CITY OF MISSION

CITY COUNCIL REGULAR MEETING
MISSION CITY HALL
APRIL 10, 2023 at 4:30 PM

AGENDA

Pursuant to V.T.C.A. Gov. Code Section 551.001 et. seq., the City Council of the City of Mission, Texas will hold a regular meeting on **Monday, April 10, 2023 at 4:30 p.m.** at the Mission Council Chambers, 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters.

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

Time: **Monday, April 10, 2023 04:30 PM Central Time**

https://us02web.zoom.us/j/9904662781?pwd=SGVIL3JZRFVRdENzWXI5VUxFT1ZUQT09

Meeting ID: 990 466 2781 - Password: 833227

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

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

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

INVOCATION AND PLEDGE ALLEGIANCE

DISCLOSURE OF CONFLICT OF INTEREST

PRESENTATIONS

1. Proclamation - Autism Acceptance Month - Carrillo
2. Proclamation - Children's Advocacy Center - Carrillo
3. Proclamation - National Library Week - Espinosa
4. Proclamation – Fair Housing Month and National Community Development Week - Longoria
5. Proclamation - Telecommunicators Week - Torres/Garcia
6. Presentation and update by the Hidalgo County Drainage District No.1 as it relates to the 2023 Drainage Bond Program, Raul E. Sesin, PE, District Engineer - Perez
7. Report from the Greater Mission Chamber of Commerce – Enriquez
8. Departmental Reports – Perez
9. Citizen's Participation – Garza

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

10. Rezoning: A 0.77 of an acre of land out of Lot 159, Addition “A” to Sharyland Orchards Subdivision, (R-1A) Large Lot Single Family to (R-3) Multi-Family Residential, Jorge Maldonado, and Adoption of Ordinance#____ - De Luna
11. Rezoning: A tract of land containing 4.50 acres of land, being part of Lot 25-5, West Addition to Sharyland, (AO-I) Agricultural Open Interim to (R-1) Single Family Residential, JJAB Family Limited Partnership, and Adoption of Ordinance#____ - De Luna
12. Rezoning: A tract of land containing 16.76 acres of land, being a part of portion of Lot 183, John H. Shary Subdivision, (R-2) Multi-Family Residential to (R-3) Multi-Family Residential, Dragonfly RGV, LLC (c/o Dolly L. Elizondo), and Adoption of Ordinance#____ - De Luna
13. Conditional Use Permit: Drive-Thru Service Window – Duck Donuts at 911 E. 9th Street, Being a 0.38 acre tract of land out of Lot 4, Resubdivision of Block L & G, of Wright Subdivision, C-3, Duck Donuts c/o Alberto Vela, and Adoption of Ordinance#____ - De Luna
14. Conditional Use Permit: Construct a Pool House on Property Zoned Large Lot Single Family Residential at 1300 Encanto Blvd., Lot 3, Encanto Estates, R-1A, Gerardo Hinojosa, and Adoption of Ordinance#____ - De Luna
15. Conditional Use Permit: Designate an Area as a Mobile Food Park & Open-Air Market at 2515 Colorado Street, Lot 1, Block 2, Santa Lucia Development, C-3, MDM Commercial Properties, and Adoption of Ordinance#____ - De Luna
16. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages - Ranch House Burgers II at 409 N. Bryan Road, Suites 104 & 105, Lot 1, City Plaza Subdivision, C-3, Christine Alaniz, and Adoption of Ordinance#____ - De Luna

CONSENT AGENDA

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

17. Approval of Minutes – Carrillo

    Regular Meeting – March 27, 2023

18. Acknowledge Receipt of Minutes – Perez

    Citizen’s Advisory Committee – March 14, 21, 2023

    Mission Redevelopment Authority Board – January 24, March 7, 2023

    Mission Tax Increment Reinvestment Zone – January 24, March 7, 2023

    Planning and Zoning Commission – February 8, 2023

19. Authorization to accept the 2023 STEP Operation Slowdown Grant from the Texas Department of Transportation - Torres
20. Authorization to accept the 2023 Click It or Ticket Grant from the Texas Department of Transportation - Torres
21. Authorization to allow the purchase of a firearm to Honorably Retired Peace Officer Reynaldo Casarez, a Mission Police Officer in accordance with Texas Government Code, Section 614.051- Torres
22. Authorization to allow the purchase of a firearm to Honorably Retired Peace Officer Bea Barrientoz, a Mission Police Officer in accordance with Texas Government Code, Section 614.051- Torres
23. 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 4th Annual Speedy 5k run - Torres
24. Authorization to purchase equipment, supplies, and related products and service from B&H Photo Video Omnia Contract # R201202 - Gomez
25. Authorization to submit a grant application for the FY22 Fire Prevention and Safety (FP&S) Grant to the US Department of Homeland Security (DHS), FEMA. - Elizalde
26. Authorization to execute first one year renewal option with Scott's Tire Center for Tire Installation, Repair and Service calls for all City vehicles and special equipment - Avila
27. Authorization to purchase new A/C Units from Carrier Corporation via Buy Board Contract #631-20- Mares
28. Authorization to purchase 13 Backpack Vacuums with attachments from Gulf Coast Paper Co. Inc via Buy Board Contract #649-21- Mares
29. Authorization to purchase a 20" 16GL Auto Scrubber from Gulf Coast Paper Co. Inc via Buy Board Contract #649-21- Mares
30. Authorization to award bid for Liquid Ammonium Sulfate Chemical for the Public Works Department North and South Water Treatment Plants - Bocanegra
31. Authorization to award bid for Liquid Aluminum Sulfate Chemical for the Public Works Department North and South Water Treatment Plants - Bocanegra
32. Approval of Resolution No._____ supporting the submission of a grant application to the Office of the Attorney General's Crime Victim Services Division for the FY 2024-2025 Other Victims Assistance Grant (OVAG) - Elizalde

APPROVALS AND AUTHORIZATIONS

33. Preliminary Plat Approval: Holland Terrance Subdivision, Being a Subdivision of a 4.50 acre tract of land out of Lot 25-5, West Addition to Sharyland Subdivision, AO-I (Proposed R-1), Developer: JJAB Family Limited Partnership, Engineer: Spoor Engineering Consultants, Inc.- De Luna
34. Authorization to approve a service agreement for pre-negotiated labor and parts rates with Siddons Martin Emergency Group - Avila

35. Authorize staff to engage in negotiations with firms deemed acceptable and qualified for delinquent tax collection services and authorize City Manager to award and execute contract incident thereto - Vela

36. Authorization to accept grant award for the 2018 Community Development Block Grant-Disaster Recovery (CDBG-DR) Program administered through the Texas General Land Office. - Elizalde

37. Authorization to accept grant award for the 2019 Community Development Block Grant-Disaster Recovery (CDBG-DR) Program administered through the Texas General Land Office. - Elizalde

38. Approval to engage with a contractor to clean and maintain water towers to comply with TCEQ requirements – Terrazas

39. Approval of Resolution No. _____ determining a public necessity and granting authorization to exercise the use of eminent domain authority to acquire certain real property, giving notice of an official determination to acquire said property described generally as 0.009 of one acre tract of land situated in the City of Mission, Texas, out of Lot 31-6, West Addition to Sharyland, according to the plat thereof recorded in Volume 1, Page 56, of the Map Records, Hidalgo County, Texas, for the public purpose of the city's street and water system improvement project - Terrazas

UNFINISHED BUSINESS

None

ROUTINE MATTERS

City Manager Comments

Mayor's Comments

City Council Comments

EXECUTIVE SESSION

Closed Session pursuant to Tex. Gov't Code Section 551.071 (Consultation with City Attorney) and Section 551.072 (Real Property) related to Project Founder.

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

Consideration and action, if any, related to proposed Project Founder.

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 06th day of April, 2023 at 3:30 p.m.

Anna Carrillo

Anna Carrillo, City Secretary

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

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

Notice is hereby given that on the **10th day of April, 2023** the City Council of the City of Mission will hold a regular meeting at 4:30 p.m. at 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this Notice.

If, during the course of the meeting covered by this Notice, the City Council should determine that a closed or executive meeting or session of the Council is required, then such closed or executive meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., will be held by the Council at the date, hour and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the Council may conveniently meet in such closed or executive meeting or session concerning any and all purposed 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 **06th day of April, 2023** this Notice was emailed to news media who had previously requested such Notice and an original copy was posted on the bulletin board at City Hall, 1201 E. 8th Street at 3:30 p.m. on said date.

Anna Carrillo

Anna Carrillo, City Secretary

Proclamation

City of Mission

WHEREAS, autism is a lifelong disability, resulting in significant impairment of an individual's ability to communicate, understand social interactions, and develop appropriate interactive behaviors; and

WHEREAS, first held in the year 1972 by the Autism Society, Autism Acceptance Month emphasizes the need for public awareness to promote acceptance, celebrate the differences, and be more inclusive towards autistic individuals around us; 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 offers hope for recovery through outreach, training, parent support meeting, consultation; and advocacy

WHEREAS, With the autism diagnosis rate increasing fast, we take these 30 days to celebrate their differences of-, learn more about-, and empower autistic individuals through education, workforce, and mostly inclusion.

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 1st Annual Superhero Autism Day on Saturday, April 15 at 11 a.m. at Bannworth Park and encourage all citizens to become educated about autism and support organizations such as the Bebo's Angels Autism Organization to bring hope to individuals with Autism Spectrum disorder.

Proclaimed on this the 10th day of April, 2023

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Abiel Flores, Councilman

Alberto Vela, Councilman

Proclamation

City of Mission

WHEREAS, the Children's Advocacy Center of Hidalgo and Starr Counties, a non-profit organization with Centers in Mission, Edinburg, Roma and Weslaco, was established in the year 2000 with a mission to reduce the emotional trauma of child abuse victims, provide community education about the prevention of child abuse and to assist in the effective prosecution of those who perpetrate crimes against children; and

WHEREAS, the Children's Advocacy Center of Hidalgo and Starr Counties is one of 881 Children's Advocacy Centers nationwide, one of 68 in Texas and the first child-focused facility & community-based program of its kind in Hidalgo and Starr Counties; and

WHEREAS, in FY2022 the Children's Advocacy Center of Hidalgo and Starr Counties, gave Hope, Healing and Justice to 2173 victims of child abuse by providing a safe haven with a child-friendly, non-institutional environment where young victims are not afraid to tell their story; and

WHEREAS, services include immediate crisis intervention, forensic interviews, forensic exams, family advocacy, mental health services, and community education; and

WHEREAS, to raise awareness and funds for the organization, the Children's Advocacy Center of Hidalgo and Starr Counties is having the annual Vinos Wine Extravaganza! at the McAllen Convention Center Ballroom on Saturday, April 22, 2023 from 7:00 pm – 11:00 pm, featuring delicious food, fine wines and amazing entertainment by Premier Showband Satellite and Dr. No and Ricky J.

NOW, THEREFORE, we the City Council of the City of Mission, support this event to raise funds to support the Children's Advocacy Center of Hidalgo and Starr Counties in their mission to stop child abuse, one child at a time and give victims of child abuse the opportunity for a bright future.

Proclaimed on this the 10th day of April, 2023

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Abiel Flores, Councilman

Alberto Vela, Councilman

Proclamation

City of Mission

WHEREAS, libraries are not just about what we have for people, but what we do for and with people;

WHEREAS, libraries have long served as trusted and treasured institutions, and library workers and librarians fuel efforts to better their communities, campuses and schools;

WHEREAS, libraries are evolving in order to serve their communities and continue to lead the way in leveling the playing field for all who seek information and access to technologies;

WHEREAS, libraries and librarians open up a world of possibilities through innovative STEAM programing, job-seeking resources and the power of reading;

WHEREAS, libraries and librarians look beyond their traditional roles and provide more opportunities for community engagement and deliver new services that connect closely with patrons' needs

WHEREAS, libraries support democracy and effect social change through their commitment to provide equitable access to information for all library users regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status;

WHEREAS, libraries, librarians, library workers and supporters across America are celebrating National Library Week.

NOW, THEREFORE, we the City Council of the City of Mission do hereby proclaim the week of April 23-29, 2023 to be:

"National Library Week"

Proclaimed on this the 10th day of April, 2023

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Abiel Flores, Councilman

Alberto Vela, Councilman

Proclamation

City of Mission

WHEREAS, the U.S. Department of Housing and Urban Development

implemented the Community Development Block Grant (CDBG) program in 1974 for the purpose of providing local governments with the financial resources to assist low and moderate income persons; and

WHEREAS, the City of Mission has utilized non-profit organizations to address neighborhood and human needs; and

WHEREAS, the CDBG Program has made a significant impact on our community through funding of programs for youth, elderly and disabled, housing assistance, economic development and water, sewer and drainage improvements; and

WHEREAS, the City of Mission and other local governments have clearly demonstrated the capacity to administer the CDBG Program to identify, prioritize and resolve pressing local problems; and

WHEREAS, the National Fair Housing Law of 1968 prohibits discrimination in housing and declares it a national policy to provide, within constitutional limits, for fair housing in the United States; and

WHEREAS, the principal of fair housing is not only state and national law, but a fundamental human concept and right for all people in the United States; and

WHEREAS, the Federal Fair Housing Act recognizes, supports and encourages the right of every person, regardless of race, color, national origin, religion, sex, familial status, disability and age, to live in the housing of the individuals' choice; and

WHEREAS, the anniversary of the National Fair Housing Law, during the month of April, provides an opportunity for all Americans to recognize that complete success in the goal of equal housing opportunity can only be accomplished with the help and cooperation of all Americans.

NOW, THEREFORE, we the City Council of the City of Mission do hereby designate the month of April as:

"FAIR HOUSING MONTH"
CHOICES FOR ALL VOICES: BUILDING AN EQUITABLE FUTURE

And, further April 10 – 14, 2023 as:

"NATIONAL COMMUNITY DEVELOPMENT WEEK"
CELEBRATING THE IMPACT OF THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

PROCLAIMED on this the 10th day of April, 2023.

Norie Gonzalez-Garza, Mayor

Jessica Ortega, Councilwoman

Ruben D. Plata, Mayor Pro-Tem

Abiel Flores, Councilman

Alberto Vela, Councilman

Proclamation

City of Mission

WHEREAS: The men and women who serve as public safety telecommunicators, such as 9-1-1 operators and dispatchers, are dedicated to saving lives. They respond to Texans in times of great need, and their specialized skills and calm, caring presence are invaluable to the Lone Star State.

WHEREAS, the Commission on State Emergency Communications works with local and state governments to ensure reliable access to emergency telecommunications services. To highlight the invaluable role of public safety telecommunicators the commission designates a week in April for an awareness campaign.

WHEREAS, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and,

WHEREAS, Public Safety Telecommunicators are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information and insuring their safety; and,

WHEREAS, at this time, we encourage all citizens of Mission to extend their appreciation to public safety telecommunicators. Their diligent efforts ensure that help is on the way when our citizens need it most.

NOW, THEREFORE, we the City Council of the City of Mission do hereby designate the week of April 9-15, 2023 as:

"Public Safety Telecommunicators Week"

PROCLAIMED on this the 10th day of April, 2023

_____
Norie Gonzalez Garza, Mayor

_____
Jessica Ortega, Mayor Pro Tem

_____
Ruben D. Plata, Mayor Pro Tem

_____
Abiel Flores, Councilman

_____
Alberto Vela, Councilman

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Randy Perez, City Manager

AGENDA ITEM: Departmental Reports – Perez

NATURE OF REQUEST:
Mission Fire Department – February 2023
Information Technology – February 2023
Civil Service – February 2023
311 – February 2023
Fire Prevention – February 2023
Grants Department – February 2023
RGV State Cemetary – February 2023
City Secretary – February 2023

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

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

BID AMOUNT: $_____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

MISSION
FIRE DEPARTMENT
MONTHLY REPORTS
FEBRUARY 2023

"Dedicated to the Community we Protect… and Serve"

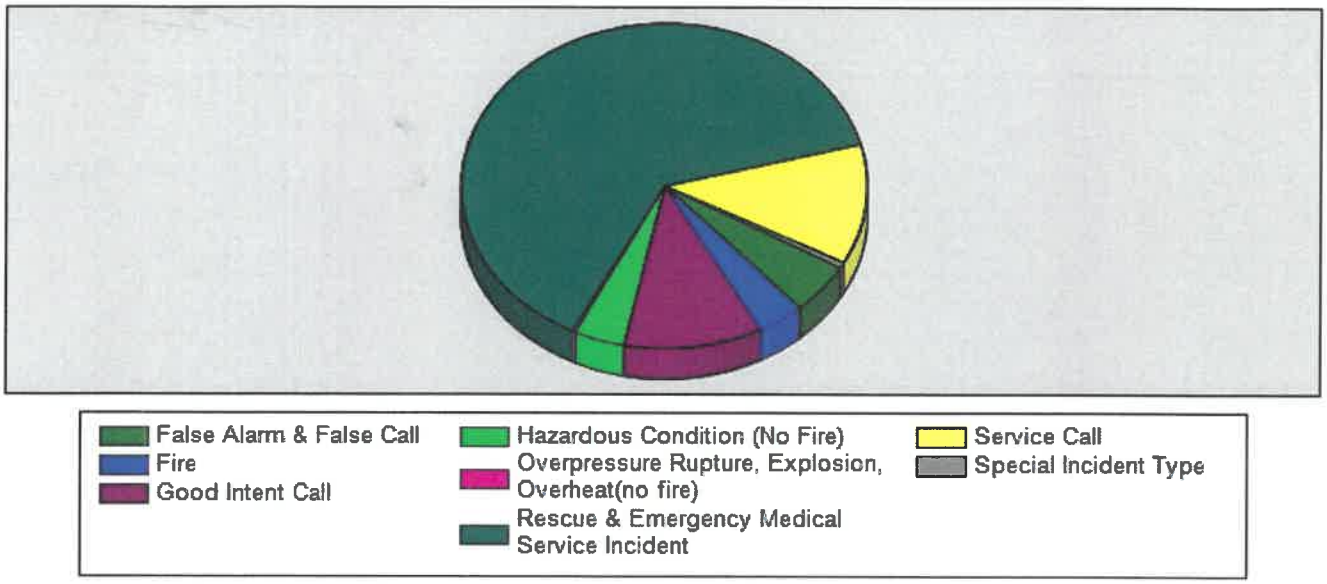
Mission Fire Department

Mission, TX

Report was generated on 3/21/2023 2:41:37 PM

Major Incident Types by Month for Date Range

Start Date: 02/01/2023 | End Date: 02/28/2023



INCIDENT TYPE	FEB	TOTAL
False Alarm & False Call	18	18
[illegible]	13	13
[illegible] Intent Call	39	39
Hazardous Condition (No Fire)	14	14
Overpressure Rupture, Explosion, Overheat(no fire)	1	1
Rescue & Emergency Medical Service Incident	223	223
Service Call	42	42
Special Incident Type	2	2
Total	352	352

Mission Fire Department

Mission, TX

This report was generated on 3/24/2023 10:33:33 AM

I ent Type Count per Station for Date Range

Start Date: 02/01/2023 | End Date: 02/28/2023

INCIDENT TYPE	# INCIDENTS
Station: 1 - CENTRAL	
111 - Building fire	1
118 - Trash or rubbish fire, contained	1
143 - Grass fire	1
154 - Dumpster or other outside trash receptacle fire	1
300 - Rescue, EMS incident, other	1
311 - Medical assist, assist EMS crew	5
320 - Emergency medical service, other	8
321 - EMS call, excluding vehicle accident with injury	54
322 - Motor vehicle accident with injuries	3
324 - Motor vehicle accident with no injuries.	2
331 - Lock-in (if lock out , use 511)	2
412 - Gas leak (natural gas or LPG)	4
440 - Electrical wiring/equipment problem, other	1
500 - Service Call, other	1
510 - Person in distress, other	1
550 - Public service assistance, other	2
551 - Assist police or other governmental agency	2
554 - Assist invalid	8
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	7
622 - No incident found on arrival at dispatch address	3
631 - Authorized controlled burning	1
651 - Smoke scare, odor of smoke	1
700 - False alarm or false call, other	2
735 - Alarm system sounded due to malfunction	1
745 - Alarm system activation, no fire - unintentional	1
900 - Special type of incident, other	1
# Incidents for 1 - Central:	**116**

Station: 2 - STATION 2	
111 - Building fire	1
118 - Trash or rubbish fire, contained	1
142 - Brush or brush-and-grass mixture fire	1
143 - Grass fire	2
311 - Medical assist, assist EMS crew	3
320 - Emergency medical service, other	1

Only REVIEWED incidents included.

