo County that is not identified within this Agreement may opt to collaborate in the development and submission of the Con Plan with a written notice addressed to the Lead Entity and submitted no later than July 1, 2026. The Lead Entity will subsequently notify Program Participants of inclusion request.

## **IV. WITHDRAWAL**

Any Program Participant may withdraw from the development and submission of the CPS, AAP, and AI under this agreement with a written 30-day notice to the Lead Entity

together with a copy of the U.S. Department of Housing and Urban Development no later than July 1, 2026. Lead Entity will notify Program Participants of the withdrawal notice, if any.

## **V. COST OF DEVELOPMENT**

This Agreement involves a commitment on behalf of the cities to contribute CDBG Administrative funds towards the cost of the Consultant to undertake the development of the CPS, AAP, and AI to include the Housing Market Analysis, Needs Assessment, Outputs and Outcomes for performance measurement for each participant. The cost of said Consultant is an eligible CDBG expense.

It is understood that the cost distribution shall be that the County of Hidalgo will pay fifty percent (50%) of the total costs and the remaining balance will be evenly distributed amongst the participating cities. Cities will reimburse the County of Hidalgo in accordance with applicable laws, regulations and procedures.

It is further understood that once the Consultant is performing work specific to an individual Program Participant, including but not limited to drafting deliverables, conducting consultations, or preparing data specific to that Program Participant, the Consultant shall invoice and be paid directly by the Program Participant for which the work is performed. This billing will be separate from shared costs and reflects the Consultant's direct responsibility to the respective Program Participant for such work.

## **VI. SEVERABILITY**

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

## **VII. SECTION HEADINGS AND SUBHEADINGS**

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

## **VIII. WAIVER**

A Program Participant's failure to act with respect to a breach by another Program Participant does not waive any right to act with respect to subsequent or similar breaches. The failure of the Program Participant to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

## **IX. ENTIRE AGREEMENT**

This Agreement between the Program Participants for the submission of the Consolidated Plan and Strategy (CPS), Annual Action Plan (AAP), and Analysis of Impediments (AI) supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Program Participants with

respect to this Agreement and constitutes the entire agreement of the Program Participants. By signing this agreement, the Program Participants are bound to perform the terms and provisions of this Agreement.

## **X. AMENDMENT**

Any amendment to this Agreement must be in writing, enacted by majority of the Program Participants.

## **XI. OTHER PROVISIONS**

**Governing Law.** This Agreement shall be governed by and construed in accordance with applicable state and federal laws, and shall be performable in Hidalgo County.

**Commitment of Current Revenues Only.** In the event that, during any term hereof, the governing authority of the Program Participants does not appropriate sufficient funds to meet the obligations under this Agreement, County may terminate this Agreement upon ninety (90) days written notice to Company. County agrees, however, to use reasonable 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 County. *Agreements for the acquisition, including lease of real or personal property under Tex. Loc. Govt. Code §271.903:* In the event that, during any term hereof, the Commissioner's Court does not appropriate sufficient funds to meet the obligations of County under this Agreement, County may terminate this Agreement upon ninety (90) days written notice to Company, County agrees, however, to use a best efforts attempt to obtain and appropriate funds for payment of the Agreement. The parties intend this provision, if applicable, to be a continuing right to terminate this at the expiration of each budget period of County in accordance with Tex. Loc. Govt. Code §271.903 (Vernon Supp. 1996).

**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.

**Gender and Number.** All pronouns used in this Agreement shall include the other gender, whether used in the masculine, feminine or neuter gender, and the singular shall include the plural whenever and as often as may be appropriate

**Authority to Execute.** The execution and performance of this Agreement by the Program Participants have been duly authorized by all necessary laws, resolutions or governing authority action, and this Agreement constitutes the valid and enforceable obligations of the Program Participants in accordance with its terms.

**Entire Agreement.** This Agreement contains the entire agreement between the Program Participants hereto, and each Program Participant acknowledges that neither has made (either directly or through any agent or representative) any representation or agreement in connection with this Agreement not specifically set forth herein.

**Immunities:** Nothing in this Agreement is intended to and Program Participants do not hereby waive, release or relinquish any right to assert any of the defenses that Program Participants enjoy by virtue of the state or federal constitution, laws, rules or regulations, and any sovereign, official or qualified immunity available to Program Participants as to any claim or action of any person, entity, or individual against Program Participants.

**Nondiscrimination:** Program Participants, including subcontractors, assignees and successors in interest, ensures that no person shall on the grounds of race, religion, color, national origin, sex, age, or disability, or any other protected class under law, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation in any federally or non-federally funded program or activity when participating in this agreement as described herein.

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

**Required Contract Provision for Contracts Subject to Federal Award (if applicable):** Pursuant to 2 CFR 200.327, a non-federal entity's contracts must contain the applicable provisions described in appendix II to 2 CFR 200-Contract Provisions for non-Federal Entity Contracts under Federal Awards. Additionally, contracts under Federal award which are subject to assistance from the Federal Emergency Management Agency (FEMA) are also required to contain additional contract clauses. If applicable, applicable required contract clauses were provided as part of the initial procurement packet and are incorporated herein and made part of this agreement for all purposes.

**XII. EFFECTIVE DATE**

This Agreement will become effective upon signature by the cities and ratification of agreement between County of Hidalgo and selected consultant and shall terminate upon completion of the Consolidated Plan and Strategy and Annual Action Plan.

DATE SIGNED: \_\_\_\_\_

**IN WITNESS WHEREOF**, the Program Participants have executed this Agreement effective as of the date first written above.

**HIDALGO COUNTY**

By: \_\_\_\_\_  
Richard F. Cortez, Judge

**ATTEST**

By: \_\_\_\_\_  
Name, Title

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Legal Counsel, Name, Title

**PROGRAM PARTICIPANT  
CITY OF EDINBURG**

By: \_\_\_\_\_  
Name, Title

**ATTEST**

By: \_\_\_\_\_  
Name, Title

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Legal Counsel Name, Title

**PROGRAM PARTICIPANT  
CITY OF MCALLEN**

By: \_\_\_\_\_  
Name, Title

**ATTEST**

By: \_\_\_\_\_  
Name, Title

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Legal Counsel Name, Title

**PROGRAM PARTICIPANT  
CITY OF MISSION**

By: \_\_\_\_\_  
Name, Title

**ATTEST**

By: \_\_\_\_\_  
Name, Title

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Legal Counsel Name, Title



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Cesar Torres, Chief of Police

**AGENDA ITEM:** Authorization to enter into a Memorandum of Understanding between the City of Mission Police Department and the City of Donna, for the use of the firearms range, at no cost to the city – Torres

### NATURE OF REQUEST:

The Mission Police Department is requesting authorization to enter into a memorandum of understanding with the City of Donna for the use of the firearms range for police academy purpose and the basic police officer course activities. This agreement outlines the responsibilities and abilities of both agencies. This agreement will be in effect retroactive to March 10, 2026. This agreement will continue until either party terminates. There are no costs associated with this agreement.

**BUGETED:** \_\_\_\_\_ **FUND:** \_\_\_\_\_ **ACCT. #:** \_\_\_\_\_

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

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**MEMORANDUM OF UNDERSTANDING BETWEEN  
CITY OF MISSION, TEXAS AND  
CITY OF DONNA, TEXAS**

This Memorandum of Understanding ("MOU") is entered into on the effective date by and between the City of Mission (Mission), a Texas home-rule municipal corporation under Texas Local Government Code, and the City of Donna, Texas (Donna), a Texas home-rule municipal corporation under Texas Local Government Code.

**WHEREAS**, the Parties desire to enter into this agreement so that the City of Mission Police Department may use the Donna Firearms Range for firearms training and/or their firearms qualifications; and

**WHEREAS**, the Parties desire to enter into this MOU to outline the policies, procedures, and working arrangements that each organization agrees are necessary for Mission's use of Donna's Firearms Range.

NOW THEREFORE, the Parties agree to the following:

**I. Agreement**

1. Mission will follow all firearms range safety rules.
2. Donna will provide the use of the shooting range to Mission on an as agreed-upon basis and with approval of the Donna Chief of Police for Police Academy Purposes and Basic Police Officer Course (BPOC) activities, and any other uses as agreed.
3. Mission is responsible for the cleanliness and proper use of the range. Mission is to inspect the range prior to use and report all problems and/or damage to the Donna Police Chief.
4. Before leaving the range, Mission will secure any Donna equipment being used, remove all trash and spent cartridge cases, and ensure all range facilities are secured.
5. Authorized users may check out a key from the Donna Police Department for access to the firing range. The key will be returned to Donna Police Department upon completion of range use.
6. Any accidental discharges must be immediately reported to Donna Police Department Chief of Police.
7. This MOU shall be effective as of March 10<sup>th</sup>, 2026, and shall continue until the Parties terminate this agreement.
8. The Parties may terminate this agreement, with or without cause, by providing thirty (30) days' written notice to the other party.

**II. MISCELLANEOUS:**

**1. NO WAIVE OF SOVEREIGN IMMUNITY:** THE PARTIES AGREE THAT THERE IS NOTHING IN THIS MOU THAT IS MEANT TO BE A WAIVER BY MISSION OR DONNA OF ANY IMMUNITIES FROM SUIT OR FROM LIABILITY THAT MISSION OR DONNA MAY HAVE BY OPERATION OF LAW.

2. **Governing Law and Venue:** This MOU Agreement is governed by the laws of the State of Texas and interpreted under Texas law. Proper venue for a claim arising from this MOU will be in a court of competent jurisdiction in Hidalgo County, Texas.

3. **Counterparts:** This MOU Agreement may be signed by each party individually, and each signature page will be made a part of the original agreement, and all will be considered a single agreement. Any counterpart signature to this MOU that is delivered by fax or email will be considered for all purposes to be good and valid execution and delivery of this MOU.

4. **Entire Agreement:** This document represents the entire agreement between the Agreement Parties. No prior agreement or understanding oral or otherwise, of the Parties or their agents will be valid or enforceable unless made part of this document.

IN WITNESS WHEREOF, this MOU Agreement has been signed by an authorized representative of each Party, to be effective as of the Effective Date stated herein.

**CITY OF MISSION**

By: CT  
Name: Cesar Torres  
Title: Chief of Police

**CITY OF DONNA**

By: [Signature]  
Name: Gilbert Guerrero  
Title: Chief of Police

**ATTEST:**

By: \_\_\_\_\_  
Anna Carrillo, City Secretary

**ATTEST:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Cesar Torres, Chief of Police

**AGENDA ITEM:** Approval of Resolution No. \_\_\_\_\_ 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 1st Annual Trooper Eduardo Chavez 5k Memorial Run/Walk event on Saturday, May 2nd, 2026 - Torres

### NATURE OF REQUEST:

The 1st Annual Trooper Eduardo Chavez 5k Memorial Run/Walk event is scheduled for May 2<sup>nd</sup>, 2026 from 5:00 a/m to 11:00a/m. The agreement is required by the Texas Department of Transportation for the closure the northbound shoulder and lane of travel of FM 494 (Shary Road) from Victoria Drive to U.S. Business 83, and the eastbound shoulder and lane of travel of U.S. Business 83 from FM 494 to Taylor Road. The Mission Police Department, in partnership with the Texas Department of Public Safety, is responsible for securing the route to ensure the safety of both motorists and pedestrians.

**BUDGETED:** \_\_\_\_\_ **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 *JPT*

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**Resolution No. \_\_\_\_\_**

**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 FOR THE 1<sup>ST</sup> ANNUAL TROOPER EDUARDO CHAVEZ 5K MEMORIAL RUN/WALK EVENT AND AUTHORIZING THE ISSUANCE OF A PUBLIC PERMIT THEREFORE:**

**WHEREAS**, the state owns and operates a system of highways for public use and benefit including Mission, in Hidalgo County; and

**WHEREAS**, the City has requested the temporary closure of the northbound shoulder and lane of travel of FM 494 (Shary Road) from Victoria Drive to U.S. Business 83, and the eastbound shoulder and lane of travel of U.S. Business 83 from FM 494 to Taylor Road, in the attached as described in “Exhibit A” to the attached agreement hereinafter identified as the “Event,” and

**WHEREAS**, the Event will be located within the City’s incorporated area; and

**WHEREAS**, the State, in recognition of the public purpose of the event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State’s right-of-way will be performed within the State’s requirement, and in connection there with, the State requires an agreement between the City and the State in regard thereto; and

**WHEREAS**, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State Highway System; and

**WHEREAS**, the attached agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12

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

**SECTION 1:** The 1st Annual Trooper Eduardo Chavez 5k Memorial Run/Walk event is an event that serves a public purpose.

**SECTION 2:** The attached agreement which is made a part hereof for all purposes is approved and the City Manager is authorized to sign same on behalf of the City.

**SECTION 3:** Pursuant to said agreement, the city will close sections of the State Right-of-Way being: the northbound shoulder and lane of travel of FM 494 (Shary Road) from Victoria Drive to U.S. Business 83, and the eastbound shoulder and lane of travel of U.S. Business 83 from FM 494 to Taylor Road.

**SECTION 4:** The City Manager is authorized to issue a parade permit for the 1st Annual Trooper Eduardo Chavez 5k Memorial Run/Walk event.

**READ, CONSIDERED AND APPROVED** on this, the 12<sup>TH</sup> day of April 2026

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

**ATTEST:**

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

STATE OF TEXAS           §  
 COUNTY OF               §

**AGREEMENT FOR THE TEMPORARY CLOSURE  
 OF STATE RIGHT-OF-WAY**

**THIS AGREEMENT** is made by and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the “State,” and the City of Mission, a municipal corporation, acting by and through its duly authorized officers, hereinafter called the “City.”

**W I T N E S S E T H**

**WHEREAS**, the State owns and operates a system of highways for public use and benefit, including Mission, in Hidalgo, County; and

**WHEREAS**, , the City has requested the temporary closure of the northbound shoulder and lane of travel of FM 494 (Shary Road) from Victoria Drive to U.S. Business 83, and the eastbound shoulder and lane of travel of U.S. Business 83 from FM 494 to Taylor Road for the purpose of the 1st Annual Trooper Eduardo Chavez 5k Memorial Run/Walk event, as described in the attached “Exhibit A,” hereinafter identified as the “Event;” and

**WHEREAS**, the Event will be located within the City’s incorporated area; and

**WHEREAS**, the State, in recognition of the public purpose of the Event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State’s right-of-way will be performed within the State’s requirements; and

**WHEREAS**, on the 14<sup>th</sup> day of April of 2026, the Mission City Council passed Resolution / Ordinance No. \_\_\_\_\_, attached hereto and identified as “Exhibit B,” establishing that the Event serves a public purpose and authorizing the City to enter into this agreement with the State; and

**WHEREAS**, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State highway system; and

**WHEREAS**, this agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12;

**NOW, THEREFORE**, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

**A G R E E M E N T**

**Article 1. CONTRACT PERIOD**

This agreement becomes effective upon final execution by the State and shall terminate upon completion of the Event or unless terminated or modified as hereinafter provided.

**Article 2. EVENT DESCRIPTION**

The description of the Event, including the proposed schedule of start and stop times, approximate number of people attending the Event, and equipment involved shall be attached hereto and identified as "Exhibit C."

**Article 3. OPERATIONS OF THE EVENT**

- A.** The City shall assume all costs for the operations associated with the Event, to include but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway traffic and highway facilities, and all traffic control and temporary signing.
- B.** The City shall submit to the State for review and approval the construction plans, if construction or modifications to the State's right-of-way is required, the traffic control and signing plans, traffic enforcement plans, and all other plans deemed necessary by the State.
- C.** The City will not initiate closure prior to 24 hours before the scheduled Event and all barriers and barricades will be removed and the highway reopened to traffic within 24 hours after the completion of the Event.
- D.** The City will provide adequate enforcement personnel to prevent vehicles from stopping and parking along the main lanes of highway right-of-way and otherwise prevent interference with the main lane traffic by both vehicles and pedestrians. The City will prepare a traffic enforcement plan, to be approved by the State in writing at least 48 hours prior to the scheduled Event. Additionally, the City shall provide to the State a letter of certification from the law enforcement agency that will be providing traffic control for the Event, certifying that they agree with the enforcement plan and will be able to meet its requirements.
- E.** The City hereby assures the State that there will be appropriate passage allowance for emergency vehicle travel and adequate access for abutting property owners during construction and closure of the highway facility. These allowances and accesses will be included in the City's traffic control plan.
- F.** The City will avoid or minimize damage, and will, at its own expense, restore or repair damage occurring outside the State's right-of-way and restore or repair the State's right-of-way, including roadway and drainage structures, signs, and pavement, etc. to a condition equal to that existing before the closure, and, to the extent practicable, restore the natural environment, including landscape features.

**Article 4. OWNERSHIP OF DOCUMENTS**

Upon completion or termination of this agreement, all documents prepared by the City will remain the property of the City. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use.

**Article 5. TERMINATION**

- A.** This agreement may be terminated by any of the following conditions:
- (1) By mutual written agreement and consent of both parties.
  - (2) By the State upon determination that use of the State's right-of-way is not feasible or is not in the best interest of the State and the traveling public.
  - (3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.
  - (4) By satisfactory completion of all services and obligations as set forth herein.

**B.** The termination of this agreement shall extinguish all rights, duties, obligations and liabilities of the State and City under this agreement. If the potential termination of this agreement is due to the failure of the City to fulfill its contractual obligations as set forth herein, the State will notify the City that possible breach of contract has occurred. The City must remedy the breach as outlined by the State within ten (10) days from receipt of the State's notification. In the event the City does not remedy the breach to the satisfaction of the State, the City shall be liable to the State for the costs of remedying the breach and any additional costs occasioned by the State.

#### **Article 6. DISPUTES**

Should disputes arise as to the parties' responsibilities or additional work under this agreement, the State's decision shall be final and binding.

#### **Article 7. RESPONSIBILITIES OF THE PARTIES**

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

#### **Article 8. INSURANCE**

**A.** Prior to beginning any work upon the State's right-of-way, the City and/or its contractors shall furnish to the State a completed "Certificate of Insurance" (TxDOT Form 1560, latest edition) and shall maintain the insurance in full force and effect during the period that the City and/or its contractors are encroaching upon the State right-of-way.

**B.** In the event the City is a self-insured entity, the City shall provide the State proof of its self-insurance. The City agrees to pay any and all claims and damages that may occur during the period of this closing of the highway in accordance with the terms of this agreement.

#### **Article 9. AMENDMENTS**

Any changes in the time frame, character, agreement provisions or obligations of the parties hereto shall be enacted by written amendment executed by both the City and the State.

#### **Article 10. COMPLIANCE WITH LAWS**

The City shall comply with all applicable federal, state and local environmental laws, regulations, ordinances and any conditions or restrictions required by the State to protect the natural environment and cultural resources of the State's right-of-way.

#### **Article 11. LEGAL CONSTRUCTION**

In case one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

#### **Article 12. NOTICES**

All notices to either party by the other required under this agreement shall be delivered personally or sent by certified U.S. mail, postage prepaid, addressed to such party at the

following respective addresses:

City:	State:
<u>City of Mission</u> <u>1201 East 8<sup>th</sup> Street, Mission, Tx</u> <hr/> <hr/> <hr/>	Texas Department of Transportation <hr/> <hr/> <hr/>

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

**Article 13. SOLE AGREEMENT**

This agreement constitutes the sole and only agreement between the parties hereto and supersedes any prior understandings or written or oral agreements respecting the within subject matter.

**IN TESTIMONY WHEREOF**, the parties hereto have caused these presents to be executed in duplicate counterparts.

**THE CITY OF** MISSION

Executed on behalf of the City by:

By \_\_\_\_\_ Date \_\_\_\_\_  
 City Official

Typed or Printed Name and Title \_\_\_\_\_  
 \_\_\_\_\_

**THE STATE OF TEXAS**

Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By \_\_\_\_\_ Date \_\_\_\_\_  
 District Engineer

By \_\_\_\_\_ Date \_\_\_\_\_  
 Director of Maintenance

**Exhibit A****ROAD CLOSURE EVENT NAME AND DATE**

**NAME:** 1st Annual Trooper Eduardo Chavez 5k Memorial Run/Walk event

**DATE OF CLOSURE:** Saturday May 2nd, 2026

**TIME OF CLOSURE:** 5:00 a/m to 11:00 a/m

**(SEE ATTACHED ROUTE MAP AND ROAD CLOSURES)**

**Exhibit B**

**RESOLUTION**

**Exhibit C**

Agreement No. \_\_\_\_\_

Item 43.



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Cesar Torres, Chief of Police

**AGENDA ITEM:** Approval of the implementation of rumble strips in the area of the 500-700 Block of Ramirez Ln., in accordance with the City of Mission Code of Ordinances, Division 5, Speed humps, Section 110.351 to Section 110.354 – Torres

### NATURE OF REQUEST:

The Mission Police Department received a request for a speed hump in 500-700 block of Ramirez Ln. Representatives of the area previously filed an application with the City of Mission for the aforementioned speed hump. After review of the application by the City of Mission Planning Department, it was confirmed that over sixty-six percent of the homeowners were in favor of the placing of speed humps on their street. On March 19<sup>th</sup>, 2026, the Traffic Safety Committee met and reviewed the request. The Traffic Safety Committee recommended implementing rumble strips instead of the speed hump in the area of the 500-700 block of Ramirez Ln. The request is being forwarded to you for your review and consideration.

**BUDGETED:** \_\_\_\_\_ **FUND:** \_\_\_\_\_ **ACCT. #:** \_\_\_\_\_

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

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

### STAFF RECOMMENDATION:

Denial

**Departmental Approval:** N/A

**Advisory Board Recommendation:** Approval

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

# Notice of Special Meeting

## TRAFFIC SAFETY COMMITTEE

March 19, 2026 12:00 Noon

Mission Police Department – 1200 E. 8<sup>th</sup> Street, Mission, Texas

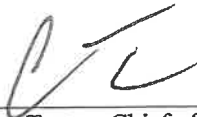
Item 44.

Pursuant to V.T.C.A. Gov. Code Section 551.001 et. Seq., the Traffic Safety Committee of the City of Mission, Texas will hold a Special meeting on Thursday, March 19, 2026, at 12:00 noon at the Mission Police Department, 1200 E. 8<sup>th</sup> Street, Mission, Texas to consider the following matters.

Mission Police – Special Traffic Safety Meeting  
Thursday, March 19, 2026 12:00 PM - 1:00 PM (CDT)

- I. Call to Order
- II. Invocation
- III. Pledge of Allegiance
- IV. Citizens' Participation
- V. Selection of Chairman
- VI. Old Business
- VII. New Business
  - A. Discussion and possible action on the placing of speed humps on Ramirez Lane and Francisco Avenue (tabled)
  - B. Discussion and possible action on the placing of speed humps on Pamela Drive.
- VIII. Approval of Minutes
- IX. Adjournment

Witnessed by my hand this 2nd day of March, 2026.

  
Cesar Torres, Chief of Police  
Traffic Safety Coordinator

### CERTIFICATE

I, the undersigned City Secretary do certify that the above notice of meeting was posted on the bulletin board of the City Hall, 1201 E. 8<sup>th</sup> Street, Mission, Texas on this the 2nd day of March, 2026 and will remain posted continuously for at least three business days preceding the scheduled date of said meeting, in compliance with Chapter 551 of the Government Code.

  
Anna Carrillo, City Secretary

# Traffic Speed Analysis Report

## Mission Police Department

### Traffic Bureau

#### 1. Project Overview

**Field**

**Information**

Project Name:

Ramires Lane

Location / Corridor:

500 block to 700 block

Study Limits: (From – To):

7:15am to 8:30am

4:15pm to 5pm

Case / Reference Number:

Prepared By:

Traffic Detective A. Garcia 562

Analysis Period:

5 days

Data Source:

On site by Officer

Date Prepared:

02/11/2026

Notes:

#### 2. Study Objectives

The purpose of this traffic speed analysis is to evaluate vehicular speed characteristics within the study area to support traffic enforcement, safety assessments, and operational decision-making.

**Objectives (check all that apply):**

- Identify speeding trends

- Evaluate compliance with posted speed limits
- Identify congestion or bottleneck locations
- Support enforcement deployment
- Support safety or traffic calming initiatives

**Key Questions / Focus Areas:**

- **Speeding**

**3. Study Area Description**

Segment ID	Road Name:	From	To	Road Classification:	Number of Lanes:	Posted Speed (mph):	Notes
	Ramires Ln	500 block	700 block	Residential	Two lanes	30mph	

**4. Data Collection & Sources**

Item	Description
Speed Data Collection Method:	Handheld Radar Gun
Equipment / Technology Used	
Data Source (Radar, GPS, Sensors, etc.):	Stalker LIDAR LR
Sample Size	
Data Resolution (e.g., 5-min, 15-min):	1.5 hrs. morning / 45 min afternoon
Assumptions	
Limitations	

### 5. Analysis Periods

Period Name	Day Type	Start Time	End Time
AM Peak	Weekday	7:15am	8:30am
Midday	Weekday		
PM Peak	Weekday	4:15pm	5:00pm
Off-Peak	Weekday		
Weekend	Weekend		

### 6. Speed Metrics Analyzed

The following speed metrics were analyzed and reported in miles per hour (mph):

- Average Speed (mph)
- Median Speed (mph)
- 85th Percentile Speed (mph)
- Minimum Speed (mph)
- Maximum Speed (mph)
- Travel Time (if applicable)
- Sample Size (vehicle count)

### 7. Speed Analysis Results

#### 7.1 Summary Speed Statistics

Segment ID	Avg Period Speed (mph)	Median Speed (mph)	85th % Speed (mph)	Min Speed (mph)	Max Speed (mph)	Sample Size
	23			11	37	296

### 7.2 Speed Compliance Evaluation

Segment ID	Period	Posted Speed (mph)	Avg Speed (mph)	% Below Posted	% Above Posted	Compliance Notes
	5 day	30	23	94%	6%	

### 7.3 Temporal Speed Analysis

Describe speed variations by time of day, peak vs. off-peak conditions, and day-of-week trends.

- The vehicles speeding through the area are minimum. The above data collected was done during the mornings (school drop off time) and afternoon (school releasing time). Most of the traffic was done due to school traffic.

### 7.4 Spatial Speed Analysis

Identify roadway segments with consistently low speeds, high speeds, or recurring bottlenecks.

- The consistency of the road segment was the same for both eastbound and westbound traffic.

### 8. Performance Assessment

Performance Measure	Assessment
Speed Limit Compliance	-279 vehicles complied with speed limit
Presence of Speeding Issues	-17 vehicles were over the speed limit
Congestion Indicators	-During school drop off and pick up
Safety Concerns	-Citizens concerned of too much traffic

**Performance Measure**

**Assessment**

Enforcement Considerations

**9. Key Findings**

Finding ID	Category (Speeding / Congestion / Safety)	Description	Severity (Low / Medium / High)
	Speeding		Low

**10. Conclusions**

Summarize overall findings related to traffic speed behavior, enforcement relevance, and roadway performance.

- The analysis indicated that there were minimal instances of speeding vehicles in the studied area, but a significant number of vehicles were observed traveling through the neighborhood during school drop off and pick up.
- The analysis also reflected that around 80% of the vehicles disregarded the stop sign at the intersection of Francisco Avenue and Ramirez Lane while traveling in both directions while people walking on the area.
- Additionally, a significant number of students were observed walking to and from the school by the area.

**11. Recommendations**

Recommendation ID	Segment ID	Issue Identified	Recommended Action	Priority Notes
-------------------	------------	------------------	--------------------	----------------

1/28/2026  
SURVEY (A.M.)  
RAMIREZ LANE

TIME	SPEED	D.O.T.
1. 7:15	18	WB
2. 7:19	14	EB
3. 7:20	25	WB
4. 7:21	16	EB
5. 7:22	18	EB
6. 7:23	22	EB
7. 7:24	28	WB
8. 7:24	28	WB
9. 7:25	27	WB
10. 7:27	21	EB
11. 7:27	19	EB
12. 7:27	17	WB
13. 7:29	18	WB
14. 7:30	21	WB
15. 7:30	22	EB
16. 7:30	17	WB
17. 7:34	15	EB
18. 7:37	26	WB
19. 7:37	32	WB
20. 7:38	19	WB
21. 7:39	23	EB
22. 7:41	22	EB
23. 7:43	30	WB
24. 7:45	24	WB
25. 7:45	25	EB
26. 7:50	23	WB
27. 7:50	20	WB
28. 7:50	20	WB

## PAGE 2

29. 7:51	23	WB
30. 7:53	23	WB
31. 7:56	18	EB
32. 7:56	20	EB
33. 7:58	19	WB
34. 8:00	18	WB
35. 8:01	27	WB
36. 8:03	22	WB
37. 8:07	20	EB
38. 8:07	20	EB
39. 8:09	25	WB
40. 8:10	23	EB
41. 8:11	20	WB
42. 8:11	20	WB
43. 8:11	20	WB
44. 8:12	20	WB
45. 8:13	30	WB
46. 8:14	20	EB
47. 8:20	28	WB
48. 8:22	34	WB
49. 8:26	27	EB
50. 8:27	15	WB

1/28/2026  
SURVEY (P.M.)  
RAMIREZ LANE

TIME	SPEED	D.O.T.
1. 4:15	21	EB
2. 4:16	18	EB
3. 4:18	24	EB
4. 4:20	28	EB
5. 4:21	17	EB
6. 4:22	21	EB
7. 4:23	15	EB
8. 4:23	18	EB
9. 4:23	17	EB
10. 4:24	30	EB
11. 4:25	19	EB
12. 4:26	18	EB
13. 4:28	22	EB
14. 4:29	26	EB
15. 4:30	26	EB
16. 4:31	20	EB
17. 4:31	31	EB
18. 4:32	19	EB
19. 4:33	29	EB
20. 4:35	20	EB
21. 4:36	21	EB
22. 4:38	26	EB
23. 4:42	24	EB
24. 4:54	20	WB
25. 4:55	22	EB

2/2/2026  
SURVEY (A.M.)  
RAMIREZ LANE

TIME	SPEED	D.O.T.
1. 7:25	18	EB
2. 7:27	20	EB
3. 7:27	20	EB
4. 7:30	22	WB
5. 7:35	20	EB
6. 7:40	18	EB
7. 7:43	18	WB
8. 7:44	20	WB
9. 7:44	18	EB
10. 7:44	28	WB
11. 7:48	25	WB
12. 7:50	20	EB
13. 7:50	20	EB
14. 7:57	18	EB
15. 7:57	18	WB
16. 7:58	25	WB
17. 8:03	18	WB
18. 8:06	23	WB
19. 8:08	19	WB
20. 8:10	28	WB
21. 8:10	24	WB
22. 8:10	18	EB
23. 8:14	20	WB
24. 8:15	28	WB
25. 8:21	30	EB
26. 8:22	30	WB
27. 8:23	20	EB
28. 8:25	25	WB

2/2/2026  
SURVEY (P.M.)  
RAMIREZ LANE

TIME	SPEED	D.O.T.
1. 4:18	25	EB
2. 4:18	25	EB
3. 4:20	20	WB
4. 4:21	27	EB
5. 4:25	20	EB
6. 4:25	20	EB
7. 4:27	32	EB
8. 4:27	30	EB
9. 4:28	25	EB
10. 4:28	28	EB
11. 4:28	25	EB
12. 4:28	25	EB
13. 4:28	37	EB
14. 4:32	28	EB
15. 4:35	27	WB
16. 4:35	27	WB
17. 4:35	25	WB
18. 4:41	20	WB
19. 4:43	20	WB
20. 4:45	18	WB

2/3/2026  
SURVEY (A.M.)  
RAMIREZ LANE

TIME	SPEED	D.O.T.
1. 7:15	22	WB
2. 7:17	23	WB
3. 7:20	22	WB
4. 7:21	23	WB
5. 7:23	31	EB
6. 7:25	18	WB
7. 7:28	23	EB
8. 7:31	17	WB
9. 7:32	18	WB
10. 7:35	28	WB
11. 7:36	17	EB
12. 7:37	26	EB
13. 7:38	20	EB
14. 7:45	19	WB
15. 7:48	23	WB
16. 7:50	26	WB
17. 7:51	23	WB
18. 7:51	28	WB
19. 7:52	27	WB
20. 7:53	29	WB
21. 7:58	20	EB
22. 7:54	29	EB
23. 7:55	25	EB
24. 7:57	31	WB
25. 7:58	26	WB
26. 7:58	22	EB
27. 8:00	22	WB
28. 8:00	23	WB

29. 8:01	22	WB
30. 8:04	28	WB
31. 8:04	31	WB
32. 8:05	22	WB
33. 8:08	26	WB
34. 8:10	25	WB
35. 8:12	22	EB
36. 8:13	27	WB
37. 8:15	31	WB
38. 8:16	23	WB
39. 8:20	25	EB
40. 8:28	20	EB

2/3/2026  
SURVEY (P.M.)  
RAMIREZ LANE

	TIME	SPEED	D.O.T.
1.	4:18	20	WB
2.	4:21	22	WB
3.	4:26	25	WB
4.	4:26	23	WB
5.	4:27	27	EB
6.	4:28	28	WB
7.	4:29	23	WB
8.	4:29	23	WB
9.	4:32	33	EB
10.	4:37	25	WB
11.	4:37	17	WB
12.	4:39	21	WB
13.	4:39	17	WB
14.	4:40	32	EB
15.	4:41	28	WB
16.	4:43	11	WB
17.	4:43	28	WB

2/4/2026  
SURVEY (A.M.)  
RAMIREZ LANE

TIME	SPEED	D.O.T.
1. 7:18	23	WB
2. 7:18	24	EB
3. 7:21	25	EB
4. 7:23	28	EB
5. 7:29	23	EB
6. 7:31	23	WB
7. 7:32	18	WB
8. 7:32	25	WB
9. 7:32	17	EB
10. 7:34	28	WB
11. 7:37	30	WB
12. 7:37	18	EB
13. 7:41	18	WB
14. 7:44	18	WB
15. 7:45	27	WB
16. 7:52	26	WB
17. 7:52	27	WB
18. 7:52	27	WB
19. 7:55	19	WB
20. 7:56	26	WB
21. 7:58	20	WB
22. 7:58	21	WB
23. 7:58	20	WB
24. 7:59	26	EB
25. 8:00	22	WB
26. 8:02	27	EB
27. 8:03	27	EB
28. 8:04	21	EB

PAGE 2

29. 8:04	24	WB
30. 8:05	28	WB
31. 8:05	25	EB
32. 8:06	31	WB
33. 8:07	27	WB
34. 8:07	28	WB
35. 8:08	22	WB
36. 8:08	23	WB
37. 8:08	22	WB
38. 8:08	21	WB
39. 8:08	21	WB
40. 8:08	20	WB
41. 8:13	19	WB
42. 8:18	27	WB
43. 8:23	28	EB
44. 8:29	20	EB

2/4/2026  
SURVEY (P.M.)  
RAMIREZ LANE

TIME	SPEED	D.O.T.
1. 4:14	32	WB
2. 4:14	22	WB
3. 4:19	18	EB
4. 4:20	22	WB
5. 4:22	22	WB
6. 4:23	19	EB
7. 4:24	20	WB
8. 4:27	18	WB
9. 4:27	19	EB
10. 4:27	19	EB
11. 4:28	22	EB
12. 4:30	20	WB
13. 4:33	22	EB
14. 4:33	30	WB
15. 4:35	24	WB
16. 4:35	24	WB
17. 4:38	25	WB
18. 4:44	20	WB

2/5/2026  
SURVEY (A.M.)  
RAMIREZ LANE

TIME	SPEED	D.O.T.
1. 7:21	25	EB
2. 7:24	20	WB
3. 7:26	31	WB
4. 7:27	25	WB
5. 7:28	19	WB
6. 7:29	22	WB
7. 7:29	23	WB
8. 7:31	25	EB
9. 7:32	26	WB
10. 7:32	27	EB
11. 7:34	23	EB
12. 7:34	17	EB
13. 7:41	22	WB
14. 7:42	30	WB
15. 7:44	22	WB
16. 7:47	21	WB
17. 7:49	21	WB
18. 7:49	22	WB
19. 7:53	21	WB
20. 7:57	23	EB
21. 7:58	20	WB
22. 7:58	30	WB
23. 8:00	28	WB
24. 8:02	24	WB
25. 8:03	16	WB

2/5/2026  
SURVEY (P.M.)  
RAMIREZ LANE

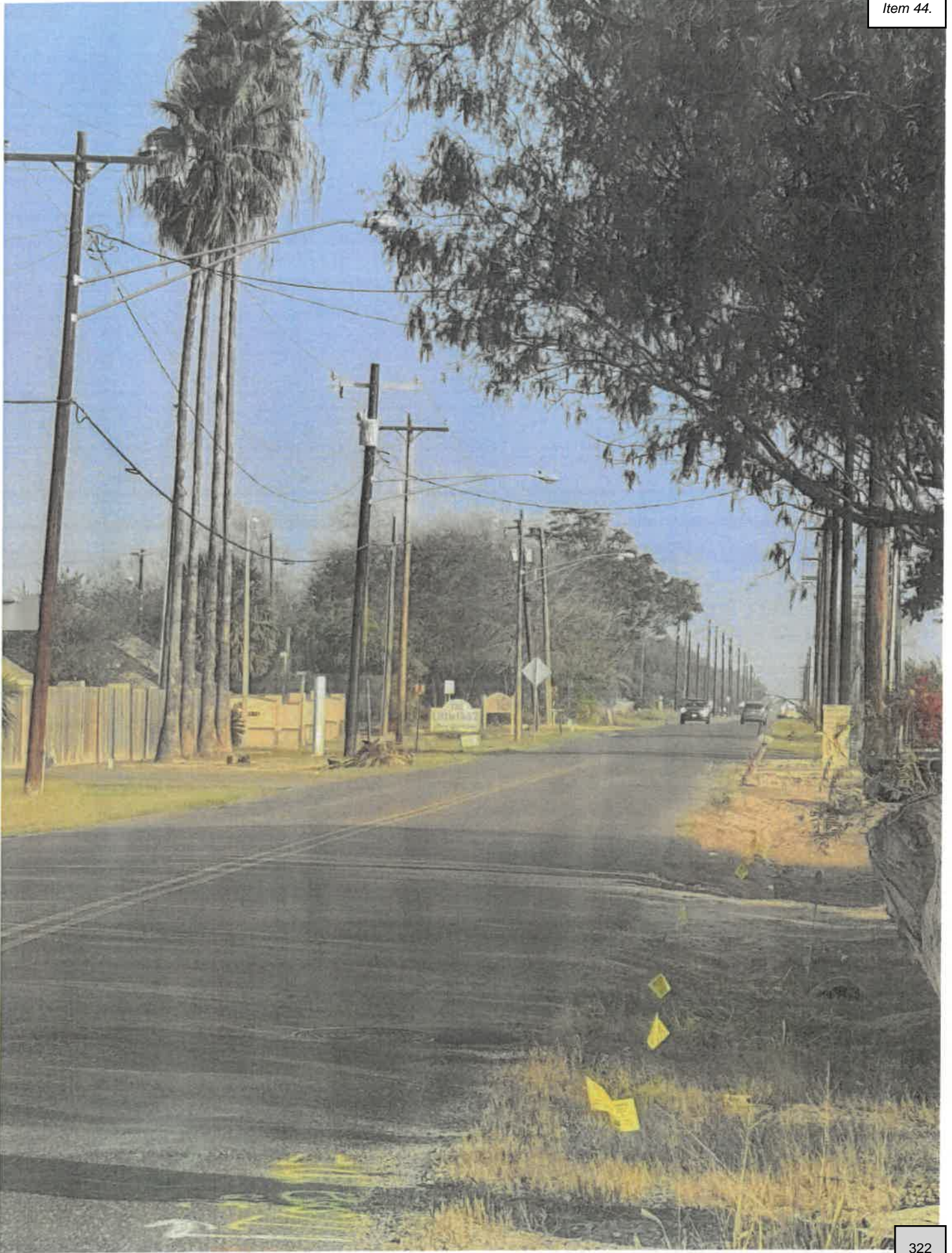
TIME	SPEED	D.O.T.
1. 4:14	20	EB
2. 4:17	22	WB
3. 4:20	25	WB
4. 4:22	25	WB
5. 4:22	20	EB
6. 4:25	30	EB
7. 4:25	25	WB
8. 4:26	34	EB
9. 4:26	32	EB
10. 4:27	33	WB
11. 4:30	18	WB
12. 4:31	31	WB
13. 4:31	20	EB
14. 4:34	26	WB
15. 4:35	22	WB
16. 4:37	19	WB
17. 4:39	22	EB
18. 4:42	25	WB
19. 4:45	28	EB

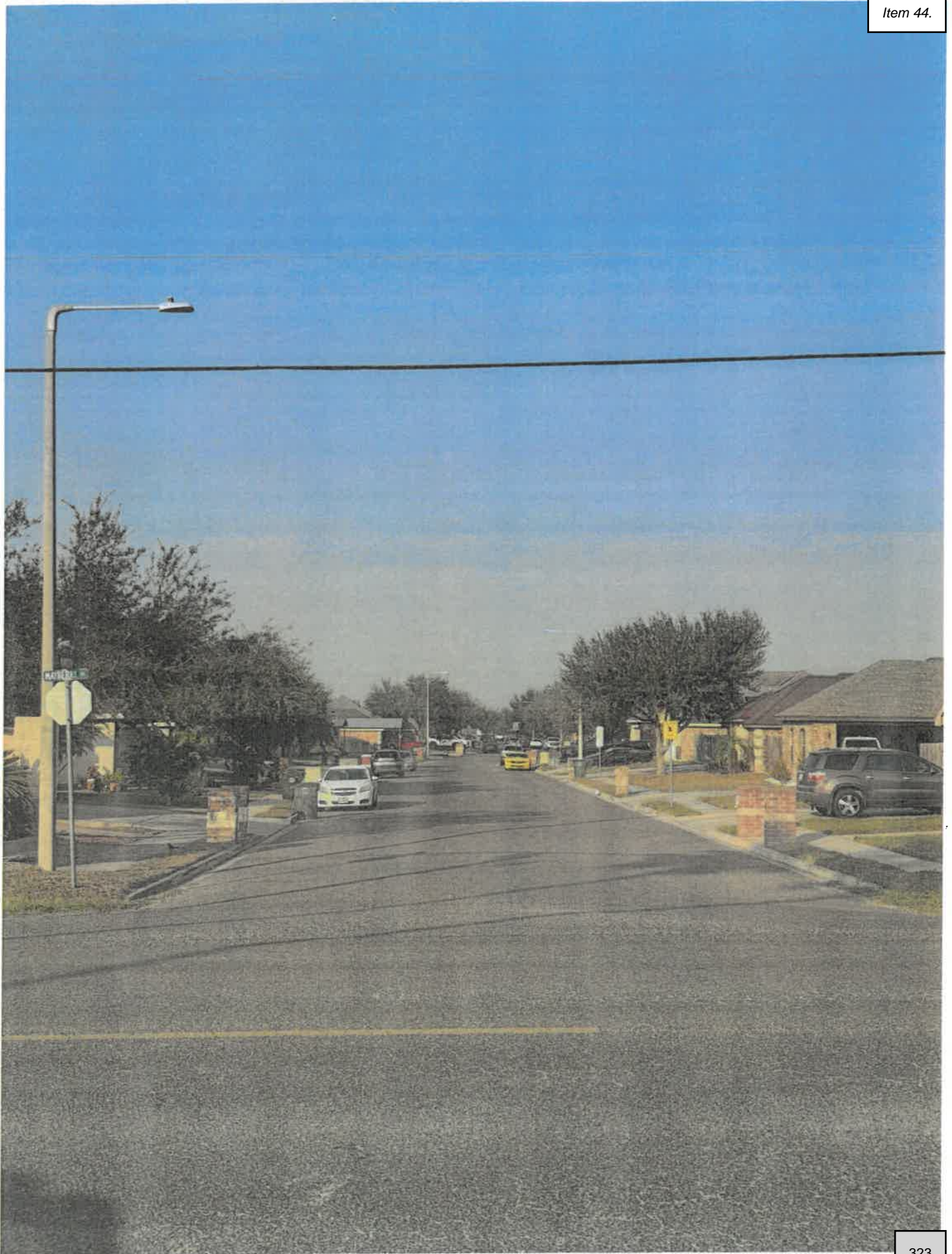


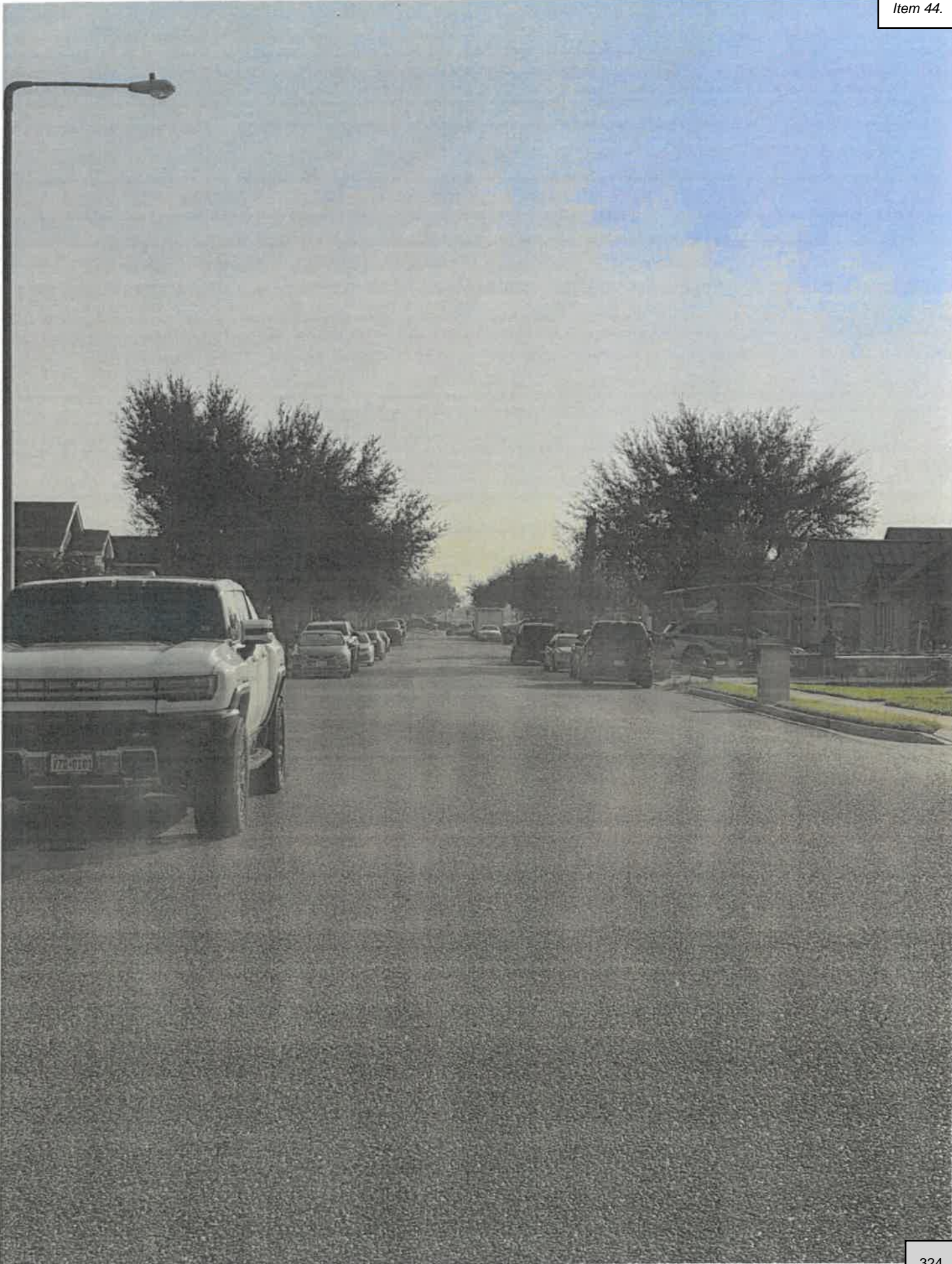
Mission Police

**Report Time:** 01/06/2026 09:46:54 **Login ID:** ahernandez0647 **Jurisdiction:** Police, Fire, EMS  
**Incident Number:** **Call Number:** 2024-00039677  
**From Date:** **To Date:** 2024-00038244  
**Last Name:** **First Name:** N MAYBERRY RD @ E RAMIREZ LN, MISSION  
**Plate #:** **Plate State:** **Include Canceled:** No  
**Type:** **Priority:** **Source:**  
**Disposition:** **Unit:**  
**Narrative:** **Officer:**

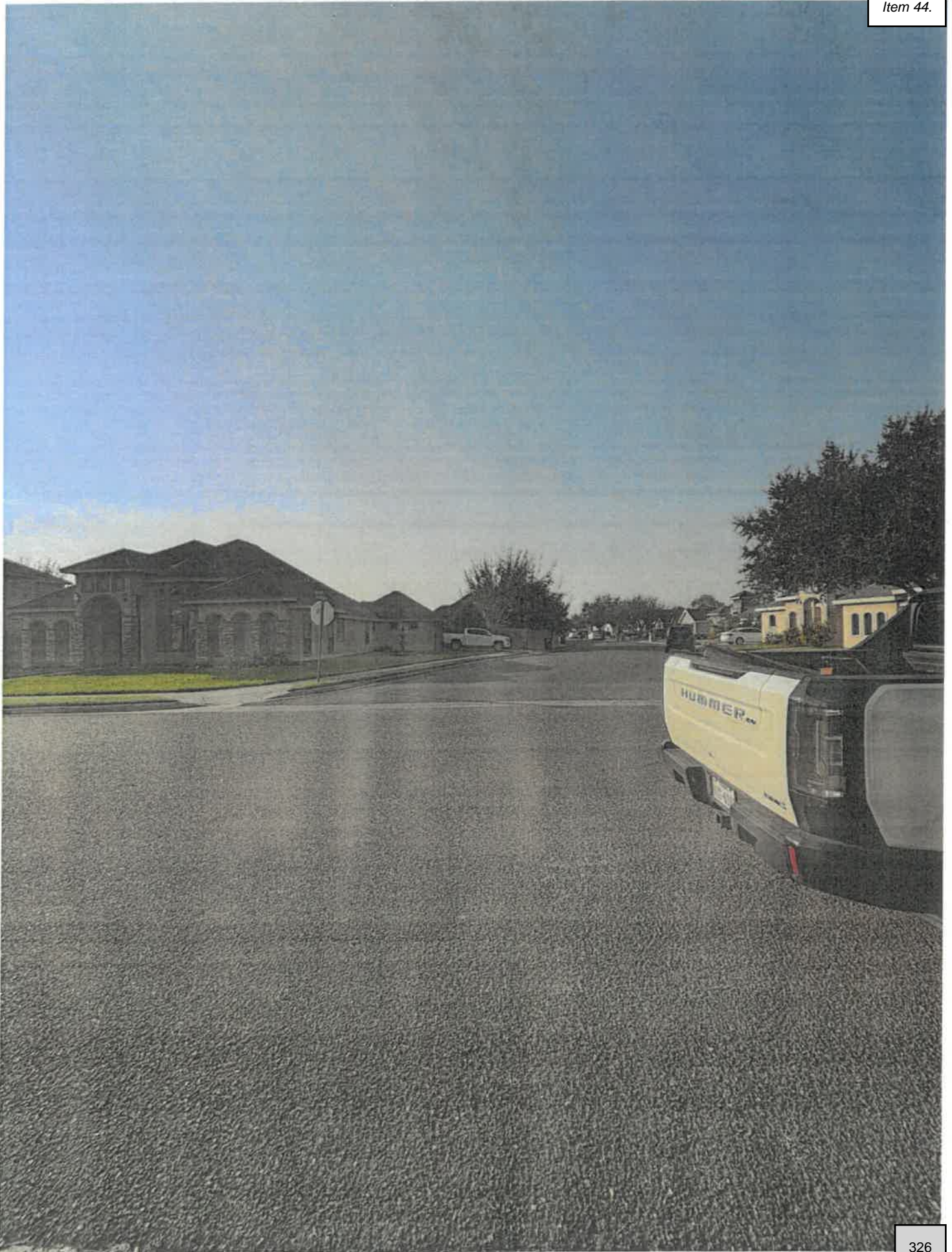
Create Date/Time	Police Call Type	Location	Primary Officer	Primary Incident	Primary Incident OR#	Beat
9/25/2024 16:30	Traffic Stop ✓	N MAYBERRY RD / E RAMIREZ LN, MI 0562		2024-00039677	TX1081000: Mission Police Department	NE
9/15/2024 8:16	Public Assistance ✓	N MAYBERRY RD / E RAMIREZ LN, MI 0794		2024-00038244	TX1081000: Mission Police Department	NE
7/7/2024 14:03	Accident Minor ✓	N MAYBERRY RD / E RAMIREZ LN, MI 0797		2024-00027868	TX1081000: Mission Police Department	NE
8/15/2023 17:13	Suspicious Circumstances ✓	N MAYBERRY RD / E RAMIREZ LN, MI 0614		2023-00033670	TX1081000: Mission Police Department	NE
1/12/2023 8:59	Traffic Stop ✓	N MAYBERRY RD / E RAMIREZ LN, MI 0703		2023-00001799	TX1081000: Mission Police Department	NE
11/17/2022 16:40	Accident Minor ✓	N MAYBERRY RD / E RAMIREZ LN, MI 0728		2022-00050207	TX1081000: Mission Police Department	NE
1/26/2022 18:56	Traffic Stop ✓	N MAYBERRY RD / E RAMIREZ LN, MI 580		2022-00003425	TX1081000: Mission Police Department	NE
11/4/2021 5:46	Debris	N MAYBERRY RD / E RAMIREZ LN, MI 0702		2021-00034046	TX1081000: Mission Police Department	NE

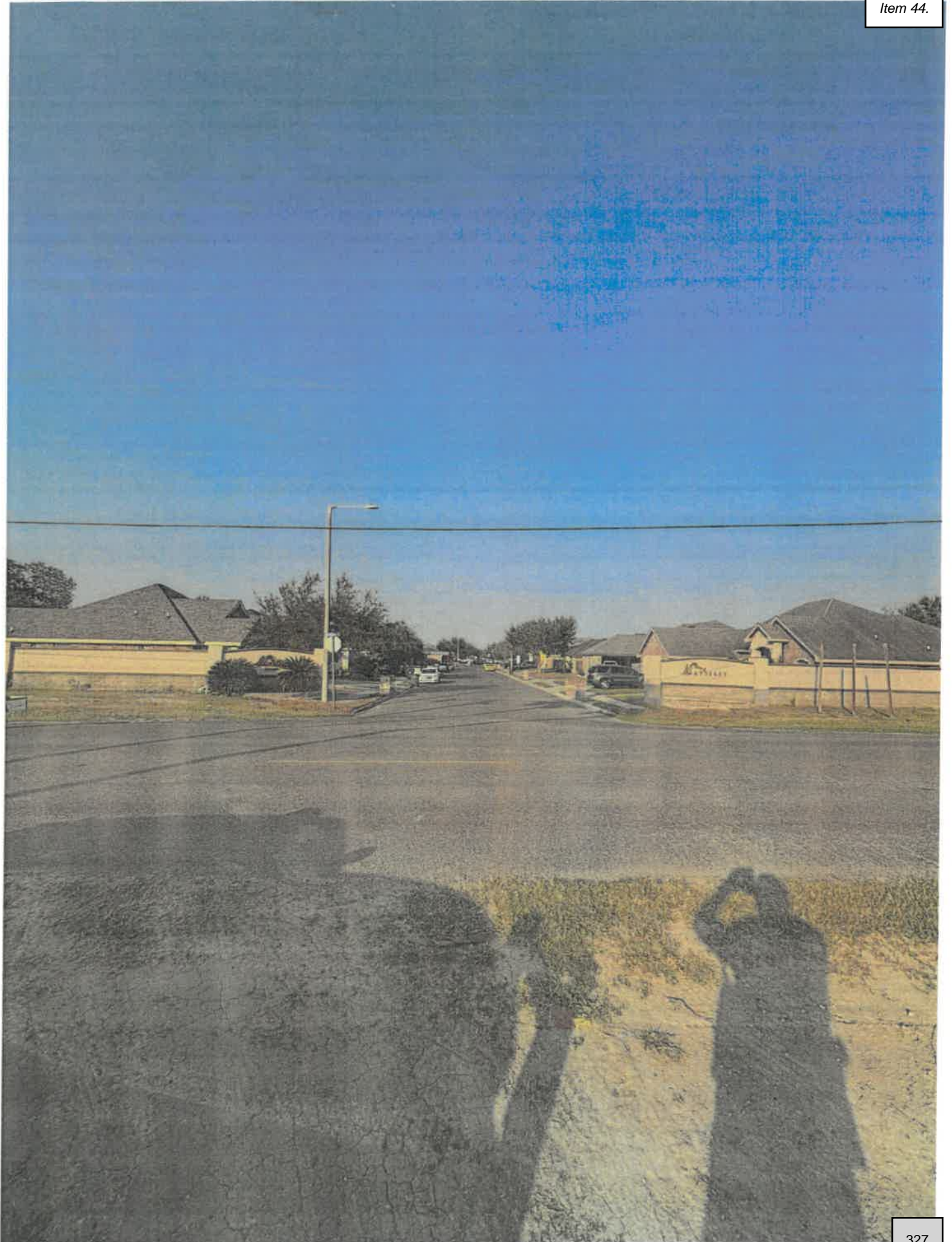


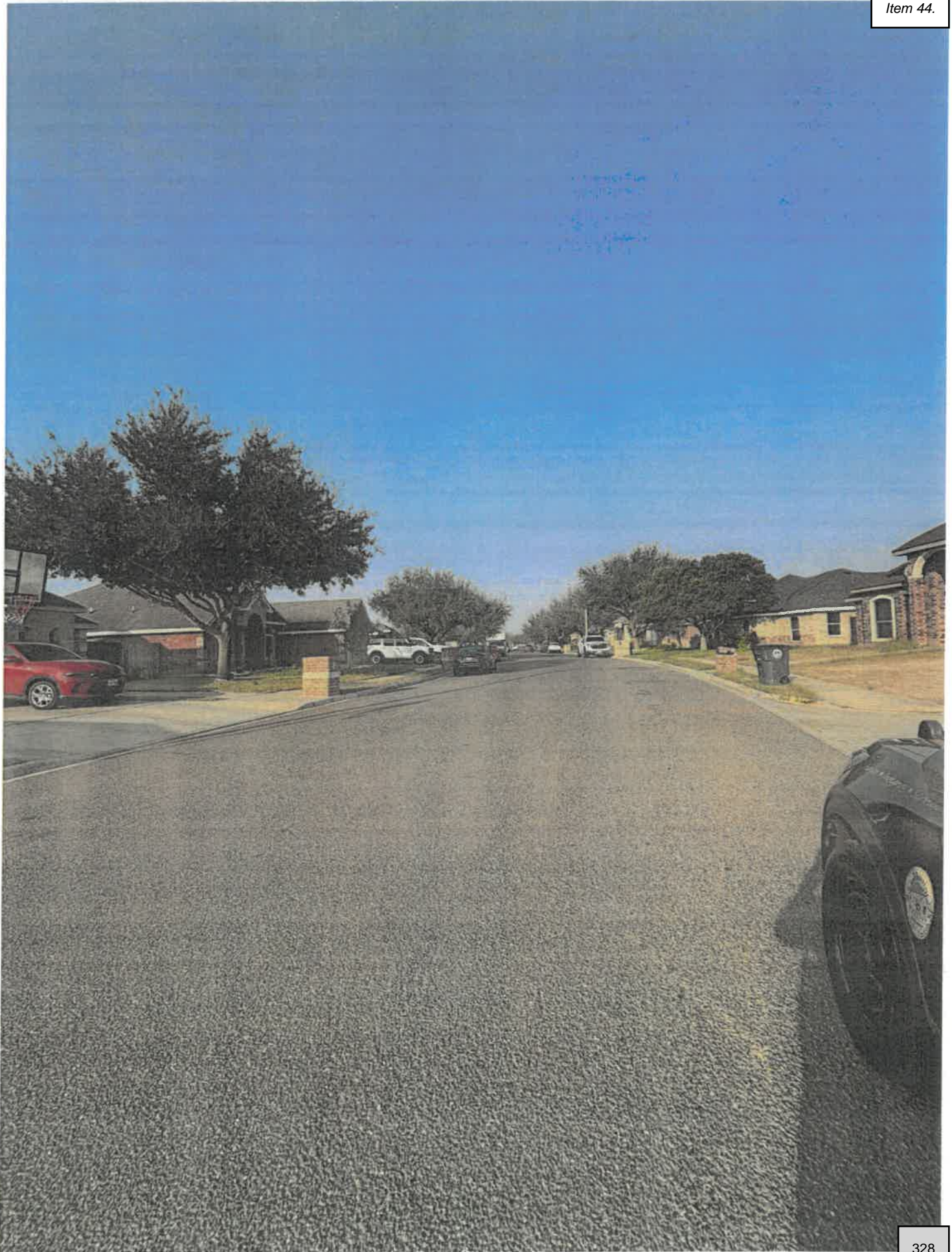




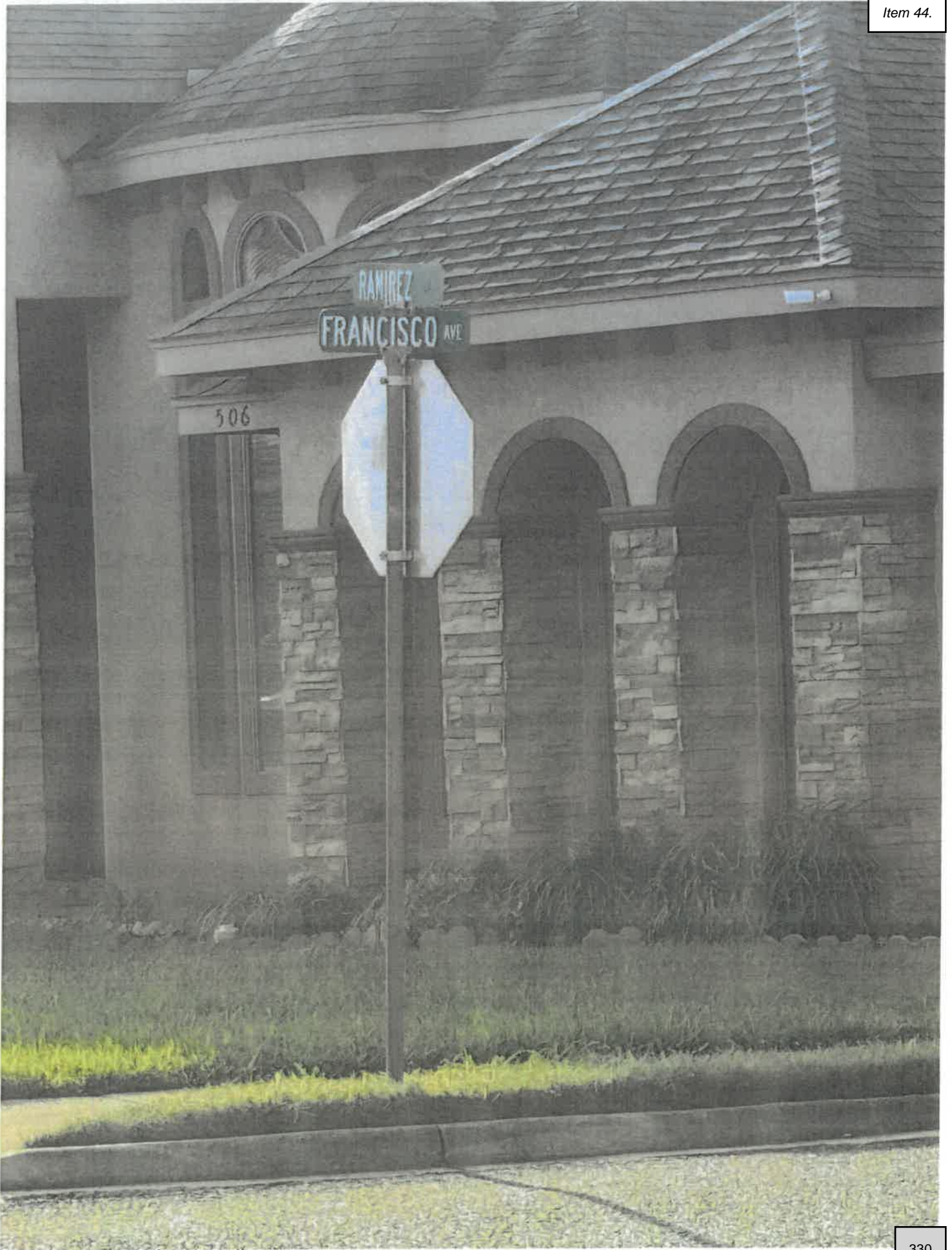












# Traffic Speed Analysis Report

## Mission Police Department Traffic Bureau

### 1. Project Overview

**Field**

**Information**

Project Name:

Ramires Lane

Location / Corridor:

500 block to 700 block

Study Limits: (From – To):

7:15am to 8:30am

4:15pm to 5pm

Case / Reference Number:

Prepared By:

Traffic Detective A. Garcia 562

Analysis Period:

5 days

Data Source:

On site by Officer

Date Prepared:

02/11/2026

Notes:

### 2. Study Objectives

The purpose of this traffic speed analysis is to evaluate vehicular speed characteristics within the study area to support traffic enforcement, safety assessments, and operational decision-making.