INCIDENT TYPE	# INCIDENTS
321 - EMS call, excluding vehicle accident with injury	48
322 - Motor vehicle accident with injuries	6
324 - Motor vehicle accident with no injuries.	3
511 - Lock-out	2
531 - Smoke or odor removal	1
550 - Public service assistance, other	1
551 - Assist police or other governmental agency	1
553 - Public service	3
554 - Assist invalid	5
611 - Dispatched & cancelled en route	4
622 - No incident found on arrival at dispatch address	2
651 - Smoke scare, odor of smoke	1
743 - Smoke detector activation, no fire - unintentional	1
900 - Special type of incident, other	1
# Incidents for 2 - Station 2:	**88**

Station: 3 - STATION 3	
151 - Outside rubbish, trash or waste fire	1
311 - Medical assist, assist EMS crew	2
320 - Emergency medical service, other	9
321 - EMS call, excluding vehicle accident with injury	22
322 - Motor vehicle accident with injuries	1
323 - Motor vehicle/pedestrian accident (MV Ped)	1
324 - Motor vehicle accident with no injuries.	2
400 - Hazardous condition, other	1
412 - Gas leak (natural gas or LPG)	1
413 - Oil or other combustible liquid spill	1
444 - Power line down	1
510 - Person in distress, other	1
551 - Assist police or other governmental agency	1
554 - Assist invalid	7
611 - Dispatched & cancelled en route	4
621 - Wrong location	1
622 - No incident found on arrival at dispatch address	3
651 - Smoke scare, odor of smoke	2
735 - Alarm system sounded due to malfunction	2
743 - Smoke detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	1
# Incidents for 3 - Station 3:	**65**

Station: 4 - STATION 4	
111 - Building fire	2
150 - Outside rubbish fire, other	1
251 - Excessive heat, scorch burns with no ignition	1

REVIEWED incidents included.

INCIDENT TYPE	# INCIDENTS
311 - Medical assist, assist EMS crew	3
321 - EMS call, excluding vehicle accident with injury	28
322 - Motor vehicle accident with injuries	3
323 - Motor vehicle/pedestrian accident (MV Ped)	1
411 - Gasoline or other flammable liquid spill	2
551 - Assist police or other governmental agency	2
554 - Assist invalid	2
561 - Unauthorized burning	1
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	2
661 - EMS call, party transported by non-fire agency	1
671 - HazMat release investigation w/no HazMat	1
730 - System malfunction, other	1
735 - Alarm system sounded due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	2
# Incidents for 4 - Station 4:	**56**

Station: 5 - STATION 5	
311 - Medical assist, assist EMS crew	1
321 - EMS call, excluding vehicle accident with injury	12
322 - Motor vehicle accident with injuries	2
412 - Gas leak (natural gas or LPG)	2
444 - Power line down	1
540 - Animal problem, other	1
611 - Dispatched & cancelled en route	1
622 - No incident found on arrival at dispatch address	2
700 - False alarm or false call, other	1
743 - Smoke detector activation, no fire - unintentional	3
745 - Alarm system activation, no fire - unintentional	1
# Incidents for 5 - Station 5:	**27**

Only REVIEWED incidents included.

Mission Fire Department

Mission, TX

This report was generated on 3/24/2023 10:34:25 AM

:ident Count per Primary Action Taken for Date Range

Start Date: 02/01/2023 | End Date: 02/28/2023

ACTION TAKEN	# INCIDENTS	PERCENTAGE
00 - Action taken, other	3	0.85%
10 - Fire control or extinguishment, other	5	1.42%
11 - Extinguishment by fire service personnel	2	0.57%
12 - Salvage & overhaul	1	0.28%
22 - Rescue, remove from harm	1	0.28%
23 - Extricate, disentangle	1	0.28%
24 - Recover body	1	0.28%
30 - Emergency medical services, other	12	3.41%
31 - Provide first aid & check for injuries	125	35.51%
32 - Provide basic life support (BLS)	22	6.25%
42 - HazMat detection, monitoring, sampling, & analysis	1	0.28%
44 - Hazardous materials leak control & containment	1	0.28%
47 - Decontaminate occupancy or area	1	0.28%
50 - Fires, rescues & hazardous conditions, other	1	0.28%
52 - Forcible entry	2	0.57%
55 - Establish safe area	4	1.14%
64 - Shut down system	1	0.28%
70 - Assistance, other	14	3.98%
. - Assist physically disabled	21	5.97%
73 - Provide manpower	9	2.56%
76 - Provide water	2	0.57%
80 - Information, investigation & enforcement, other	18	5.11%
81 - Incident command	32	9.09%
84 - Refer to proper authority	1	0.28%
86 - Investigate	50	14.20%
87 - Investigate fire out on arrival	1	0.28%
92 - Standby	2	0.57%
93 - Cancelled en route	18	5.11%
TOTAL:	**352**	

Calculates the number of incidents for the PRIMARY ACTION TAKEN valued provided on Basic Info 5 of an incident. For summation of ALL ACTIONS TAKEN, click SEARCH from the main Reports module page, and enter DocID 668. Only REVIEWED incidents included.

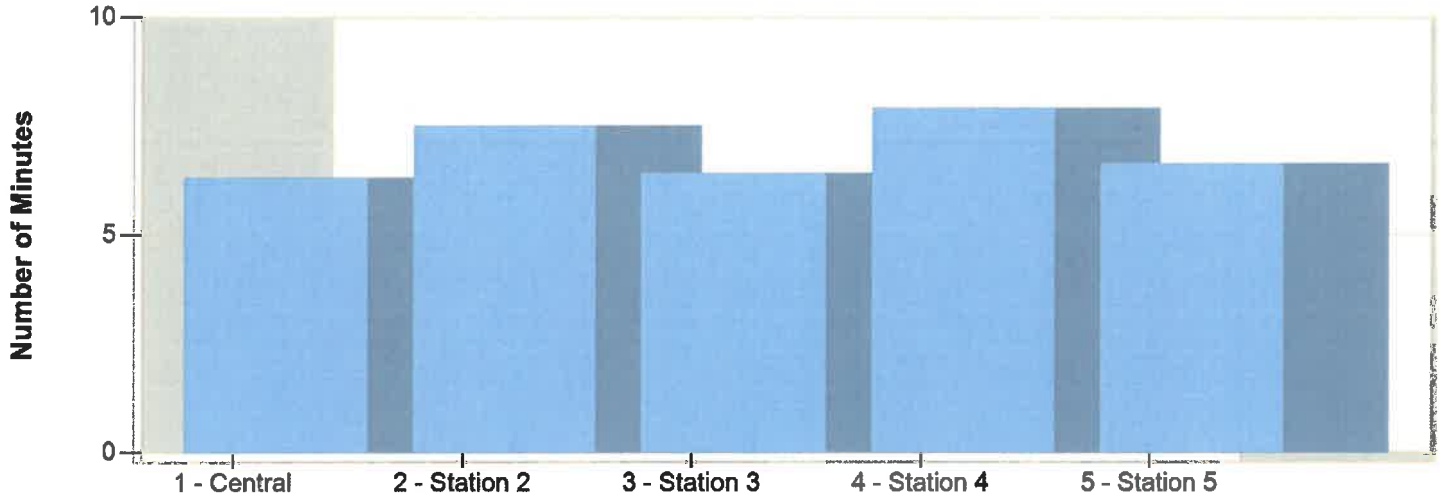
Mission Fire Department

Mission, TX

This report was generated on 3/24/2023 10:35:00 AM

Average Response Time per Station for Date Range

Start Date: 02/01/2023 | End Date: 02/28/2023



STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
1 - Central	6:19
2 - Station 2	7:31
3 - Station 3	6:25
4 - Station 4	7:55
5 - Station 5	6:39

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

Mission Fire Department

Training Division

Monthly Report for February 2023

To: Interim Chief Douglas Williams
From: Captain, Richard A. Cruz
Re: Training Division Report for February 2023

The training topics for the month were Chest Pain: Recognition and Treatment for the BLS Provider for the EMS portion, and Ground Ladders for the Fire portion. Each topic counts for 2 hours of continuing education hours for the yearly total. The trainings were posted on our new online Training software and each personnel completed the trainings on their assigned shift days.

EMS training has been our top priority this month. We have been training around the clock to keep our skills sharp. We have been utilizing our newly purchased training equipment to be able to perform hands-on skills and train. The Training Division has also been ordering new medical supplies and training equipment for our new EMS program. As the supplies and equipment have been coming in, we are organizing them for future usage.

This month, three of our staff members who are already Emergency Medical Technicians at the Basic level, started a six-month Paramedic course that is being held in Mercedes, TX. These students will be attending class 8 to 12 hours each day, Monday through Friday each week for the duration of the program. The course includes classroom instruction, hands-on skills, hospital rotations, and ambulance ride-outs. When students complete the course in July of this year, they will be eligible to test out with the National Registry of EMTs and be certified as Paramedics. In turn, they will be able to fill in the role of "lead" medic on our ambulance unit. This is to maintain the level of Mobile Intensive Care Unit status and provide the best care possible to the citizens of Mission.

We did have several EMS in-service classes as well. A crew from Air Methods came in and gave our Paramedics, EMT's and all shift personnel a course on Pediatric Environmental Emergencies. The Course included classroom instruction with several hands-on scenarios.

As we continue to expand our EMS services in the city, our relationships with our local area hospitals is expanding as well. South Texas Health Systems – Mission hosted our crews at the beginning of the month for a special meet and greet with their staff. While on location, our staff and EMS crews were able to tour the facility and get familiar with the building layout and the services they provide to patients.

This month the Training Division hosted a CPR/AED Course for our all Directors for the City of Mission. At the end of the course, each Director was able to perform CPR and show proficiency in the use of an AED in the event of a sudden cardiac arrest.

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

We hosted several courses for the Regional Fire Academy. Some of the courses instructed were, Search & Rescue, Firefighter Survival, Flood Awareness, Rappelling. We also assisted in the Live Fire training evolutions that were held at the Edinburg Training Field.

At the end of the month, US Fish & Wildlife assisted the Training Division in administering a "Pack Test" for our personnel who are certified in wildland firefighting operations. This test consists on a 3 mile walk with a 45 lb. weighted vest. The course has to be completed in under 45 minutes in order to be successful. 10 personnel attempted the exam, and all 10 passed. With this, the crews meet requirements from TIFMAS in order to be deployable for firefighting assistance throughout the state of Texas.

A few of our staff members that are part of the Emergency Operations Center for the city attended several training opportunities. This included personnel from the fire department and other city departments as well. Trainings like these help improve our abilities to assist in the event that the EOC is activated.

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

Training Hours Total for February 2023:

Fire: 240 hours
Classroom/Online: 63 hours
Hands-On/Skills: 120 hours *Drone: 57 hours*
EMS: 439 hours
Special Ops: 0 hours
Haz-Mat: 0 hours

Respectfully,

Richard A. Cruz
Captain - Training Division

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

MISSION
FIRE DEPARTMENT

Emergency Ambulance Response Report

FEBRUARY 2023

"Dedicated to the Community we Protect… and Serve"

ANALYTICS
Primary Impression Breakdown

Item 8.

Custom | Feb 1, 2023 - Feb 28, 2023

Counts | % Rows | % Columns | % All

Week Ending	2/5/23	2/12/23	2/19/23	2/26/23	3/5/23	3/12/23	3/19/23	3/26/23	4/2/23	4/9/23	4/16/23	4/23/23	4/30/23	Total
Abdominal Pain	1	4	2	2										9
Acute Respiratory Distress (Dyspnea)		2	1	3										6
Altered Mental Status		1		2	1									4
Anxiety reaction/Emot. upset		4												4
Back Pain	3	1	2	1										7
Cardiac arrhythmia/dy.	1		2											3
Chest Pain / Discomfort	2	4	2	2	1									11
Chest Pain, Other (Non-Cardiac)			1											1
Common Cold				1										1
Convulsions			1	1										2
Diabetic Hyperglycemia			1											1
Diabetic Hypoglycemia		1		1										2
Dizziness			1	1										2
Esophogeal obstruction		1												1
Extremity Pain			2											2
Fever				1										1
Foreign Body in Nostril				1										1
Gastrointestin. hemorrhage	1	1		1										3
Generalized Weakness		3	4	2										9
Headache	1			1										2
Hypertension	1													1
Injury	4	3	10	3	2									22
Multiple injuries	1	1		1										3
Nausea				1										1
No Complaints or Injury/Illness Noted	1	2	1	1										5

Week Ending	2/5/23	2/12/23	2/19/23	2/26/23	3/5/23	3/12/23	3/19/23	3/26/23	4/2/23	4/9/23	4/16/23	4/23/23	4/30/23	Total
Obvious Death	1			1	1									
Overdose - Unspecified			1											1
Palpitations					1									1
Poisoning / Drug Ingestion					1									1
Pregnancy related conditions			1											1
Respiratory disorder	1	1												2
Seizures with status epilepticus		1	1		1									3
Sepsis/Septice..		1		2										3
Stroke		1												1
Suicide attempt		1												1
Syncope / Fainting		2	3	1										6
Urinary system disorder			1	1										2
Total	18	35	37	31	8									129

ANALYTICS

Average Response Time - Call Received to On Scene

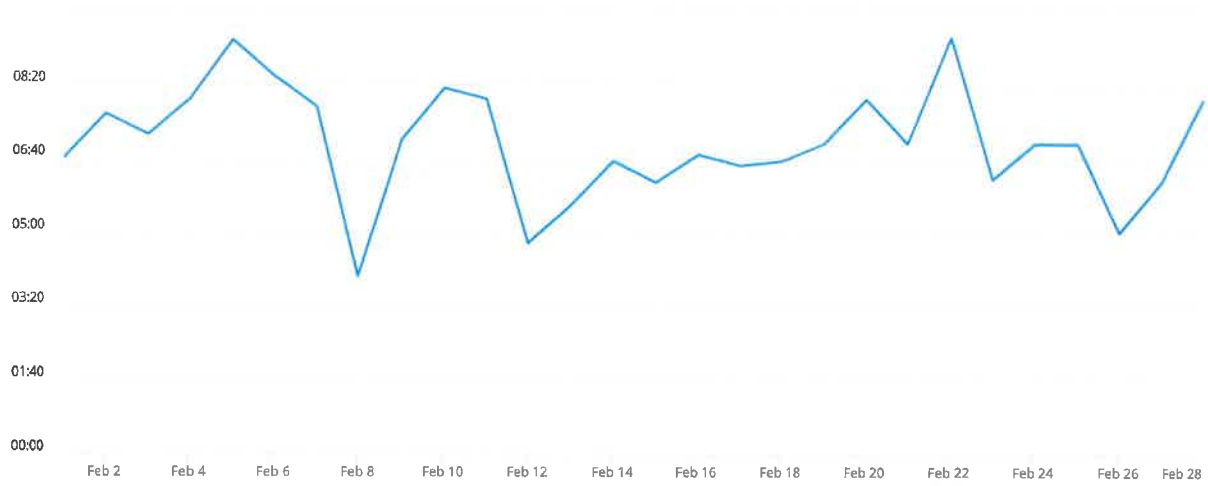
Previous Month | Feb 1, 2023 - Feb 28, 2023