**Objectives (check all that apply):**

- Identify speeding trends

# EXHIBIT "A"

## REQUEST FOR SPEED HUMP INVESTIGATION

The following is a request form for speed humps (please feel free to submit this form as a formal request). Each request must contain the completed information as indicated in sections A, and B. The request will be processed in accordance with the provisions of the Speed Hump Policy, as may be amended from time to time.

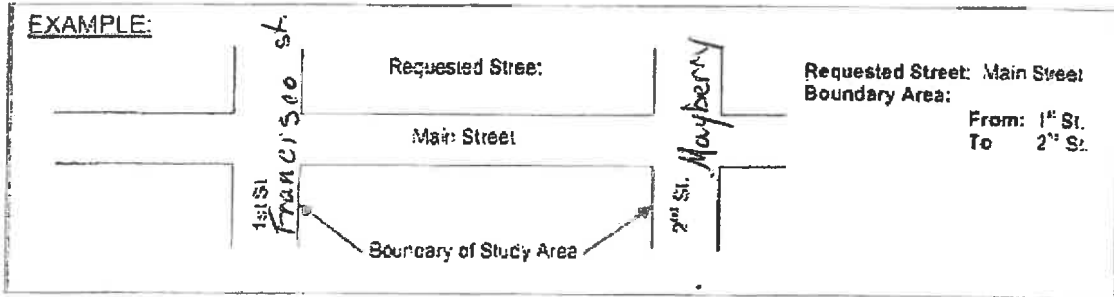
### A. Street Study Information

Each request must provide the name of the street on which a study is requested, and the proposed boundaries of the street segment. Traffic studies will be conducted by the City of Mission only within the boundaries indicated. Please use street names for boundaries, not block ranges.

**ONLY ONE STREET PER APPLICATION**

Requested Street: E Ramirez Ln Mission Tx 78573

Boundary Area: From: Mayberry  
To: Francisco



### B. Evidence of Neighborhood Support

The Homeowner's Association (HOA) must provide evidence of neighborhood support for participation in the program. The attached form can be used for this request. Evidence of support must be within the study area as identified in Section A above.

The HOA must secure at least 2/3<sup>rd</sup> of the owners' signatures whose property abuts the proposed street segment.

October 30, 2024

**CITY OF MISSION - Code Enforcement Dept.  
PRELIMINARY LABEL LISTING**

Account Number	Name	Legal Description
M1855-00-000-0001-00 ( 716979)	PINON LAURO ROMEO  706 RAMERIZ LANE MISSION TX 78573	MAYBERRY GARDENS LOT 1
M1855-00-000-0002-00 ( 716980)	✓ CAMPOS REYNA I  704 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 2 <i>Reyna I Campos</i>
M1855-00-000-0003-00 ( 716981)	✓ LUNA ROLANDO RICARDO & AYISSA  702 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 3 <i>Ayissa Asadillo-Luna</i>
M1855-00-000-0004-00 ( 716982)	SALINAS BETSYVEL & CRISTO RODOLFO  700 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 4
M1855-00-000-0005-00 ( 716983)	✓ MORALES CRYSTAL LEE  618 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 5 <i>Crystal L Morales</i>
M1855-00-000-0006-00 ( 716984)	VERA RACHEL & MICHAEL AMBERS  616 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 6
M1855-00-000-0007-00 ( 716985)	✓ MILLER JEFFERY D & MELISSA Y  614 RAMIREZ LANE MISSION TX 78573	MAYBERRY GARDENS LOT 7 <i>Jeff Miller</i>
M1855-00-000-0008-00 ( 716986)	✓ BUENTELLO REYNALDO & YOLANDA  612 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 8 <i>Reynaldo Buentello</i>
M1855-00-000-0009-00 ( 716987)	MANDES SAN JUANITA M  610 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 9 <i>San Juanita Mandes</i>
M1855-00-000-0010-00 ( 716988)	✓ CASTANEDA ERICA NICOLE HERRERA  608 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 10 <i>Erica Castaneda</i>
M1855-00-000-0011-00 ( 716989)	GONZALEZ JORGE & BEATRIZ ADRIANA  606 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 11 & 12 <i>Beatriz Adams</i>
M1855-00-000-0013-00 ( 716991)	CANTU JUAN ENRIQUE JR  602 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 13 <i>Juan E Cantu Jr</i>
M1855-00-000-0014-00 ( 716992)	MUNOZ JOSE EDUARDO  600 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 14 <i>Jose E. Munoz</i>
M1855-00-000-0015-00 ( 716993)	ORTIZ JOSE L & ANGELICA J  512 E RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 15 <i>Jose L Ortiz</i>
M1855-00-000-0016-00 ( 716994)	ALCANTARA JOSE A & MARIA P  510 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 16 <i>Jose A Alcantara</i>

October 30, 2024

CITY OF MISSION - Code Enforcement Dept.  
PRELIMINARY LABEL LISTING

Account Number	Name	Legal Description
M1855-00-000-0017-00 ( 716995)	GARZA TOMASITO 508 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 17 <i>[Handwritten Signature]</i>
M1855-00-000-0018-00 ( 716996)	SANCHEZ JAIME & MARISELA G RENOVA 506 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 18
M1855-00-000-0019-00 ( 716997)	ROJAS MARRISA L & JOSE R 500 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 19
M1855-00-000-0020-00 ( 716998)	VILLARREAL MARIA ODILIA & EVERARDO 501 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 20 <i>[Handwritten Signature]</i>
M1855-00-000-0021-00 ( 716999)	SALINAS ARMANDO A & JACKYLIN M 1523 E FILMORE AVE ALTON TX 78573	MAYBERRY GARDENS LOT 21
M1855-00-000-0022-00 ( 717000)	GARCIA RAFAEL & SANDRA 505 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 22 <i>[Handwritten Signature]</i>
M1855-00-000-0023-00 ( 717001)	DELGADILLO CARLOS C JR 507 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 23 <i>[Handwritten Signature]</i>
M1855-00-000-0024-00 ( 717002)	WHITTEMORE SALIM GUIZAR & MARIELA 509 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 24 <i>[Handwritten Signature]</i>
M1855-00-000-0025-00 ( 717003)	BEAN MELISSA M & IVAN V GAMA 511 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 25 <i>[Handwritten Signature]</i>
M1855-00-000-0026-00 ( 717004)	TOBIAS FERNANDO GABRIEL 513 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 26 <i>[Handwritten Signature]</i>
M1855-00-000-0027-00 ( 717005)	DE LA TEJERA EDWARD A & SANDRA PO BOX 2850 MISSION TX 78573	MAYBERRY GARDENS LOT 27
M1855-00-000-0028-00 ( 717006)	ZUNIGA LUIS A 603 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 28 <i>[Handwritten Signature]</i>
M1855-00-000-0029-00 ( 717007)	GARZA GERARDO & DIANA 605 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 29 <i>[Handwritten Signature]</i>
M1855-00-000-0030-00 ( 717008)	LOPEZ CYNTHIA ELIZABETH 406 E 28TH ST MISSION TX 78574	MAYBERRY GARDENS LOT 30
M1855-00-000-0031-00 ( 717009)	DE LA CRUZ HUGO & YADIRA MARQUEZ & 609 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 31

October 30, 2024

CITY OF MISSION - Code Enforcement Dept.  
PRELIMINARY LABEL LISTING

Account Number	Name	Legal Description
M1855-00-000-0032-00 ( 717010)	ESTEVIS ARTURO & RUBY  611 E RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 32
M1855-00-000-0033-00 ( 717011)	PORTILLO JULIO C & SASHA M  613 RAMIREZ LANE MISSION TX 78573	MAYBERRY GARDENS LOT 33
M1855-00-000-0034-00 ( 717012)	CONFIDENTIAL  615 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 34
M1855-00-000-0035-00 ( 717013)	MUNOZ LILIANA & OSIEL A  701 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 35
M1855-00-000-0036-00 ( 717014)	CAMPOS SANDRA  PO BOX 914 MISSION TX 78573	MAYBERRY GARDENS LOT 36
M1855-00-000-0037-00 ( 717015)	GONZALEZ SANDRA  705 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 37
M1855-00-000-0038-00 ( 717016)	CASTANEDA IRIS E & JESUS A  707 RAMIREZ LN MISSION TX 78573	MAYBERRY GARDENS LOT 38
		<b>Total Number of Records ( 37)</b>

We the undersigned owners of property within \_\_\_\_\_ hereby offer our support for our neighborhood's participation in the Speed Hump Program inclusive of our acknowledgement that our HOA will be responsible for the costs associated with said speed humps. (Multiple sheets can be used toward the petitioning process).

_____ Printed Name	_____ Property Along Street Segment	_____ Signature
_____ Printed Name	_____ Property Along Street Segment	_____ Signature
_____ Printed Name	_____ Property Along Street Segment	_____ Signature
_____ Printed Name	_____ Property Along Street Segment	_____ Signature
_____ Printed Name	_____ Property Along Street Segment	_____ Signature
_____ Printed Name	_____ Property Along Street Segment	_____ Signature
_____ Printed Name	_____ Property Along Street Segment	_____ Signature
_____ Printed Name	_____ Property Along Street Segment	_____ Signature

**Contact Person Information**

Each request for program participation must provide a contact person who owns property on the requested street within the study area's boundary. Please provide the name, address, and telephone number of the duly authorized HOA representative. The contact person will receive all correspondence and will be responsible for gathering evidence of support when requested.

Contact Name: Mania Johnson Alvarado HOA's Name: \_\_\_\_\_  
Address: 510 Ramirez Ln Mission, Texas 78573  
Cell#: 956 989-6124 Phone #: \_\_\_\_\_ Email: bauntony22@yahoo.com

I agree to be the contact person for the above HOA request, and I understand that a request does not guarantee installation of speed humps. Furthermore, I understand that a request may not be further considered if the City's study determines the street to not be eligible for the speed hump program.

Signature: MA  
Date: 2-6-24

**Please Return Completed Form To:**  
City of Mission – Public Works Department (Speed Hump Program)  
2801 N. Holland Avenue  
Mission, Texas 78572

## EXHIBIT "B"

### PROCEDURES FOR SPEED HUMP INSTALLATION

The initial request for participation must originate from the Board of Directors of the HOA and where they may have authorized a property owner whose property adjoins the proposed street the subject of the speed hump program. A request in writing from the HOA and/or the HOA's authorized representative must be forwarded to the following address:

**Public Works Director  
City of Mission  
2801 N. Holland Avenue  
Mission, Texas 78572**

A determination of eligibility based on a traffic engineering study conducted at the subject site will be made in a timely manner

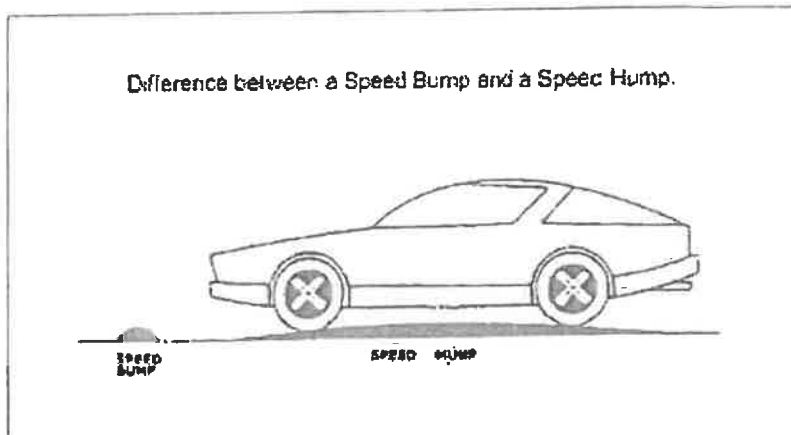
1. If the street is determined not to be eligible by introduction to the Traffic Safety Committee, the HOA will be given written notification of that determination and its reasons.
2. The decision may be appealed in writing to the Traffic Safety Committee within 15 calendar days of the notification date. The Chief of Police will call a meeting with the Traffic Safety Committee and will place the appeal on the next regularly scheduled Traffic Safety Meeting. The Traffic Safety Committee will normally review the determination and respond to the applicant(s) within 30 days of the appeal request. Notice will be given to the HOA through their authorized contact representative as reflected in the written application for program participation.
3. The HOA may appeal after a 'Denial' by the Traffic Safety Committee to the City of Mission's City Council.
4. If the street is determined to be eligible for consideration, a meeting will be arranged by the Public Works Department between the HOA and staff to define the petition area, the approximate speed hump location range. If still needed, the HOA will be instructed to submit a petition indicating that a minimum of two-thirds of the property owners on the street support the installation of speed humps as provided in the speed hump policy. Only petition forms supplied by the Public Works Department or exact duplicates may be used for this purpose.

After verification of the petitions, the Department will conduct the necessary traffic engineering studies and solicit comments and recommendations of other agencies. A determination of the street's eligibility for speed hump installation will be made in a timely manner.

1. If the street is determined not to be eligible for speed hump installation, the HOA will be notified in writing giving the reason(s).
2. If the street is determined to be eligible, the street will be placed on a list of street eligible for speed hump installation.

The Public Works Department will make a determination of the total installation cost sharing responsibility of the owners, if applicable, according to the speed hump policy.

1. Once a street is placed on the list of streets approved for speed hump installation, the City will submit a statement to the HOA representative for the cost of the speed hump installation. Upon receipt of full payment of the cost, the humps will be installed as scheduling permits.
2. If full payment has not been received within one year from the statement date, the street will be removed from the list of streets approved for speed hump installation and all monies received for construction, if any, will be returned to the HOA representative of record.



**ORDINANCE NO. 3644**

**AN ORDINANCE OF THE CITY OF MISSION, TEXAS ESTABLISHING THE PROCESS BY WHICH HOMEOWNER'S ASSOCIATIONS OF MISSION, TEXAS, MAY REQUEST A SPEED HUMP INVESTIGATION, THE ESTABLISHMENT OF THE PROCEDURES FOR SPEED HUMP INSTALLATION AND THE ESTABLISHMENT OF SPEED HUMP INSTALLATION POLICY.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS THAT CHAPTER 110 OF THE CODE OF ORDINANCES IS HEREBY AMENDED BY ADDING THE FOLLOWING:**

**SECTION 1:** Homeowner Associations which are non-profit corporations and are in good standing with the Offices of the Texas Comptroller of Public Accounts and the Texas Secretary of State requesting the installation of speed humps must follow the established process beginning with a Request for Speed Hump Investigation, followed by the Procedures for Speed Hump Installation and Speed Hump Installation Policy for speed humps that are approved.

**SECTION 2:** The initial request for a Speed Hump on a city street must commence with the filing of a Request for Speed Hump Investigation (See Attachment – Exhibit "A").

**SECTION 3:** Upon receiving a Request for Speed Hump Investigation, the following Procedures for Speed Hump Installation shall be followed and adhered thereto (See Attachment – Exhibit "B").

**SECTION 4:** Upon approval of a Speed Hump as outlined in Section 3, the City of Mission Speed Hump Installation Policy will be followed and adhered thereto (See Attachment – Exhibit "C").

**SECTION 5:** This ordinance shall become effective when it has been published as prescribed by law.

**READ, CONSIDERED, AND APPROVED** on this 25<sup>th</sup> day of April 2011.



Norberto Salinas, Mayor

ATTEST:

  
Anna Carrillo, City Secretary



**EXHIBIT "C"**

**CITY OF MISSION**  
**SPEED HUMP INSTALLATION POLICY**

**GENERAL**

Speed humps are an effective and appropriate device for safely reducing vehicle speeds on certain types of streets when installed in accordance with the provisions of this policy.

In order for speed hump installations to be effective, they should be located selectively after recommendation from the City Engineer and the concurrence from the Mission Traffic Safety Committee. The placement will be to improve the speeding problems and to minimize driver frustration and encourage safe driving practices.

This policy promotes reasonable opportunities for owners most affected by proposed speed hump to participate together in the process that leads to its installation.

**DEFINITIONS**

For the context of this policy only:

**APPLICATIONS** for speed humps include a City generated application form, the petition and a processing fee.

**LOW DENSITY RESIDENTIAL DWELLINGS** include single-family houses, townhouses, duplexes, triplexes and quadplexes;

**SPEED HUMP** is geometric design feature of a roadway, consisting of a raised area in the roadway pavement surface extending transversely across the traveled way, whose primary purpose is to reduce the speed of vehicles traveling along that roadway;

**TRAFFIC ENGINEERING SPEED STUDY** will include the operational characteristics, and geometric characteristics of a typical day for 24 hours.

**SPEEDS** are 85<sup>th</sup> percentile speeds, i.e., the speed at or below which 85 percent of vehicles are traveling;

**TYPICAL DAY** is defined as Tuesday, Wednesday, or Thursday. Should the residential area impacted have in its peripheral a commercial site Typical day may include Friday and or Saturday.

**SPEED CRITERIA** is the speed that is 5 mph or greater over the legal speed limit (30 mph);

**STREET** refers to the street length that is being petitioned; it must be a public city street. It is a 1000-foot segment generally centered on the proposed location of the humps, or the length of the block, whichever is greater. If the 1000-foot segment extends into any part of the adjacent block, it includes the entire length of this adjacent block, unless separated by an intervening thoroughfare, traffic signal or offset intersection.

## ELIGIBILITY REQUIREMENTS

All of the following criteria must be satisfied for a street to be considered eligible for speed hump installation.

1. **Petition.** A petition that documents that a minimum of two-thirds of the owners in low-density residential dwellings on the street that support the installation of speed humps. In instances where speed humps will affect other roadways i.e. (grid network) the HOA will be required to obtain a petition that documents that a minimum of two-thirds of the property owners along the total affected areas are in favor of the speed hump. The HOA will be responsible for distribution and collection of all petitions.
2. **Location of the Street -** The lane uses of the properties abutting the street where the speed hump is proposed must be composed primarily of low-density residential dwelling.
3. **Operational Characteristics of the Street**
  - A. The street must be used to provide access to abutting low-density residential properties (local residential street).
  - B. There must be no more than one moving lane of traffic in each direction.
  - C. Traffic volumes must be more than 300 vehicles per day.
  - D. Vehicle speeds must meet the Speed Criteria.
  - E. The street must have a speed limit of 30 mph as determined in accordance with State Law.
  - F. The City Police Chief, the Fire Chief and the City Engineer or designee(s) must all approve the speed hump location.
  - G. The street must not be any of the Major Roadways shown on the Thoroughfare Plan and greater and or any other roadway classified by the City of Mission and/or TXDOT as a collector and or greater..
  - H. Paved traveled ways that do not function as a street such as alleys, parking lot circulation routes, and commercial service drives are not eligible for the installation of speed humps, regardless of any identification signs, due to their operational characteristics.
  - I. The city may elect to place a speed hump at the request of the Chief of Police, the Fire Chief, or the City Engineer. The placement of such speed humps will be reviewed by city staff, submitted to the Traffic Safety Committee for review and advisory action, and then presented to the Mission City Council for final action.

## **GEOMETRIC CHARACTERISTICS OF THE STREET**

The street must have adequate sight distances to accommodate safely the hump as determined by the Public Works Department and City Engineer.

The street must not have curves or grades that prevent safe placement of humps. Humps may be located on streets that contain curves and/or grades, but the hump itself should not be located within a significant horizontal curve, on a vertical grade greater than eight percent.

The street shall be paved. If there are no curbs, a special design must be used to prevent vehicle run-around.

The street shall have a minimum width of 30' and a maximum width of 44'.

The street must have a history that shows the need for traffic-calming. New Subdivision Developments should consider traffic-calming methods other than speed hump and should consider speed humps only as a last resort.

Private property in the City Limits is not governed or controlled by this Speed Hump Installation Policy.

In the case of areas with grid networks a comprehensive study of all affected roadways will need to be assessed.

Speed humps are designed to attract the attention of the driver. Therefore, the installation of a speed hump within the limits of a school zone or in areas where pedestrians frequently cross a traveled way increases the chance of pedestrian conflict. Speed humps shall not be installed in such areas.

## **COST RESPONSIBILITY**

The HOA will be fully responsible for processing fees as determined and is quantified by individual street segments. If it is so desired by the HOA to study the subject street on a non-typical day, the HOA will be responsible for additional processing fees. City also reserves the right to conduct an independent study to verify results. The City Engineer or designee will make the final determination of the study results.

The cost for the speed hump installation (including signs, pavement markings and, if necessary, special design features such as bollards, curbing or guardrail) will all be pre-paid by the Homeowners Association(s).

The term "resident", when used, does not necessarily refer to the petitioners. It is used to define the share of the cost that may be paid by one or more of the residents or from other private sources.

## **SPEED HUMP REMOVAL AND ALTERATION**

The process for speed hump removal or alteration by residents will require a petition that documents that a minimum of two-thirds of adjacent property owners on the street support its removal. There is no City

participation in cost sharing for the removal of speed humps. The City of Mission will always have the right to remove a speed hump if it is deemed to be in the City of Mission's best interests.

Should the need arise to have the speed hump replaced due to general wear & tear, the costs to have the speed hump replaced shall be fully borne by the HOA. Should the total costs of replacement not be forthcoming after a timely manner, the City of Mission shall have the right to have it removed. Once the HOA provides the full replacement costs, the City can thereafter install new speed humps at the same location wherein it was previously removed.

#### **SPEED HUMP LOCATION**

A speed hump must not be located in front of a property if the property owner objects to its placement.

The exact speed hump location shall be determined by the City Engineer with the concurrence of the Traffic Safety Committee and approval of the City Council.

The speed hump shall not be located or constructed such that it interferes with the proper drainage of the street.

Speed hump should not be located within 10' from the nearest driveway.

#### **DESIGN STANDARDS AND PROCEDURES**

The City of Mission Street department shall prepare and maintain current design standards and installation procedures for speed humps in accordance with this policy.



# Notice of Special Meeting

Item 45.

## TRAFFIC SAFETY COMMITTEE

March 19, 2026 12:00 Noon

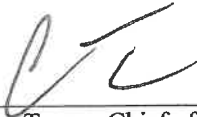
Mission Police Department – 1200 E. 8<sup>th</sup> Street, Mission, Texas

Pursuant to V.T.C.A. Gov. Code Section 551.001 et. Seq., the Traffic Safety Committee of the City of Mission, Texas will hold a Special meeting on Thursday, March 19, 2026, at 12:00 noon at the Mission Police Department, 1200 E. 8<sup>th</sup> Street, Mission, Texas to consider the following matters.

Mission Police – Special Traffic Safety Meeting  
Thursday, March 19, 2026 12:00 PM - 1:00 PM (CDT)

- I. Call to Order
- II. Invocation
- III. Pledge of Allegiance
- IV. Citizens' Participation
- V. Selection of Chairman
- VI. Old Business
- VII. New Business
  - A. Discussion and possible action on the placing of speed humps on Ramirez Lane and Francisco Avenue (tabled)
  - B. Discussion and possible action on the placing of speed humps on Pamela Drive.
- VIII. Approval of Minutes
- IX. Adjournment

Witnessed by my hand this 2nd day of March, 2026.

  
Cesar Torres, Chief of Police  
Traffic Safety Coordinator

### CERTIFICATE

I, the undersigned City Secretary do certify that the above notice of meeting was posted on the bulletin board of the City Hall, 1201 E. 8<sup>th</sup> Street, Mission, Texas on this the 2nd day of March, 2026 and will remain posted continuously for at least three business days preceding the scheduled date of said meeting, in compliance with Chapter 551 of the Government Code.

  
Anna Carrillo, City Secretary



Mission Police

**Report Time:** 01/22/2026 09:58:24 **Login ID:** ahernandez0647 **Jurisdiction:** Police, Fire, EMS

**Incident Number:** **Call Number:** **Agencies:**

**From Date:** **To Date:** **Phone Number:**

**Last Name:** **First Name:** **Location:** HIGHLAND PARK AVE @ PAMELA DR, MISSION

**Plate #:** **Plate State:** **Include Canceled:** No

**Type:** **Priority:** **Source:**

**Disposition:** **Unit:** **Officer:**

**Narrative:**

Create Date/Time	Call Type	Location	Primary Unit	Primary Incident	Beat
12/17/2025 13:13	Driving While Intoxicated	HIGHLAND PARK AVE / PAMELA DR, MISSION	0675	2025-00057129	NE
2/26/2025 4:41	Suspicious Circumstances	HIGHLAND PARK AVE / PAMELA DR, MISSION	0785	2025-00008121	NE
2/12/2025 11:12	Traffic Stop	HIGHLAND PARK AVE / PAMELA DR, MISSION	0746	2025-00006082	NE
12/26/2024 8:24	Suspicious Circumstances	PAMELA DR / HIGHLAND PARK AVE, MISSION	0800	2024-00053964	NE
8/23/2024 21:11	Traffic Stop	HIGHLAND PARK AVE / PAMELA DR, MISSION	0544	2024-00035135	NE
7/16/2024 10:37	Traffic Stop	HIGHLAND PARK AVE / PAMELA DR, MISSION	0652	2024-00029213	NE
7/9/2024 15:45	Incident Report	HIGHLAND PARK AVE / PAMELA DR, MISSION	0809	2024-00028163	NE
2/4/2024 17:35	Traffic Stop	HIGHLAND PARK AVE / PAMELA DR, MISSION	0777	2024-00005049	NE
8/25/2023 5:43	Shots Fired	PAMELA DR / HIGHLAND PARK AVE, MISSION	0507	2023-00034956	NE
8/2/2023 16:14	Traffic Stop	HIGHLAND PARK AVE / PAMELA DR, MISSION	0763	2023-00031719	NE
4/30/2022 21:12	Assist Agency	HIGHLAND PARK AVE / PAMELA DR, MISSION	0716	2022-00018164	NE



Mission Police

**Report Time:** 01/22/2026 09:56:29    **Login ID:** ahernandez0647    **Jurisdiction:** Police, Fire, EMS  
**Incident Number:**    **Call Number:**    **Agencies:**  
**From Date:**    **To Date:**    **Phone Number:**  
**Last Name:**    **First Name:** MILTON AVE @ PAMELA DR, MISSION  
**Plate #:**    **Plate State:**    **Include Canceled:** No  
**Type:**    **Priority:**    **Source:**  
**Disposition:**    **Unit:**    **Officer:**  
**Narrative:**

Create Date/Time	Call Type	Location	Primary Unit	Primary Incident	Beat
1/11/2026 14:16	Fire	PAMELA DR / MILTON AVE, MISSION	0763	2026-00001681	NE
11/8/2024 20:48	Welfare Concern	MILTON AVE / PAMELA DR, MISSION	0781	2024-00046805	NE
8/23/2024 5:10	Traffic Stop	MILTON AVE / PAMELA DR, MISSION	0712	2024-00035016	NE
8/11/2023 0:46	Traffic Stop	PAMELA DR / MILTON AVE, MISSION	0790	2023-00033018	NE
10/18/2022 10:24	Suspicious Circumstances	PAMELA DR / MILTON AVE, MISSION	0712	2022-00045377	NE

# Traffic Speed Analysis Report

## Mission Police Department

### Traffic Bureau

#### 1. Project Overview

##### Field

##### Information

Project Name:

**Pamela Dr**

Location / Corridor:

**800 block to 1100 block**

Study Limits: (From – To):

**7:05am to 8:05am  
4pm to 5pm**

Case / Reference Number:

Prepared By:

**Traffic Detective A. Garcia 562**

Analysis Period:

**3 days**

Data Source:

**On site by Officer**

Date Prepared:

**02/2026**

Notes:

#### 2. Study Objectives

The purpose of this traffic speed analysis is to evaluate vehicular speed characteristics within the study area to support traffic enforcement, safety assessments, and operational decision-making.

##### **Objectives (check all that apply):**

- Identify speeding trends

- Evaluate compliance with posted speed limits
- Identify congestion or bottleneck locations
- Support enforcement deployment
- Support safety or traffic calming initiatives

**Key Questions / Focus Areas:**

- **Speeding**

**3. Study Area Description**

Segment ID	Road Name:	From	To	Road Classification:	Number of Lanes:	Posted Speed (mph):	Notes
	Pamela Dr	800 block	1100 block	Residential	Two lanes	30mph	

**4. Data Collection & Sources**

Item	Description
Speed Data Collection Method:	Handheld Radar Gun
Equipment / Technology Used	
Data Source (Radar, GPS, Sensors, etc.):	Stalker LIDAR LR
Sample Size	
Data Resolution (e.g., 5-min, 15-min):	1 hr. morning / 1 hr. afternoon
Assumptions	
Limitations	

### 5. Analysis Periods

Period Name	Day Type	Start Time	End Time
AM Peak	Weekday	7:05am	8:05am
Midday	Weekday		
PM Peak	Weekday	4pm	5pm
Off-Peak	Weekday		
Weekend	Weekend		

### 6. Speed Metrics Analyzed

The following speed metrics were analyzed and reported in miles per hour (mph):

- Average Speed (mph)
- Median Speed (mph)
- 85th Percentile Speed (mph)
- Minimum Speed (mph)
- Maximum Speed (mph)
- Travel Time (if applicable)
- Sample Size (vehicle count)

### 7. Speed Analysis Results

#### 7.1 Summary Speed Statistics

Segment ID	Avg Period Speed (mph)	Median Speed (mph)	85th % Speed (mph)	Min Speed (mph)	Max Speed (mph)	Sample Size
	29			17	44	510

## 7.2 Speed Compliance Evaluation

Segment ID	Period	Posted Speed (mph)	Avg Speed (mph)	% Below Posted	% Above Posted	Compliance Notes
	3 day	30	29	60%	40%	

## 7.3 Temporal Speed Analysis

Describe speed variations by time of day, peak vs. off-peak conditions, and day-of-week trends.

- The vehicles speeding through the area are minimum. The above data collected was done during the mornings (school drop off time) and afternoon (school releasing time). Most of the traffic was done due to school traffic.

## 7.4 Spatial Speed Analysis

Identify roadway segments with consistently low speeds, high speeds, or recurring bottlenecks.

- The consistency of the road segment was the same for both eastbound and westbound traffic.

## 8. Performance Assessment

Performance Measure	Assessment
Speed Limit Compliance	-305 vehicles complied with speed limit
Presence of Speeding Issues	-205 vehicles were over posted limit
Congestion Indicators	-During school drop off and pick up
Safety Concerns	-Citizens concerned of vehicles speeding

**Performance Measure**

**Assessment**

Enforcement Considerations

**9. Key Findings**

Finding ID	Category (Speeding / Congestion / Safety)	Description	Severity (Low / Medium / High)
	Speeding		Medium

**10. Conclusions**

Summarize overall findings related to traffic speed behavior, enforcement relevance, and roadway performance.

- The analysis indicated that a significant number of vehicles were observed traveling through the neighborhood during school drop off and pick up.

**11. Recommendations**

Recommendation ID	Segment ID	Issue Identified	Recommended Action	Priority Notes
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2/6/2026  
SURVEY (A.M.)  
PAMELA DRIVE

	TIME	SPEED	D.O.T.
1.	7:10	20	EB
2.	7:11	27	EB
3.	7:11	36	EB
4.	7:11	35	WB
5.	7:12	27	EB
6.	7:12	28	EB
7.	7:12	27	EB
8.	7:13	22	EB
9.	7:13	21	EB
10.	7:14	32	WB
11.	7:14	25	EB
12.	7:15	25	WB
13.	7:15	26	EB
14.	7:15	25	WB
15.	7:15	25	WB
16.	7:20	21	EB
17.	7:22	24	EB
18.	7:22	21	EB
19.	7:23	27	EB
20.	7:23	24	EB
21.	7:24	30	EB

22.	7:24	27	WB
23.	7:24	27	WB
24.	7:25	24	EB
25.	7:25	28	EB
26.	7:25	33	EB
27.	7:26	33	EB
28.	7:26	26	EB
29.	7:26	26	EB
30.	7:26	29	EB
31.	7:27	32	EB
32.	7:28	40	EB
33.	7:28	30	EB
34.	7:29	35	EB
35.	7:29	27	EB
36.	7:29	27	WB
37.	7:30	30	EB
38.	7:31	23	EB
39.	7:31	27	WB
40.	7:31	29	EB
41.	7:32	30	EB
42.	7:32	32	EB
43.	7:34	29	EB
44.	7:34	34	WB
45.	7:36	26	WB
46.	7:36	21	EB
47.	7:38	32	WB
48.	7:39	26	EB
49.	7:39	29	EB
50.	7:40	33	EB
51.	7:40	27	EB
52.	7:40	25	EB
53.	7:40	25	EB

54.	7:41	26	WB
55.	7:41	21	EB
56.	7:41	21	EB
57.	7:47	30	EB
58.	7:42	30	WB
59.	7:42	21	EB
60.	7:43	23	WB
61.	7:43	31	WB
62.	7:43	24	EB
63.	7:43	26	EB
64.	7:43	30	WB
65.	7:44	30	EB
66.	7:44	24	EB
67.	7:44	33	WB
68.	7:45	24	EB
69.	7:45	28	WB
70.	7:45	22	EB
71.	7:46	30	WB
72.	7:46	33	EB
73.	7:46	30	EB
74.	7:46	27	WB
75.	7:47	22	EB
76.	7:47	24	EB
77.	7:47	21	EB
78.	7:48	34	WB
79.	7:48	23	EB
80.	7:48	26	EB
81.	7:48	33	EB
82.	7:49	24	EB
83.	7:49	29	EB
84.	7:49	25	EB
85.	7:50	21	EB

86.	7:50	30	EB
87.	7:50	35	WB
88.	7:51	27	EB
89.	7:51	28	EB
90.	7:51	28	EB
91.	7:52	27	EB
92.	7:54	25	EB
93.	7:54	28	EB
94.	7:58	24	EB
95.	7:59	35	EB
96.	7:59	37	EB
97.	7:59	30	EB
98.	8:00	34	EB
99.	8:00	28	EB
100.	8:00	25	EB
101.	8:00	25	EB
102.	8:01	26	EB
103.	8:01	27	EB
104.	8:01	32	EB
105.	8:01	31	EB
106.	8:01	34	EB
107.	8:02	34	EB
108.	8:02	29	EB
109.	8:02	30	WB
110.	8:02	32	EB
111.	8:03	33	EB
112.	8:03	26	WB
113.	8:03	26	WB
114.	8:03	27	WB
115.	8:03	30	EB
116.	8:04	29	WB
117.	8:04	25	EB

118.	8:04	30	EB
119.	8:04	29	EB
120.	8:05	30	EB
121.	8:05	30	EB
122.	8:05	22	EB
123.	8:05	25	EB
124.	8:06	24	WB
125.	8:06	32	WB
126.			
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2/6/2026  
SURVEY (P.M.)  
PAMELA DRIVE

	TIME	SPEED	D.O.T.
1.	4:02	21	WB
2.	4:02	18	WB
3.	4:03	25	EB
4.	4:03	23	EB
5.	4:04	27	EB
6.	4:04	18	EB
7.	4:04	18	EB
8.	4:05	37	WB
9.	4:05	36	WB
10.	4:06	27	WB
11.	4:06	30	EB
12.	4:06	30	WB
13.	4:07	29	WB
14.	4:07	38	EB
15.	4:07	21	WB
16.	4:08	20	EB
17.	4:09	31	WB
18.	4:09	33	EB
19.	4:10	30	EB
20.	4:10	39	EB
21.	4:11	33	EB

22.	4:12	30	EB
23.	4:13	30	EB
24.	4:13	32	WB
25.	4:14	35	WB
26.	4:18	36	WB
27.	4:19	26	EB
28.	4:19	25	WB
29.	4:20	32	EB
30.	4:20	31	EB
31.	4:21	30	EB
32.	4:22	25	WB
33.	4:24	33	EB
34.	4:26	25	WB
35.	4:25	28	WB
36.	4:32	30	EB
37.	4:34	27	WB
38.	4:34	25	WB
39.	4:37	39	WB
40.	4:40	32	WB
41.	4:41	30	EB
42.	4:42	30	WB
43.	4:43	35	EB
44.	4:45	32	EB
45.	4:45	31	EB
46.	4:48	30	EB
47.	4:50	28	EB
48.	4:52	32	EB
49.	4:56	32	EB
50.	4:57	35	WB
51.			
52.			
53.			

2/9/2026  
SURVEY (A.M.)  
PAMELA DRIVE

	TIME	SPEED	D.O.T.
1.	7:07	34	EB
2.	7:11	30	EB
3.	7:14	27	EB
4.	7:15	28	EB
5.	7:16	33	WB
6.	7:16	25	EB
7.	7:20	35	EB
8.	7:21	32	WB
9.	7:26	23	EB
10.	7:26	30	WB
11.	7:26	30	EB
12.	7:27	25	EB
13.	7:27	23	EB
14.	7:27	20	EB
15.	7:27	23	WB
16.	7:29	34	EB
17.	7:30	28	EB
18.	7:31	22	EB
19.	7:31	30	EB
20.	7:33	25	EB
21.	7:35	36	EB

22.	7:36	26	EB
23.	7:38	34	WB
24.	7:38	25	EB
25.	7:38	25	EB
26.	7:39	34	EB
27.	7:40	31	EB
28.	7:40	33	EB
29.	7:40	33	EB
30.	7:42	40	EB
31.	7:43	33	EB
32.	7:43	34	EB
33.	7:44	30	WB
34.	7:45	22	WB
35.	7:45	26	EB
36.	7:45	26	EB
37.	7:46	27	EB
38.	7:50	28	EB
39.	7:50	29	EB
40.	7:51	21	EB
41.	7:52	26	EB
42.	7:52	33	EB
43.	7:50	26	EB
44.	7:54	33	EB
45.	7:54	20	EB
46.	7:56	36	WB
47.	7:57	31	WB
48.	7:58	29	EB
49.	7:59	23	EB
50.	7:59	30	EB
51.	8:00	26	EB
52.	8:00	28	EB
53.	8:00	20	EB

54.	8:00	37	EB
55.	8:01	31	EB
56.	8:03	36	WB
57.	8:04	37	WB
58.	8:05	33	EB
59.	8:10	35	EB
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2/9/2026  
SURVEY (P.M.)  
PAMELA DRIVE

	TIME	SPEED	D.O.T.
1.	4:00	29	WB
2.	4:00	33	EB
3.	4:00	31	EB
4.	4:01	20	WB
5.	4:01	18	WB
6.	4:04	35	EB
7.	4:05	28	EB
8.	4:06	25	EB
9.	4:10	27	WB
10.	4:12	36	EB
11.	4:12	29	WB
12.	4:13	33	EB
13.	4:14	27	EB
14.	4:14	17	EB
15.	4:15	22	EB
16.	4:16	28	EB
17.	4:16	28	WB
18.	4:18	41	WB
19.	4:18	32	WB
20.	4:20	30	WB
21.	4:21	28	EB

22.	4:21	21	EB
23.	4:22	21	EB
24.	4:22	21	WB
25.	4:23	34	EB
26.	4:23	21	EB
27.	4:24	33	EB
28.	4:25	27	EB
29.	4:25	30	WB
30.	4:26	25	WB
31.	4:26	25	WB
32.	4:27	25	WB
33.	4:27	27	WB
34.	4:27	37	EB
35.	4:28	39	WB
36.	4:29	33	WB
37.	4:29	30	EB
38.	4:30	28	EB
39.	4:31	27	WB
40.	4:30	33	WB
41.	4:35	34	EB
42.	4:35	29	EB
43.	4:37	34	WB
44.	4:37	25	WB
45.	4:38	32	EB
46.	4:38	25	WB
47.	4:38	35	WB
48.	4:41	35	WB
49.	4:44	35	WB
50.	4:45	35	EB
51.	4:47	35	WB
52.	4:48	33	WB
53.	4:48	29	WB

54.	4:52	30	EB
55.	4:52	25	EB
56.	4:53	25	EB
57.	4:53	32	WB
58.	4:55	38	EB
59.	4:56	35	WB
60.			
61.			
62.			
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2/10/2026  
SURVEY (A.M.)  
PAMELA DRIVE

	TIME	SPEED	D.O.T.
1.	7:05	25	EB
2.	7:05	25	EB
3.	7:05	32	EB
4.	7:10	26	EB
5.	7:12	27	EB
6.	7:12	26	EB
7.	7:15	28	EB
8.	7:15	29	EB
9.	7:17	26	EB
10.	7:17	28	EB
11.	7:18	30	EB
12.	7:18	31	EB
13.	7:18	25	EB
14.	7:18	25	EB
15.	7:19	25	WB
16.	7:19	33	EB
17.	7:19	29	EB
18.	7:20	25	EB
19.	7:20	25	EB
20.	7:21	32	EB
21.	7:21	35	WB

22.	7:21	29	WB
23.	7:21	25	EB
24.	7:22	25	EB
25.	7:22	29	EB
26.	7:22	32	EB
27.	7:23	31	EB
28.	7:23	28	WB
29.	7:24	27	EB
30.	7:25	35	EB
31.	7:26	30	EB
32.	7:26	26	EB
33.	7:26	30	EB
34.	7:26	30	EB
35.	7:27	36	EB
36.	7:27	26	EB
37.	7:28	25	WB
38.	7:28	34	EB
39.	7:28	25	WB
40.	7:29	33	EB
41.	7:29	33	EB
42.	7:29	31	EB
43.	7:29	28	EB
44.	7:29	33	EB
45.	7:31	28	Wb
46.	7:31	22	Wb
47.	7:32	38	Be
48.	7:33	28	Wb
49.	7:33	29	Be
50.	7:34	29	Wb
51.	7:32	32	Be
52.	7:34	36	Be
53.	7:34	34	Wb

54.	7:36	30	EB
55.	7:36	39	Wb
56.	7:36	31	EB
57.	7:38	30	Wb
58.	7:38	33	EB
59.	7:38	36	EB
60.	7:38	28	EB
61.	7:39	32	EB
62.	7:39	32	WB
63.	7:39	39	WB
64.	7:40	32	EB
65.	7:40	32	EB
66.	7:40	28	WB
67.	7:40	34	EB
68.	7:41	32	EB
69.	7:41	39	WB
70.	7:41	30	EB
71.	7:42	41	EB
72.	7:42	28	EB
73.	7:42	32	WB
74.	7:42	25	EB
75.	7:43	31	EB
76.	7:43	24	EB
77.	7:43	34	EB
78.	7:44	31	EB
79.	7:45	30	WB
80.	7:45	29	EB
81.	7:45	30	EB
82.	7:45	35	WB
83.	7:45	29	EB
84.	7:45	25	EB
85.	7:45	32	WB

86.	7:46	27	EB
87.	7:46	32	EB
88.	7:46	32	EB
89.	7:46	33	EB
90.	7:46	33	EB
91.	7:47	30	EB
92.	7:47	32	EB
93.	7:47	34	EB
94.	7:47	32	EB
95.	7:48	31	EB
96.	7:48	28	EB
97.	7:48	30	WB
98.	7:48	30	EB
99.	7:49	38	EB
100.	7:49	31	EB
101.	7:49	25	WB
102.	7:49	36	EB
103.	7:50	32	WB
104.	7:50	29	EB
105.	7:50	30	EB
106.	7:50	28	EB
107.	7:51	31	EB
108.	7:51	25	EB
109.	7:51	30	EB
110.	7:51	35	EB
111.	7:52	30	EB
112.	7:52	27	WB
113.	7:52	30	EB
114.	7:53	22	EB
115.	7:53	26	EB
116.	7:53	25	EB
117.	7:53	25	WB

118.	7:54	33	WB
119.	7:54	35	EB
120.	7:54	30	EB
121.	7:55	34	EB
122.	7:55	35	EB
123.	7:55	36	EB
124.	7:55	36	EB
125.	7:57	36	EB
126.	7:57	36	EB
127.	7:57	29	EB
128.	7:57	25	EB
129.	7:57	30	EB
130.	7:57	31	EB
131.	7:58	30	WB
132.	7:58	31	EB
133.	7:58	31	EB
134.	7:58	31	EB
135.	7:58	32	EB
136.	7:58	32	EB
137.	7:58	32	EB
138.	7:59	30	EB
139.	7:59	33	EB
140.	7:59	35	EB
141.	7:59	37	EB
142.	7:59	35	EB
143.	7:59	35	EB
144.	8:00	35	EB
145.	8:00	30	WB
146.	8:00	42	EB
147.	8:00	35	EB
148.	8:00	35	EB
149.	8:00	34	EB

150.	8:01	35	EB
151.	8:01	30	WB
152.	8:01	30	EB
153.	8:01	30	EB
154.	8:01	31	EB
155.	8:01	44	WB
156.	8:01	41	EB
157.	8:01	33	WB
158.	8:03	30	EB
159.	8:03	30	EB
160.	8:03	29	WB
161.	8:03	30	EB
162.	804	31	EB
163.	805	27	EB
164.	805	27	EB

2/10/2026  
SURVEY (P.M.)  
PAMELA LANE

	TIME	SPEED	D.O.T.
1.	4:00	37	EB
2.	4:02	40	WB
3.	4:05	31	EB
4.	4:06	20	WB
5.	4:07	28	WB
6.	4:10	30	EB
7.	4:10	34	WB
8.	4:11	33	EB
9.	4:12	25	WB
10.	4:13	29	WB
11.	4:13	31	WB
12.	4:15	33	WB
13.	4:15	28	WB
14.	4:15	29	WB
15.	4:15	33	WB
16.	4:16	31	EB
17.	4:17	28	EB
18.	4:20	27	EB
19.	4:20	34	EB
20.	4:22	31	EB
21.	4:22	31	WB

22.	4:23	27	EB
23.	4:23	27	WB
24.	4:25	30	WB
25.	4:25	36	EB
26.	4:26	40	WB
27.	4:26	31	WB
28.	4:27	37	EB
29.	4:27	33	EB
30.	4:27	31	EB
31.	4:28	29	WB
32.	4:30	34	WB
33.	4:30	30	EB
34.	4:31	30	EB
35.	4:33	32	WB
36.	4:35	35	EB
37.	4:35	28	WB
38.	4:35	30	WB
39.	4:36	34	WB
40.	4:39	31	EB
41.	4:42	31	EB
42.	4:42	30	EB
43.	4:42	30	EB
44.	4:45	33	EB
45.	4:46	30	WB
46.	4:46	30	WB
47.	4:47	29	WB
48.	4:47	29	WB
49.	4:49	35	EB
50.	4:50	35	EB
51.	4:55	33	EB
52.	4:55	33	EB
53.	4:57	31	EB

# EXHIBIT "A"

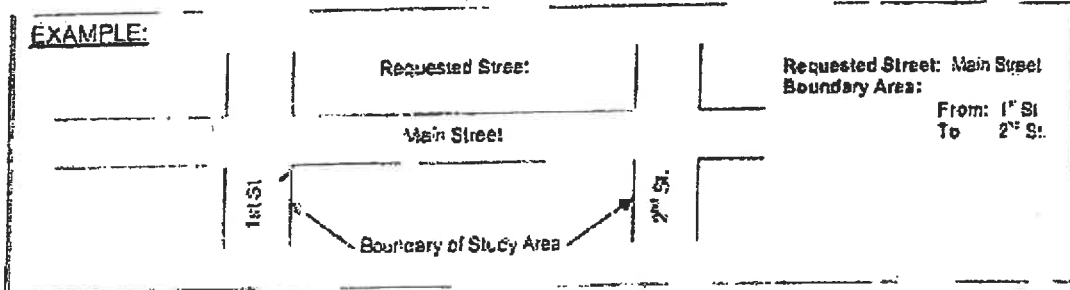
## REQUEST FOR SPEED HUMP INVESTIGATION

The following is a request form for speed humps (please feel free to submit this form as a formal request). Each request must contain the completed information as indicated in sections A, and B. The request will be processed in accordance with the provisions of the Speed Hump Policy, as may be amended from time to time.

### A. Street Study Information

Each request must provide the name of the street on which a study is requested, and the proposed boundaries of the street segment. Traffic studies will be conducted by the City of Mission only within the boundaries indicated. Please use street names for boundaries, not block ranges.  
**ONLY ONE STREET PER APPLICATION**

Requested Street: 910 Pamela Dr.  
Boundary Area: From: Highland, Alhambra Ave. - Mayberry Rd.  
To: Mayberry Rd



### B. Evidence of Neighborhood Support

The Homeowner's Association (HOA) must provide evidence of neighborhood support for participation in the program. The attached form can be used for this request. Evidence of support must be within the study area as identified in Section A above.

The HOA must secure at least 2/3<sup>rd</sup> of the owners' signatures whose property abuts the proposed street segment.

We the undersigned owners of property within Pamela Dr. (Highland Millen Ave + Mayberry Rd) hereby offer our support for our neighborhood's participation in the Speed Hump Program inclusive of our acknowledgement that our HOA will be responsible for the costs associated with said speed humps. (Multiple sheets can be used toward the petitioning process).

Brian McCrea  
Printed Name

923 Pamela Dr.  
Property Along Street Segment

[Signature]  
Signature

[Signature]  
Printed Name

901 Pamela Dr.  
Property Along Street Segment

[Signature]  
Signature

[Signature]  
Printed Name

918 PAMELA  
Property Along Street Segment

[Signature]  
Signature

[Signature]  
Printed Name

916 Pamela Dr  
Property Along Street Segment

[Signature]  
Signature

GREGORIO A. CUNHA  
Printed Name

1325 Highland Park Ave  
Property Along Street Segment

[Signature]  
Signature

Genevieve Hensley  
Printed Name

Demot 921 Pamela  
Property Along Street Segment

[Signature]  
Signature

Baltazar A. Garcia  
Printed Name

910 Pamela dr.  
Property Along Street Segment

[Signature]  
Signature

Kyle Hilberg  
Printed Name

902 Pamela Dr.  
Property Along Street Segment

[Signature]  
Signature

DOLLY L. ELIZONDO

816 Pamela Dr  
818 Pamela Dr.

[Signature]  
Signature

Contact Person Information

Each request for program participation must provide a contact person who owns property on the requested street within the study area's boundary. Please provide the name, address, and telephone number of the duly authorized HOA representative. The contact person will receive all correspondence and will be responsible for gathering evidence of support when requested.

Contact Name: Erica Garcia HOA's Name: N/A  
Address: 910 Pamela Dr. Mission, Texas 785 72  
Cell#: 956 960 9907 Phone #: \_\_\_\_\_ Email: ericablued29294@yahoo.com

I agree to be the contact person for the above HOA request, and I understand that a request does not guarantee installation of speed humps. Furthermore, I understand that a request may not be further considered if the City's study determines the street to not be eligible for the speed hump program.

Signature: Erica Garcia  
Date: 12/30/25

Please Return Completed Form To:  
City of Mission - Public Works Department (Speed Hump Program)  
2801 N. Holland Avenue  
Mission, Texas 78572

We the undersigned owners of property within Pamela Dr. (Highland Mi Hon Ave + Mayberry Rd) hereby offer our support for our neighborhood's participation in the Speed Hump Program inclusive of our acknowledgement that our HOA will be responsible for the costs associated with said speed humps. (Multiple sheets can be used toward the petitioning process).

Delinda Hernandez 908 Pamela  
Printed Name Property Along Street Segment

[Signature]  
Signature

Stephanie Ramos 919 Pamela  
Printed Name Property Along Street Segment

[Signature]  
Signature

Alan Casto 917 Pamela  
Printed Name Property Along Street Segment

[Signature]  
Signature

Ninfa Cruz 904 Pamela Dr.  
Printed Name Property Along Street Segment

[Signature]  
Signature

MA Lourdes Martinez 817 Pamela Dr.  
Printed Name Property Along Street Segment

[Signature]  
Signature

Eli Garcia 814 Pamela Dr.  
Printed Name Property Along Street Segment

[Signature]  
Signature

Amanda L. Rodriguez 807 Pamela Dr.  
Printed Name Property Along Street Segment

[Signature]  
Signature

Ricardo Ruiz 905 Pamela Dr.  
Printed Name Property Along Street Segment

[Signature]  
Signature

**Contact Person Information**

Each request for program participation must provide a contact person who owns property on the requested street within the study area's boundary. Please provide the name, address, and telephone number of the duly authorized HOA representative. The contact person will receive all correspondence and will be responsible for gathering evidence of support when requested.

Contact Name: Erica Garcia HOA's Name: N/A

Address: 910 Pamela Dr. Mission, Texas 78512

Cell#: 956 960 9907 Phone #: \_\_\_\_\_ Email: ericabluez9894@yahoo.com

I agree to be the contact person for the above HOA request, and I understand that a request does not guarantee installation of speed humps. Furthermore, I understand that a request may not be further considered if the City's study determines the street to not be eligible for the speed hump program.

Signature: Erica Garcia

Date: 12/30/25

Please Return Completed Form To:  
City of Mission - Public Works Department (Speed Hump Program)  
2801 N. Holland Avenue  
Mission, Texas 78572

PROP_ID	geoid	name	addrDelive	addrCity	addrState
257014	P4200-01-002-0009-00	HENSLEY GENEVIEVE M	921 PAMELA	MISSION TX	
257028	P4200-01-004-0007-00	ELIZONDO DOLLY L	119 RIO GRANDE DR	MISSION TX	
257015	P4200-01-002-0010-00	MCCREA BRIAN H & REBECCA A	923 PAMELA DR	MISSION TX	
257023	P4200-01-003-0010-00	FAIRHAVEN MANAGEMENT GROUP LLC	PO BOX 4545	MISSION TX	
257018	P4200-01-003-0004-00	HERNANDEZ DELINDA Y	908 PAMELA DR	MISSION TX	
257022	P4200-01-003-0009-00	BINVERSCO INC	1305 SAN FELIPE DR	MISSION TX	
257021	P4200-01-003-0008-00	GONZALEZ JULIO	916 PAMELA DR	MISSION TX	
257009	P4200-01-001-0010-00	CABRERA ELIZABETH	819 PAMELA DR	MISSION TX	
257002	P4200-01-001-0001-00	GARCIA DENISE & REYNALDO JR	109 NARANJO ST	MISSION TX	
257005	P4200-01-001-0004-00	RODRIGUEZ MARIA LYDIA	PO BOX 1852	MISSION TX	
584968	P4200-01-002-0004-01	PEREZ JOSE & NORMA Y	911 PAMELA DR	MISSION TX	
257004	P4200-01-001-0003-00	MANTZ JAMES C	805 PAMELA DR	MISSION TX	
257003	P4200-01-001-0002-00	LAZO JOSE LUIS JR & MARIA S GARZA	803 PAMELA DR	MISSION TX	
257006	P4200-01-001-0006-00	RODRIGUEZ FELIPE VILLALON & MARIA FLORINDA VALDES	2806 ORANGE ST	MISSION TX	
257025	P4200-01-004-0002-00	JASSO LIVIAR	17544 S IH 35	DILLEY TX	
257024	P4200-01-004-0001-00	MORGAN ARNOLDO & ROSA M	802 PAMELA DR	MISSION TX	
257027	P4200-01-004-0005-00	GARCIA ELIODORO & DAIRA Y	814 PAMELA DR	MISSION TX	
257026	P4200-01-004-0004-00	CASAREZ ILDEFONSO III	810 PAMELA DR	MISSION TX	
257029	P4200-01-004-0009-00	ELIZONDO DOLLY	305A N SHARY RD	MISSION TX	
257007	P4200-01-001-0007-00	PRUKOP DOROTHY	815 PAMELA DR	MISSION TX	
257008	P4200-01-001-0008-00	MARTINEZ MARIA LOURDES	817 PAMELA DR	MISSION TX	
257011	P4200-01-002-0002-00	RUIZ RICARDO III	905 PAMELA DR	MISSION TX	
257010	P4200-01-002-0001-00	REYES LEOCADIO	901 PAMELA DR	MISSION TX	
257013	P4200-01-002-0007-00	ALANIS STEPHANIE E RAMOS	919 PAMELA DR	MISSION TX	
257012	P4200-01-002-0006-00	CANTU ADAN	917 PAMELA DR	MISSION TX	
257016	P4200-01-003-0001-00	HILBERY KYLE JAMES	902 PAMELA DR	MISSION TX	
257017	P4200-01-003-0002-00	CRUZ NINFA	904 PAMELA DR	MISSION TX	
257020	P4200-01-003-0006-00	DE LONGORIA EDNA JOSEFINA LOPEZ	914 PAMELA DR	MISSION TX	
257019	P4200-01-003-0005-00	GARCIA BALTAZAR A & ERICA VELA	910 PAMELA DR	MISSION TX	
584966	P4200-01-002-0005-01	OLIVAREZ NATHON ANTHONY	1613 E FILMORE AVE	ALTON TX	



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026  
**PRESENTED BY:** Cesar Torres, Chief of Police  
**AGENDA ITEM:** Authorization to purchase (27) twenty-seven Viking Kenwood VP8000 portable radios from Tri-county communications LLC (Buyboard #796-26), in the amount of \$94,515.00 – Torres

### NATURE OF REQUEST:

The Mission Police Department is seeking authorization to purchase (27) twenty-seven Kenwood portable radios from Tri-county communications LLC (Buyboard #796-26) The total purchase amount is for \$94,515.00. These radios will replace outdated radios and will also supply new officers with a portable radio.

**BUDGETED:** Yes      **FUND:** General Fund      **ACCT. #:** 01-430-64390  
**BUDGET:** \$184,123      **EST. COST:** \$94,515.00      **CURRENT BUDGET BALANCE:** \$121,033

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

### STAFF RECOMMENDATION:

Approval.