07:01
MM:SS
Average Response Time

10:00
MM:SS
90th Percentile Response Time

28
DAYS
In Selected Time Slice

129
UNIT RESPONSES
In Selected Time Slice



Counts | % Rows | % Columns | % All

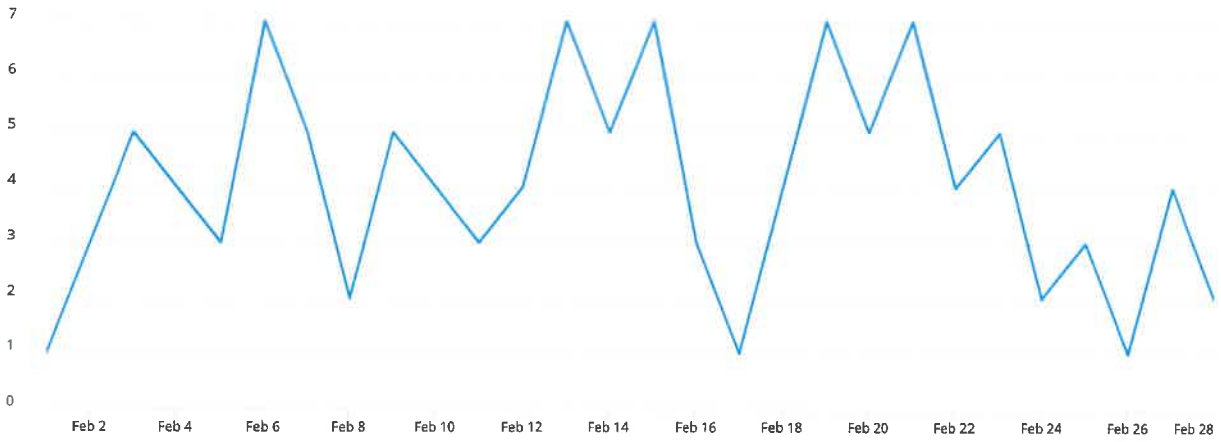
Week Ending	2/5/23	2/12/23	2/19/23	2/26/23	3/5/23	3/12/23	3/19/23	3/26/23	4/2/23	4/9/23	4/16/23	4/23/23	4/30/23	Total
00:00 - 04:59	1	5	10	6	3									25
05:00 - 07:59	9	15	15	14	2									55
08:00 - 08:59	1	5	3	2										11
09:00 - 09:59	2	5	6	2	2									17
10:00 - 11:59	3	4	3	3	1									14
12:00 - 14:59	2			3										5
15:00 - 16:59				1										1
17:00 - 17:59		1												1
18:00 - 19:59														
20:00 - 29:59														
30:00 - 59:59														
Total	18	35	37	31	8									129
Exceptions														2

ANALYTICS
Transports By Destination Name

Previous Month | Feb 1, 2023 - Feb 28, 2023

113
RECORDS
In Selected Time Slice

28
DAYS
In Selected Time Slice



Counts | % Rows | % Columns | % All

Week Ending	2/5/23	2/12/23	2/19/23	2/26/23	3/5/23	3/12/23	3/19/23	3/26/23	4/2/23	4/9/23	4/16/23	4/23/23	4/30/23	Total
DHR Health	3	2	7	7										19
Mission Regional Medical Center	5	13	15	12	3									48
Rio Grande Regional ER 24/7 McAllen		1	1	1										3
Rio Grande Regional Hospital	2	1	3		2									8
South Texas Health System Children's		1												1
South Texas Health System ER - Mission		2	1											3
South Texas Health System Edinburg			1											1
South Texas Health System Heart	1	1	1	1										4
South Texas Health System McAllen Hospital	5	9	5	6	1									26
Total	16	30	34	27	6									113

ANALYTICS
Total Volume By Month of Year

Previous Month ∨ Feb 1, 2023 - Feb 28, 2023 ∨

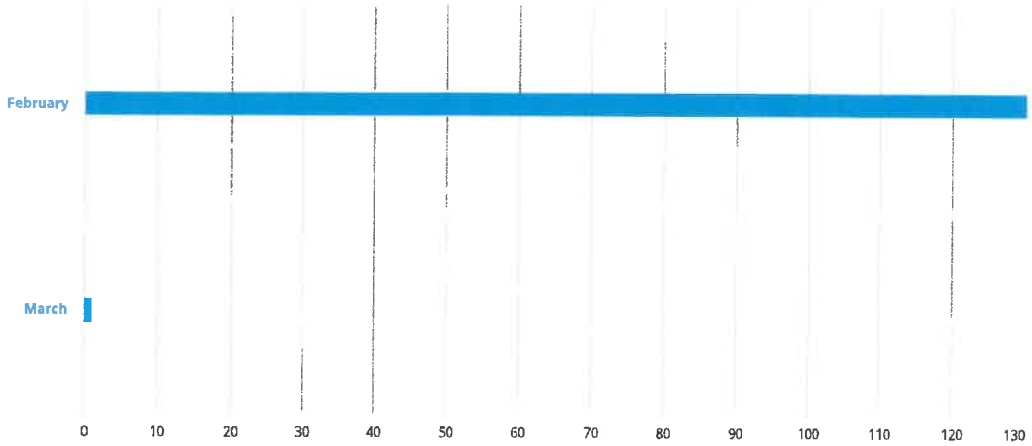
85%
TRANSPORTS
Percentage of Patient Encounters

8%
NON TRANSPORTS
Percentage of Patient Encounters

8%
OTHER DISPOSITIONS
Percentage of Patient Encounters

131
RECORDS
In Selected Time Slice

28
DAYS
In Selected Time Slice



Counts | % Rows | % Columns | % All

Week Ending	2/5/23	2/12/23	2/19/23	2/26/23	3/5/23	3/12/23	3/19/23	3/26/23	4/2/23	4/9/23	4/16/23	4/23/23	4/30/23	Total
February	18	36	38	31	7									130
March					1									1
Total	18	36	38	31	8									131

EMERGICON
emergency medicine consultants

216 City of Mission
Executive Summary - 10/01/22 to 02/28/23

	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Totals
Gross Charges	$51,680.01	$81,700.00	$142,000.00	$170,920.00	$120,770.00	$567,070.01
Cash Collections	($17,877.22)	($7,893.65)	($17,522.13)	($11,501.85)	($30,909.26)	($85,704.11)
Gross Charge/Txp	$1,435.56	$1,361.67	$1,405.94	$1,400.98	$1,404.30	$1,400.17
Cash/Txp (CPT)	$496.59	$131.56	$173.49	$94.28	$359.41	$211.62
Payer Mix						
Medicare	44.4%	56.7%	44.6%	42.6%	18.6%	40.2%
Medicaid	25.0%	10.0%	19.8%	23.0%	16.3%	19.0%
Insurance	13.9%	13.3%	13.9%	13.9%	5.8%	12.1%
Private Pay	13.9%	18.3%	21.8%	13.9%	7.0%	15.1%
Level of Service						
ALS - Advanced Life Support A0427	91.67%	63.33%	78.22%	79.51%	84.88%	79.01%
ALS-2 Emergency A0433	0.00	5.00%	1.98%	4.10%	1.16%	2.72%
BLS - Basic Life Support A0429	8.33%	31.67%	19.80%	16.39%	13.95%	18.27%
Level of Service Volume						
Total	36	60	101	122	86	405
ALS - Advanced Life Support A0427	33	38	79	97	73	320
ALS-2 Emergency A0433	0	3	2	5	1	11
BLS - Basic Life Support A0429	3	19	20	20	12	74
Ground Mileage A0425	259	328	654	711	463	2,415

EMERGICON
emergency medicine consultants

Closing Balance Summary for Period

03/07/23

Transaction Date	GreaterThanOrEqual	2/1/2023
Transaction Date	LessThanOrEqual	2/28/2023
Company Code	Equal	216 City of Mission

216 City of Mission	AR Previous Balance:	$414,806.31

Charges in Period	$117,200.00
Credits	($91,988.52)
Charge Adjustments	$3,570.00
Total AR Change for	**$28,781.48**

Charges in Period	$117,200.00
Credits	($91,988.52)
Charge Adjustments	$3,570.00
Accounts Receivable Change	**$28,781.48**

Total Balance Forward:	**$443,587.79**

CITY OF MISSION

Information Technology

Departmental Report March 2023

Information Technology Department Overview

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

Patrol Unit Modems

Replace end of life modems on all patrol units. 90% Complete

Patrol Unit Dash Cams

Replace end of life dash cam systems on patrol units. 20% Complete

Patch Management and Remote Assistance

Purchased patch management software and remote assistance. Implementation Phase. 90 % Complete

PD and Fire Security and Surveillance Cameras

Replace end of life security cameras and server at PD and Fire. 50% Complete

New Public Safety Building

Install door access control, security cameras, wireless access points, data cables, phones, and multimedia. 0% Complete

PD Network

Configure network to make it more efficient and secure. Implementation phase of the project. 98% Complete

Replace end of Life Computers

Purchasing computers to replace end of life computers that pose a security risk. Implementation phase of the project. 98% Complete

VOIP Telephone System

Purchasing city wide enterprise VOIP telephone system to replace current end of life system to include PD. City departments 100% complete. PD scheduled for April

Disaster Recovery

Purchasing servers, storage and firewall to create disaster recovery site. Implementation phase of the project. Firewall Complete. Pending switches on back order. 95% Complete

Cyber Security

Purchasing process for 24X7 SOC monitoring service and patch management system. Implementation phase of the project. 98% Complete

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: RANDY PEREZ, CITY MANAGER
FROM: JESSE LERMA, CIVIL SERVICE DIRECTOR
SUBJECT: CIVIL SERVICE REPORT, MARCH 2023
DATE: APRIL 3, 2022

1. Civil Service Commission met and approved resources and schedule for a LT's position for the Mission Police Department that was created with the retirement of LT Zuniga. Examination was approved for June 8, 2023

2. Mission Police Department has five (5) openings and working on filling those positions.

3. Mission Fire Department is fully staffed, pending DC's promotional examination set for May 28, 2023.

Thank you!

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: RANDY PEREZ, CITY MANAGER
FROM: JESSE LERMA, 311 COORDINATOR/CIVIL SERVICE DIRECTOR
SUBJECT: 311 REPORT, MARCH 2023
DATE: APRIL 3, 2022

We have a total of 106 submission for February of 2023 with a total of 2653 since we began. The system is fully functional and very user friendly. We are able to customize the system to meet the needs of our daily operations. Our staff has bought into the system and working on improvements every day. We are able to find problematic areas using the system and it allows for us to attend to the needs of those areas in a timely manner. We try to contact as many residents as possible and are getting feedback from them to improve the system.

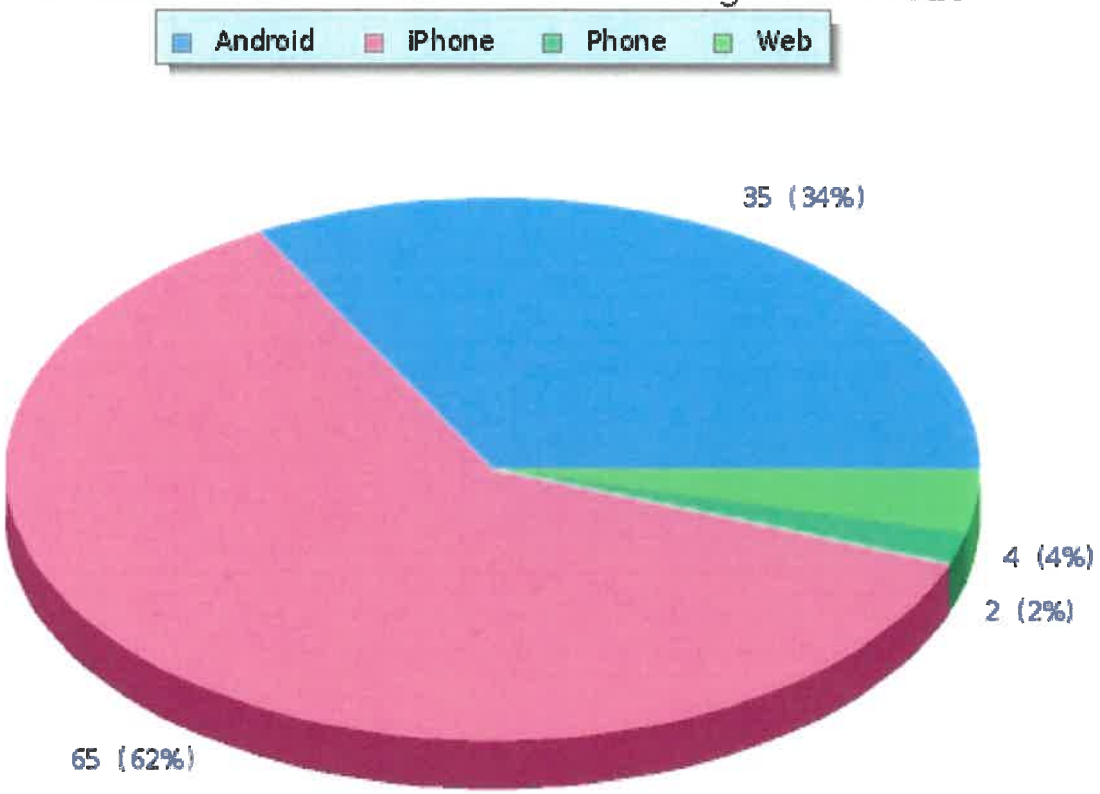
Thank you!

Topic Counts of Opened Requests
For Date Period From 03/01/2023 Through 03/31/2023

Topic	Count
'ealth	
Animal Control	13
Mosquitoes	2
Total - Health	**15**
Parks & Rec	
Graffiti	2
Mowing	0
Parks	3
Restrooms	0
Right of way (mowing)	0
Trails	0
Total - Parks & Rec	**5**
Planning	
Construction Concerns	1
Dilapidated Home/Structure	1
Garage Sales	0
Health & Sanitation	1
Illegal Dumping	5
Junked Vehicle on private property	0
Sewer Concerns	2
Unsafe Building	4
Weedy Lot	2
Total - Planning	**16**
Police Department	
Illegal Parking	19
Total - Police Department	**19**
Public Works	
Flooded area/Roadway and streets	6
Foul smell	0
Junk Vehicle	5
Lift Station	0
Low Water Pressure	1
Obstruction-Trees/Branches	5
Pot Holes	13
Side Walk	2
Street Light	3
Streets/Signs	2
Traffic Signals	0
Water Leaks	2
Total - Public Works	**39**
Sanitation	
Brush	4
Bulky Items	0
Garbage	3
Trash	1
Total - Sanitation	**8**
Streets	
MOWING	3
Tires	1
Total - Streets	**4**
All Topics	
Total All Topics	

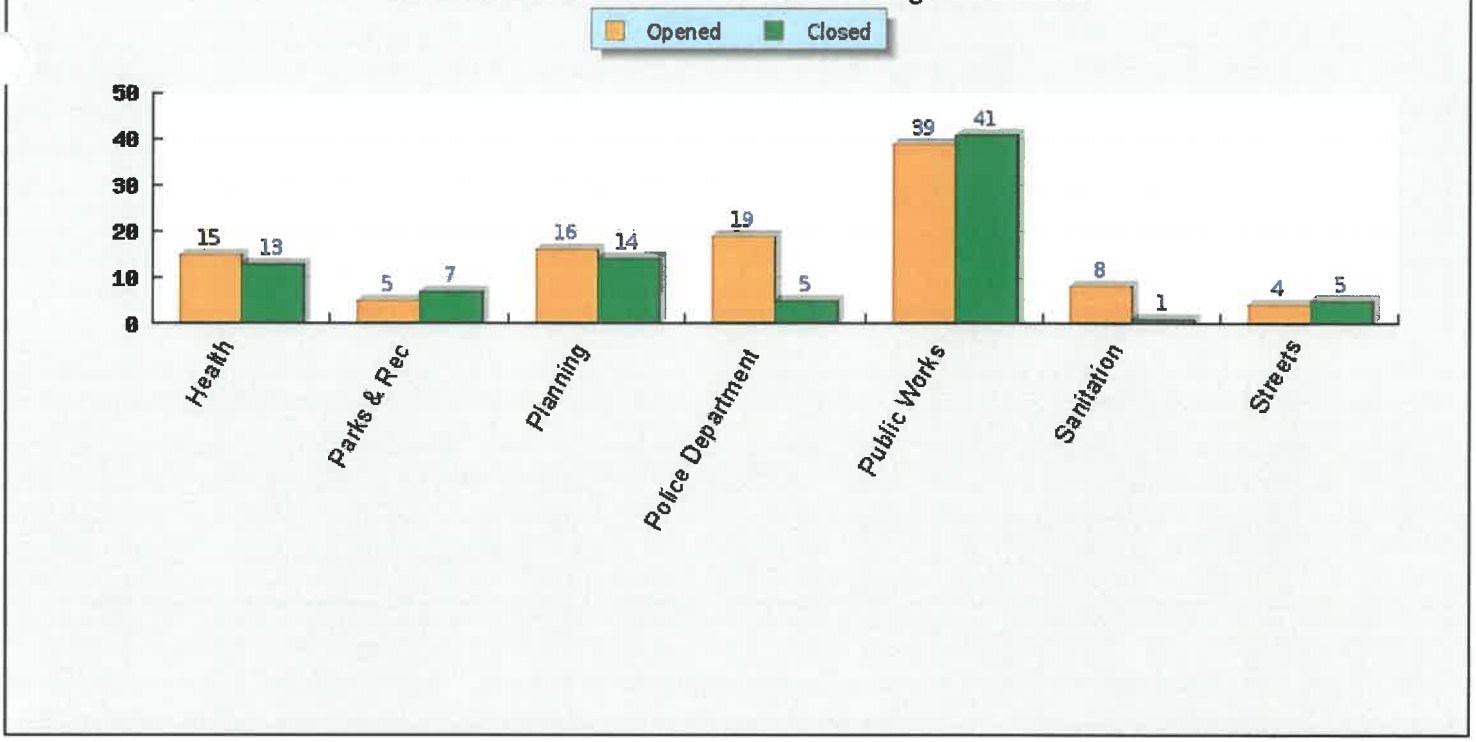
How Requests Are Reported

For Date Period From 03/01/2023 Through 03/31/2023



Open Vs. Closed Requests

For Date Period From 03/01/2023 Through 03/31/2023



Most Frequent Requestors

Name	Number of Requests
etty Chapa	120
amon Garza	56
Lewis Olson	51
R X Canales	48
Angel Garcia	47
Joseph Flores	36
Karen Prewitt	35
Kayla Lopez	32
Macario Gomez	30
J L	28
Anna Carrillo	21
Paul Manfre	20
Mike Davis	19
Irene MPM	19
Juanita Flores	19
Mayra Chavez	18
Alex Garcia	15
Perri Huntly	15
Christina Ramirez	14
jonny mendoza	12
Monica M	12
Roman Hernandez	12
Rosie Ruiz	11
T.E Brewer	11
amiro Reyna Jr	11
Aaron Gonzalez	11
Mary Rios	10
Alex Leal	10
Emmanuel Kelley	10
Rosendo Hinojosa	9
Alex Reyes	9
Robert G	9
Irasema Diaz	9
Steve Lucio	9
Jaime Cerda	8
Jerome Miller	8
Jess Cazares	8
Enrique Pina	8
Tony Vargas	8
Norman Arredondo	7
Alex M	7
Magnolia Property	7
Melissa Lara	7
A Grant	7
Bridget Johnston	7
Robin Gonzalez	7
Kristi Guerra	7
obert Alvarez	7
ergio Suarez	7
Joshua Crabtree	7
Brown	7
Eric Eli	6

Nelda Pena	6
Robert Flores	6
Roy Garcia	6
Dina Gallardo	6
ogelio Gutierrez jr	6
Michael Sierra	5
Marissa Salinas	5
Daniel Torres	5
Jose Gamez	5
Liz Villa	5
Angelina Martinez	5
Jorge Castillo	5
Mike Reyes	5
Amy Nieto	5
Gabriel Gonzalez	5
Javier Ruiz	5
Yolanda Trdla	5
Humberto Diaz	4
Edgar Moreno	4
Monica Serrano	4
Tim Tieszen	4
Amorette Barreto	4
Aaron Garcia	4

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

Mission Fire Prevention

Monthly Activity Report: March 2023

FIRE INVESTIGATIONS

There were two (2) fire investigations for the month of March.