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

**City Manager's Recommendation:** Approval *JP7*

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

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

<b>TRI-COUNTY COMMUNICATIONS, LLC</b>			
2112 W Business 83 STE B, Weslaco, TX 78596 956-447-8440			
<b>Company</b>	City of Mission Police Dept	<b>Date:</b>	4/6/2026
<b>Address:</b>	1200 E 8th St	<b>Sales Rep:</b>	Jada Valdez
<b>City/St/Zip</b>	Mission, TX 78572	<b>Phone:</b>	956-227-9753
<b>Attn:</b>	Asst. Chief Perez	<b>Email:</b>	
Qty	Description	Unit Price	Total
	<b>BuyBoard Contract #'s 796-26</b>		\$ -
			\$ -
27	<b>TCC-P25P P25 PORTABLE RADIO</b>	\$ 4,150.00	\$ 112,050.00
	Viking Kenwood VP8000 7/800 Portable		\$ -
	P25 Conventional- 7/800		\$ -
	7/800 MHz 1/2 Wave (Whip)		\$ -
	Li-ion 3900mAh		\$ -
	P25 CAI AMBE+2 /P25 Conventional		\$ -
	P25 Phase 1 Trunking/ 1024 Ch		\$ -
	WIFI, Bluetooth		\$ -
	TrueVoice Noise Cancellation		\$ -
	CHARGER, SINGLE BAY RAPID RATE INTELLIGENT,VP-T		\$ -
	<b>Multi Key AES Encryption</b>		
	3 yr warranty		\$ -
			\$ -
			\$ -
27	TCC-RSM REMOTE SPEAKER MIC	\$ 155.00	\$ 4,185.00
27	Programming	\$ 40.00	\$ 1,080.00
1	Template Fee	\$ 100.00	\$ 100.00
1	Shipping	\$ 50.00	\$ 50.00
			\$ -
			\$ -
			\$ -
27	Manufacturer end of fiscal year inventory price reduction -	\$ (850.00)	\$ (22,950.00)
			\$ -
	<b>***Discount Offer only valid till April 20th 2026 ***</b>		\$ -
			\$ -
	<b>Subtotal:</b>		\$ 94,515.00
	<b>Sales Tax:</b>		
	<b>Total</b>		\$ 94,515.00
<b>Quotation good for 30 days</b>			
<b>A 25% Re-stocking fee will apply for canceled orders.</b>			
<b>SALES * SERVICE * WARRANTY</b>			
<b>HARRIS * TAIT * MOTOROLA SOLUTIONS *KENWOOD</b>			
<b>Signature of Accepting Official</b>	<b>Date</b>		
<p style="text-align: center;">This Proposal contains confidential information intended for a specific individual and purpose and is protected by law. If you are not the intended recipient, please contact sender immediately at 956-447-8440 and destroy all copies. You are hereby notified that any disclosure, copying, or distribution of this message is strictly prohibited.</p>			



## Vendor Contract Information Summary

Vendor Tri-County Communications LLC  
 Contact JADA VALDEZ  
 Phone 956-447-8440  
 Email jvaldez@tri-countycom.com  
 Vendor Website <http://www.tri-countycom.com>  
 TIN 87-3320754  
 Address Line 1 2112 W Business 83 STE B  
 Address Line 2 Suite B  
 Vendor City WESLACO  
 Vendor Zip 78596  
 Vendor State TX  
 Vendor Country USA  
 Delivery Days 10  
 Freight Terms FOB Destination  
 Payment Terms Net 30  
 4% Administration Fee  
 Shipping Terms Freight prepaid by vendor and added to invoice  
 Ship Via Common Carrier  
 Designated Dealer No  
 EDGAR Received Yes  
 Service-disabled Veteran Owned No  
 Minority Owned No  
 Women Owned No  
 National No  
 No Foreign Terrorist Orgs Yes  
 No Israel Boycott Yes  
 MWBE No  
 ESCs 1, 2, 3, 20  
 States Texas  
 Contract Name Radio Communications and Video Recording Products and Services  
 Contract No. 796-26  
 Effective 04/01/2026  
 Expiration 03/31/2029  
 Accepts RFQs Yes  
 Quote Reference Number Quote Number



# Vendor Contract Information Summary

Item 46.

Return Policy 25% Cancellation/Restocking fee will be applied



CITY OF  
**MISSION**

**CITY COUNCIL AGENDA ITEM &  
RECOMMENDATION SUMMARY**

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Xavier Cervantes, AICP, CPM, Director of Planning

**AGENDA ITEM:** Consideration and possible action to approve Ordinance No. \_\_\_\_\_ to abandon and vacate a Temporary Fire Lane Easement being the East 15 feet of Lot 1, Block 1, Shary Meadows Subdivision, located at 1910 E. Business 83, Applicant Ivan E. De Leon and Maria F. Martinez - Cervantes

**NATURE OF REQUEST:**

Project Timeline:

- February 2, 2026 – Letter submitted by the property owners authorizing the applicants to request the abandonment of the Temporary Fire Lane Easement.
- April 14, 2026 – Consideration of the request by the City Council.

Summary:

- Ivan E. De Leon and Maria F. Martinez, a married couple and the applicants, are requesting that the Temporary Fire Lane Easement located along the East 15 feet of Lot 1, Block 1, Shary Meadows Subdivision be abandoned and vacated to allow for commercial development on the subject property.
- The Shary Meadows Subdivision was recorded on October 27, 1994.
- At the time of the Shary Meadows subdivision processing, the property to the East, where the Auto Zone business is located, was not developed at the time. Due to the property not being developed at the time, the Temporary Fire Lane Easement was required. Since the development of the property to the East has taken place, the alley along the South side was extended and connects to Glasscock Road. As a result, the Temporary Fire Lane Easement established during the recording of the Shary Meadows subdivision is not needed anymore.
- The subject property is currently vacant.
- The requested abandonment of the Temporary Fire Lane Easement has been reviewed and approved by the Engineering, Public Works and Fire Departments.
- The abandonment of the easement will allow the construction of a new business in the property.
- The attached ordinance will abandon and vacate the Temporary Fire Lane Easement located along the East 15 feet of Lot 1, Block 1, Shary Meadows Subdivision.



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

**AN ORDINANCE ABANDONING AND VACATING THE EAST 15 FEET TEMPORARY FIRE LANE EASEMENT, DESCRIBED AS A 2,684.81 SQUARE FOOT TRACT OF LAND OUT OF LOT 1, BLOCK 1, SHARY MEADOWS SUBDIVISION, LOCATED AT 1910 E. BUSINESS 83.**

**WHEREAS**, there exists a 15-foot temporary fire lane easement out of Lot 1, Block 1, Shary Meadows Subdivision; and

**WHEREAS**, a request has been made by Ivan E. De Leon and Maria F. Martinez, as authorized by the property owners Ramiro Flores and Maria Guerrero, to abandon the temporary fire lane easement; and

**WHEREAS**, the said temporary fire lane easement interferes with the future development of the subject property; and

**WHEREAS**, the City Council finds and determines that it is in the best interest of economic development to abandon the temporary fire lane easement; Now therefore

**BE IT ORDAINED BY THE CITY OF MISSION**

**SECTION I:** The East 15 feet of Lot 1, Block 1, Shary Meadows Subdivision, being a 2,684.81 square foot tract of land, according to the map recorded in Volume 29, Page 150B, Map Records of Hidalgo County, is hereby abandoned and vacated, as described in Exhibit "A" and "B"

**FINALLY ENACTED** this 14<sup>th</sup> day of April, 2026 at a regular meeting of the City Council of the City of Mission at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

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

ATTEST:

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

# EXHIBIT "A"

## METES AND BOUNDS DESCRIPTION (15' Temporary Fire Lane Esm't. Abandonment)

A 2,684.81 square foot tract of land, more or less, being the East 15.0 feet of Lot 1, Block 1, SHARY MEADOWS SUBDIVISION, Hidalgo County, Texas, according to map thereof recorded in Volume 29, Page 150B, Map Records of Hidalgo County, Texas, and being more particularly described by metes and bounds as follows:

COMMENCING at a found 1/2" iron rod in the South right of way line of E. Business 83 for the Northeast corner of said Lot 1, the POINT OF BEGINNING, and the Northeast corner of this tract;

THENCE, South 08 degrees 41 minutes 10 seconds West and coincident with the East line of said Lot 1, a distance of 179.37 feet to a found 1/2" iron rod for the Southeast corner of said Lot 1 and the Southeast corner of this tract;

THENCE, North 81 degrees 18 minutes 50 seconds West and coincident with the South line of said Lot 1, a distance of 15.00 feet to a set 1/2" iron rod for the Southwest corner of this tract;

THENCE, North 08 degrees 41 minutes 10 seconds East and parallel with the East line of said Lot 1, a distance of 178.60 feet to a set 1/2" iron rod in the North line of said Lot 1 and in the South right of way line of E. Business 83 for the Northwest corner of this tract;

THENCE, South 84 degrees 13 minutes 50 seconds East, coincident with the North line of said Lot 1 and the South right of way line of E. Business 83, a distance of 15.02 feet to the POINT OF BEGINNING.

Bearing Basis: "E. line of Lot 1, Block 1, Shary Meadows Subdivision"

Job No. 26-71266

Date: 03-26-17

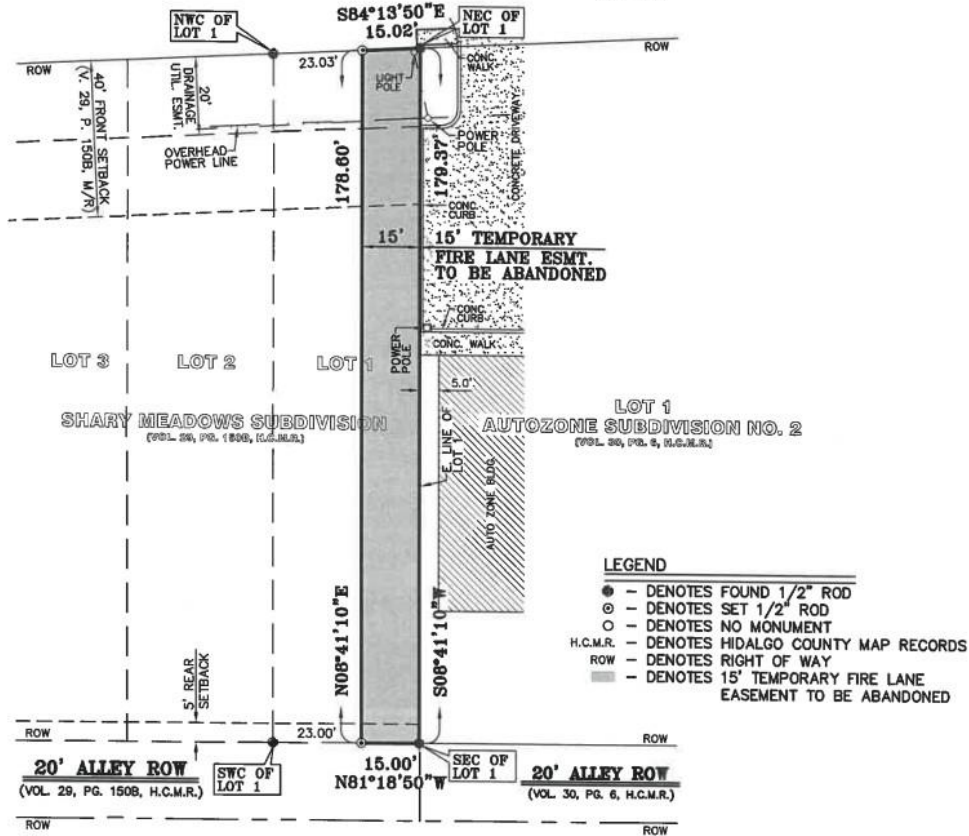
Arturo A. Salinas, R.P.L.S. #4802



# EXHIBIT "B"

## E. BUSINESS 83

(LOOP 374)



### SURVEY PLAT OF

### 15' TEMPORARY FIRE LANE ESM'T. ABANDONMENT

A 2,684.81 SQUARE FOOT TRACT OF LAND, MORE OR LESS, BEING THE EAST 15.0 FEET OF LOT 1, BLOCK 1, SHARY MEADOWS SUBDIVISION, HIDALGO COUNTY, TEXAS, ACCORDING TO MAP THEREOF RECORDED IN VOLUME 29, PAGE 150B, MAP RECORDS OF HIDALGO COUNTY, TEXAS. (SEE METES AND BOUNDS DESCRIPTION)

STATE OF TEXAS  
COUNTY OF HIDALGO

I HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF THAT THIS SURVEY IS TRUE AND CORRECT ACCORDING TO AN ACTUAL SURVEY MADE ON THE GROUND UNDER MY SUPERVISION.

Job No.: 26-71266  
Date: 03-26-26

**NOTES:**

1. THIS IS NOT A BOUNDARY SURVEY.
2. BEARINGS AND DISTANCES ARE BASED ON THE EAST LINE OF LOT 1, BLOCK 1, SHARY MEADOWS SUBDIVISION

Arturo A. Salinas, R.P.L.S. 4802





# ABANDONMENT OF PUBLIC RIGHT-OF-WAY/EASEMENT APPLICATION

## MINIMUM SUBMITTAL REQUIREMENTS

- A completed copy of the Abandonment of Public ROW/Easement Application
- All exhibits processed (except for Exhibit No. 4, which will be processed by staff).
- A copy of a recent (within 90 days) deed or title insurance policy showing the names of the owners, or an older deed or titles.
- For unplatted property, a signed, sealed and dated metes and bounds description and a survey of the property showing the location of the abandonment.
- For platted property, a copy of the plat showing the lot, block, subdivision, and recording information.
- Corporate or partnership owners must furnish a copy of a corporate resolution or other proof of authority to sign on behalf of the corporation, partnership, or joint venture.

### APPLICATION

ADDRESS: 1910 E Bus Hwy 83, MISSION TX 78572  
 LEGAL DESCRIPTION: Lot 1, Block 1, Shark Meadows Subdivision

### APPLICANT (Primary Contact for the Project):

Name: MARIA FERNANDA MARTINEZ email: fernandita.mtz@hotmail.com  
 Street Address: 1202 MATAMOROS ST  
 City: MISSION State: TX Zip Code: 78572  
 Phone Number: 956 617 23 99 Fax Number: \_\_\_\_\_

### PROPERTY OWNER'S INFORMATION (If different from above):

Name: RAMIRO FLORES MARIA GUERRERO email: realvalley2@yahoo.com  
 Street Address: 1208 VERACRUZ ST  
 City: MISSION State: TX Zip Code: 78572  
 Phone Number: 956 222 84 03 Fax Number: \_\_\_\_\_

*The applicant has prepared this application and certifies that the facts stated hereing and exhibits attached hereto are true and correct.*

Maria Fernandez \_\_\_\_\_ Date 3/9/26  
 Signature of Owner

Abandonment Location: 1910 E Bus Hwy 83, MISSION Page 1 of 9

APPLICATION FOR  
THE ABANDONMENT OF A  
PUBLIC RIGHT-OF-WAY/EASEMENT

Date: 3/19/26

Location of Right-of-way/Easement to be Abandoned:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Property Owner's Name and Address: RAMIRO FLORES & MARIA GUERRERO  
1208 VERACRUZ ST, MISSION TX

Property Owner's Phone Number: 956 222 84 03

Property Owner's email: realvalley2@yahoo.com

**TO THE MAYOR AND CITY COUNCIL OF THE CITY OF MISSION:**

The undersigned hereby makes application for the abandonment of that portion of the above right-of-way particularly described in Exhibit No. 1, attached. In support of this application, the undersigned represents and warrants the following:

1. The undersigned will hold the City of Mission harmless, and indemnify it against all suits, costs, expenses, and damages that may arise or grow out of such abandonment.
2. Attached, marked Exhibit No. 1, are sealed metes and bounds descriptions of the area sought to be abandoned, prepared by a Registered Public Surveyor.
3. Attached, marked Exhibit No. 2, are copies of a plat or detailed sketch of that portion of the public right-of-way/easement sought to be abandoned and the surrounding area to the nearest streets in all directions, showing the abutting lots and block, and the subdivision in which the above described right-of-way/easement is situated, together with the record owners of such lots.
4. Attached, marked Exhibit No. 3, is the consent of all public utilities to the abandonment.
5. Attached, marked Exhibit No. 4, is the consent of the City of Mission staff to the abandonment.
6. Attached, marked Exhibit No. 5, is the consent of the abutting property owner(s).

\_\_\_\_\_  
\_\_\_\_\_

Abandonment Location: 1910 E BUS HWY 83, MISSION

7. Such public right-of-way/easement should be abandoned because:  
Temporary easement is not needed (Fire lane)

8. Such public right-of-way/easement has been and is being used as follows:  
IS not being used

I swear that all of the information contained in this application is true and correct to the best of my knowledge and belief.

Owner's Signature: NO Fermitz

Date: 3/19/26

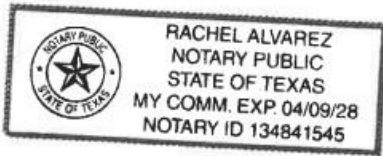
STATE OF TEXAS

ACKNOWLEDGEMENT

COUNTY OF HIDALGO

Subscribed and sworn to me, a Notary Public, this 9th day of March, 2026,  
by Rachel Alvarez.

[Signature]  
Notary Public in and for the State of Texas



Abandonment Location: 1910 E BUS Hwy 83, Mission

**EXHIBIT NO. 1**

Attached is a sealed copy of the metes and bounds description of the public right-of-way or easement situated in Shary Meadows Subdivision Addition/Subdivision/Survey to the City of Mission, Hidalgo County, Texas, sought to be abandoned.

Abandonment Location: 1910 E BUS Hwy 83, MISSION

**EXHIBIT NO. 2**

Attached is a copy of a plat or detailed sketch of the public right-of-way/easement sought to be abandoned in the above-mentioned application, showing the surrounding area to the nearest streets in all directions, abutting lots, the block or blocks in which the portion of the public right-of-way/easement sought to be vacated is situated, and the addition or subdivision in which the portion of the public right-of-way/easement sought to be abandoned is situated. Also, the names of record owners of the abutting lots are shown.

Abandonment Location: 1910 E BUS Hwy 83, MISSION Page 5 of 9

EXHIBIT NO. 3  
EASEMENT ABANDONMENT  
UTILITY COMPANY SIGN OFF SHEET

The undersigned public utility companies, using or entitled to use under the terms and provisions of agreements with the City of Mission, that portion of the public utility easement sought to be abandoned, do hereby consent to the joint use of the described portion of such utility easement in Lot(s) 1, Block(s) 1 of the Shary Meadows Subdivision Addition to the City of Mission, Hidalgo County, Texas.

**AEP**

By: \_\_\_\_\_  
(Please Print)

Title: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_

**UNITED IRRIGATION DISTRICT**

By: \_\_\_\_\_  
(Please Print)

Title: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_

**MAGIC VALLEY ELECTRIC COOPERATIVE**

By: \_\_\_\_\_  
(Please Print)

Title: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_

**TXU ENERGY**

By: \_\_\_\_\_  
(Please Print)

Title: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_

**SHARYLAND WATER SUPPLY COPORATION**

By: \_\_\_\_\_  
(Please Print)

Title: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_

**SPECTRUM**

By: \_\_\_\_\_  
(Please Print)

Title: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_

**AGUA SUD**

By: \_\_\_\_\_  
(Please Print)

Title: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_

**AT&T**

By: \_\_\_\_\_  
(Please Print)

Title: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_

**TEXAS GAS SERVICE**

By: \_\_\_\_\_  
(Please Print)

Title: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_

**NOTE: ONLY UTILITY COMPANIES THAT PROVIDE SERVICE IN THE AREA  
REQUESTED FOR USE MUST COMPLETE THIS EXHIBIT.**

Abandonment Location: 1910 E BUS Hwy 83, MISSION

**EXHIBIT NO. 4**

The undersigned, City staff of the City of Mission, certify that they have carefully considered the Application for Abandonment of the public right-of-way/easement referred to above from the standpoint of the City of Mission ordinances and with respect to present and future needs of the City of Mission and see no objection to the requested abandonment from the City's standpoint.

\_\_\_\_\_  
Director of Public Works/Utilities  
City of Mission

\_\_\_\_\_  
Director of Public Works/Streets  
City of Mission

\_\_\_\_\_  
Director of Public Works/Solid Waste  
City of Mission

\_\_\_\_\_  
Director of Planning  
City of Mission

\_\_\_\_\_  
Fire Marshal  
City of Mission

\_\_\_\_\_  
City Engineer  
City of Mission

Abandonment Location: 1910 E BUS Hwy 83, MISSION

**EXHIBIT NO. 5**

The undersigned owners of property abutting upon that portion of the public right-of-way/easement named and described in the Application for Abandonment of a Public Right-of-Way/Easement referred to above, do hereby consent to such abandonment.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_

STATE OF TEXAS

COUNTY OF \_\_\_\_\_

BEFORE ME, the undersigned, a Notary Public in and for said County and State, on this day personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein.

WITNESS MY HAND AND SEAL OF OFFICE THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

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

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_

STATE OF TEXAS

COUNTY OF \_\_\_\_\_

BEFORE ME, the undersigned, a Notary Public in and for said County and State, on this day personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein.

WITNESS MY HAND AND SEAL OF OFFICE THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

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

*Attach as many copies of this sheet as necessary.*

Abandonment Location: 1910 E BUS Hwy 83, MISSION

UTILITY CONTACT INFORMATION

**AMERICAN ELECTRIC PROVIDER (AEP)**  
 1401 E. Business 77  
 San Benito, TX 78586  
 1-877-373-4858

**TEXAS GAS SERVICE**  
 1200 E. Upas Avenue  
 McAllen, TX 78501  
 800-700-2443

**SHARYLAND WATER SUPPLY CORP.**  
 321 S. Shary Blvd.  
 Mission, TX 78573  
 956-585-6081  
[customersupport@sharylandwater.com](mailto:customersupport@sharylandwater.com)

**TXU ENERGY**  
 800-316-2135  
[aptservices@txu.com](mailto:aptservices@txu.com)

**AT&T**  
 800-288-2020

**MAGIC VALLEY ELECTRIC COOP.**  
 PO Box 267  
 Mercedes, TX 78570  
 1-866-225-5683

**UNITED IRRIGATION DISTRICT**  
 1006 W. Mile 2 Road  
 Mission, TX 78574  
 956-585-4818

**AGUA SUD**  
 PO Box 4379  
 Mission, TX 78573  
 956-585-2459  
[service@aguasud.com](mailto:service@aguasud.com)

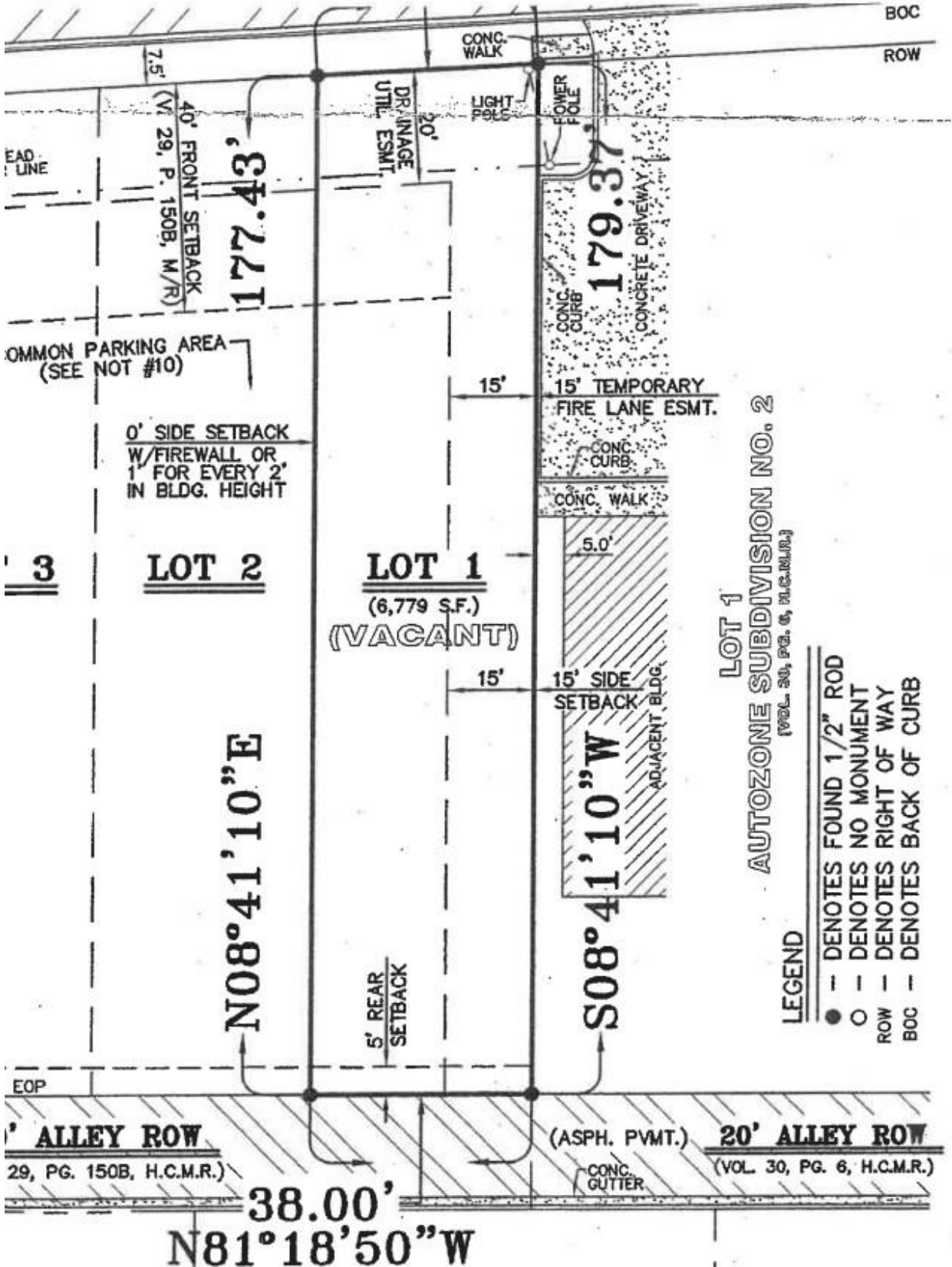
**SPECTRUM**  
 833-949-0036



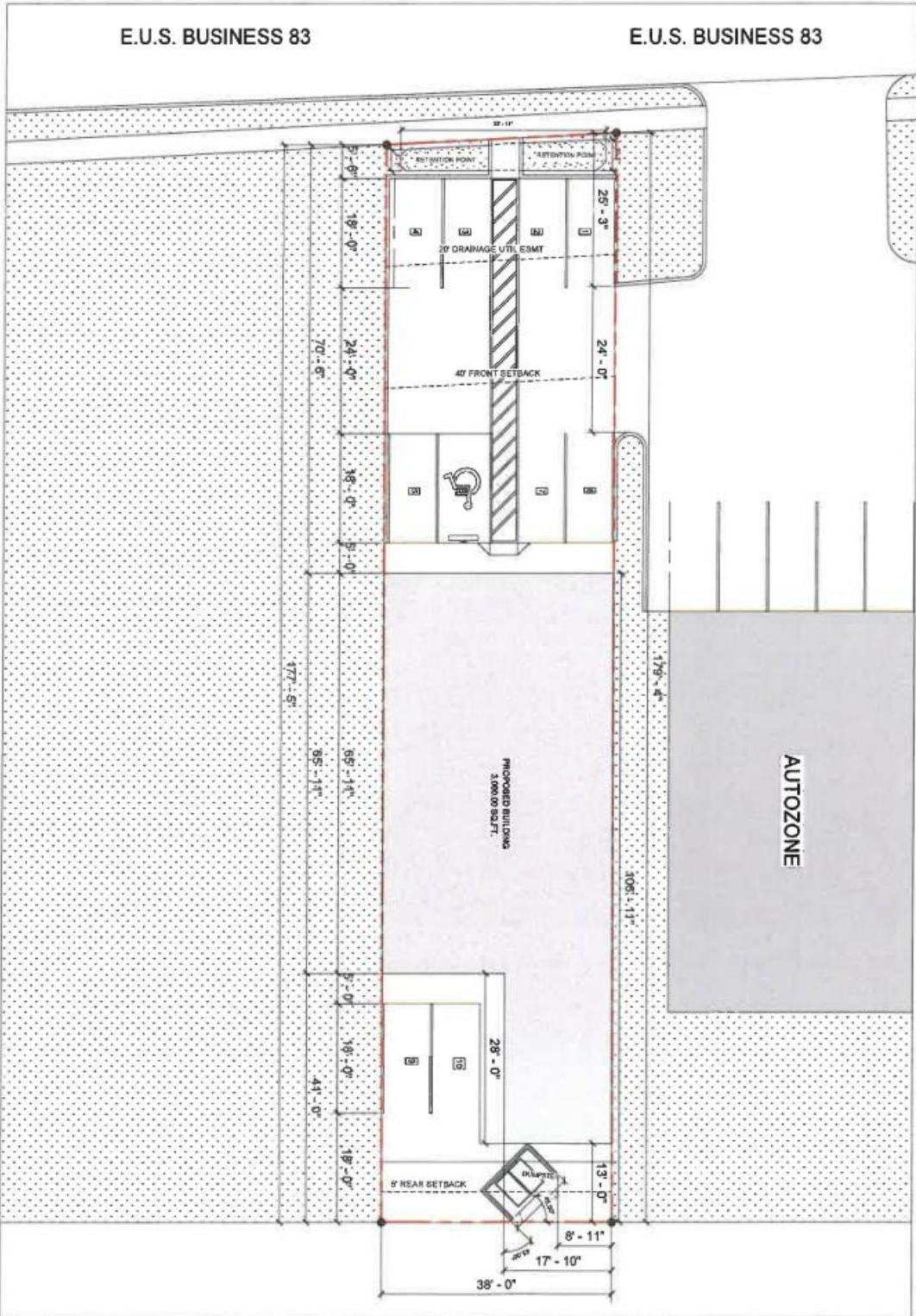
Abandonment Location: 1910 E Bus Hwy 23, Mission

Page 9 of 9





1 SITE PLAN  
1/8" = 1'-0"







# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Andy Garcia, Co-Interim City Manager

**AGENDA ITEM:** Second Reading of Ordinance No. amending Ordinance No. 2683 designating Reinvestment Zone Number One, City of Mission, Texas, by extending the term of the Mission Redevelopment Authority – Tax Increment Reinvestment Zone No. 1 and amending the City’s tax increment contribution to the zone – A. Garcia

**NATURE OF REQUEST:**

This ordinance amends Ordinance No. 2683, which originally created Reinvestment Zone Number One, City of Mission, Texas, pursuant to Chapter 311 of the Texas Tax Code. The amendment extends the term of the Mission Redevelopment Authority – Tax Increment Reinvestment Zone No. 1 and modifies the City of Mission’s tax increment contribution to the Tax Increment Reinvestment Zone (TIRZ). The ordinance also confirms the continued operation of the zone’s Board of Directors and includes standard severability and emergency clauses.

This is the second reading of the ordinance.

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

**City Manager’s Recommendation:** Approval *SP7 / AG*

**RECORD OF VOTE:**

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING ORDINANCE NO. 2683 DESIGNATING A CONTIGUOUS GEOGRAPHIC AREA WITHIN THE CITY OF MISSION AS REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS, FOR TAX INCREMENT FINANCING PURPOSES PURSUANT TO CHAPTER 311 OF THE TEXAS TAX CODE; PROVIDING FOR THE EXTENSION OF THE TERM OF THE MISSION REDEVELOPMENT AUTHORITY – TAX INCREMENT REINVESTMENT ZONE NO. 1; AMENDING THE CITY’S TAX INCREMENT CONTRIBUTION TO THE ZONE; CONFIRMING THE CONTINUED OPERATION OF THE BOARD OF DIRECTORS FOR SUCH ZONE; CONTAINING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT; PROVIDING A SEVERABILITY CLAUSE; AND DECLARING AN EMERGENCY.**

**WHEREAS:** The City Council of the City of Mission, Texas previously adopted Ordinance No. 2683 creating Reinvestment Zone Number One, City of Mission, Texas, in accordance with Chapter 311 of the Texas Tax Code for the purpose of implementing tax increment financing to promote development and redevelopment within the zone; and

**WHEREAS,** the Reinvestment Zone is administered by the Mission Redevelopment Authority – Tax Increment Reinvestment Zone No. 1 Board of Directors, which oversees the implementation of the Project and Financing Plan for the zone; and

**WHEREAS,** the current term of Reinvestment Zone Number One, City of Mission, Texas is scheduled to expire on December 31, 2030; and

**WHEREAS,** the City Council has determined that it is in the best interest of the City to extend the term of the Mission Redevelopment Authority – Tax Increment Reinvestment Zone No. 1 for an additional fifteen (15) years, in order to continue redevelopment and economic development activities within the zone; and

**WHEREAS,** the City Council has further determined that it is necessary to amend the City’s tax increment contribution to the Tax Increment Reinvestment Zone in order to continue funding eligible improvements and projects within the zone; and

**WHEREAS,** the City Council finds that the continuation and amendment of the Tax Increment Reinvestment Zone will promote development and redevelopment, enhance the value of taxable property, and benefit the public health, safety, and welfare of the residents of the City of Mission.

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

**SECTION 1.**

The findings and recitals set forth above are hereby found to be true and correct and are incorporated herein for all purposes.

**SECTION 2.**

The term of Reinvestment Zone Number One, City of Mission, Texas, also known as the Mission Redevelopment Authority – Tax Increment Reinvestment Zone No. 1, which is currently scheduled to expire on December 31, 2030, is hereby extended for an additional fifteen (15) years and shall expire on December 31, 2045, unless otherwise terminated in accordance with Chapter 311 of the Texas Tax Code.

**SECTION 3.**

The City of Mission’s tax increment contribution to the Tax Increment Reinvestment Zone No. 1 is hereby amended as follows: Beginning on January 1, 2031, the City’s participation level shall be reduced by five percent (5%) annually until the City’s participation level reaches fifty percent (50%), at which time the City’s participation level shall remain at fifty percent (50%) for the remainder of the term of the zone unless otherwise amended by ordinance.

**SECTION 4.**

The Board of Directors of the Mission Redevelopment Authority – Tax Increment Reinvestment Zone No. 1 shall continue to serve and operate in accordance with Chapter 311 of the Texas Tax Code and applicable City ordinances.

**SECTION 5.**

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

**SECTION 6.**

The City Council finds that there is a public necessity for the continued operation of the Tax Increment Reinvestment Zone and that this ordinance shall take effect immediately upon its passage as provided by law.

**PASSED AND APPROVED** on First Reading this 24th day of March, 2026.

**PASSED AND APPROVED** on Final Reading this \_\_\_ day of \_\_\_\_\_, 2026.

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

ATTEST:

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



**EIGHTH AMENDMENT TO THE  
INTERIM ADMINISTRATIVE SERVICES AGREEMENT**

**THIS EIGHTH AMENDMENT** (this "Amendment") to the Agreement for Interim Administrative Services by and between the **CITY OF MISSION, TEXAS** (the "City" and/or the "Interim Administrator") and **MISSION REDEVELOPMENT AUTHORITY/MISSION TAX INCREMENT REINVESTMENT ZONE NUMBER ONE** (the "TIRZ") for interim administrative services provided by the City to the TIRZ. The TIRZ and Interim Administrator, in consideration of the mutual promises and conditions herein contained, agree as follows.

**WHEREAS**, the City and TIRZ entered into an agreement for interim administrative services effective on January 1, 2023 (the "Original Agreement"), as thereafter amended on seven (7) different occasions (the "Amendments") (with the Original Agreement and the Amendments being collectively referred to herein as the "Agreement"), for interim administrative services to be provided by the City to the TIRZ; and

**WHEREAS**, the City and TIRZ now desire to amend the Agreement as described herein.

**NOW, THEREFORE**, in consideration of the mutual promises and covenants contained in this Agreement, and for good and valuable consideration, the TIRZ and the City agree as follows:

**Section 1.** The foregoing recitals are incorporated into this Eighth Amendment by reference as findings of fact as if expressly set forth and incorporated herein.

**Section 2.** Article III of the Agreement is hereby amended to replace the term "**The term of this Agreement shall commence on the Effective Date and shall terminate on September 30, 2026, unless otherwise extended by a written agreement executed by both parties.**".

**Section 3.** The Agreement, as amended and supplemented by this Amendment is ratified and shall remain in full force and effect. In the event of a conflict between this Amendment and the Agreement, this Amendment shall control.

TIRZ:

**MISSION REDEVELOPMENT AUTHORITY/TAX INCREMENT REINVESTMENT NO. 1**

By: \_\_\_\_\_  
**MARTIN GARZA, Chairman**

Date: \_\_\_\_\_

CITY:

**CITY OF MISSION, TEXAS**

By: \_\_\_\_\_  
**ANDY GARCIA, Co-Interim City Manager**

Date: \_\_\_\_\_



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026  
**PRESENTED BY:** Vidal Roman, Finance Director  
**AGENDA ITEM:** Authorization to Extend Second and Final One-Year renewal option with Estrada Hinojosa & Company, Inc. for Municipal Financial Advisor Services RFP 24-204-01-17- Roman

### NATURE OF REQUEST:

On March 30, 2024 the city awarded a contract to the TRB Capital Markets LLC (d/b/a Estrada Hinojosa) for municipal financial advisor services. As part of that contract the City reserved the right to extend for two additional one-year renewal terms.

This would be the second renewal extension of a one-year term with TRB Capital Markets LLC (d/b/a Estrada Hinojosa). The renewal will have no change in terms and conditions. The agreement will extend Bid No: 24-204-01-17 from March 30, 2026 through March 29, 2027. Fees will remain unchanged.

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

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

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

# ESTRADA HINOJOSA

A DIVISION OF TRB CAPITAL MARKETS

March 18, 2026

VIA EMAIL [echapa@missiontexas.us](mailto:echapa@missiontexas.us)

City of Mission, Texas  
Contracts Administrator  
1201 E. 8<sup>th</sup> Street  
Mission, Texas 78572

RE: Request to Extend Contract for One (1) Additional Year  
Request for Qualifications Municipal Financial Advisor Services  
RFP 24-204-01-17

TRB Capital Markets LLC (d/b/a Estrada Hinojosa) requests the renewal of the municipal advisor services for an additional one (1) year period. As per agreement between the City of Mission and Estrada Hinojosa, Section VII, City of Mission, has the option to renew it for an additional one (1) year period with the same terms & conditions as the original agreement. The fee schedule in Appendix A in the agreement will remain the same. The City of Mission is exercising its option to renew the agreement for an additional one (1) year period from March 30, 2026, to March 29, 2027.

If you agree, respond by returning this letter with the appropriate Agent Signature to [bgarza@ehmuni.com](mailto:bgarza@ehmuni.com) via e-mail.

Please check one of the following:

- Yes, I agree to extend the contract.
- No, I do not agree to extend the contract. My explanation is noted below.

Company: City of Mission, Texas  
Agent Name (Printed): \_\_\_\_\_  
Agent Signature: \_\_\_\_\_  
Address: 1201 E. 8<sup>th</sup> Street, Mission, Texas 78572

Comments:

If you have any questions, please feel free to contact our office 214.658.1670.

Thank you,



Roberto Villarreal

600 N. Pearl Street | Suite 2100 | South Tower | Dallas, Texas 75201  
(214) 658-1670 | (800) 676-5352 | Fax (214) 292-8849

Member FINRA/SIPC



Roberto J. Villarreal, Executive Vice President  
Estrada Hinojosa & Company, Inc.  
600 North Pearl Street, Suite 2100 (South Tower)  
Dallas, TX 75201

**Subject: Notice of Award – RFP No: 24-204-01-17 / Municipal Financial Advisor**

Dear Mr. Villarreal:

You are hereby notified that you have been awarded City of Mission Municipal Financial Advisor; Proposal No. 24-204-01-17. Please use this proposal number on any correspondence to the City of Mission.

The term of the contract for Municipal Financial Services shall be for one (1) year base term. Subject to earlier termination as provided by the law and by terms of the contract. In addition, the award of this proposal shall include the right at the option of CITY OF MISSION, and contingent upon the agreement by both parties, to any change in premium cost for services and extend this contract for two (2) one (1) year renewals as may be permitted by applicable law and City Council approval as may be in the best interest of CITY OF MISSION. As a reminder, contract terms and compliance are the responsibility of the awarded firm(s), and the respective City user department(s)

**Contract Term: March 30, 2024 through March 29, 2025.**

To facilitate the discharge of this contract, the Technical Representative (TR) for the contract is Mrs. Angie Vela, Finance Director, who can be reached at 956-580-8685. 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 Purchasing 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 Purchasing 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 Purchasing 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 Purchasing Agent and the TR.
8. Coordinate with the Purchasing Agent prior to releasing any correspondence involving schedule, performance, cost, and invoices/payment.
9. Work with the Purchasing 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 Purchasing 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 Purchasing 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 proposal 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 Purchasing Agent.


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

If you have any questions, please contact your assigned **Assistant City Manager, Andy Garcia** 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,

  
\_\_\_\_\_  
Andy Garcia  
Assistant City Manager

3/26/24  
\_\_\_\_\_  
Date

cc: Contract file  
Angie Vela, Finance Director

BID NAME/NUMBER: 24-204-01-17 / Municipal Financial Advisor

OPEN DATE: January 17, 2024 2:00 PM CST



<b>Vendor Name:</b>	Hilltop Securities	Estrada Hinojosa & Company, Inc.	RBC Capital Markets, LLC
<b>Street address:</b>	1155 Mt. Vernon Hwy, Ste. 800	600 North Pearl St., Ste. 2100 (South Tower)	303 Pearl Parkwy, Ste. 220
<b>City, State:</b>	Atlanta, GA 30338	Dallas, TX 75201	San Antonio, TX 78215
<b>Phone:</b>	(770) 330-6972	(214) 658-1670	(210) 805-1117
<b>Fax:</b>	n/a	(214) 292-8849	(210) 805-1119
<b>Contact:</b>	Tim Fenbert, CEO	Roberto J. Villarreal, Exec. VP	R. Dustin Traylor
<b>Email:</b>	<a href="mailto:tim@leadergov.com">tim@leadergov.com</a>	<a href="mailto:bvillarreal@ehmuni.com">bvillarreal@ehmuni.com</a>	<a href="mailto:robert.d.traylor@rbccm.com">robert.d.traylor@rbccm.com</a>

No.	Final Par Amount of Bonds	General Obligation	Revenue	Refunding	Final Par Amount of Bonds	General Obligation	Revenue	Refunding	Final Par Amount of Bonds	General Obligation	Revenue	Refunding
					\$1,000,000	\$12,750	\$15,937	\$15,937				
					\$2,500,000	\$20,250	\$25,312	\$25,312				
					\$5,000,000	\$27,750	\$34,687	\$34,687				
					\$10,000,000	\$40,250	\$50,312	\$50,312				
					\$20,000,000	\$50,250	\$62,812	\$62,812				
	<b>Base Fee -</b>	Base \$15,000 for the first \$1,000,000 of municipal securities issued			\$6,250.00				\$6,125.00			
		Plus \$5.00 per \$1,000 for next \$4,000,000 of municipal securities issued			Plus \$6.50 per \$1,000 next \$1,000,000 or \$12,750 for \$1,000,000 Bonds				Plus \$7.50 per \$1,000 next \$500,000 or \$16,000 for \$1,000,000 Bonds			
		Plus \$3.50 per \$1,000 for next \$5,000,000 of municipal securities issued			Plus \$5.00 per \$1,000 next \$1,500,000 or \$20,250 for \$2,500,000 Bonds				Plus \$5.00 per \$1,000 next \$1,500,000 or \$23,500 for \$2,500,000 Bonds			
		Plus \$2.50 per \$1,000 for next \$40,000,000 of municipal securities issued			Plus \$3.00 per \$1,000 next \$2,500,000 or \$27,750 for \$5,000,000 Bonds				Plus \$2.75 per \$1,000 next \$2,500,000 or \$30,375 for \$5,000,000 Bonds			
		Plus \$1.00 per \$1,000 thereafter			Plus \$2.50 per \$1,000 next \$5,000,000 or \$40,250 for \$10,000,000 Bonds				Plus \$2.00 per \$1,000 next \$5,000,000 or \$40,375 for \$10,000,000 Bonds			
					Plus \$1.00 per \$1,000 next \$10,000,000 or \$50,250 for \$20,000,000 Bonds				Plus \$1.00 per \$1,000 next \$10,000,000			

Please Note: RBC Capital Markets found unresponsive for failure to submit and acknowledge the addendum

PROPOSAL NAME/NUMBER: 24-204-01-17 / Municipal Financial Advisor



OPEN DATE: January 17, 2024 2:00 PM CST

<b>Vendor Name:</b>	Hilltop Securities, Inc.	Estrada Hinojosa & Company, Inc.	RBC Capital Markets, LLC.
<b>Street address:</b>	717 N. Harwood St., Ste. 3400	600 North Pearl St., Ste. 2100 (So	303 Pearl Parkway, Ste 220
<b>City, State:</b>	Dallas, TX 75201	Dallas, TX 75201	San Antonio, TX 78215
<b>Phone:</b>	(214) 953-4184	(214) 658-1670	(210) 805-1117
<b>Fax:</b>	(214) 953-4050	(214) 292-8849	(210) 805-1119
<b>Contact:</b>	Andre Ayala	Roberto J. Villarreal, Exec. VP	R. Dustin Traylor
<b>Email:</b>	<a href="mailto:andre.ayala@hilltopsecurities.com">andre.ayala@hilltopsecurities.com</a>	<a href="mailto:bvillarreal@ehmuni.com">bvillarreal@ehmuni.com</a>	<a href="mailto:robert.d.traylor@rbccm.com">robert.d.traylor@rbccm.com</a>

DESCRIPTION of FORMS:				
Solicitation Signed		Yes	Yes	Yes
Terms & Conditions Included		Yes	Partial	Partial
Schedule of Subfirm(s)/Subconsultant(s)		Yes	Yes	Yes
Non-Collusive		Yes	Yes	Yes
Addenda(s)		Yes	Yes	No
Gen. Business Questionare		Yes	Yes	Yes
References		Yes	Yes	Yes
CIQ				
Price Proposal			Yes	

Please Note: RBC Capital Markets found unresponsive for failure to submit and acknowledge the addendum



**Section 5- Price Proposal-** Services to be offered are to be clearly delineated with summary of each item and whether it is to be included as part of a base cost or an optional service along with the cost for each component.

**PRICE PROPOSAL**

Estrada Hinojosa proposes the following fee schedule for services provided in relation to long-term debt issued by the City:

Final Par Amount of Bonds	General Obligation	Revenue	Refunding
\$1,000,000	\$12,750	\$15,937	\$15,937
\$2,500,000	\$20,250	\$25,312	\$25,312
\$5,000,000	\$27,750	\$34,687	\$34,687
\$10,000,000	\$40,250	\$50,312	\$50,312
\$20,000,000	\$50,250	\$62,812	\$62,812

**APPENDIX A  
COMPENSATION**

In consideration for the services rendered by Estrada Hinojosa & Company, Inc., to the Issuer under the terms and conditions of the attached Agreement, it is understood and agreed that the fee payable to Estrada Hinojosa & Company, Inc. for special projects directed by the Issuer that may not lead to a transaction the following hourly rates apply:

Sr. Vice President-Sr. Managing Director	\$350.00
Vice President	\$275.00
Assistant Vice President	\$175.00
Senior Associate & Analysts	\$125.00
Associate	\$100.00
Administrative	\$ 75.00

Our fee for each issue of debt instruments will be as follows on any given transaction or issue:

Base fee - Any Issue - \$ 6,250

Plus \$6.50	Per	\$1,000	Next	\$1,000,000	Or	\$12,750	For	\$1,000,000	Bonds
Plus \$5.00	Per	\$1,000	Next	\$1,500,000	Or	\$20,250	For	\$2,500,000	Bonds
Plus \$3.00	Per	\$1,000	Next	\$2,500,000	Or	\$27,750	For	\$5,000,000	Bonds
Plus \$2.50	Per	\$1,000	Next	\$5,000,000	Or	\$40,250	For	\$10,000,000	Bonds
Plus \$1.00	Per	\$1,000	Next	\$10,000,000	Or	\$50,250	For	\$20,000,000	Bonds

Fees for revenue bonds or other self-supporting obligations including those obligations placed or directly issued to governmental entities or Private Placements and/or other Debt Instruments involving Escrow Agreements and Refunding Bonds: It is understood and agreed that our fee will be the schedule set out above plus 25%. It is also understood and agreed that we will charge, in addition to our Financial Advisory fee, a computer fee and/or structuring fee and Official Statement or application preparation fee to be negotiated on a case-by-case basis. On State/Federal Grant/Loan or similar Programs, the fees set forth above plus 25% will be used to compute a fee based on the total project cost. In addition, we will bill for out-of-pocket expenses incurred including, but not limited to application fees and various expenses as set forth below. Continuing disclosures will be billed separately on an annual basis in the amount of \$3,000.00 based on client providing necessary information in a timely manner.



**Control of Fees and Expenses**

At the time that Debt Instruments or Grant Proceeds are delivered, the Company will bill the Issuer for each issue of Debt Instruments or Grant Proceeds an amount which will include the fee calculated on the above schedule as well as costs and expenses, where applicable, incurred on behalf of the Issuer for the following items, if applicable:

- Bond Counsel fees
- Bond rating and/or credit enhancement fees
- Computer Structuring
- Messenger, overnight delivery, market data technology photocopying, postage, and telephone
- Personal meetings with bond rating agencies and/or credit enhancement providers or lenders
- Preparation and printing of the Notice of Sale, Official Statement, Applications and Uniform Bid Form
- Preparation and printing of physical securities Reports of independent auditors or consultants
- Verification fees
- Travel expenses of Issuer and Company personnel

Our fees are contingent on the receipt of financial assistance and payable solely from proceeds unless an hourly or alternate payment arrangement is made. Expenses are borne by the firm until a fee statement and expense reimbursement are submitted in accordance with the contract between the Issuer and our firm. Our capital base allows Estrada Hinojosa to operate on this basis without creating ongoing costs to the Issuer. At any time between bond issues, Estrada Hinojosa is prepared to report to the Issuer upon request, the hours spent on financial advisory services and the accumulated expenses being carried forward.



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026  
**PRESENTED BY:** Vidal Roman, Finance Director  
**AGENDA ITEM:** Authorization to engage Records Consultants, Inc. for physical fixed asset inventory services utilizing Buyboard contract 716-23 and TIPS contracts 240903 in the amount not to exceed \$47,500-Roman

### NATURE OF REQUEST:

The City of Mission maintains an inventory of fixed assets, vehicles and equipment. Periodic audits are necessary to ensure accurate records, compliance with applicable regulations, and proper asset management practices. Due to the updated capital asset policy whereas the threshold was changed to \$5,000, this inventory will be conducted.

Staff is requesting authorization for the City to engage Records Consultants, Inc. to perform audit services related to fixed assets, vehicles, equipment, and general inventory.

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

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

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

### STAFF RECOMMENDATION:

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

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

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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



# City of Mission

## Proposal for City-wide Physical Fixed Asset Inventory Services

March 19, 2026

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Submitted by Records Consultants, Inc. – Chris Coryell, Vice President of Sales  
21288 Gathering Oak, San Antonio, Texas 7820 (877) 363-4127 Fax (877) 366-0776

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March 16, 2026

City of Mission  
Andy Garcia  
1201 E 8th Street  
Mission, TX 78572

**Fixed Asset Inventory and  
Management Proposal**

Mr. Garcia,

Records Consultants, Inc. (RCI), a leading fixed asset management consulting company headquartered in San Antonio, Texas, is pleased to submit this proposal to The City of Mission (THE CITY) for city-wide Physical Fixed Asset Inventory services. RCI is proposing services to conduct a comprehensive and accurate physical asset inventory and reconciliation across all THE CITY buildings and facilities. The RCI fixed asset inventory and reconciliation will help THE CITY establish an accurate baseline of assets while also helping fulfill its GASB 34 reporting requirements.

Over the last 32 years, RCI has completed comparable inventory and reconciliation projects for more than 1,500 clients throughout Texas and the United States. Each year we conduct 250-300 Capital and Fixed Asset inventories for new and existing clients with a commitment to providing unsurpassed quality and client service. We are often referred to new clients by external auditors familiar with our work. RCI is uniquely qualified to provide the on-site physical inventory and reporting services for THE CITY. Our experienced inventory specialists are experts at the physical inventory process, and we provide a robust solution for asset tracking by way of our state-of-the-art Fixed Asset Management Program (FAMP 11.1). Our asset tracking software includes robust reporting features for valuation and depreciation reports. We are confident you will find our proposal responds to the scope of services that you have requested and demonstrates our extensive experience in conducting capital and fixed asset inventories.

I am authorized to bind this offer and will be the primary contact for any questions. RCI appreciates the opportunity to offer our services to The City of Mission. This proposal is considered valid up to six (6) months after the submission date. Our team is available to speak with you about this proposal at your convenience. Should you have any questions regarding any aspect of our proposal, please do not hesitate to call me at (877) 363-4127.

Sincerely,

A handwritten signature in black ink that reads "Chris Coryell". The signature is written in a cursive, slightly slanted style.

Chris Coryell  
Vice President of Sales

## **COMPANY EXPERIENCE AND QUALIFICATIONS**

Based in San Antonio, Texas, RCI is a recognized leader in a variety of management consulting and service fields and has performed information management services for public and private entities, such as school districts, institutions of higher education, municipalities, county governments, and private sector clients in healthcare and transportation. We provide a wide range of products and services, which include Capital and Fixed Asset Inventory Management Services and Software, Historical Cost Research for GASB 34 reporting, Infrastructure Valuations, Insurance Property Appraisals, and Records Retention and Document Imaging Solutions.

The Company was formed as a microfilm service bureau in 1980 and subsequently added records management services and our fixed asset inventory program. Insurance appraisal services were a later addition to RCI's product line. We are a privately held Texas corporation; the firm is financially secure with no litigation history or any pending actions of law that will affect our dedication to this project.

Reflecting RCI's commitment to client service and efficient project management, all engagements are staffed from the Company's corporate office. Because we do not outsource work, using the Company's own employees ensures clear ownership of the project and will provide The City of Mission with the highest degree of accountability. As further evidence of our commitment to customer service, RCI does not use voicemail; Clients will always speak with a member of RCI's staff during normal business hours.

<b>Name of Firm</b>	<b>Records Consultants, Inc.</b>
Location of headquarters	<b>21288 Gathering Oak San Antonio, Texas 7820 Phone: (877) 363-4127 Fax: (877) 366-0776 www.rcitech.com</b>
Tax Identification Number	<b>74-2673059</b>
Year Established	<b>June 1, 1993</b>
Number of Years in Existence Under Trade Name	<b>32 Years</b>
Total Number of Offices	<b>1 Corporate Office Location</b>
Total Number of Employees	<b>80 Employees Based in San Antonio, Texas</b>
Organization Type	<b>Privately Held C Corporation</b>
Area of Service	<b>Nationally within U.S.</b>
Primary Expertise	<b>Capital and Fixed Asset Inventory Historical Cost Research for GASB 34/35 Reporting</b>

## **REFERENCES AND EXPERIENCE**

RCI offers the following references of our work.

### **Sweetwater Union High School District - California**

- Location: 1130 Fifth Avenue, Chula Vista, CA 91911
- Years(s): 2025, 2024, 2023, 2022, 2021, 2020, 2019
- Client Contact & Title: Jenny Salkeld, CFO
- Contact Phone Number: 619-691-5550, [jenny.salkeld@sweetwaterschools.org](mailto:jenny.salkeld@sweetwaterschools.org)
- Description of Project: Comprehensive physical inventory of capital, fixed, and controlled assets in 31 buildings totaling over 4,000,000 SQFT across all campuses/locations. Services included determining values on all assets, reconciliation of prior inventories and data maintained in accounting systems. Total assets tagged and inventoried was over 65,000.

### **Mount Pleasant ISD - Texas**

- Location – 2230 N Edwards, Mount Pleasant, TX 75455
- Year(s) – 2025, 2024, 2023, 2022, 2021, 2020, 2019, 2018, 2017, 2016, 2015, 2014, 2013, 2012, 2011, 2010, 2009
- Client Contact & Title: Stacie Thompson, Chief Financial Officer
- Contact Phone Number: (903) 575-2000, [sthompson@mpisd.net](mailto:sthompson@mpisd.net)
- Description of Project – Comprehensive physical inventory of capital, fixed, and controlled assets across 9 campuses and over 450 classrooms. Services included determining values on all assets, reconciliation of prior inventories and data maintained in accounting systems and asset management software. Total assets tagged and inventoried was approximately 10,000.

### **Grant County – New Mexico**

- Location: 1499 Hwy 180 East, Silver City, NM 88061
- Year(s): 2025, 2024
- Client Contact & Title: Andrea Montoya, Deputy County Manager
- Contact Phone Number: 575-574-0131, [amontoya@grantcountynm.gov](mailto:amontoya@grantcountynm.gov)
- Description of Project: Comprehensive physical inventory of capital, fixed, and controlled assets across 100 buildings/locations with ~437,000 SQFT Services included determining values on all assets, reconciliation of prior inventories and data maintained in accounting systems. Total assets tagged and inventoried was approximately 12,000.

### **City of Raton – New Mexico**

- Location: 334 North Second Street, Raton, NM 87740
- Year(s): 2025, 2024, 2023, 2022, 2021, 2020, 2019, 2018, 2017, 2016, 2015, 2014, 2013, 2012
- Client Contact & Title: Michael Antonucci, Treasurer
- Contact Phone Number: (575) 445-9551, [mantonucci@cityofraton.com](mailto:mantonucci@cityofraton.com)
- Description of Project: Comprehensive physical inventory of capital, fixed, and controlled assets across city locations. Services included determining values on all assets, reconciliation of prior inventories and data maintained in accounting systems.

**Williamson County - Texas**

- Location: 100 Wilco Way, Georgetown, TX 78626
- Year(s): 2025, 2024, 2023, 2022, 2021, 2020, 2019
- Client Contact & Title: Joy Simonton, Purchasing Director
- Contact Phone Number: 512-943-1555, [joy.simonton@wilco.org](mailto:joy.simonton@wilco.org)
- Description of Project: Comprehensive physical inventory of capital, fixed, and controlled assets across all locations covering an estimated 1,500,000 SQFT. Services included determining values on all assets, reconciliation of prior inventories and data maintained in accounting systems. Total assets tagged and inventoried was approximately 21,000.

**Gillespie County - Texas**

- Location – 101 W Main St, Fredericksburg, TX 78624
- Year(s): 2025, 2024, 2023, 2022, 2021, 2020, 2019, 2018, 2017
- Client Contact & Title: Marcie Schneider, County Auditor
- Contact Phone Number: 830-997-6777, [mschneider@gillespiecounty.org](mailto:mschneider@gillespiecounty.org)
- Description of Project: Comprehensive physical inventory of capital, fixed, and controlled assets across 15 buildings/locations. Services included determining values on all assets, reconciliation of prior inventories and data maintained in accounting systems. Total assets tagged and inventoried was approximately 8,000.

**West Fargo Public School District – North Dakota**

- Location – 207 W. Main, West Fargo, ND 58078
- Years(s): 2024, 2023, 2022, 2021, 2020, 2019, 2018, 2017, 2016, 2015, 2014, 2013, 2012, 2011, 2009
- Client Contact & Title: Stacie Kalvoda, Accountant
- Contact Phone Number: (701) 499-1013, [skalvoda@west-fargo.k12.nd.edu](mailto:skalvoda@west-fargo.k12.nd.edu)
- Description of Project – Comprehensive physical inventory of capital, fixed, and controlled assets across 20 campuses/locations. Services included determining values on all assets, reconciliation of prior inventories and data maintained in accounting systems. Total assets tagged and inventoried was approximately 32,800.

**Lake Worth Independent School District - Texas**

- Location: 2010 W Swain Road, Stockton, CA 95207
- Year(s): 2025, 2024, 2023, 2022, 2020, 2019, 2018, 2017, 2016, 2015, 2014, 2013,
- Client Contact & Title: Michelle Gregory, Business Manager
- Contact Phone Number: 817-306-4223, [mgregory@lwisd.org](mailto:mgregory@lwisd.org)
- Description of Project: Comprehensive physical inventory of capital, fixed, and controlled assets across 7 campuses/locations. Services included determining values on all assets, reconciliation of prior inventories and data maintained in accounting systems. Total assets tagged and inventoried was approximately 10,100.

**Grants-Cibola County School District**

- Location: 401 N Second St., Grants, NM 87020
- Years(s): 2024, 2022, 2010
- Client Contact & Title: Steve Maldonado, Chief Business Officer
- Contact Phone Number: 505-285-2611, [clyde.maldonado@gccs.k12.nm.us](mailto:clyde.maldonado@gccs.k12.nm.us)
- Description of Project: Comprehensive physical inventory of capital, fixed, and controlled assets in 11 campuses/locations. Services included determining values on all assets, reconciliation of prior inventories and data maintained in accounting systems. Total assets tagged and inventoried was approximately 14,300

**Aztec Municipal Schools – New Mexico**

- Location – 1118 W. Aztec Blvd, Aztec, NM 87410
- Year(s): 2024
- Client Contact & Title: Evelyn Garcia, Director of Finance
- Contact Phone Number: 505-334-9474, [egarcia@aztecschools.com](mailto:egarcia@aztecschools.com)
- Description of Project: Comprehensive physical inventory of capital, fixed, and controlled assets at 7 campuses and 186 classrooms. Services included determining values on all assets, reconciliation of prior inventories and data maintained in accounting systems. Total assets tagged and inventoried was approximately 5,000.