- On March 14, 2023 Lieutenant Omar Salinas and Lieutenant Eric Lopez investigated a vehicle fire at 1406 Orquidea Street. Undetermined.
- On March 20, 2023, Captain Joel Saenz and Lieutenant Lopez investigated a car fire at 216 W. 11th Street. Undetermined.

Full Investigation:	2	Total
Call out to document of Incident:	0	Total

Year to Date: 6 Total

SOUTH TEXAS ARSON RESPONSE TEAM FIRE INVESTIGATIONS

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

Our assistance was requested:	O Total
Assistance Requested by us:	O Total

Year to Date: 0 Total

INSPECTIONS

There were three hundred twenty-nine (329) inspections conducted for the month of March: seventy – eight (78) occupancy, two hundred nineteen (219) annual and thirty- two (32) other forms of inspections.

Year to Date: 1,146 Total 258 Occupancy 749 Annual 139 Other

COMPLAINTS

There were zero (O) complaints for the month of March.

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

Year to Date: 0 Total

SUBDIVISION REVIEWS

For the month of March there were twenty- three (23) subdivision plan reviews.

Year to Date: 148 Total

SPRINKLER SYSTEM REVIEWS

For the month of March there were two (2) sprinkler system plan reviews.

Year to Date: 7 Total

FIRE ALARM SYSTEM REVIEWS

For the month of March there were five (5) fire alarm system plan reviews.

Year to Date: 19 Total

EXHAUST HOOD CANOPY PLAN REVIEWS

For the month of March there were zero (0) exhaust hood canopy plan reviews.

Year to Date: 4 Total

HOOD SUPPRESSION PLAN REVIEWS

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

Year to Date: 6 Total

LP TANK PERMITS

For the month of March there was one (1) LP tank permits issued.

Year to Date: 6 Total

UNDERGROUND STORGAGE TANK REMOVAL PERMITS

There were zero (0) underground storage tank removal permits issued for the month of March.

Year to Date: 5 Total

ABOVEGROUND STORGAGE TANK REMOVAL PERMITS

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

Year to Date: 0 Total

BURNING PERMITS

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

Year to Date: 23 Total

PLAN REVIEWS

We had twelve (12) plan reviews for the month of March.

- 222 Plaza – 2205 E. Griffin Parkway
- 4 Plex – 906 Hidden Hills
- 4 Plex – 802 Hidden Hills
- Brillante Academy Building A – 706 Los Ebanos Building A
- Brillante Academy Building B – 706 Los Ebanos Building B
- Dai Tung – 2400 Brock Suite 1
- Food Truck Santa Lucia – 2509 Colorado
- 4 Plex – 1802 W. Ramirez Lot 7
- 4 Plex – 1803 W. Ramirez Lot 10
- Murdoch's Ranch and Home Supply – 311 S. Bryan Suite 200A
- Office Space – Brillante Academy – 602 N. Los Ebanos
- The Garden at Shary – 4001 S. Shary Suite 425

Year to Date: 55 Total

FIRE DRILLS

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

Year to Date: 3 Total

TRAINING

There were five (5) trainings in the month of March.

- Captain Frank Chaires and Lieutenant Oscar Alanis attended Glock Training on March 2, 2023 in Pharr, Texas.
- Prevention staff attended Customer Service training on March 20th and March 22nd in Mission, Texas.
- Prevention staff attended the All Hazards Conference on March 22 – 23, 2023 in McAllen, Texas.
- Lieutenant Eric Lopez and Lieutenant Omar Salinas attended Special ops training on March 24, 2023.
- Fire Marshal Frank Cavazos and Captain Joel Saenz attended Arson & Fire Investigator Seminar on March 27th – 31st in San Marcos, Texas.

Year to Date: 13 Total

MEETINGS ATTENDED

For the month of March there were seventeen (17) meetings attended by the Fire Prevention Office.

- March 2, 2023 – Fire Marshal Frank Cavazos SRC meeting
- March 6, 2023 – Fire Marshal Frank Cavazos City ID's
- March 7, 2023 – Fire Marshal Frank Cavazos staff meeting
- March 9, 2023 – Fire Marshal Frank Cavazos SRC meeting
- March 9, 2023 – Fire Marshal Frank Cavazos Staycation meeting at Astroland Park
- March 10, 2023 – Fire Marshal Frank Cavazos CDBG meeting at City Hall
- March 13, 2023 – Fire Marshal Frank Cavazos Command staff meeting with Chief Garcia
- March 13, 2023 – Fire Marshal Frank Cavazos City Council meeting
- March 14, 2023 – Fire Marshal Frank Cavazos Staff meeting
- March 14, 2023 – Fire Marshal Frank Cavazos City ID's
- March 16, 2023 – Fire Marshal Frank Cavazos EOC walk through
- March 16, 2023 – Fire Marshal Frank Cavazos SRC meeting
- March 16, 2023 – Fire Marshal Frank Cavazos EOC walk through meeting
- March 20, 2023 – Fire Marshal Frank Cavazos City ID's
- March 20, 2023 – Fire Marshal Frank Cavazos Command Staff meeting
- March 21, 2023 – Fire Marshal Frank Cavazos Staff meeting
- March 30, 2023 – Captain Frank Chaires SRC meeting

Year to Date: 90 Total

PUBLIC EDUCATION

During the month of March there were seven (7) presentations conducted.

Date	Location	Fire Extinguisher w/Simulator	Fire Safety Trailer	Tours of Stations	Fire Safety Presentation	City Events/ Parade
3/2/2023	Ric Brown Funeral Home		100			
3/3/2023	Marcell Elementary Career Day				100	
3/11/2023	Rodeo Dental Ortho Bash				100	
3/13/2023	Staycation – Astroland Park		500			
3/15/2023	Staycation – Nelle Tolle Park					400
3/16/2023	Staycation – Bannworth Park		500			
3/20/2023	Camarena Elementary – Career Day				350	

Year to Date:	53 Presentations	15,170 Audience
Year to Date w/The Tutor	3 Presentations	85 Audience
Year to Date w/F.S.T.	6 Presentations	1,610 Audience
Year to Date w/City Events	2 Presentations	600 Audience
Year to Date - Other	Presentations	Audience
Year to Date Grand Total	64 Presentations	17,465 Audience

Frank Cavazos, Deputy Chief/Fire Marshal

"Dedicated to the Community We Protect... and Serve"

CITY OF MISSION

Grants Activity Report- March 2023

Grant Name	Funding Agency	Department	Application Amount	Award Amount	Matching Amount	Due Date	Status
Humanities Collections and Reference Resources	NEH	Museum	$ 56,384		None		Submitted-Tracking
Animal Welfare Organization	Petco Love	Health	$ 35,000		None		Submitted-Tracking
FY22 FEMA Flood Mitigation Assistance (FMA)	TWDB	Executive	$ 320,000		25%		Submitted-Tracking
FY22 Building Resilient Infrastructure and Communities (BRIC)	TDEM	Executive	$ 415,000		25%		Submitted-Tracking
Firehouse Sub	Firehouse Subs Foundation	Fire	$ 26,822.50		None		Submitted-Tracking
FY23 SHSP Regular	OOG	Fire	$ 123,927.18		None		Submitted-Tracking
FY23 SHSP LETPA	OOG	Police	$ 56,142.35		None		Submitted-Tracking
FY22 AFG	DHS	Fire	$ 172,873.50		10%		Submitted-Tracking
FY24 General Victim Assistance Grant Program	OOG	Police	$ 50,000		None		Submitted-Tracking
FY24 Local Border Security Program	OOG	Police	$ 190,000		None		Submitted-Tracking
FY24 Texas Reads	TSLAC	Library	$ 10,000		None		Submitted-Tracking
Staffing for Adequate Fire and Emergency Response Grants (SAFER)	DHS	Fire	$ 2,322,424		None		Submitted-Tracking
FY22 Fire Prevention and Safety	DHS	Fire	$ 22,440.49		5%		Submitted-Tracking
FY22 Operation Stonegarden	OOG	Police	TBD		None		In Progress

CITY OF MISSION

Grants Activity Report- March 2023

Grant Name	Funding Agency	Department	Application Amount	Award Amount	Matching Amount		Status
La Cuchilla Drainage Improvement Project	TXGLO	Executive	$ 1,000,000	$ 997,236.75	1%		Awarded/Active
Astroland Drainage Improvement Project	TXGLO	Executive	$ 1,000,000	$ 999,162.00	1%		Awarded/Active
Trail Connectivity Project	VBLF	Park	$ 500,000	$ 500,000	None		Awarded/Active
Southwest Border (SWB) Rural Law Enforcement Assistance Program	BJA	Police	$ 93,000	$ 93,000	None		Awarded/Active
FY22 Justice and Mental Health Program	BJA	Police	$ 388,001.38	$ 229,962.91	(Year 1) 20%		Awarded/Active
Bullet-Resistant Shield Grant Program, FY2023	OOG	Police	$ 77,644	$ 73,761.80	None		Awarded/Active
Better Cities for Pets	Mars Petcare Program	Health	$ 20,000	$ 20,000	None		Awarded/Active
FY23 Justice Assistance Grant Program	OOG	Police	$ 30,000	$ 30,000	None		Awarded/Active
Lions Park Development	AEP	Parks	$ 30,000	$ 30,000	None		Awarded/Active
FY22 State Homeland Security Program-LETPA	OOG	Police	$ 35,480	$ 13,060	None		Awarded/Active
FY23 Local Border Security	OOG	Police	$ 190,000	$ 190,000	None		Awarded/Active
FY221 Operation Stonegarden	OOG	Police	$ 380,000	$ 380,000	None		Awarded/Active
FY22-23 Solid Waste Grant	LRGVDC	Sanitation	$ 25,000	$ 25,000	10%		Awarded/Active
COPS Accreditation Program	DOJ COPS	Police		$ 21,116.34	None		Awarded/Active
OVAG-Victim Services	OAG	Police	$ 89,908	$ 44,954(YR2)	None		Awarded/Active
All-Inclusive Lions Park	TPWD	Parks	$ 1,500,000	$ 750,000	$750,000		Awarded/Active
Border Zone Fire Dept.	OOG	Fire	$ 250,000	$ 78,735.25	None		Awarded/Active
Mission SWAT Equipment	OOG	Police	$ 26,474.32	$ 19,592.33	None		Closed
			Grand Total:	**$4,495,581.38**			

RIO GRANDE VALLEY STATE VETERANS CEMETERY

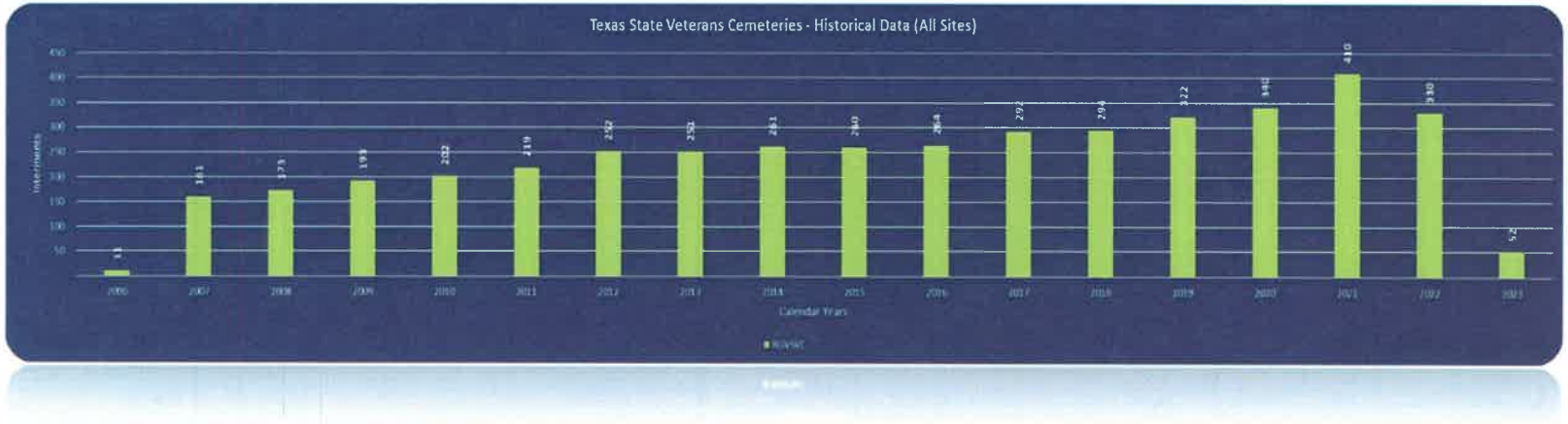
MONTHLY REPORT

RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572
Office: (956) 583-7227 • Fax: (956)-508-5211

Interments March 2023

March 2023	Standard	Double-Depth	Columbarium Wall	In-ground	Scatter Garden	Disinterment	Total
Veterans	5	8	9	1			23
Spouse	2	3	1	1			7
Dependents							
Totals	7	11	10	2			30



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572
Office: (956) 583-7227 • Fax: (956) 508-5211

Daily Activity

Mar-23	# of Service Today	Services Scheduled		Actual Number of Burials Y-T-D
		For the Month	For The YTD	
1	0	3	58	55
2	0	3	58	55
3	1	3	58	56
4				
5				
6	1	3	58	57
7	0	5	60	57
8	0	6	61	57
9	0	7	62	57
10	2	9	64	59
11				
12				
13	2	10	65	61
14	2	12	67	63
15	1	15	70	64
16	1	17	72	65
17	1	18	73	66
18				
19				
20	2	19	74	68
21	0	23	78	68
22	1	23	78	69
23	3	24	79	72
24	4	26	81	76
25				
26				
27	3	27	82	79
28	2	29	84	81
29	1	30	85	82
30	0	30	85	82
31	3	30	85	85

Weekend | Holiday

RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572
Office: (956) 583-7227 • Fax: (956) 508-5211

Completed Projects:
Columbarium B Site:
Memorial Walls:
Grave Locator Kiosk Management
Reparation on Pipe Line: United Irrigation

Ongoing Projects:

VA Grant Applications Pending:
Administration Building Roofing Replacement
Installation of Automatic and Remotely Controlled Entry Gate
Public Water Fountains Installed Throughout Grounds
Remotely Controlled Public Digital Display Board for Schedules and Events

VLB Funded (In-Progress)
Re-alignment on 1,000 Flat Marker/ Headstone

VLB Funded (Pending)
Addition of New Space Force Military Branch of Service Seal and Flag in Assembly Area
Casket Transport Vehicle Hearse (Flat)
Automatic Gate

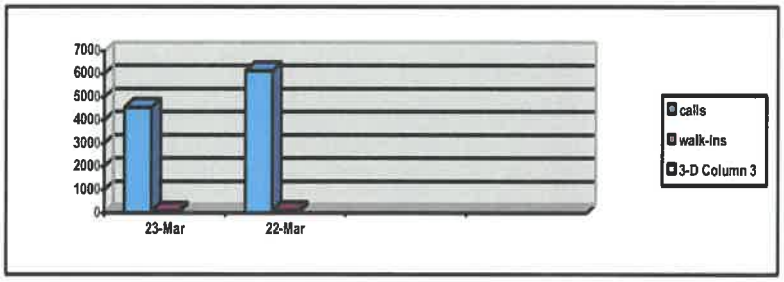
VLB Funded (Approved)
Bobcat Tool Cat UW56
Wheeled Dumper Truck

CITY SECRETARY
MONTHLY REPORT
MARCH 2023

Reception:

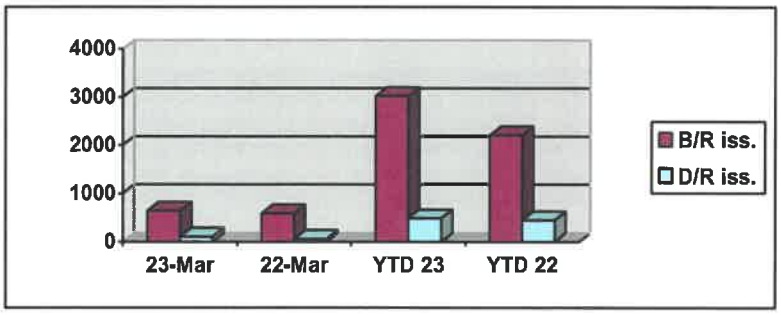
Calls received: 4,558

Walk-ins: 80



Vital Statistics:

	Mar-23	Mar-22		YTD 23	YTD 22
Birth Records Registered	115	141		882	1117
Birth Records Issued	643	583		3019	2213
Death Records Registered	45	93		274	398
Death Records Issued	100	53		486	446
Funds Received	$15,742.00	$15,176.00		$ 73,757.00	$ 77,175.00



Cemetery:

	Laurel Hill	San Jose	Catholic	Baby Sp.	YTD 22/23
Burials:	4	1	2	0	33
Sold Spaces:	0	0	0	0	0

	Laurel Hill	San Jose	Catholic	Baby Sp.	YTD 21/22
Burials:	7	1	12	0	84
Sold Spaces:	0	0	10	0	66

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Rezoning: A 0.77 of an acre of land out of Lot 159, Addition "A" to Sharyland Orchards Subdivision, (R-1A) Large Lot Single Family to (R-3) Multi-Family Residential, Jorge Maldonado, and Adoption of Ordinance#____ - De Luna

NATURE OF REQUEST:

On March 22, 2023, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located at the Southeast corner of Shary Road and Sunset Lane. There was public opposition during the P&Z Meeting the concerns voiced were in regards to traffic and children safety. A petition was submitted to staff reflecting 45% opposition. If the City Council is inclined to approve the request a 4/5 vote would be required. The board unanimously recommended denial.