**Williamson County - Texas**

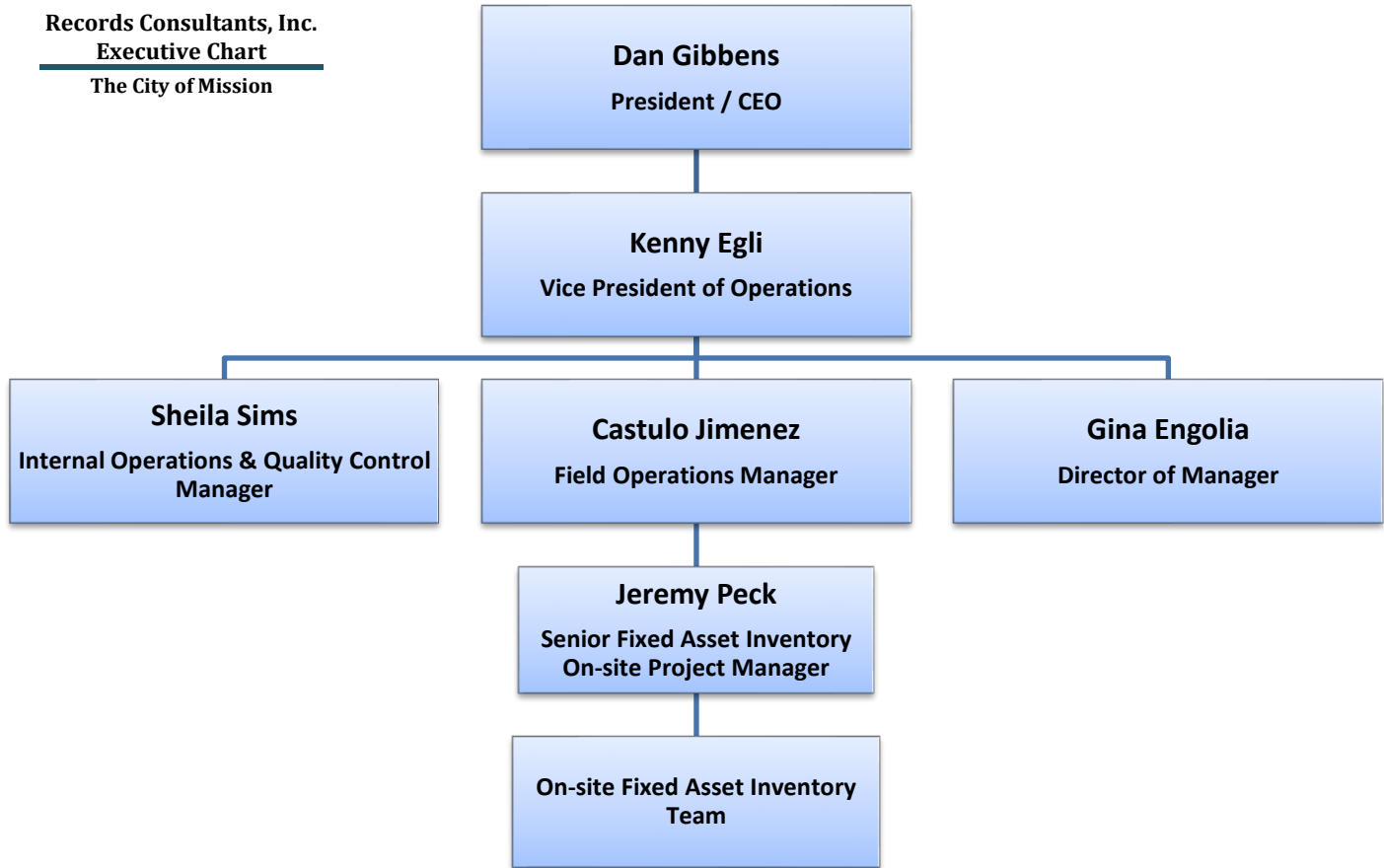
- Location: 100 Wilco Way, Georgetown, TX 78626
- Year(s): 2025, 2024, 2023, 2022, 2021, 2020, 2019
- Client Contact & Title: Joy Simonton, Purchasing Director
- Contact Phone Number: 512-943-1555, [joy.simonton@wilco.org](mailto:joy.simonton@wilco.org)
- Description of Project: Comprehensive physical inventory of capital, fixed, and controlled assets across all locations covering an estimated 1,500,000 SQFT. Services included determining values on all assets, reconciliation of prior inventories and data maintained in accounting systems. Total assets tagged and inventoried was approximately 21,000.

**Sonoma Valley USD - California**

- Location: 17850 Railroad Ave., Sonoma, CA 94576
- Year(s): 2019, 2012, 2007
- Client Contact & Title: Joshua Braff, Chief Business Officer
- Contact Phone Number: 707-935-4229, [jbraff@sonomaschools.org](mailto:jbraff@sonomaschools.org)
- Description of Project: Comprehensive physical inventory of capital, fixed, and controlled assets in 9 campuses and location. Services included determining values on all assets, reconciliation of prior inventories and data maintained in accounting systems. Total assets tagged and inventoried was approximately 8,500. Included historical cost research of real property.

**PROJECT TEAM MEMBERS AND RESUMES**

RCI’s veteran project team is carefully selected based on their commitment to quality service, knowledge, and extensive experience in inventorying a vast range of properties. **The team will consist of full-time members located in San Antonio, Texas.** Key professionals assigned to this project will include our Vice President of Operations, the Field Operations Manager, the Director of Technology, the On-site Senior Project Managers, the Quality Control Manager, and the On-site Inventory Team.



\*Team Members are subject to change due to scheduling conflicts.

RCI ensures that all RCI employees for this project:

- Have passed initial and random drug screening tests
- Have passed criminal background checks and national sex offender registry searches that can be provided upon request. RCI uses a rap-back program for ongoing status updates.
- Have been trained in all applicable confidentiality compliance issues
- Will be uniformed and wear visible ID-badges while on-site

**Kenny Egli, Vice President of Operations & Project Director** [kegli@rcitech.com](mailto:kegli@rcitech.com)

**Relevant Experience:** Mr. Egli has been with RCI for *thirteen years* and has been involved in the overall planning, coordination, and management of asset inventory projects for RCI's Internal Operations division, Field Operations division, and Document Destruction Services division. He has participated in leading complex strategic initiatives that have enabled him to acquire an intimate knowledge of both business operations and the core techniques. Under his leadership RCI has provided inventory services from small scale to large complex projects.

**Project Role:**

- Executive sponsorship and overall leadership for all operational aspects of the inventory project
- Final accountability of proposed services
- Contractual related matters

**Gina Engolia, Manager of Technology** [gengolia@rcitech.com](mailto:gengolia@rcitech.com)

**Relevant Experience:** Ms. Engolia is Manager of Technology and will be providing technical oversight, as well as technical support and client training for this project. Gina has been with RCI for over *seven years* and provides technological support and training concerning our FAMP 11.1 software system and any hand-held scanners for all RCI fixed asset management clients. In addition,

**Project Role:**

- Provide technical support for RCI's Desktop FAMP 11.1 software
- Assist in reconciliation of the physical inventory
- Provide technical support migrating data from the RCI FAMP 11.1 software to the CHUSD finance application

**Castulo Jimenez, Field Operations Manager** [cjimenez@rcitech.com](mailto:cjimenez@rcitech.com)

**Relevant Experience:** Mr. Jimenez is in charge of all RCI on-site Inventory Teams and will provide team oversight and management for this project. Castulo is an RCI-veteran with vast experience and first-hand knowledge in conducting on-site inventory projects. He has led many fixed asset inventory teams as his tenure at RCI has included the planning, management, and execution of over 500 projects throughout the United States. Castulo has over *eleven years* of experience conducting on-site fixed asset inventory projects and property appraisals for educational institutions and local government entities throughout the United States.

**Project Role:**

- Provide team management and oversight during the on-site physical inventory
- Assist in coordination, scheduling, and overall project management
- Provide field and client support to ensure project is completed within agreed specifications

**Jeremy Peck, Senior On-Site Project Manager & Team Leader [jpeck@rcitech.com](mailto:jpeck@rcitech.com)**

**Relevant Experience:** Mr. Peck will serve as the On-Site Senior Project Manager for this project. Jeremy has been with RCI for over *eleven years* and has led similar projects, including those for Montgomery Public Schools. (AL), Garland ISD (TX), Boerne ISD (TX), Wahluke SD (WA) and many others. Jeremy also led projects for Williams Co. (TX) and South Texas College.

**Project Role:**

- Provide project management during the on-site, physical inventory of all assets included in the scope of the project and ensure all timelines are met
- Coordinate all on-site activity with TASI personnel during the on-site inventory
- Ensure all assets are identified, tagged, and all available asset related data is captured
- Communication with TASI daily throughout the on-site work stages

**Sheila Sims, Internal Operations & Quality Control Manager [ssims@rcitech.com](mailto:ssims@rcitech.com)**

**Relevant Experience:** Ms. Sims oversees our Internal Operations team and will oversee Quality Control of the final asset data and valuations delivered to TASI as well as the FAMP 11.1 software system/database and Excel spreadsheets that will be delivered to TASI based on the on-site work performed. She and her staff will also provide on-going client support regarding data collected from the fixed asset inventory project. Sheila has been with RCI for *eighteen years* and has provided overall quality control and client support for over 1,200 RCI clients nationwide.

**Project Role:**

- Oversee the production of the asset database to include all data captured during the on-site inventory phase of the project
- Oversee the reconciliation of the physical inventory with data provided by TASI
- Oversee acquisition cost research and exchange of asset data between TASI and RCI
- Produce and provide final deliverables of the project

## ***APPROACH AND METHODOLOGY***

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RCI conducts hundreds of inventory projects each year. Our experience and expertise at asset inventory and management allows RCI to bring **Best Practices** to our clients, enabling them to effectively manage and report on their assets and comply with GASB 34/35 and other state/federal requirements. Our clients often turn to us annually to conduct their physical inventories and reporting because our services are Reliable, Fast and Affordable.

RCI services are focused to help Local Government Entities across the U.S, we are experienced in serving counties of all sizes, including numerous clients and projects equal in scope. RCI understands the challenges and circumstances counties face managing and tracking their assets, and our services and project plans are tailored specifically to provide effective and efficient outcomes for our clients.

## ***PROJECT OVERVIEW***

Based on information provided by THE CITY, RCI assumes this fixed/capital asset inventory project will cover an estimated 562,241 SQFT with approximately 9,000 assets across all facilities and buildings of THE CITY. RCI will provide all labor and equipment to conduct a comprehensive and accurate on-site physical inventory and reconciliation of all THE CITY fixed assets.

During the RCI on-site physical inventory project, fixed/capital assets valued at \$250 or greater will be identified, tagged (if necessary), scanned and all relevant details will be gathered and reported. RCI will ensure all qualifying assets have barcode tags and any new tags required will be supplied by RCI or the city if requested. Capital assets, assets valued at \$5,000 or greater and with a useful life of one or more years, will be valued and depreciated for GASB 34 purposes.

RCI will perform the on-site physical inventory using our robust, feature rich FAMP 11.1 software system. This system is specifically designed to facilitate the inventory process, as well as to provide an ongoing tool for tracking assets, and generating reports for asset valuations, dispositions, and depreciation. FAMP 11.1 operates in both a desktop version and a mobile version using Motorola series handheld scanners. The FAMP 11.1 software will be provided at no additional cost.

On-site work will take place on mutually agreed dates and times and the project will not interfere with student instruction. RCI commonly performs projects that occur during regular class hours, and project schedules are built to enter the classroom after students have been released or while the classroom is not otherwise in use. RCI is prepared to work between 7:00AM and 7:00PM and on Saturday, if possible.

Coordination of scheduling and project details will begin immediately after award of the contract. RCI requests a minimum of 30 days after coordination to begin on-site project work. RCI is prepared to begin on-site project work within 60 days of the contract award. A detailed description of the timeline and project stages is included later in this proposal.

RCI will conduct an on-site pre-planning meeting with THE CITY representatives prior to commencing on-site project work. The meeting will serve to review the overall scope of the project, including all locations to be inventoried, physical inventory procedures, acquisition cost procedures, database information to be recorded, report formats, and project schedules.

This proposal is built based on our knowledge and experience with similar inventories that included the same class of assets as put forth in this request. The following proposal assumes the work effort and hours to conduct the on-site physical inventory, acquisition cost research, reconciliation, and reporting.

As a valuable part of this project, RCI will provide and implement a robust asset management system via our Fixed Asset Management Program (FAMP 11.1) **at no extra cost**. This program was specifically developed to help our local government clients track and report their assets for compliance with GASB 34/35 purposes. The data and reports are customizable and can be output to **CSV or Excel** format to allow for easy export/import to most finance and ERP applications.

Note: Infrastructure Assets, Land, Land Improvements, and Buildings - will not be surveyed or inspected as part of this inventory project and the corresponding data will not be included in final asset reports provided by RCI. Services for inventory of Land, Improvements, Buildings and Infrastructure assets and historical cost research can be arranged with RCI, but additional fees will apply.

***SCOPE OF WORK – PHYSICAL ASSET INVENTORY***

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RCI will conduct a comprehensive and accurate on-site physical inventory of all of THE CITY fixed/capital assets with an original purchase value of \$250 or greater at all of THE CITY locations. RCI will identify, tag (where possible) and scan all qualifying items to include sensitive “walkable” assets regardless of price such as computers, notebooks, printers, projectors A/V equipment, cameras, radios, and other specified items during the inventory.

RCI will scan and record existing tag information and apply new tags for qualifying items that do not have a tag. Prior to on-site inventory RCI will gather existing asset data from THE CITY (if available) for reconciliation purposes.

***ROOM/LOCATION TAGGING***

RCI will do a complete room-by-room fixed asset inventory of all campus locations. RCI will place a barcode tag at the door for each room inventoried in this project. The tag will be placed in an inconspicuous location, usually inside the door frame. The location information will be recorded, and assets within the room will be assigned to that room and location. RCI will provide room tags for room tagging.

***ASSET TAGGING/SCANNING***

RCI will consult with THE CITY personnel in the planning stage for specifics about placement and details for items requiring a new tag. RCI recommends tag placement in standardized locations that allow for ease of future rescans but not interfere with proper operation of equipment. It must be noted that tag placement is not always possible for every item (i.e. blade servers, ceiling mounted projectors, weapons, band instruments, etc.). Additionally, RCI only tags items below 12 feet in height and not above ceiling tiles.

RCI will not inventory items that are currently boxed or packaged. RCI will provide services to inventory vehicles using a listing provided by THE CITY. All qualifying non-vehicle equipment will be tagged and scanned. RCI will work with THE CITY contact regarding other unique items such as band instruments.

RCI will verify, capture, and report the following:

- a. Asset Tag Number
- b. Description of Equipment
- c. Manufacturer\*
- d. Model\*
- e. Serial Number\*
- f. Property/Location
- g. Building
- h. Floor
- i. Room
- j. Acquisition Cost (Actual, Estimated or Replacement)
- k. Acquisition Date
- l. Date Verified
- m. Useful Life
- n. Old Tag Number (if applicable)

\* To be recorded when available on the individual asset

The recommended barcode tags are white polyvinyl material with a permanent acrylic based adhesive (optionally, colored tags can be used for Federally Funded assets, etc. – additional fees may apply). The bar code symbology will be Code 39 / Code 128. The tags will be 2" x 0.75" and will be imprinted to include:

- Property of The City of Mission (or as selected by THE CITY)
- Asset number in bar code form
- Asset number in alphanumeric form (human readable)

### **RECONCILIATION**

Upon completion of the physical inventory, RCI will perform a reconciliation of inventory data compared with THE CITY's existing asset data (if provided). This will result in a detailed database of all of THE CITY assets. RCI will provide reports for:

- Matches Found - Assets have identical tag numbers and serial numbers in original data
- Additions – Asset found, but does not exist in provided data/spreadsheets
- Deletions – Asset exists (on data/spreadsheet), but does not physically exist (requires additional follow-up with site representative)

RCI will provide a report to THE CITY that details the process used in the asset inventory, any unusual findings, clarifications, or any other reasonably relevant information THE CITY may need to update its asset inventory.

**ACQUISITION COST RESEARCH**

During the reconciliation process RCI will reconcile asset values with any acquisition cost and dates provided by THE CITY. When actual purchase or cost data is not available by THE CITY, RCI will assign asset values that will represent estimated replacement cost and useful life of the asset.

To fully comply with reporting and depreciation guidelines, our mutual goal is to report the actual acquisition costs of your fixed assets. When actual acquisition cost cannot be obtained, "replacement cost" will be used for all items for which an acquisition date can be established. Replacement cost is the current average cost for the type of asset. When an acquisition date is not available, RCI will work with client staff members to determine the estimated acquisition date. Single-line items representing significant outlays (software, etc.) can be reported as line item entries based on information provided by THE CITY. RCI valuation methodologies will be in compliance with recognized accounting standards of GASB Statements 34/35.

The FAMP 11.1 software depreciates asset values using the straight-line method to ensure that you comply with GASB 34 guidelines. Our software will depreciate each item for the number of years of useful life based on the purchase date, salvage value (if any), and original cost. The software can filter for any desired capitalization level (e.g. \$1,500.00, \$5,000.00). In addition, the system can filter by category to allow depreciation of specific items, such as, depreciating all maintenance equipment with a value of \$2,500.00 or more.

**DELIVERABLES**

RCI will provide all asset data in our FAMP 11.1 software. The delivered product includes a removable USB-drive containing the populated asset database, accompanied by system loading and operating instructions. The final report will include an original cost, depreciation summary and details report (as required by GASB 34). RCI will provide actual cost, where available, or replacement cost for all assets. In addition, RCI will provide all asset data in flat file (Excel or CSV) for import into any existing accounting system. This provides the ability to update/replace the information such as serial number, location, model, etc., into THE CITY's current asset system.

**ASSET MANAGEMENT SYSTEM AND REPORTING**

RCI will perform the on-site physical inventory using our robust, feature rich FAMP 11.1 software system. This system is specifically designed to facilitate the inventory process, as well as to provide reporting for asset valuations, dispositions, and depreciation. FAMP 11.1 operates in both a desktop version and a mobile version using Motorola series handheld scanners.

FAMP 11.1 was developed by RCI specifically for local government institutions. The software is a Windows-based network program that uses relational databases for optimal performance. RCI will populate the Fixed Asset Management database for THE CITY using information collected during the on-site portion of the project. The FAMP software includes numerous query and report formats. FAMP 11.1 provides the ability to export and import data via a variety of Windows-based formats (Excel, Text, CSV, etc.).

RCI FAMP 11.1 is an Open Database Compliant (ODBC) data structure. The program is fully networkable and will run on a Windows based server. The program can be password protected from unauthorized users and setup to allow multiple permission levels (user from campus A can access data for campus A, but not campus B). FAMP 11.1 uses Microsoft SQLite to support multiple users without cost to purchase additional SQL licenses. FAMP 11.1 does not require system licensing and allows full access to the system for an unlimited number of users. Version updates, if/when available, will be available for purchase, or included for free with next THE CITY physical inventory after a new version release. The minimum system requirements for FAMP 11.1 are a Pentium-level processor with 500 MHz speed; USB drive; 1 gigabyte RAM (for Windows 10 or later); and 500 megabyte or larger hard drive.

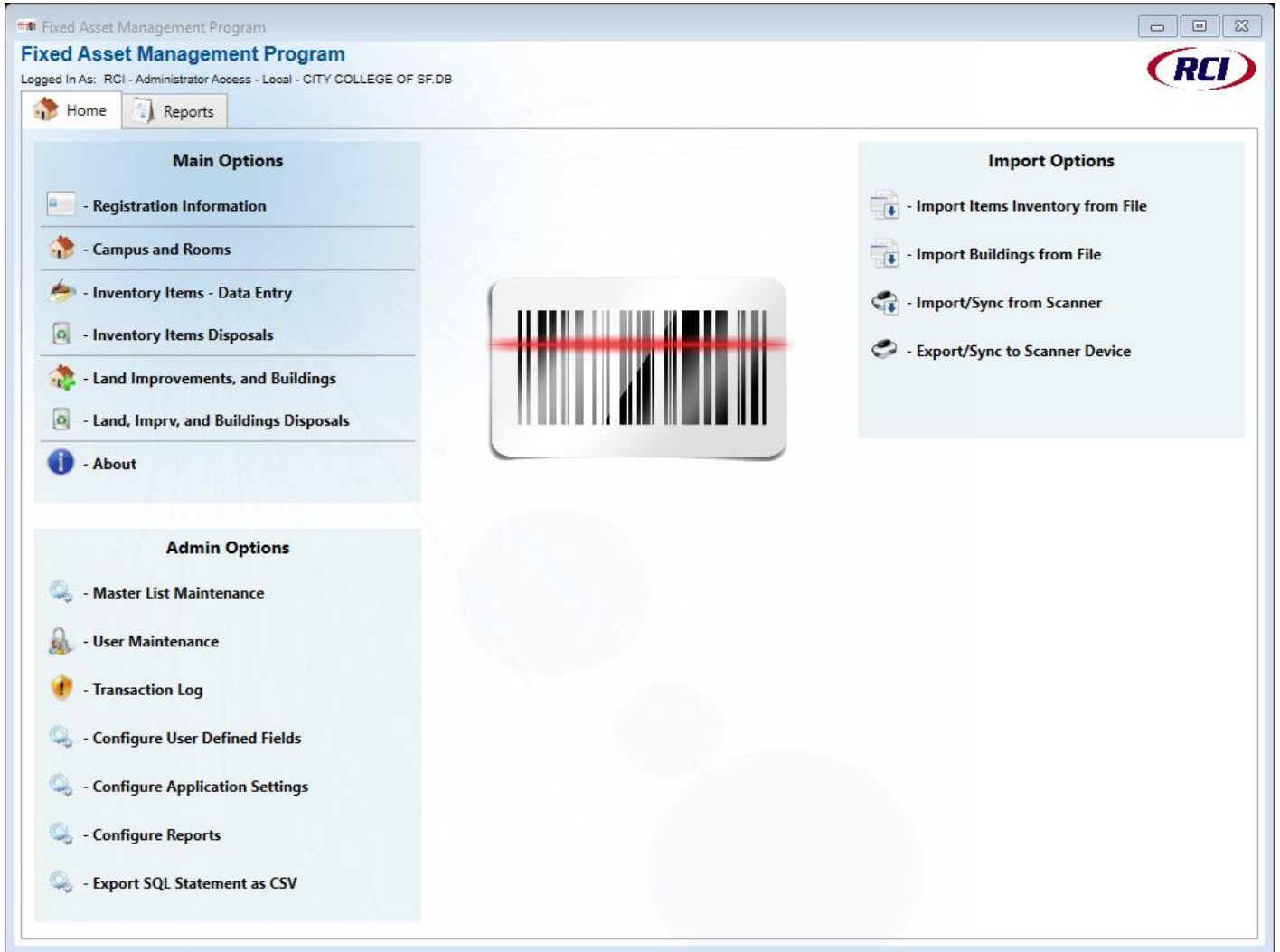
RCI provides the software system so that THE CITY can add, delete, and manipulate asset data allowing tracking and reporting of assets as necessary. Therefore, **THE RCI FIXED ASSET MANAGEMENT PROGRAM SOFTWARE SYSTEM IS PROVIDED AS AN INTEGRAL PART OF THE OVERALL PROJECT AT NO ADDITIONAL CHARGE TO THE CITY.**

The available data input fields for RCI's FAMP 11.1 Software System are:

<i>Campus Number</i>	<i>Depreciation Method</i>	<i>Check Number</i>	<i>Remarks</i>
<i>Building Number</i>	<i>Condition Code</i>	<i>Vendor</i>	<i>Date Data Modified</i>
<i>Room Number</i>	<i>Cost</i>	<i>Program Codes</i>	<i>Cost-Code-ID</i>
<i>Item Description</i>	<i>Item Account Class</i>	<i>Funding Code</i>	<i>(Actual/Estimated)</i>
<i>Federally Funded</i>	<i>Quantity</i>	<i>Disposition Method</i>	<i>Salvage Value</i>
<i>Serial Number</i>	<i>Manufacturer</i>	<i>Disposition Date</i>	<i>Purchase Date</i>
<i>Old ID Number</i>	<i>Model</i>	<i>Useful/estimated life</i>	<b>10 User-Defined fields</b>
<i>Bar Code Number</i>	<i>Invoice Number</i>	<i>P.O. Number</i>	

The RCI FAMP 11.1 software system is also capable of depreciating asset values using the straight-line accounting method with a first month convention to ensure that you comply with GASB 34/35 guidelines. Our software will depreciate each item for the number of years of useful life based on the purchase date, salvage value (if any), and original cost. The software can filter for any desired capitalization level or Funding Source – for **EDGAR tracking and reporting**. In addition, the system can filter by category to allow depreciation of specific items, such as depreciating all maintenance equipment with a given value – for example, \$2,500.00 or more.

The RCI FAMP 11.1 software system comes with many pre-designed reports, as well as customizable reports.



Standard Mode

Edit Inventory Item
✕

<b>Campus No:</b>	<input type="text"/>	<b>Room No:</b>	<input type="text"/>
<b>Barcoded:</b>	<input type="checkbox"/>	<b>Barcode No:</b>	<input type="text"/>
<b>Item Desc:</b>	<input type="text"/>	<b>Old ID:</b>	<input type="text"/>
<b>Manufacturer:</b>	<input type="text"/>	<b>Item Class:</b>	<input type="text"/>
<b>Cost Type:</b>	Replacement	<b>Unit Cost:</b>	<input type="text"/>
<b>Invoice:</b>	<input type="text"/>	<b>Repl. Cost:</b>	<input type="text"/>
<b>Disposition:</b>	<input type="text"/>	<b>Check No:</b>	<input type="text"/>
<b>Scanned:</b>	<input type="checkbox"/>	<b>Disp Date:</b>	<input type="text"/>
<b>Purchase Date:</b>	<input type="text"/>	<b>Cond. Code:</b>	<input type="text"/>
	<b>Life Expected:</b>	<input type="text"/>	<b>Vendor:</b>
		<b>Funding Code:</b>	<input type="text"/>
			<b>Federally Funded:</b> <input type="checkbox"/>

Fund	Function	Object	Sub-Object	Organization	Program Intent
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Undefined	Undefined	Undefined	Undefined	Undefined	Undefined
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Undefined	Undefined	Undefined	Undefined	Undefined	Undefined
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Remarks:**

Close
Apply Changes

In-Line Mode

Fixed Asset Management Program
— □ ✕

**Fixed Asset Management Program**

Logged In As: RCI - Administrator Access - Local - C:\RCI\CITY COLLEGE OF SF.DB

Home Reports **Item Inventory**

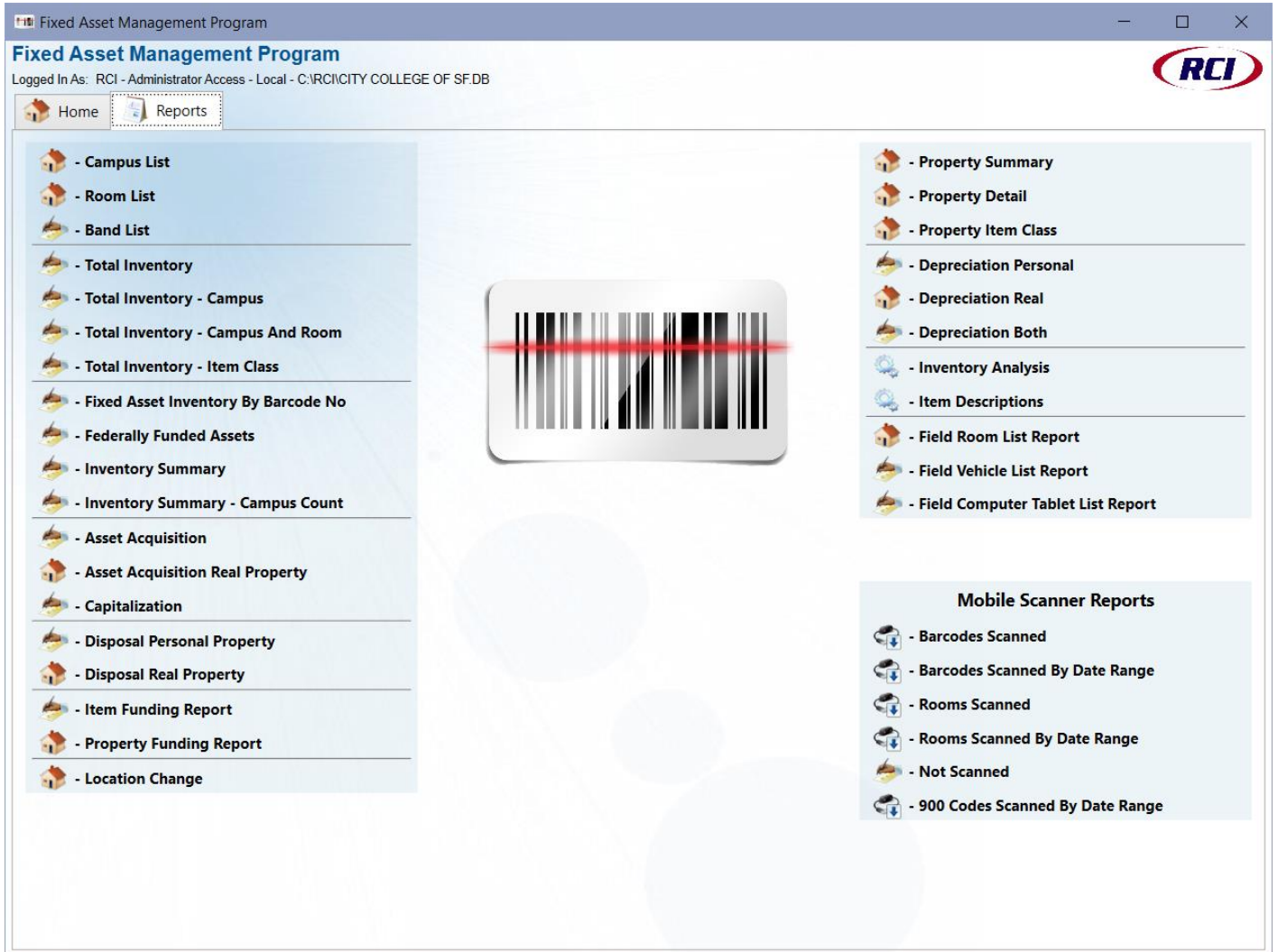
Item Inventory
Edit Mode: In-Line
Columns
Search/Filter
Show All
Sort
Move
Desc Chng
Save
Save As
Export
Close

In-line edit, either highlight cell and hit 'F2' or double click in cell to edit contents, hit 'F4' to show options where appropriate

Campus No	Barcode No	Room No	Quantity	Item Desc	Serial No.	Item Description
DTN - DOWNTOWN	4929	RM 1239 - 32	1	CPU011	J4SVM22	COMPUTER, W/ MONITOR
DTN - DOWNTOWN	4935	RM 1240 - 32	1	CPU011	30SBS22	COMPUTER, W/ MONITOR
DTN - DOWNTOWN	4937	RM 1242 - 21	1	CPU011	30YBS22	COMPUTER, W/ MONITOR
DTN - DOWNTOWN	4950	RM 1242 - 21	1	CPU011	30RHS22	COMPUTER, W/ MONITOR
DTN - DOWNTOWN	4955	RM 1242 - 21	1	CPU011	7GQ9S22	COMPUTER, W/ MONITOR
DTN - DOWNTOWN	2745	RM 536 - B4C	1	CPU011	J4WJM22	COMPUTER, W/ MONITOR
DTN - DOWNTOWN	2754	RM 549 - B2E	1	CPU011	30TLS22	COMPUTER, W/ MONITOR

Item Count: 7 Total Cost: \$5,950.00

The RCI FAMP 11.1 software system comes with many pre-designed reports, as well as customizable reports.