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

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

BID AMOUNT: $_____

STAFF RECOMMENDATION:

Denial

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Denial

City Manager's Recommendation: Denial RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

ORDINANCE NO. ___

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING A 0.77 OF AN ACRE OF LAND OUT OF LOT 159, ADDITION "A" TO SHARYLAND ORCHARDS SUBDIVISION FROM (R-1A) LARGE LOT SINGLE FAMILY TO (R-3) MULTI-FAMILY RESIDENTIAL

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of March 22, 2023, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be NOT granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, April 10, 2023, in the Council Chambers of the City Hall to consider the following rezoning:

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

Legal Description	From	To
A 0.77 of an acre of land out of Lot 159, Addition "A" to Sharyland Orchards Subdivision	R-1A	R-3

READ, CONSIDERED AND PASSED, this the 10th day of April, 2023.

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

ITEM# 1.3

REZONING: A 0.77 of an acre of land out of Lot 159,
Addition "A" to Sharyland Orchards Subdivision
R-1A to R-3
Jorge Maldonado

REVIEW DATA

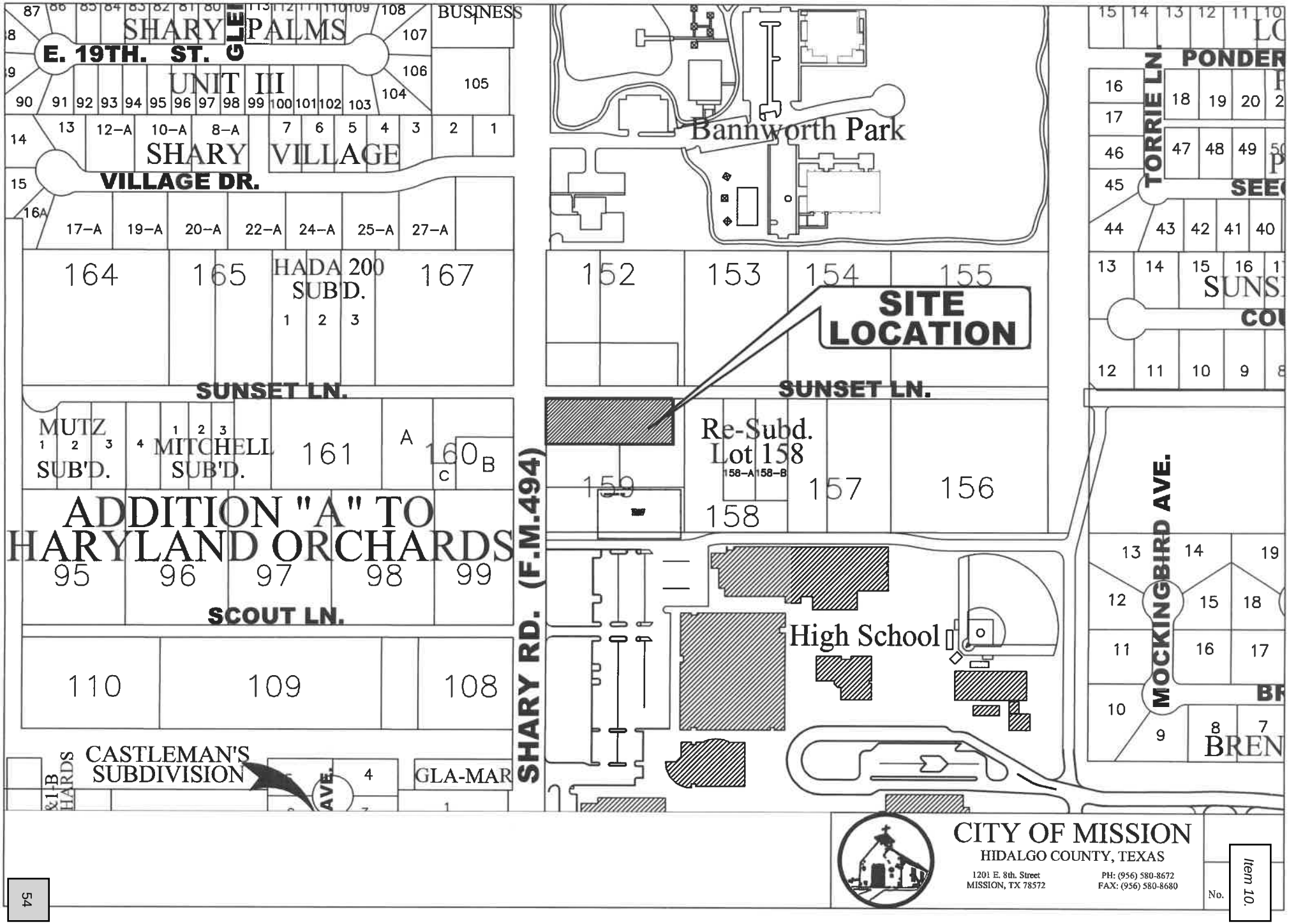
The subject site is located at the Southeast corner of Shary Road and Sunset Lane. – see vicinity map.

SURROUNDING ZONES:	N:	R-1A - Large Lot Single Family
	E:	R-1A - Large Lot Single Family
	W:	R-1A - Large Lot Single Family
	S:	R-1A - Large Lot Single Family
EXISTING LAND USES:	N:	Single Family Residential
	E:	Single Family Residential & Parking lot
	W:	Single Family Residential
	S:	Single Family Residential
	Site:	Single Family Residential

FLUM: Lower Density Residential (LD)

REVIEW COMMENTS: The proposed zone does not comply with the City's Future Land Use Map nor surrounding land uses. Approving a R-3 zone in this location would be detrimental to the surrounding single-family residential properties. On March 16, 2023 staff received a petition against the rezoning reflecting 45% in opposition to the R-3 request.

RECOMMENDATION: Staff recommends Denial.



CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th. Street
MISSION, TX 78572
PH: (956) 580-8672
FAX: (956) 580-8680
No.

SITE LOCATION
SUNSET LANE
SHARY ROAD (F.M. 494)

RECEIVED
3-16-23
CG.

Name | Address

Petition in Opposition to the Rezoning property located on Sunset Lane and Shary Rd.

1.	2410 Sunset Ln.
2. Jamie Corpus	2410 Sunset Ln.
3.	2408 Sunset Ln
4.	2410-B Sunset Ln.
5. Jesus Gonzalez	2415 Sunset Lane
6. Belinda Gonzalez	2415 Sunset Lane
7. Cristian Gonzalez	2415 Sunset Lane
8. Esperanza Corpus	2412 Sunset Lane
9. Rafael de la Garza	2421 Sunset Ln
10. Ofilia de la Garza	2421 Sunset Ln
11. Daniel de la Garza	2421 Sunset Ln
12. Cynthia M. Liesman	2416 Sunset Ln.
13. Mark A. Liesman	2416 Sunset Ln.
14. Christine L. Liesman	2416 Sunset Ln.
15.	2411 Sunset Ln
16.	2411 Sunset Ln
17. Norma Quintanilla	2405 Sunset Lane
18. Blanca Martinez	2403 Sunset Lane
19.	2419 Sunset Ln.
20. Carlos Narvaez	2417 Sunset Ln.
21. Edna M. Narvaez	2417 Sunset Ln.
22.	2401 Sunset Lane

Petition in Opposition to the Rezoning property located on Sunset Lane and Shary Rd.

Name	Address
1. Mary Ballesteros	2429 Sunset Lane
2. Joe Ballesteros	2429 Sunset Lane
3. Irma Arriaga	2427 Sunset Lane
4. [illegible] Arriaga	2427 Sunset Lane
5. Rafael [illegible]	2423 Sunset Lane
6. Lydia [illegible]	2423 Sunset Lane
7. [illegible]	2409 Sunset Lane
8. Abel U Martinez	2408 Sunset Lane
9. Steve McCaffity	2407 Sunset Lane
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	
21.	
22.	

S2950-00-000-0215-20 (458346)
SHARYLAND IND SCHOOL DIST
PO BOX 753
MISSION TX 78573

S3000-00-000-0099-10 (283493)
HORN JOSHUA & DEBORAH
1409 N SHARY RD
MISSION TX 78572

S3000-00-000-0152-00 (283545)
QUINTANILLA NORMA
100 E EMORY AVE
MCALLEN TX 78504

S3000-00-000-0152-10 (283546)
GUAJARDO ELIAS
613 KERRIA AVE
MCALLEN TX 78501

S3000-00-000-0152-20 (283547)
MCCAFFITY STEVE A & SONIA M
2407 SUNSET LN
MISSION TX 78572

S3000-00-000-0152-40 (283549)
GONZALEZ ALBERT
2121 SUNSET LN
MISSION TX 78572

S3000-00-000-0153-00 (283550)
GONZALEZ HECTOR & JUANA
2411 SUNSET LN
MISSION TX 78572

S3000-00-000-0153-10 (283551)
GONZALEZ JESUS & BELINDA
PO BOX 2547
MISSION TX 78573

S3000-00-000-0153-20 (283552)
MARTINEZ OMAR & DANA
2409 SUNSET LN
MISSION TX 78572

S3000-00-000-0159-00 (283568)
MARTINEZ ABEL U JR & ELIZABETH
2408 SUNSET LN
MISSION TX 78572

S3000-00-000-0159-10 (283569)
MARTINEZ CESAR
1402 N SHARY RD
MISSION TX 78572

S3000-00-000-0159-30 (283571)
GARCIA PAULINA MARGARITA
2305 SANTA CLARA
MISSION TX 78572

S3000-00-000-0160-00 (283572)
SERROT DEVELOPMENT & INVESTMENTS
15251 NORDHOFF ST APT 207
NORTH HILLS CA 91343

S3000-00-000-0160-20 (283575)
HAMILTON DANNY & MARTHA A
1413 N SHARY RD
MISSION TX 78572

S3000-00-000-0167-20 (283585)
GONZALEZ ALBERTO
2121 SUNSET LN
MISSION TX 78572

S3000-00-000-0160-25 (608038)
STATE OF TEXAS
PO BOX EE
PHARR TX 78577

S3000-00-000-0152-50 (632529)
MARTINEZ BLANCA E
2403 SUNSET LN
MISSION TX 78572

S3000-00-000-0158-02 (718693)
SHARYLAND ISD
1106 N SHARY RD
MISSION TX 78572

S3000-00-000-0158-0A (1129410)
CISNEROS YVETTE
2408 SUNSET LANE HOUSE B
MISSION TX 78572

S3000-00-000-0158-0B (1129411)
CORPUS EDUARDO LEE & JANIE
2410 SUNSET LN
MISSION TX 78572

Started: 5:44 p.m.
Ended: 5:52 p.m.
Item #1.3
Rezoning: **A 0.77 of and acre of land out of Lot 159, Addition "A" to Sharyland Orchards Subdivision**
R-1A to R-3
Jorge Maldonado

Ms. Dimas went over the write-up stating the subject site is located at the Southeast corner of Shary Road and Sunset Lane.

SURROUNDING ZONES:	N:	R-1A - Large Lot Single Family
	E:	R-1A - Large Lot Single Family
	W:	R-1A - Large Lot Single Family
	S:	R-1A - Large Lot Single Family
EXISTING LAND USES:	N:	Single Family Residential
	E:	Single Family Residential & Parking lot
	W:	Single Family Residential
	S:	Single Family Residential
	Site:	Single Family Residential
FLUM:		Lower Density Residential (LD)

REVIEW COMMENTS: The proposed zone does not comply with the City's Future Land Use Map nor surrounding land uses. Approving a R-3 zone in this location would be detrimental to the surrounding single-family residential properties. On March 16, 2023 staff received a petition against the rezoning reflecting 45% in opposition to the R-3 request.

RECOMMENDATION: Staff recommends Denial.

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

Mrs. Esperanza Corpus who resides at 2412 Sunset Lane stated that she was in opposition. Her main concerns were safety for children walking to school and. She added that there are specific areas to build apartments and this is not an area.

Mrs. Esperanza asked how many apartments were being built?

City Attorney Mr. Victor Flores stated that a conversation with the board was not allowed, that only staff could provide that information.

Mr. Omar Martinez who resides at 2409 Sunset Lane stated that he agreed with Mrs. Corpus. He added that he strongly disagrees with this being zoned as a multi-family area. He stated that he has small kids that walk to school.

Mr. Corpus who resides at 2412 Sunset Lane stated that he was Mrs. Corpus husband. His main concern was safety for students walking to school.

Mrs. Norma Arriaga stated that she agreed with Mr. & Mrs. Corpus and Mr. Martinez.
She added that exiting sunset onto shary was very difficult because of traffic.

Chairwomen Izaguirre entertained a motion to close the public hearing. Mrs. Garza motioned to close the hearing. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Chairwomen Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwomen Izaguirre entertained a motion. Mrs. Garza moved to deny the rezoning request as per staff's recommendation. Mr. Barrera seconded the motion. Upon a vote, the motion passed unanimously.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Rezoning: A tract of land containing 4.50 acres of land, being part of Lot 25-5, West Addition to Sharyland, (AO-I) Agricultural Open Interim to (R-1) Single Family Residential, JJAB Family Limited Partnership, and Adoption of Ordinance#____ - De Luna

NATURE OF REQUEST:

On March 22, 2023, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located approximately 543' North of Griffin Parkway (F.M. 495) on the East side of Holland Avenue. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: $_____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

ORDINANCE NO. ___

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING A TRACT OF LAND CONTAINING 4.50 ACRES OF LAND, BEING PART OF LOT 25-5, WEST ADDITION TO SHARYLAND, FROM (AO-I) AGRICULTURAL OPEN INTERIM TO (R-1) SINGLE FAMILY RESIDENTIAL

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of March 22, 2023, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, April 10, 2023, in the Council Chambers of the City Hall to consider the following rezoning:

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

Legal Description	From	To
A tract of land containing 4.50 acres of land, being part of Lot 25-5, West Addition to Sharyland	AO-I	R-1

READ, CONSIDERED AND PASSED, this the 10th day of April, 2023.

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

ITEM# 1.2

REZONING: A tract of land containing 4.50 acres of land, being part of Lot 25-5, West Addition to Sharyland
AO-I to R-1
JJAB Family Limited Partnership

REVIEW DATA

The subject site is located approximately 543' North of W. Griffin Parkway (F.M. 495) on the East side of Holland Avenue. – see vicinity map.