**TIMELINE AND DETAILED DESCRIPTION OF PROJECT STAGES**

We anticipate this Asset Inventory effort will require one (1) on-site visit with the actual physical inventory requiring a team of four (4) experienced inventory specialists on-site at THE CITY facilities for approximately two (2) weeks.

The milestones and durations are as follows:

Expected Award of Contract:	TBD
Pre-Planning & Coordination:	From award through on-site project start (limited interaction required by THE CITY)
Pre-Planning Meeting:	2-4 weeks prior to on-site inventory
On-site Physical Inventory:	2 weeks – Mutually agreed dates must be set at least 30 days prior to start of on-site work.
Reconciliation and Cost Research:	1-2 weeks
Delivery of Data, Reports and Software:	1-5 days

The milestones above are intended to illustrate the effort and approximate duration required to complete and provide final deliverables to THE CITY. Coordination of actual project dates will commence upon award of contract. Upon award, RCI will begin the actual project scheduling. RCI will hold the kickoff meeting within thirty (30) days of the contract award. RCI requires thirty (30) days from the mutual agreement to start on-site inventory work. Upon completion of the physical on-site work, RCI will begin data processing, acquisition cost research, and quality control and will deliver final asset data/reports and FAMP 11.1 software within thirty (30) days of completion of on-site physical inventory.

**DETAILED DESCRIPTION OF PROJECT STAGES**

**Pre-Inventory Planning Stage:** During this stage of this project, RCI will work with THE CITY staff to plan and prepare for the upcoming on-site physical inventory. Activities include:

**Initial Project Coordination** – With THE CITY staff, we will review project scope and deliverables, an initial draft of guidelines for inventorying of assets, and an initial draft of the project schedule. RCI will gather location maps, facility schedules and existing asset data.

**Pre-Planning Meeting** – RCI will conduct an online preplanning meeting with THE CITY prior to the on-site work. During the meeting, RCI will be introduced to key THE CITY staff, and together we will review project scope and deliverables, and gather any remaining information necessary to complete the initial draft of the project schedule.

**Development of Physical Inventory Schedule** – RCI will complete the development of the initial schedule for the physical inventory and document any additional, specific guidelines inventorying assets.

**Physical Inventory:** Consistent and frequent communication is the key to success during this stage. The following schedule will be followed for the on-site inventory:

**In-Brief** – The RCI On-Site Senior Project Manager will review the schedule for the on-site inventory with THE CITY staff. At the meeting, we will address any questions that may have arisen since the pre-planning activities stage and make any necessary adjustments as needed.

**Physical Inventory** – The RCI Team will then conduct the on-site asset inventory on a wall-to-wall basis of each room in each facility in accordance with the scope and schedule. The RCI Team will arrive at each location, coordinate with THE CITY staff, and complete the inventory in accordance with the procedures outlined below:

**Fixed Asset Tagging** – If a qualifying asset does not contain a tag, or the tag is damaged or otherwise not readable, RCI will affix a new tag to the item. Any existing tags encountered will be captured as part of the data related to the asset. The RCI Team will record all available information - the description of the asset, asset tag identification number, manufacturer, model number, serial number, and location (room/ building/campus).

- **Room Codes and Other Physical Areas** – In addition to tagging and scanning assets, RCI will assign a unique room code to every room and physical area by placing a barcode on the inside door-jam leading into the room/location. This location code will be captured for each asset inventoried. This unique room number will ensure clarity of identification during future inventories by THE CITY staff personnel or by RCI.
- **Collection of Utilization Data** – Optionally, in conjunction with the physical inventory, RCI can collect information regarding the utilization of each asset to be added to the database. This information can be used, for example, to produce specific reports by funding source. This would be an additional service not currently included in the scope of this project, or the price proposed.

- **Daily Communications** – The RCI On-site Senior Project Manager will prepare a report detailing the activity performed the previous day and the schedule for the current day. This report will be provided to THE CITY staff each morning.
- **Out-Brief** – At the end of the physical inventory, the RCI On-site Senior Project Manager will review the accomplishments for the period with THE CITY staff. At the meeting, we will verify that all buildings/locations have been accounted for and address any concerns that the staff may have prior to our departure.

**Data Processing & Quality Control** – This stage includes the following activities:

- **Data Processing and Reconciliation** – All the data collected by the RCI On-site Teams will be brought back to our corporate office for data entry, quality review, and formatting. The data pertaining to the assets will be finalized in our FAMP 11.1 software system and a database will be populated based on the reconciliation of on-site fieldwork and all data supplied by THE CITY. RCI will then extract the raw data to Microsoft Excel and share that data with THE CITY staff for review. We will also prepare preliminary reports detailing assets found, missing assets, and assets by department, by type and by location.
- **Review, Adjustments and Re-Inventory Efforts (if necessary)** – Following review by THE CITY staff, RCI will complete any required adjustments and detail required re-inventory efforts if applicable.
- **Development of Acquisition and Cost Data** – As part of the project, RCI will gather and include in the asset database information related to the date of acquisition, original cost, funding source(s), etc. for each asset. This data is usually maintained in the client accounting and/or purchasing system. If desired, RCI can merge this data with the inventory data. Our process for this is:
  - **Actual Acquisition Costs** are the first choice to establish depreciation of assets, which include machinery and equipment, buildings, building improvements, land, and land improvements. To establish depreciation, the historical costs, dates of acquisition, useful lives, and salvage values (if any) are required. All readily available information will need to be supplied to RCI in a database in a Windows-importable format (ASCII, QDB, Excel, etc.). The data should be provided “comma delineated” and titled. Multiple data types cannot be contained within the same data field.
  - **Estimated Actual Costs** will be assigned to all items for which an acquisition date can be established, or for which actual historical costs are not found. When specific acquisition dates cannot be established, RCI will require that THE CITY staff assist in determining an estimated purchase date.

- **Estimated Acquisition Costs** are developed when we are unable to identify actual costs. We estimate original cost utilizing a normal valuation approach which entails estimating a replacement value and assigning to that value the reverse inflation indices based on the asset's classification and date of acquisition.

**Re-Inventory of Facilities/Assets:** If necessary, the RCI On-site Senior Project Manager and the senior members of the inventory team will return to inventory any facilities or assets not available during the scheduled inventory time. While it is possible that this effort may not be required, it is RCI's experience that on projects of this size, it is advised to plan for just such an effort.

**Final Database/Reports Preparation** – In this stage, the RCI Quality Control Manager and Team will review all reports associated with the data collected during the on-site field work, the reconciliation, and any modifications generated from the preliminary reports that were initially provided to THE CITY. This includes verifying calculations related to our research findings based on the data supplied by THE CITY, examining the reports for any ostensible misprints, “spot-check” client supplied data, and confirm the software system is producing reports properly and accurately.

**Delivery of Fixed Asset Inventory, RCI FAMP 11.1 Software System and Asset Database** – In this final stage of the project, RCI will provide THE CITY with the following:

- **Delivery of RCI Fixed Asset Management Program (FAMP) 11.1** – RCI provides our proprietary FAMP 11.1 software system, *at no additional charge*, as part of the on-site physical inventory project. Our software program will allow you to track changes to your inventory, as needed. Your staff will be able to accomplish periodic inventories on individual locations, departments, or even by room. The data collected is uploaded directly into FAMP 11.1, enabling the system to produce a variety of reports.
- **Delivery of Fixed Asset Inventory in Microsoft Excel and Reports** – Data can be provided in Microsoft Excel, accompanied by hardcopy inventory reports if required, for assets by department and location. RCI will also provide technical support for creating extract files suitable for interfacing with THE CITY accounting systems.

## **COLLABORATION**

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RCI has in-depth experience in having performed hundreds of on-site asset inventory projects each year. We have encountered several obstacles that have the likelihood of impeding the inventory process. In an effort to reduce these potential problems, RCI has listed several action items that can help to alleviate any issues that may arise during the project.

RCI will require *limited* support by THE CITY staff to ensure the inventory project is accomplished:

- ✓ **Assist** by having one escort from THE CITY staff available during the actual physical inventory at each location.
- ✓ **Provide** appropriate support staff to access locked areas and equipment during the actual physical inventory.
- ✓ **Notify** all appropriate THE CITY staff of the physical inventory project so that they are not surprised by the arrival of the RCI Team and are aware that we will need to have access to all areas and assets.
- ✓ **Supply** fire escape plans (or other similar floor plans) and unusual asset lists to be included in the inventory at least two weeks prior to the beginning of the on-site portion of the project.
- ✓ **Participate** fully in all on-site planning and project coordination meetings.

During this engagement, RCI will:

- ✓ **Communicate** with THE CITY staff on inventory process, progress, procedure, and schedule as outlined in the RFP.
- ✓ **Ensure** all of RCI's employees:
  - Have passed initial and random drug screening tests
  - Have passed criminal background checks and national sex offender registry searches that can be provided to THE CITY. RCI uses a rap-back program for ongoing status updates.
  - Have been trained in all applicable confidentiality compliance issues
  - Will be uniformed and wear visible ID-badges while on-site
- ✓ **Provide** RCI-owned equipment (i.e. laptops, scanners, etc.) to use during the inventory process and to have the appropriate controls in place to ensure there is no transfer of computer viruses from our equipment to THE CITY owned computer equipment.
- ✓ **Uphold** exceptional care and attention to be non-disruptive and to not interfere with student testing or other student activities. RCI recognizes that Personal Items of students, staff and faculty are not included in the physical inventory. RCI will leave the areas as they found them. RCI will not unplug any equipment and will be responsible for repair or replacement of property damaged by RCI during the inventory process.

In addition, RCI is fully committed to Equal Employment Opportunity Commission (EEOC) policies and does not discriminate in practices or employment opportunities on the basis of an individual's race, color, national or ethnic origin, religion, age, sex, gender, sexual orientation, marital status, veteran status, disability, or any other proscribed category set forth in federal or state regulations.

**National Cooperative Purchasing Agreements**

Records Consultants, Inc. (RCI) is pleased to be an approved vendor of two nationwide purchasing cooperatives - **BuyBoard Cooperative Purchasing (BuyBoard)** and **The Interlocal Purchasing System (TIPS)**. RCI offers our services to BuyBoard and TIPS members at negotiated discount rates. RCI’s records management services and physical fixed asset inventory services are offered under **BuyBoard contract 716-23 and TIPS contract 240903**. Both purchasing cooperatives are free to join and have an easy application process.

RCI fixed asset inventory and reconciliation services are offered at an hourly rate through BuyBoard’s and TIPS’ negotiated discount. The RCI approved/discounted rate for BuyBoard or TIPS members is \$170 per hour

RCI is offering The City of Mission a fixed fee bid as described below for this project at a rate even below the negotiated BuyBoard rate. The extended discounts offered to The City of Mission are based on the size of the project and the associated economies of scale. The City of Mission is able to receive the offered rate provided in this proposal while still using the BuyBoard contract to demonstrate purchasing discounts.

The following table reflects the approximated rate and discounts offered to The City of Mission based on the estimated labor hours associated with this project. The following pricing includes all labor, equipment and travel for the complete asset inventory and reconciliation project.

**City-wide Physical Fixed Asset Inventory and Reconciliation Project**

Included Services	Estimated Project Hours	Standard RCI Pricing	RCI BuyBoard Pricing	THE CITY Pricing
Physical Inventory Project	328	\$ 62,320	\$ 55,760	<b>\$ 47,500</b>
FAMP 11.1 Software*				<b>No Fees</b>
<b>Total Fees</b>				<b>\$ 47,500</b>

**PROJECT FEES**

RCI will perform the City-wide Fixed Asset Inventory and Reconciliation as described in the Scope of Work at all The City of Mission locations for a fee of **\$ 47,500.00** to include all labor, equipment, and travel. Significant deviations in the number of locations and facilities inventoried in this project may incur additional fees and will be negotiated with The City of Mission in advance of services provided. RCI will require payments of **\$ 33,250.00** payable at the end of the on-site phase of this project and the remainder due upon delivery of the FAMP software (including all inventory data). Terms, net 10 days, past due invoice beyond 45 days will incur a 10% penalty.

Items included are:	Fees
City-wide Fixed Asset Inventory & Reconciliation of fixed assets valued at \$250 and greater	<b>\$47,500.00</b>
Fixed Asset Management Program (FAMP 11.1 Software)	No Fee Applied

**Optional Items and Fees:**

On-site training @ a rate of \$2,000.00 for the first full day and \$450.00 for each additional day desired on the same trip

Annual Customer Technical Support at \$1,000.00 per year

Check optional services if desired.

**Payment Schedule:**

Due upon completion of on-site inventory phase	\$33,250.00
Balance due upon completion of project*	\$14,250.00

\*not to extend past 14 days of on-site completion

Name \_\_\_\_\_ Title \_\_\_\_\_


Signature \_\_\_\_\_ Date \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email \_\_\_\_\_ Purchase Order # \_\_\_\_\_

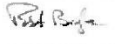
**LIABILITY INSURANCE COVERAGE CERTIFICATE**

RCI is a privately owned corporation in strong financial condition with no current or past litigation. The following document is proof of RCI Liability Insurance coverage.

		<b>CERTIFICATE OF LIABILITY INSURANCE</b>		DATE (MM/DD/YYYY) 8/17/2025
		<p><b>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</b></p> <p><b>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</b></p>		
<b>PRODUCER</b> Marsh & McLennan Agency LLC 711 Broadway, Suite 505 San Antonio TX 78215		<b>CONTACT NAME:</b> Helen Rocamontes <b>PHONE (A/C, No, Ext):</b> 210-223-2312 <b>E-MAIL ADDRESS:</b> helen.rocamontes@marshmma.com		<b>FAX (A/C, No):</b>
<b>INSURED</b> Records Consultants, Inc. 21288 Gathering Oak Suite 110 San Antonio TX 78260		<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
		INSURER A : Travelers Indemnity Company		25658
		INSURER B : Travelers Property Casualty Co of Amer		25674
		INSURER C : Farmington Casualty Company		41483
		INSURER D :		
		INSURER E :		
		INSURER F :		

COVERAGES		CERTIFICATE NUMBER: 592076347			REVISION NUMBER:	
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSP WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:		ZLP81N84235	8/18/2025	8/18/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		BA5Y865445	8/18/2025	8/18/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		CUP5Y953088	8/18/2025	8/18/2026	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> Y N/A	UB5Y95093A	8/18/2025	8/18/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 Additional Insured form #CGD246 edition 04/19 applies to the General Liability policy.  
 Waiver of subrogation form #CGD417 edition 02/19 applies to the General Liability policy.  
 Primary & Non-Contributory General Liability form # CGT100 edition 02/19.  
 Additional Insured & Primary & Non-Contributory form # CAT474 edition 08/17 applies to the Automobile Liability policy.  
 Waiver of subrogation form #CAT353 edition 08/17 applies to the Automobile Liability policy.  
 Texas Waiver of subrogation form #WC9906V1 edition 2000 applies to the Workers Compensation policy.  
 See Attached...

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
Information Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 



Printed 1 April 2026

www.rcitech.com



**Records Consultants Inc**

**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	21288 Gathering Oak, Suite 110	NAME	Charlie Martin
CITY	San Antonio	PHONE	(866) 839-8477
STATE	TX	FAX	(866) 839-8472
ZIP	78260	EMAIL	tips@tips-usa.com

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

**SERVING STATES**

AL | AK | AZ | AR | CA | CO | CT | DE | DC | FL | GA | HI | ID | IL | IN | IA | KS | KY | LA | ME | MD | MA | MI | MN | MS | MO | MT | NE | NV | NH | NJ | NM | NY | NC | ND | OH | OK | OR | PA | RI | SC | SD | TN | TX | UT | VT | VI | VA | WA | WI | WY | PR

**Overview**

*Records Consultants, Inc. (RCI) is a recognized leader in a variety of management consulting and service fields for local government entities including school districts, institutions of higher education, municipalities, county governments, and other public bodies.*

*Records Consultants, Inc. (RCI) is a recognized leader in a variety of management consulting such as Records Retention Processing for compliance with state and local retention schedules. Our records management services also include Document Imaging and Electronic Content Management, as well as Secure Document Destruction/Shredding, Fixed Asset Inventory and Management Services, Asset Management Software, and Historical Cost Research for GASB #34 reporting.*

*RCI performs hundreds of projects each year for our clients who return to us repeatedly for our turnkey services which are conducted with the utmost attention to detail and quality. Our success is based on our commitment to provide the very best client support.*

## AWARDED CONTRACTS "View EDGAR Doc" on Website

Item 51.

Contract	Comodity	Exp Date	EDGAR
240903	Records and Materials Management and Destruction Goods and	11/30/2027	See EDGAR Certification Doc.

## CONTACTS BY CONTRACTS

### 240903

Chris Coryell	Vice President of	(877) 363-4127	sales@rcitech.com
Susie Hernandez	Controller	(877) 363-4127	susieh@rcitech.com



## Vendor Contract Information Summary

Vendor Records Consultants, Inc.  
 Contact Susie Hernandez  
 Phone 877-363-4127  
 Email susieh@rcitech.com  
 Vendor Website www.rcitech.com  
 TIN 74-2673059  
 Address Line 1 12829 Wetmore Road  
 Vendor City San Antonio  
 Vendor Zip 78247  
 Vendor State TX  
 Vendor Country USA  
 Delivery Days 10  
 Freight Terms FOB Destination  
 Payment Terms Net 10  
 Shipping Terms Freight prepaid by vendor and added to invoice  
 Ship Via Common Carrier  
 Designated Dealer No  
 EDGAR Received Yes  
 Service-disabled Veteran Owned No  
 Minority Owned No  
 Women Owned No  
 National No  
 No Foreign Terrorist Orgs Yes  
 No Israel Boycott Yes  
 MWBE No  
 ESCs All Texas Regions  
 States All States  
 Contract Name Copy-Print and Document Management Services  
 Contract No. 716-23  
 Effective 12/01/2023  
 Expiration 11/30/2026  
 Accepts RFQs Yes



# CITY OF MISSION

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**MEETING DATE:** April 14, 2026

**PRESENTED BY:** Vidal Roman, Finance Director

**AGENDA ITEM:** Authorize staff to enter into negotiations with SVN Hanna Solutions Commercial Real Estate, Sperry Commercial Global Affiliates (Adrian A. Arriaga), and Zuazua Real Estate Group for Real Estate Broker Services (RFQ 26-285-03-02), and authorize the Co-Interim City Manager to execute contracts incident thereto – Roman

### NATURE OF REQUEST:

City Council previously authorized staff to solicit qualifications for Real Estate Broker Services to assist with the marketing and sale of certain City-owned real property. Four (4) proposals were received and reviewed by an evaluation committee appointed for this purpose, with all proposals determined to be responsive. Based on the committee’s evaluation, SVN Hanna Solutions Commercial Real Estate, Sperry Commercial Global Affiliates (Adrian A. Arriaga), and Zuazua Real Estate Group were identified as the highest-ranked firms. Staff is requesting authorization to enter into negotiations with these firms for Real Estate Broker Services under RFQ 26-285-03-02.

**BUGETED:** Yes      **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 *AG*

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

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

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

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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

**PROPOSAL NAME/NUMBER:** 26-285-03-02 / Real Estate Broker Services

**OPEN DATE:** March 02, 2026 2:00 PM CST

Firm	Average Evaluation Score
<b>SVN Hanna Solutions Commercial Real Estate</b>	94.0
<b>Adrian A. Arriaga, dba Sperry Commercial Global Affiliates</b>	94.0
<b>Zuazua Real Estate, LLC.</b>	82.0
<b>Dennis Bethea Broker</b>	64.0

PROPOSAL NAME/NUMBER: 26-285-03-02 / Real Estate Broker Services



OPEN DATE: March 02, 2026 2:00 PM CST

Evaluator	Andy Garcia	Vidal Roman	Alex Hernandez
	Evaluator #1	Evaluator #2	Evaluator #3

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
<b>SVN Hanna Solutions Commercial Real Estate</b> 1001 E. Jackson Ave., Ste. A McAllen, TX 78501							
	Acceptable		Acceptable		Acceptable		
<b>Sec. a. Team and Key Peronnel's Qualifications (20 Total Maximum Points)</b>	Acceptable	17	Acceptable	20	Acceptable	20	
<b>Sec. b. Firm's Qualifications and Experience (25 Total Maximum Points)</b>	Acceptable	23	Acceptable	21	Acceptable	20	
<b>Sec. c. Capacity to Perform (20 Maximum Points)</b>	Acceptable	20	Acceptable	19	Acceptable	20	
<b>Sec. d. Proposed Strategy and Marketing Approach (20 Maximum Points)</b>	Acceptable	19	Acceptable	20	Acceptable	20	
<b>Sec. e. References and Past Performance (15 Maximum Points)</b>	Acceptable	15	Acceptable	14	Acceptable	15	
<b>Final Determination of Review</b>		94		94		95	94

**Notes:**

**Strengths: (EV1)** Mark Hannah moderate experience (10 yrs). Strong team with 7 realtors, 1 operations manager, 1 office manager, and property management team. Strong experience in land, retail, office, industrial and investment assets.; *Strong municipal experience (MEDC, MEDA, Hidalgo County, City of Edinburg EDC, City of Donna EDC, La Feria Industrial Development Corporation. 200 offices and 500 markets in SVN. Engaged at top conferences ICSC and TEDC.*; Full services capacity include brokerage, advisory, market analysis, strategic planning, and property management. Large team with high capacity (7 realtors aside from other team members).; *Market analysis and strategic positioning methodology (market analysis, zoning/land use, asset positioning). Targeted outreach and large SVN network. Uses Costar, LoopNet, CREXIS, Google, LinkedIn, Facebook, Instagram, Matterport, and Placer.ai.*; Experience with municipalities/public entities including MEDC, MEDA, Hidalgo County, Donna and Edinburg EDC, La Feria IDC, and provides very strong municipal, credible references. Recent experience with Mission. **(EV2)** Number of real estate advisor - 7; Ample staff to have an individual assigned to city.; **(EV3)** At 200 offices& over 500 representation market; Current @ 11 employees within the local area; *up to date with all transportation & reports*; Worked with 3 different cities plus have current representation with Hidalgo County & MEDC

**Weaknesses: (EV1)** Limited detail on experience of team members.; **(EV2)** *Experience shown on economic development projects and no municipalities.*; No resumes on staff.; No cities **(EV3)**

**Comments: (EV1)** See backup notes; *See Backup notes*; See Backup notes; *See Backup notes*; See Backup notes

PROPOSAL NAME/NUMBER: 26-285-03-02 / Real Estate Broker Services



OPEN DATE: March 02, 2026 2:00 PM CST

Evaluator	Andy Garcia	Vidal Roman	Alex Hernandez
	Evaluator #1	Evaluator #2	Evaluator #3

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
<b>Adrian A. Arriaga, dba Sperry Commercial Global Affiliates</b> 3700 N. 10th St., Ste. 309 McAllen, Tx 78501							
	Acceptable		Acceptable		Acceptable		
<b>Sec. a. Team and Key Peronnel's Qualifications (20 Total Maximum Points)</b>	Acceptable	20	Acceptable	18	Acceptable	20	
<b>Sec. b. Firm's Qualifications and Experience (25 Total Maximum Points)</b>	Acceptable	23	Acceptable	24	Acceptable	20	
<b>Sec. c. Capacity to Perform (20 Maximum Points)</b>	Acceptable	17	Acceptable	19	Acceptable	20	
<b>Sec. d. Proposed Strategy and Marketing Approach (20 Maximum Points)</b>	Acceptable	16	Acceptable	20	Acceptable	20	
<b>Sec. e. References and Past Performance (15 Maximum Points)</b>	Acceptable	15	Acceptable	15	Acceptable	15	
<b>Final Determination of Review</b>		91		96		95	94

**Notes:**

**Strengths: (EV1)** Primary realtor has a very strong background and experience with 44 years of brokerage experience and experience serving on industry boards such as TREC, Greater McAllen Association of Realtors, NAR, CCIM, and McAllen Chamber and EDC. He has SIOR, CCIM, and CIPS designation. Experience with 380 Agreements and Housing Tax Credits. Secondary realtor has 25 years' experience.; *Strong public sector experience (McAllen ISD, La Joya ISD, City of McAllen, City of Mission with MEDA/MEDC). Large firm network.;* Strong knowledge in real estate and municipal experience.; *Marketing via MLA, CCIM, CREXI, Loopnet, and Sperry.* Experience with municipalities/public entities including MEDC/MEDA, McAllen ISD, La Joya ISD, and City of McAllen. Provides one strong municipal, credible reference for the McAllen Recycling Center. Experience with high-end commercial projects. **(EV2) (EV3)** Over 20 yrs of experience. Served in McAllen EDC; *Good experience with McAllen ISD, La Joya ISD, on Public Sector with MEDC, McAllen, and Several Private Sectors; 2 commercial brokers, over 25 years of experience; Commercial Hidalgo, McAllen, Pharr EDC; City of La Joya, City of McAllen, Mission EDC*

**Weaknesses: (EV1)** Only two brokers are available aside from property manager.; **(EV2) (EV3)** 0 staff employees

**Comments: (EV1)** See backup notes; *See backup notes; See backup notes; See backup notes; See backup notes*

PROPOSAL NAME/NUMBER: 26-285-03-02 / Real Estate Broker Services



OPEN DATE: March 02, 2026 2:00 PM CST

Evaluator	Andy Garcia	Vidal Roman	Alex Hernandez
	Evaluator #1	Evaluator #2	Evaluator #3

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
<b>Zuazua Real Estate, LLC.</b> 2216 Padre Blvd., Ste. B-35 Brownsville, TX 78597	Acceptable		Acceptable		Acceptable		
Sec. a. Team and Key Peronnel's Qualifications (20 Total Maximum Points)	Acceptable	15	Acceptable	18	Acceptable	20	
Sec. b. Firm's Qualifications and Experience (25 Total Maximum Points)	Acceptable	16	Acceptable	20	Acceptable	15	
Sec. c. Capacity to Perform (20 Maximum Points)	Acceptable	15	Acceptable	18	May be Acceptable	20	
Sec. d. Proposed Strategy and Marketing Approach (20 Maximum Points)	Acceptable	17	Acceptable	20	Acceptable	15	
Sec. e. References and Past Performance (15 Maximum Points)	Acceptable	12	Acceptable	14	Acceptable	10	
<b>Final Determination of Review</b>		<b>75</b>		<b>90</b>		<b>80</b>	<b>82</b>

**Notes:**

parties dealing with municipalities.; Provides array of services including brokerage, market analysis and advisory services.; Offers property marketing brokerage, market analysis, advisory services.; Professional photography, drone imagery, social media, and targeted outreach. Provides regular reporting for performance.; Some good commercial projects. (EV2) Resumes & Certifications provided; Certification on file; Good approach on marketing-comprehensive.; (EV3) Over 7 years Broker residential & commercial and land brokerage; 9 years of Broker agent; Worked with city of Pharr, CCRMA Appraisals R.O.W.. Dr. Zauzua Broker over 7 years real estate Brokerage; worked with 2 cities & 2 counties.; Worked with City of Pharr and Right of Way Appraisals for City of Edinburg.

**Weaknesses:** (EV1) Limited experience in real estate by lead realtor. No direct municipal work.; Two realtors in firm, limited municipal work.; Only two realtors; No large firm-based networks, only MLS named as listing service.; No direct projects with municipalities. 2/4 are appraisals. (EV2) Number of staffing; Years of experience is too low; (EV3) Only 5 yrs of experience. License Real Estate Sales Agent; Only 5 yrs of experience; 0 staff employees;

**Comments:** (EV1) See backup notes; See backup notes; See backup notes; See backup notes; See backup notes

PROPOSAL NAME/NUMBER: 26-285-03-02 / Real Estate Broker Services



OPEN DATE: March 02, 2026 2:00 PM CST

Evaluator	Andy Garcia	Vidal Roman	Alex Hernandez
	Evaluator #1	Evaluator #2	Evaluator #3

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
<b>Dennis Bethea Broker</b> 1702 Magdalena Ave Mission, TX 78572	<b>Unacceptable</b>		Acceptable		<b>Unacceptable</b>		
Sec. a. Team and Key Personnel's Qualifications (20 Total Maximum Points)	<b>Not Acceptable</b>	10	Acceptable	17	<b>Not Acceptable</b>	10	
Sec. b. Firm's Qualifications and Experience (25 Total Maximum Points)	<b>Not Acceptable</b>	10	Acceptable	17	<b>Not Acceptable</b>	10	
Sec. c. Capacity to Perform (20 Maximum Points)	<b>Not Acceptable</b>	10	Acceptable	19	<b>Not Acceptable</b>	10	
Sec. d. Proposed Strategy and Marketing Approach (20 Maximum Points)	Acceptable	15	Acceptable	20	Acceptable	15	
Sec. e. References and Past Performance (15 Maximum Points)	<b>Not Acceptable</b>	8	Acceptable	15	<b>Not Acceptable</b>	5	
<b>Final Determination of Review</b>		53		88		50	64

**Notes:**

**Strengths:** (EV1) Structured property evaluation and positioning. Mentions MLS, digital marketing, and targeted outreach. Reporting provided.; (EV2) Focus on project; Required license and professional development; Availability to begin; References demonstrate working within municipalities (EV3) Standard Digital Marketing with Daily Monitoring;

**Weaknesses:** (EV1) Only one person on team. Realtor since 2021 (5 yrs experience). No government experience; No firm level data given there is only one team member. Firm qualifications are the same as team qualifications. Only one realtor. Very limited capacity and experience with governmental real estate. No description of digital marketing platforms or other listing services.; Only two independent references, non-municipal. Only small projects with exception of one fourplex. Mentions residential construction sales, but no numbers provided. (EV2) Sole proprietor - no other personnel; Number of years of experience; (EV3) 1 year of experience; No copy of certificate; Staff experience only 1 year; None

**Comments:** (EV1) See Backup notes.; See Backup notes; Mentions back up support from other potential subcontractors. See back up notes.; See backup notes; See backup notes (EV2) Scoring is based on individual ability to focus on task at hand.;