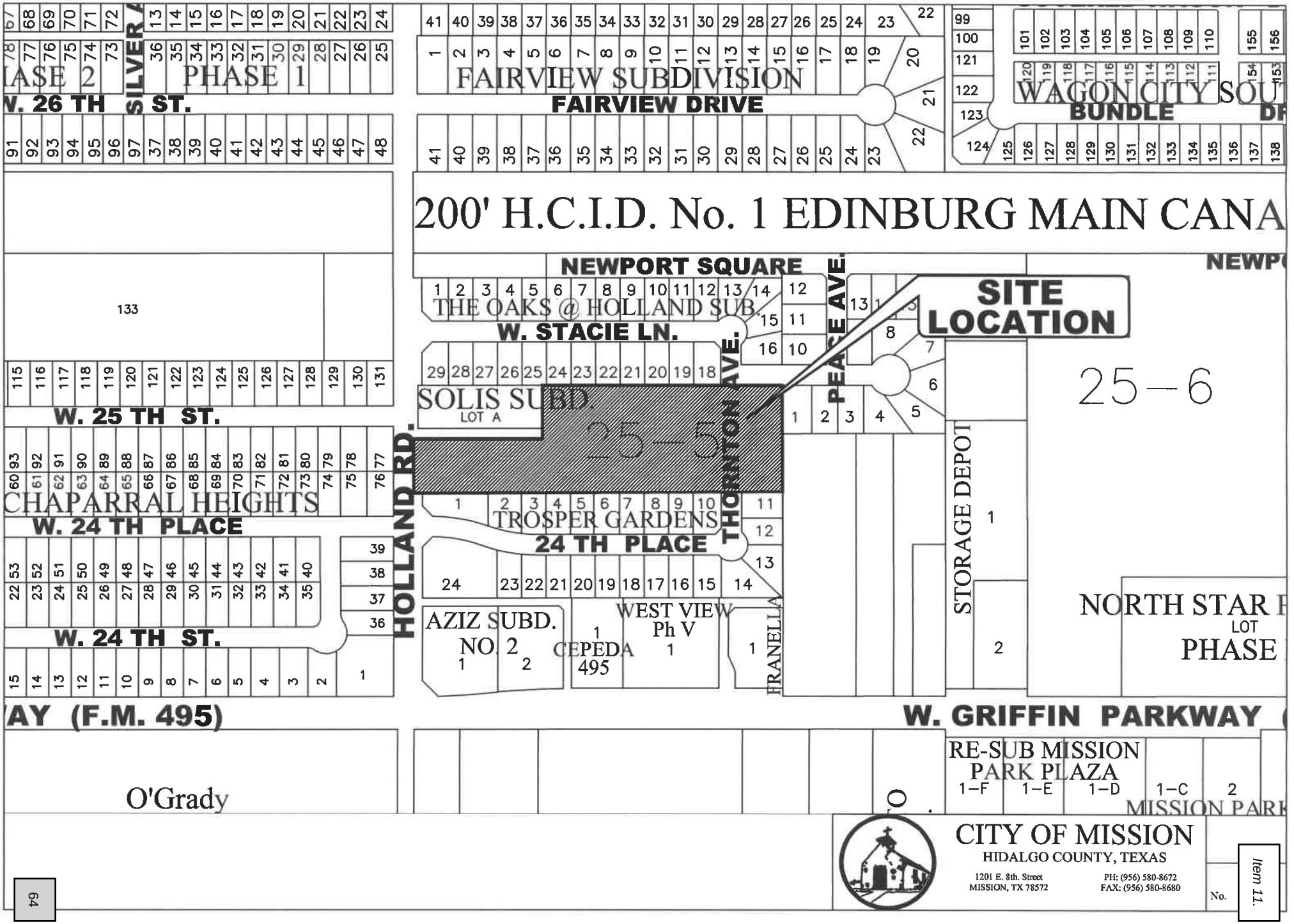
SURROUNDING ZONES:			
	N:	R-1	- Single Family Residential
	E:	R-1/C-3	- Single family Residential/ General Business
	W:	R-1	- Single Family Residential
	S:	R-1	- Single Family Residential

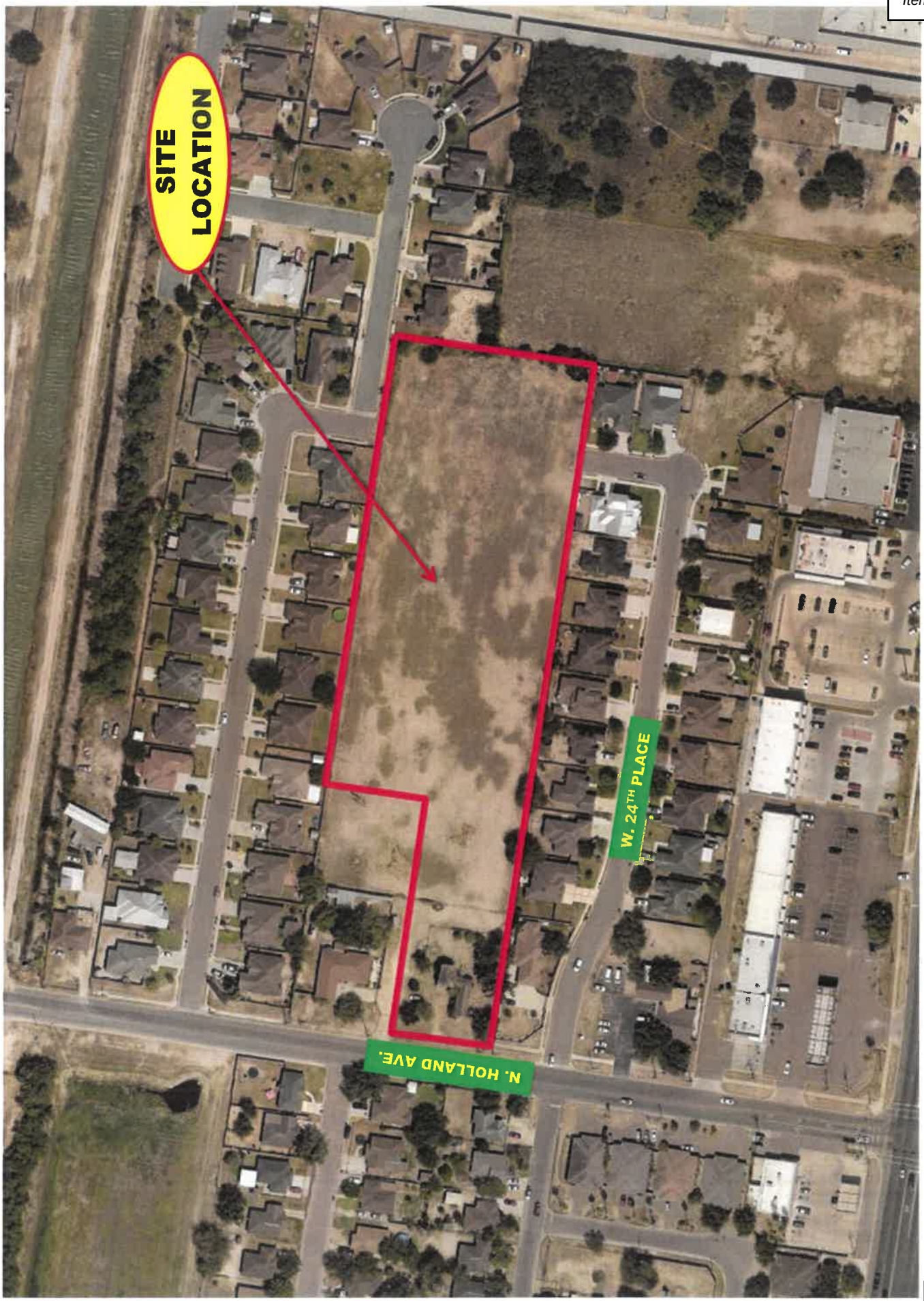
EXISTING LAND USES:		
	N:	Single Family Residential
	E:	Single Family Residential
	W:	Single Family Residential
	S:	Single Family Residential
	Site:	Single Family Residential

FLUM: Low Density Residential (LD)

REVIEW COMMENTS: The R-1 zoning request is consistent with the Future Land Use Map and acclimates to the R-1 zoning already existing in the area.

RECOMMENDATION: Staff recommends Approval.


200' H.C.I.D. No. 1 EDINBURG MAIN CANA
SITE LOCATION
25-6
25-5
FAIRVIEW SUBDIVISION
FAIRVIEW DRIVE
PHASE 1
PHASE 2
W. 26 TH ST.
SILVER A
WAGON CITY SOU
BUNDLE
NEWPORT SQUARE
THE OAKS @ HOLLAND SUB.
W. STACIE LN.
PEARCE AVE.
THORNTON AVE.
SOLIS SUBD.
LOT A
HOLLAND RD.
W. 25 TH ST.
CHAPARRAL HEIGHTS
W. 24 TH PLACE
W. 24 TH ST.
TROSPER GARDENS
24 TH PLACE
AZIZ SUBD.
NO. 2
CEPEDA
495
WEST VIEW
Ph V
FRANELLA
STORAGE DEPOT
NORTH STAR
LOT
PHASE
AY (F.M. 495)
W. GRIFFIN PARKWAY
O'Grady
RE-SUB MISSION
PARK PLAZA
1-F
1-E
1-D
1-C
2
MISSION PARK
CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th. Street
MISSION, TX 78572
PH: (956) 580-8672
FAX: (956) 580-8680
No.


SITE LOCATION
W. 24TH PLACE
N. HOLLAND AVE.

C4020-00-000-0038-00 (134476)
LARA PABLO
805 W 24TH ST
APT 1
MISSION TX 78574

C4020-00-000-0039-00 (134477)
BVOP PROPERTIES LLC
919 W 29TH STREET
AUSTIN, TX 78705

C4020-00-000-0074-00 (134512)
SALAZAR JOSE L & HERMELINDA G
804 W 24TH PL
MISSION TX 78574

C4020-00-000-0075-00 (134513)
MG VALDEZ LTD
2308 SILVERADO SOUTH
MISSION TX 78573

C4020-00-000-0076-00 (134514)
URQUIZO FRANCISCO L CARBAJAL
VERONICA ESPINOZA
800 W 24TH PL
MISSION TX 78574

C4020-00-000-0077-00 (134515)
CRUZ HECTOR
801 W 25TH ST
MISSION TX 78574

C4020-00-000-0078-00 (134516)
TREVINO TOREVINO & BLANCA E
403 S RESPLANDOR ST
MISSION TX 78572

C4020-00-000-0079-00 (134517)
ZMUDA DOMINIQUE Y
805 W 25TH ST
MISSION TX 78574

C4020-00-000-0129-00 (134567)
SANCHEZ TERESA DIEGO
804 WEST 25TH STREET
MISSION TX 78574

C4020-00-000-0130-00 (134568)
CASTILLO HECTOR
802 W 25TH ST
MISSION TX 78574

C4020-00-000-0131-00 (134569)
SANCHEZ CAROLINA
800 W 25TH ST
MISSION TX 78574

C4020-00-000-0133-00 (134570)
CITY OF MISSION
1201 E 8TH ST
MISSION TX 78572

S3990-00-000-000A-00 (286036)
PEREZ CORNELIO JR & SANDRA
2404 N HOLLAND AVE
MISSION TX 78574

S3990-00-000-000A-05 (286037)
PEREZ CORNELIO JR & SANDRA
2404 N HOLLAND AVE
MISSION TX 78574

W0100-00-025-0005-04 (316980)
JJAB FAMILY LIMITED PARTNERSHIP
PO BOX 279
MISSION TX 78573-0005

W0100-00-025-0005-08 (316984)
CERDA CESAR ARNOLDO ET AL
3206 SAN GABRIEL
MISSION TX 78572

T8030-00-000-0001-00 (693035)
PINA JAIME & IDALIA
716 W 24TH PL
MISSION TX 78574

T8030-00-000-0002-00 (693036)
GARZA GUALBERTO JR & JESENIA LEE
712 W 24TH PL
MISSION TX 78574

T8030-00-000-0003-00 (693037)
MARTINEZ JOSE S
710 W 24TH PL
MISSION TX 78574

T8030-00-000-0004-00 (693038)
BIRES RENTAL PROPERTIES LLC
3809 N 8TH COURT UNIT #4
MCALLEN TX 78501

T8030-00-000-0005-00 (693039)
SALINAS MARIO S & MARTINA L
706 W 24TH PL
MISSION TX 78574

T8030-00-000-0006-00 (693040)
PADILLA ROBERTO
704 W 24TH PLACE
MISSION TX 78574

T8030-00-000-0007-00 (693041)
SALINAS JOSE C & MARIA M
702 W 24TH PL
MISSION TX 78574

T8030-00-000-0008-00 (693042)
GARCIA ESTELLA F & DAVID R
700 W 24TH PL
MISSION TX 78574

T8030-00-000-0009-00 (693043)
FLORES MARIA IMELDA
618 W 24TH PL
MISSION TX 78574

T8030-00-000-0010-00 (693044)
LONGORIA SAUL S & MARIA SALINAS
616 W 24TH PL
MISSION TX 78574

T8030-00-000-0011-00 (693045)
GARZA ADAN JR & CLARIBEL GARZA
2314 THORNTON
MISSION TX 78574

T8030-00-000-0012-00 (693046)
REYNA MARIA A
2312 THORNTON ST
MISSION TX 78574

T8030-00-000-0013-00 (693047)
LOPEZ LUIS LAURO & MARIA INEZ
3200 TRUMAN ST
MISSION TX 78573

T8030-00-000-0014-00 (693048)
MENDOZA JOSUE ADAM & ROSA MARIA
615 W 24TH PL
MISSION TX 78574

T8030-00-000-0015-00 (693049)
DE HOYOS SAN JUANITA
6973 IOWA RD
MISSION TX 78574

T8030-00-000-0016-00 (693050)
MARTINEZ NESTOR E & ELDA S ARREGUIN
619 W 24TH PL
MISSION TX 78574

T8030-00-000-0017-00 (693051)
SALINAS DONNA L HARRISON
701 W 24TH PLACE
MISSION TX 78574

T8030-00-000-0018-00 (693052)
GONZALEZ ERICK & ROSALBA
703 W 24TH PLACE
MISSION TX 78574

T8030-00-000-0019-00 (693053)
CASTILLO SERGIO A
705 W 24TH PLACE
MISSION TX 78574

T8030-00-000-0020-00 (693054)
GARCIA MAGDALENA
PO BOX 1574
MISSION TX 78573

T8030-00-000-0021-00 (693055)
OLIVAREZ ROSA ANA
709 W 24TH PL
MISSION, TX 78574

T8030-00-000-0022-00 (693056)
GUTIERREZ SILVIA & RUBEN
711 W 24TH PL
MISSION TX 78574

T8030-00-000-0023-00 (693057)
GALLEGOS JUAN MANUEL
713 W 24TH PL
MISSION TX 78574

T8030-00-000-0024-00 (693034)
CANALES ARNULFO
929 BOWEN ST
MISSION TX 78572

T3638-00-000-0002-00 (709936)
VELA MARIA AMELIA & JOSE MARIA VELA
716 STACIE LN
MISSION TX 78574

T3638-00-000-0003-00 (709937)
HERRERA ESTHER MARTINEZ
714 STACIE LN
MISSION TX 78574

T3638-00-000-0004-00 (709938)
RAMON MYRNA
712 STACIE LN
MISSION TX 78574

T3638-00-000-0005-00 (709939)
LUNA OMAR
710 STACIE LN
MISSION TX 78574

T3638-00-000-0006-00 (709940)
REYNA RICARDO J JR & ITZEL
708 STACIE LN
MISSION TX 78574

T3638-00-000-0007-00 (709941)
PEREZ ELISA A
2406 KIM MARIE AVE
MISSION TX 78574

T3638-00-000-0008-00 (709942)
BLANCO ELIAS
215 S 2ND ST
HIDALGO TX 78557

T3638-00-000-0009-00 (709943)
ZAMORA ABELARDO EDELMIRO
702 STACIE LN
MISSION TX 78574

T3638-00-000-0010-00 (709944)
CHAIREZ STEVE
702 N OAXACA ST
ALTON TX 78573

T3638-00-000-0011-00 (709945)
VELA MARIA AMELIA & MARISOL
618 STACIE LN
MISSION TX 78572

T3638-00-000-0012-00 (709946)
GONZALEZ HERMINIO & AIDE
616 STACIE LN
MISSION TX 78574

T3638-00-000-0013-00 (709947)
GARZA EFRAIN JR
614 STACIE LN
MISSION TX 78574

T3638-00-000-0014-00 (709948)
RODRIGUEZ MARTHA ALICIA
612 STACIE LANE
MISSION TX 78574

T3638-00-000-0015-00 (709949)
MARTINEZ FRANCISCO A & CLAUDIA
2408 THORNTON ST
MISSION TX 78574

T3638-00-000-0018-00 (709952)
GARCIA RODOLFO V & AURELIA BENAVIDEZ
RR 77 BOX 5350
MISSION TX 78573

T3638-00-000-0019-00 (709953)
GALEAS CECILIA VERONICA
619 STACIE LN
MISSION TX 78574

T3638-00-000-0020-00 (709954)
LOPEZ JOSE A
909 BLAKE ST
MISSION TX 78572

T3638-00-000-0021-00 (709955)
GARCIA ADRIAN & SORAIDA
PO BOX 1326
ROMA TX 78584

T3638-00-000-0022-00 (709956)
CEPEDA YEIMI C
4810 KRISTIN AVE
MISSION TX 78573

T3638-00-000-0023-00 (709957)
ALFARO HUGO & ELSA
707 STACIE LN
MISSION TX 78574

T3638-00-000-0024-00 (709958)
LABOY CARMEN
709 W STACIE LN
MISSION TX 78574

T3638-00-000-0025-00 (709959)
OZUNA MARIA
711 STACIE LN
MISSION TX 78574

T3638-00-000-0026-00 (709960)
SOLIS JOSE L & CYNTHIA E
713 STACIE LN
MISSION TX 78574

T3638-00-000-0027-00 (709961)
RAMIREZ DANIEL A & GRACIELA
917 BURRUS ST
MISSION TX 78572

T3638-00-000-0028-00 (709962)
ORNELAS SAHAID EDUARDO
717 W STACIE LN
MCALLEN TX 78501

T3638-02-000-0001-00 (790604)
SOLIS PRISCILLA
611 ROSE MARIE ST
MISSION TX 78574

T3638-02-000-0002-00 (790605)
GONZALEZ RENE & NORMA A TOVAR
609 ROSE MARIE ST
MISSION TX 78574

T3638-02-000-0003-00 (790606)
RODRIGUEZ DANIEL
607 ROSE MARIE ST
MISSION TX 78574

T3638-02-000-0004-00 (790607)
VASQUEZ HILDA ALEIDA
605 ROSE MARIE ST
MISSION TX 78574

T3638-02-000-0009-00 (790612)
SALINAS MARIA DE JESUS
PO BOX 1611
LOS JOYA TX 78560

T3638-02-000-0010-00 (790613)
GONZALEZ JUAN
416 GARDENIA ST
SULLIVAN CITY TX 78595

T3638-02-000-0011-00 (790614)
MIRELES IVETTE I & IVETTE GUTIERREZ
CALLE NARDO 102 COL PRADO SUR CU
GUSTAVO DIAZ ORDAR TAMPS 88400
MEXICO

T3638-02-000-0012-00 (790615)
SALINAS ALBERTO & SONIA GARZA
611 NEWPORT SQUARE
MISSION TX 78574

W0100-00-025-0005-17 (1242748)
SECURCARE MOVE IT MCALLEN LLC
ATTN: MOVE IT STORAGE
12655 N CNETRAL EXPRESSWAY STE 925
DALLAS TX 75243

W0100-00-025-0005-08 (316984)
CERDA CESAR ARNOLDO ET AL
3206 SAN GABRIEL
MISSION TX 78572

Started: 5:41 p.m.
Ended: 5:44 p.m.
Item #1.2
Rezoning: **A tract of land containing 4.50 acres of land, being part of Lot 25-5, West Addition to Sharyland AO-I to R-1 JJAB Family Limited Partnership**

Ms. De Luna went over the write-up stating the subject site is located approximately 543' North of W. Griffin Parkway (F.M. 495) on the East side of Holland Avenue.

SURROUNDING ZONES:	N:	R-1	- Single Family Residential
	E:	R-1/C-3	- Single family Residential/ General Business
	W:	R-1	- Single Family Residential
	S:	R-1	- Single Family Residential

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

FLUM: Low Density Residential (LD)

REVIEW COMMENTS: The R-1 zoning request is consistent with the Future Land Use Map and acclimates to the R-1 zoning already existing in the area.

RECOMMENDATION: Staff recommends Approval.

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

There was none.

Chairwomen Izaguirre entertained a motion to close the public hearing. Mrs. Garza motioned to close the hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwomen Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwomen Izaguirre entertained a motion. Mrs. Garza moved to the approve the rezoning as presented. Mr. Barrera seconded the motion. Upon a vote, the motion passed unanimously.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Rezoning: A tract of land containing 16.76 acres of land, being a part of portion of Lot 183, John H. Shary Subdivision, (R-2) Multi-Family Residential to (R-3) Multi-Family Residential, Dragonfly RGV, LLC (c/o Dolly L. Elizondo), and Adoption of Ordinance#____ - De Luna

NATURE OF REQUEST:

On March 22, 2023, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located approximately 1700' north of U.S. Expressway 83, along the east side of Glasscock Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: $_____

STAFF RECOMMENDATION:

Based on the above land use logic & to retain as much integrity to the City's Comprehensive Plan (FLUM), Planning recommends that R-3 may be favored but only to the NE component.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

ORDINANCE NO. ___

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING A TRACT OF LAND CONTAINING 16.76 ACRES OF LAND, BEING A PART OF PORTION OF LOT 183, JOHN H. SHARY SUBDIVISION, FROM (R-2) DUPLEX-FOURPLEX RESIDENTIAL TO (R-3) MULTI-FAMILY RESIDENTIAL

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of March 22, 2023, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, April 10, 2023, in the Council Chambers of the City Hall to consider the following rezoning:

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

Legal Description	From	To
A tract of land containing 16.76 acres of land, being a part of portion of Lot 183, John H. Shary Subdivision	R-2	R-3

READ, CONSIDERED AND PASSED, this the 10th day of April, 2023.

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

ITEM# 1.5

REZONING: A tract of land containing 16.76 acres
of land, being a part of portion of
Lot 183, John H. Shary Subdivision
R-2 to R-3
Dragonfly RGV, LLC
c/o Dolly L. Elizondo

REVIEW DATA

The subject site is located approximately 1700' north of U.S. Expressway 83, along the east side of Glasscock Road - see vicinity map. Except for the SW corner area (Oak Forest Subdivision), the R-2 tract, being ¼ mile (E to W at 1320'), is largely square-shape and vacant.

SURROUNDING ZONES:	N:	R-1/R-4	- Single-Family Residential/ Mobile & Modular Homes
	E:	R-3	- Multi-Family Residential
	W:	C-2/R-1	- Neighborhood Commercial/ Single-Family Residential
	S:	R-1T/R-1	- Townhouse Residential/ Single-Family Residential

EXISTING LAND USES:	N:	Mobile Home Park; some Single-Family Res.
	E:	Apartments; lake/pond
	W:	Single-Family Residential
	S:	Townhomes
	Site:	Vacant

FLUM: Sites' north portion reflect Moderate Density Residential (MD)
Sites' south portion reflect General Commercial (GC)

REVIEW COMMENTS: The desired Multi-family Residential (R-3) zoning district for the ***entire acreage*** appears to be a bit beyond what may comfortably acclimate to the surrounding land uses and surrounding zoning districts.

When the property was rezoned R-2 not long ago, this was considered a good '*moderate'/middle ground* zoning because the anticipated '*4plex per lot'* would not be as large a disparity to the residential districts that have long invested in their homes, e.g., R-1's Glasscock South, R-1T's Oak Forest (a MD land use), and R-4's Twin Lakes Mobile Home Subdivision (another MD land use). Another reason the R-2 was not objected to was because it was largely consistent to the FLUM;'s Moderate Density (MD) designation.

Also, let's not overlook the vast R-1 zoned acreage to the abutting south, too, which should continue to be buffered from any High Density effect of R-3 (population, property values, etc.).

Referring to property values and the FLUM's Moderate Density designation, please be advised that one of R-3's primary intents is **"To promote the most desirable use of land and direction of building development NOT IN CONFLICT WITH THE COMPREHENSIVE PLAN** *(meaning the FLUM)* **of the City of Mission; to promote STABILITY OF RESIDENTIAL DEVELOPMENT; to PROTECT THE CHARACTER OF THE DISTRICT; to CONSERVE THE VALUE OF LAND AND BUILDINGS; and to PROTECT THE CITY'S TAX BASE."** (Section 1.39 (1)(f)

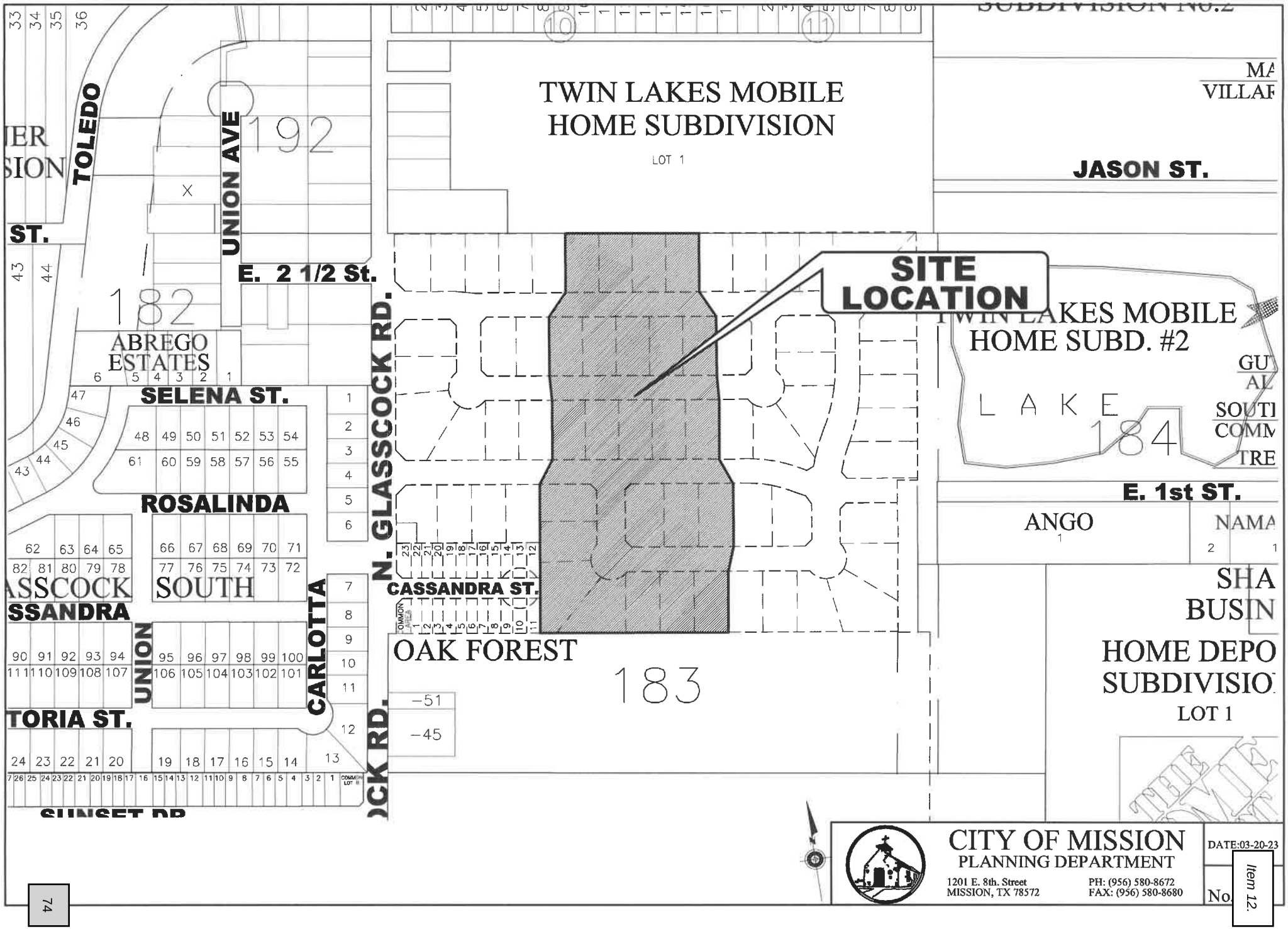
If you may recall, when R-2 was approved, Staff noted that R-2 was a Moderate Density (MD) land use; and as such, the stair-step pattern of naturally evolving land uses *to* R-2 seemed palatable – the following shows the *stair-step* that should be adhered to as much as possible:

- Low Density (R-1) land uses; then transitioning to
- Moderate Density (R-2, R-1T, R-4) land uses; then transitioning to
- High Density (R-3) land uses; then transitioning to
- General Commercial land uses

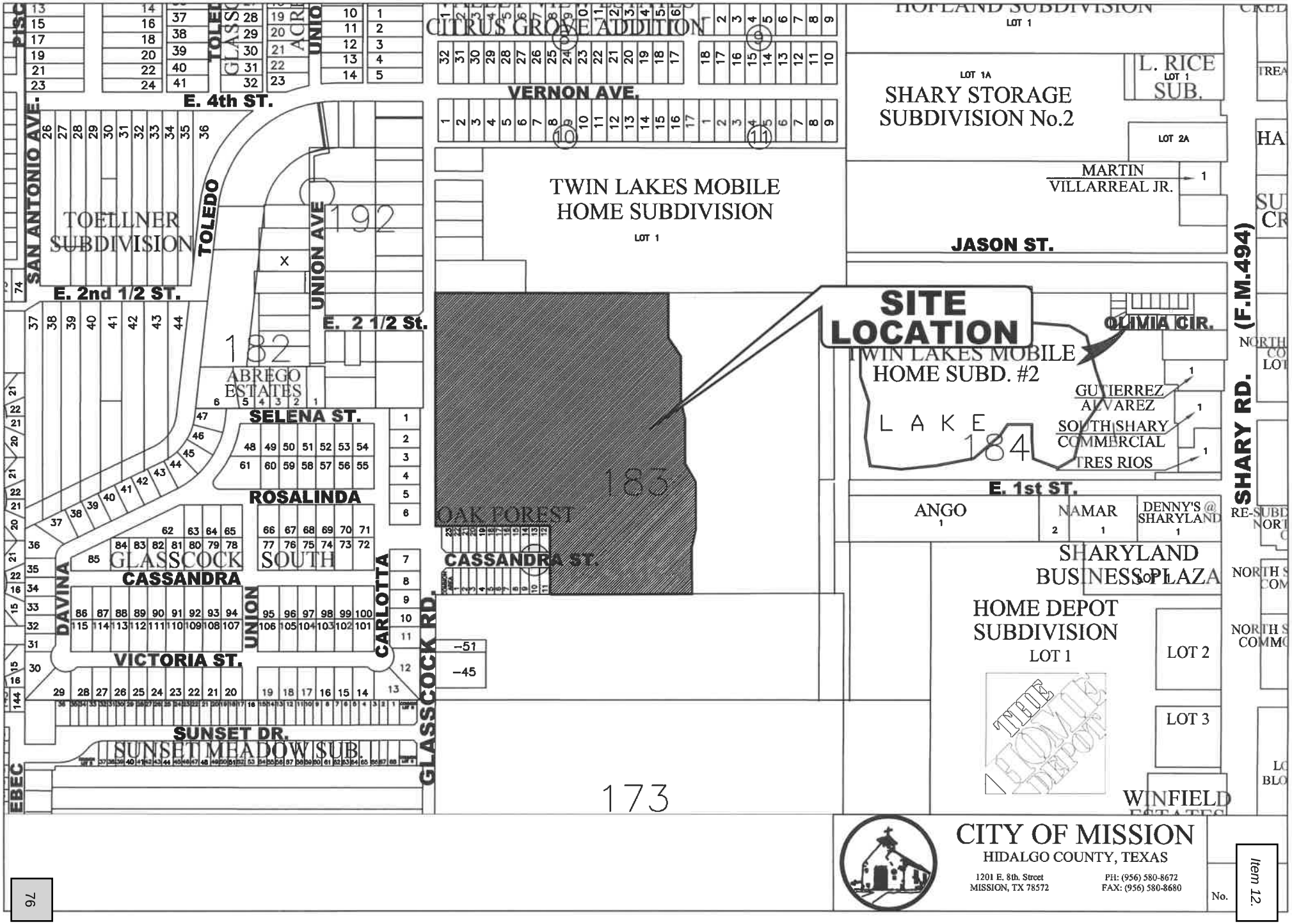
In view of the investment reality of current R-1's, and the future potential of the R-1 district to the south; and also protecting the R-1T Oak Forest neighborhood, Planning believes that R-3 may be a viable option ***BUT* only if kept distant from the R-1, the R-1T, and a small measure of R-4.**

Using the R-1T Oak Forest development as a gauge, the frontage to Glasscock should be retained R-2 – this being the E-W depth of Oak Forest….see attached marked map for this more palatable concept where **the applicant gains largely what is being sought but only to the degree that existing LD/MD land uses/zones are also buffered with the current R-2.**

Staff Recommendation: Based on the above land use logic & to retain as much integrity to the City's Comprehensive Plan (FLUM), Planning recommends that R-3 may be favored but only to the NE component, as shown on the marked zoning map.


TWIN LAKES MOBILE HOME SUBDIVISION
LOT 1
SITE LOCATION
TWIN LAKES MOBILE HOME SUBD. #2
JASON ST.
E. 2 1/2 St.
E. 1st ST.
SELENA ST.
ROSALINDA
SOUTH
CASSANDRA ST.
OAK FOREST
183
182
184
192
ABREGO ESTATES
UNION AVE
TOLEDO
CARLOTTA
UNION
N. GLASSCOCK RD.
HOME DEPO SUBDIVISIO
LOT 1
CITY OF MISSION
PLANNING DEPARTMENT
1201 E. 8th. Street
MISSION, TX 78572
PH: (956) 580-8672
FAX: (956) 580-8680
DATE:03-20-23

SITE LOCATION
E. 2 ½ STREET
GLASSCOCK RD.



CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th. Street
MISSION, TX 78572
PH: (956) 580-8672
FAX: (956) 580-8680
No.

G4055-00-000-0001-00 (179317)
ARCAUTE ARMANDO JR & MICAELA R
134 CARLOTTA ST
MISSION TX 78572

G4055-00-000-0002-00 (179318)
MONTEMAYOR HECTOR R & ROSE Y
130 CARLOTTA ST
MISSION TX 78572

G4055-00-000-0003-00 (179319)
MONTEMAYOR ROSE YVONNE
130 CARLOTTA ST
MISSION TX 78572

G4055-00-000-0004-00 (179320)
GUERRA HUGO E & TANYA M
1913 ROSALINDA ST
MISSION TX 78572

G4055-00-000-0005-00 (179321)
MELECIO MARIA R & MAYRA M LOZANO
126 CARLOTTA ST
MISSION TX 78572

G4055-00-000-0006-00 (179322)
PEREZ MANUEL & PATRICIA E WHITTIN
122 CARLOTTA ST
MISSION TX 78572

G4055-00-000-0007-00 (179323)
GARCIA ALFREDO & HERMILA
110 CARLOTTA ST
MISSION TX 78572

G4055-00-000-0008-00 (179324)
GARCIA ALFREDO & HERMILA
3000 W. CERMAK RD
CHICAGO IL 60623

G4055-00-000-0054-00 (179370)
ALEMAN OLGA L
1912 SELENA ST
MISSION TX 78572

G4055-00-000-0055-00 (179371)
GUERRA TANYA M
1913 ROSALINDA ST
MISSION TX 78572

G4055-00-000-0071-00 (179387)
LOBATOS SYLVIA
1910 ROSALINDA ST
MISSION TX 78572

G4055-00-000-0072-00 (179388)
CARDENAS ELIZABETH CUST JENNIFEF
1911 CASSANDRA ST
MISSION TX 78572

S2950-00-000-0173-00 (280898)
R&G DEVELOPMENT LP
1005 E NOLANA AVE
MCALLEN TX 78504

S2950-00-000-0182-25 (280933)
ABREGO ONESIMO VALADEZ
PO BOX 276361
SAN ANTONIO TX 78227

S2950-00-000-0182-35 (280935)
GARCIA MIGUEL ANGEL SANTOS ET AL
1903 E 2 1/2 ST APT 4
MISSION TX 78572

S2950-00-000-0182-45 (280937)
GARCIA JOSE SANTOS
RR 4 BOX 347
MISSION TX 78574

S2950-00-000-0182-62 (280944)
MARTINEZ JUAN
PO BOX 2267
MISSION TX 78573

S2950-00-000-0182-65 (280945)
PENA ARACELI G
1909 SELENA ST
MISSION TX 78572

S2950-00-000-0182-70 (280946)
GONZALEZ JOSE REYES & VERONICA L
1211 GLASSCOCK ROAD
MISSION TX 78572

S2950-00-000-0183-30 (280950)
DRAGONFLY 6265 LLC
305 A N SHARY RD
MISSION TX 78572

S2950-00-000-0192-02 (281018)
CUELLAR CARLOS & FRANCISCA R
213 N GLASSCOCK RD
MISSION TX 78572

S2950-00-000-0192-07 (281020)
CARRANZA AUGUSTIN & AGRIPINA
215 N GLASSCOCK RD
MISSION TX 78572

S2950-00-000-0192-20 (281026)
ALVARADO ABEL FRANCISCO &
301 N GLASSCOCK RD
MISSION TX 78572

S2950-00-000-0192-46 (281038)
PEREZ HECTOR JR & VALERIE LOPEZ
212 UNION ST
MISSION TX 78572

S2950-00-000-0193-00 (281045)
VILLARREAL EULALIO & ELIDA G
300 N GLASSCOCK RD
MISSION TX 78572

S2950-00-000-0193-05 (281046)
MARTINEZ JUAN
PO BOX 2267
MISSION TX 78573

S2950-00-000-0193-15 (281048)
DRAGONFLY 6265 LLC
305 A N SHARY RD
MISSION TX 78572

S2950-00-000-0193-20 (281049)
DRAGONFLY 6265 LLC
305 A N SHARY RD
MISSION TX 78572

S2950-00-000-0192-59 (655455)
LOPEZ ROSA
305 N GLASSCOCK RD
MISSION TX 78572

S2950-00-000-0182-72 (280947)
REYES NOHEMI
1902 E 2 1/2 ST
MISSION TX 78572

O0520-00-000-0000-00 (1371518)
HOMEOWNERS ASSOCIATION FOR OAK
2807 SANTA ERICA ST
MISSION TX 78572

O0520-00-000-0001-00 (1371520)
NEXHER LLC
128 RIO GRANDE DR
MISSION TX 78572

O0520-00-000-0002-00 (1371521)
DURBEX LLC
128 RIO GRANDE DR
MISSION TX 78572

O0520-00-000-0003-00 (1371522)
PROYEX 630 LLC
128 RIO GRANDE DR
MISSION TX 78572

O0520-00-000-0004-00 (1371523)
ROBLESA LLC
128 RIO GRANDE DR
MISSION TX 78572

O0520-00-000-0005-00 (1371524)
MARIN ANDRES & CINTHYA
15201 E FN 2812
EDINBURG TX 78542

O0520-00-000-0006-00 (1371525)
MAPLE TREE INVESTMENTS LLC
PO BOX 2850
MISSION TX 78573

O0520-00-000-0007-00 (1371526)
TERRA HOMES CORPORATION
PO BOX 2850
MISSION TX 78573

O0520-00-000-0008-00 (1371527)
DA LA TEJERA ANDRE FAVIAN & SANDF
128 RIO GRANDE DR
MISSION TX 78572

O0520-00-000-0009-00 (1371528)
SANCHEZ ALEJANDRA DE JESUS
804 VALLEY TR
WESLACO TX 78599

O0520-00-000-0010-00 (1371529)
HERNANDEZ LUCILA AMPARO DURAN
8424 N 26TH
MCALLEN TX 78504

O0520-00-000-0011-00 (1371530)
TAMMEL INVESTMENTS LLC
2807 SANTA ERICA
MISSION TX 78572

O0520-00-000-0012-00 (1371531)
BEJSA MANAGEMENT LLC
1224 E JASMINE STE D
MCALLEN TX 78501

O0520-00-000-0013-00 (1371532)
BARRAGAN ELIAS & OHAD DAVOLT
1317 E OLYMPIA AVE APT 3
MCALLEN TX 78503

O0520-00-000-0014-00 (1371533)
BARRAGAN ELIAS & OHAD DAVOLT
1317 E OLYMPIA AVE APT 3
MCALLEN TX 78503

O0520-00-000-0015-00 (1371534)
KAMEL & KAMEL INVESTMENTS LLC
2807 SANTA ERICA ST
MISSION TX 78572

O0520-00-000-0016-00 (1371535)
RODRIGUEZ FELIPE
5016 SWEETWATER AVE
MCALLEN TX 78503

O0520-00-000-0017-00 (1371536)
SALINAS LEROY & DANIELA
2013 CASSANDRA ST
MISSION TX 78572

O0520-00-000-0018-00 (1371537)
MORENO VICENTE DIAZ & IVETH RUBY
COBARRUBIAS MENDOZA
2011 CASSANDRA ST
MISSION TX 78572

O0520-00-000-0019-00 (1371538)
CHAPA ARMANDO BECERRIL & ANA
3106 SANTA MONICA
MISSION TX 78572

O0520-00-000-0020-00 (1371539)
TAMMEL INVESTMENTS LLC
2807 SANTA ERICA
MISSION TX 78572

O0520-00-000-0021-00 (1371540)
VILLANUEVA JUVENAL GONZALEZ
1605 E 24TH ST
MISSION TX 78574

O0520-00-000-0022-00 (1371541)
SISU DEVELOPMENT LLC
900 MYRTLE BEACH AVENUE APT 4
MCALLEN TX 78503

O0520-00-000-0023-00 (1371542)
VILLANUEVA JACQUELINE
1411 ENCANTADO CIR
PALMVIEW TX 78575

Started: 5:58 p.m.
Ended: 6:09 p.m.
Item #1.5
Rezoning: **A tract of land containing 16.76 acres of land, being a part of portion of Lot 183, John H. Shary Subdivision**
R-2 to R-3
Dragonfly RGV, LLC
c/o Dolly L. Elizondo

Ms. Dimas went over the write-up stating the subject site is located approximately 1700' north of U.S. Expressway 83, along the east side of Glasscock Road - see vicinity map. Except for the SW corner area (Oak Forest Subdivision), the R-2 tract, being ¼ mile (E to W at 1320'), is largely square-shape and vacant.

SURROUNDING ZONES:

N:	R-1/R-4	- Single-Family Residential Mobile & Modular Homes
E:	R-3	- Multi-Family Residential
W:	C-2/R-1	- Neighborhood Commercial/ Single-Family Residential
S:	R-1T/R-1	- Townhouse Residential/ Single-Family Residential

EXISTING LAND USES:

N:	Mobile Home Park; some Single-Family Res.
E:	Apartments; lake/pond
W:	Single-Family Residential
S:	Townhomes
Site:	Vacant

FLUM: Sites' north portion reflect Moderate Density Residential (MD)
Sites' south portion reflect General Commercial (GC)

REVIEW COMMENTS: The desired Multi-family Residential (R-3) zoning district for the ***entire acreage*** appears to be a bit beyond what may comfortably acclimate to the surrounding land uses and surrounding zoning districts.

When the property was rezoned R-2 not long ago, this was considered a good '*moderate'/middle ground* zoning because the anticipated '*4plex per lot'* would not be as large a disparity to the residential districts that have long invested in their homes, e.g., R-1's Glasscock South, R-1T's Oak Forest (a MD land use), and R-4's Twin Lakes Mobile Home Subdivision (another MD land use). Another reason the R-2 was not objected to was because it was largely consistent to the FLUM;'s Moderate Density (MD) designation.
Also, let's not overlook the vast R-1 zoned acreage to the abutting south, too, which should continue to be buffered from any High-Density effect of R-3 (population, property values, etc.).

Referring to property values and the FLUM's Moderate Density designation, please be advised that one of R-3's primary intents is **"To promote the most desirable use of land and direction of building development NOT IN CONFLICT WITH THE COMPREHENSIVE PLAN** *(meaning the FLUM)* **of the City of Mission; to promote STABILITY OF RESIDENTIAL DEVELOPMENT; to PROTECT THE CHARACTER OF THE DISTRICT; to CONSERVE THE VALUE OF LAND AND BUILDINGS; and to PROTECT THE CITY'S TAX BASE."** (Section 1.39 (1)(f)

If you may recall, when R-2 was approved, Staff noted that R-2 was a Moderate Density (M land use; and as such, the stair-step pattern of naturally evolving land uses *to* R-2 seemed palatable – the following shows the *stair-step* that should be adhered to as much as possible:

- Low Density (R-1) land uses; then transitioning to
- Moderate Density (R-2, R-1T, R-4) land uses; then transitioning to
- High Density (R-3) land uses; then transitioning to
- General Commercial land uses

In view of the investment reality of current R-1's, and the future potential of the R-1 district to the south; and also protecting the R-1T Oak Forest neighborhood, Planning believes that R-3 may be a viable option ***BUT* only if kept distant from the R-1, the R-1T, and a small measure of R-4.**

Using the R-1T Oak Forest development as a gauge, the frontage to Glasscock should be retained R-2 – this being the E-W depth of Oak Forest…. see attached marked map for this more palatable concept where **the applicant gains largely what is being sought but only to the degree that existing LD/MD land uses/zones are also buffered with the current R-2.**

Staff Recommendation: Based on the above land use logic & to retain as much integrity to the City's Comprehensive Plan (FLUM), Planning recommends that R-3 may be favored but only to the NE component, as shown on the marked zoning map.

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

Ms. Dolly Elizondo the applicant stated that she is one of the developers of Las Esperanzas a 66 lot multi-family Subdivision. She added that the subdivision has both designations, R-2 for 66 lots and R-3 for 20. She added that she was here today to ask to grant an R-3 designation to the 66 lots. She mentioned that this request is response to community feedback and research on current house market.

Chairwomen Izaguirre asked how many acres is it?

Ms. Dolly Elizondo stated it was 16 acres.

Chairwomen Izaguirre entertained a motion to close the public hearing. Mr. Barrera motioned to close the public hearing. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Chairwomen Izaguirre asked if the board had any questions.

There was none.

There being no further discussion, Chairwomen Izaguirre entertained a motion. Mr. Barrera moved to the approve 16.76 acres to R-3. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Conditional Use Permit: Drive-Thru Service Window – Duck Donuts at 911 E. 9th Street, Being a 0.38 acre tract of land out of Lot 4, Resubdivision of Block L & G, of Wright Subdivision, C-3, Duck Donuts c/o Alberto Vela, and Adoption of Ordinance#____ - De Luna

NATURE OF REQUEST:

On March 8, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located approximately 360' west of Highland Park Avenue along the north side of Business Highway 83. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: $_____

STAFF RECOMMENDATION: Approval subject to: 1) 1 year re-evaluation to assess this new operation, 2) Must comply with all City Codes (Building, Fire, Health codes, etc.), 3) CUP not to be transferable to others, and 4) Must acquire a Business License.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

ORDINANCE NO. ___

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT FOR THE DRIVE-THRU SERVICE WINDOW – DUCK DONUTS AT 911 E. 9TH STREET, BEING A 0.38 ACRE TRACT OF LAND OUT OF LOT 4, RESUBDIVISION OF BLOCK L & G, OF WRIGHT SUBDIVISION

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of March 8, 2023, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, April 10, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
911 E. 9th Street Being a 0.38 acre tract of land out of Lot 4, Resubdivision of Block L & G, of Wright Subdivision	Drive-Thru Service Window – Duck Donuts	1) 1 yr. re-evaluation to assess this new operation, 2) Must continue comply with all City Codes (Building, Fire, Health, etc.) 3) CUP not transferable to others, and 4) Must acquire a Business License

READ, CONSIDERED AND PASSED, this the 10th day of April, 2023.

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

ITEM# 1.1

CONDITIONAL USE PERMIT & SITE PLAN REVIEW:

Drive-Thru Service Window – Duck Donuts
911 E. 9th Street
Being a 0.38 acre tract of land out of
Lot 4, Resubdivision of Blocks L & G,
of Wright Addition
C-3
Duck Donuts
c/o Alberto Vela

REVIEW DATA

The site is located approximately 360' west of Highland Park Avenue along the north side of Business Highway 83 - **see vicinity map**. The applicant is proposing to construct an 1,815' square foot building for his donut shop. Access to the site is off of Business Highway 83 via a 24' driveway that wraps around the building. The drive-thru service window is located behind the building. Staff notes that the wrap around to the drive-thru window will allow stacking for up to 3 vehicles.

Hours of Operation: Monday – Thursday 7am to 7pm, Friday from 7am to 9pm, Saturday 8am – 9pm and Sunday 9am to 7pm
Staff: 12 employees in different shifts
Parking: Based on the square footage of the building, there are 8 parking spaces required. The applicant is proposing 12, exceeding code by 4. (Might change depending of number of tables & chairs proposed)
Landscaping and Buffering: The applicant will be complying with the landscaping, lighting and buffering requirements.

REVIEW COMMENTS: Applicant will have to comply with all Building, Health, Sign, and Fire Codes for their Business License.

RECOMMENDATION: Staff recommends approval subject to:
1. 1 year re-evaluation to assess this new operation,
2. Must comply with all City Codes (Building, Fire, Health Codes, etc.),
3. CUP not to be transferable to others, and
4. Must acquire a new Business License

CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th. Street
MISSION, TX 78572
PH: (956) 580-8672
FAX: (956) 580-8680
No.

SITE
LOCATION
BUS HWY 83 (LOOP 374)

BUILD YOUR BOX

START WITH A FRESH **VANILLA CAKE DONUT**

BARE DONUTS *210 cal each*

PICK A COATING *10-50 cal each*
Powdered Sugar, Vanilla, Cinnamon Sugar, Chocolate, Maple
Strawberry, Lemon, Glaze, Peanut Butter, Blueberry

SELECT A TOPPING *10-30 cal each*
Chopped Bacon, Peanuts, OREO® Cookie Pieces, Rainbow Sprinkles
Chocolate Sprinkles, Graham Cracker Crumbs, Shredded Coconut

ADD A DRIZZLE (Or any of the coating choices above) *5-15 cal each*
Hot Fudge, Raspberry, Marshmallow, Salted Caramel

DONUTS

SINGLE $2.25 ½ DOZEN $12.50 DOZEN $22.50

SANDWICHES

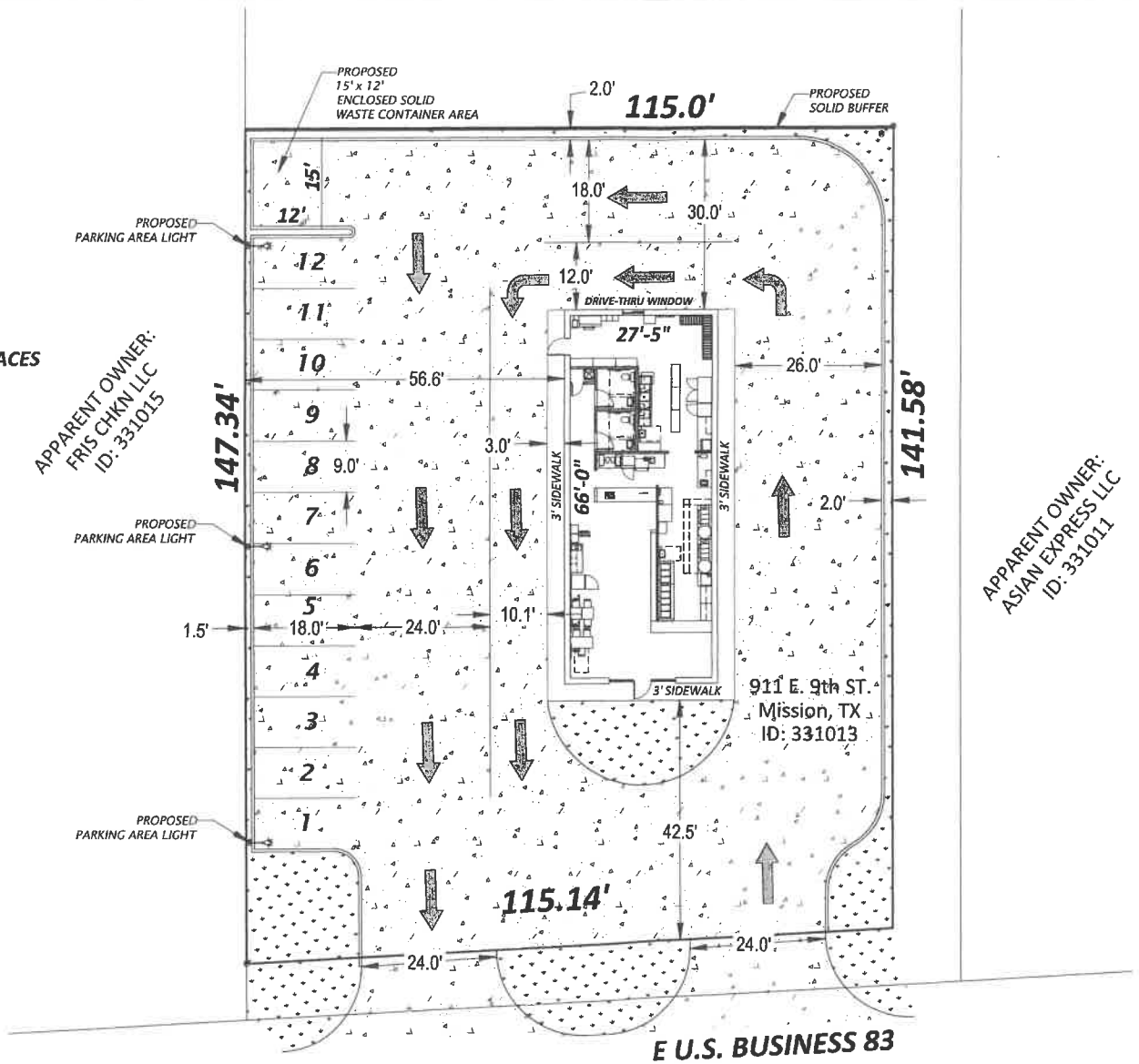
EGG & CHEESE *280-500 cal*	**$5.79**
BACON, EGG & CHEESE *250-570 cal*	**$6.79**
SAUSAGE, EGG & CHEESE *510-730 cal*	**$6.79**

ICE CREAM

DONUT SUNDAE *280-500 cal*	**$6.95**
MILKSHAKES (Add a donut $1.00) *450-670 cal*	**$6.95**

COFFEE & DRINKS

	BUCKET	SM	MED	L
COFFEE *0-5 cal*	$19.99	$2.89	$3.49	$3.89
COLD BREW *0-5 cal*			$3.79	$4.49
FRAPPE *370-940 cal*			$5.75	$6.75
HOT CHOCOLATE *320-490 cal*		$3.09	$3.59	$3.89



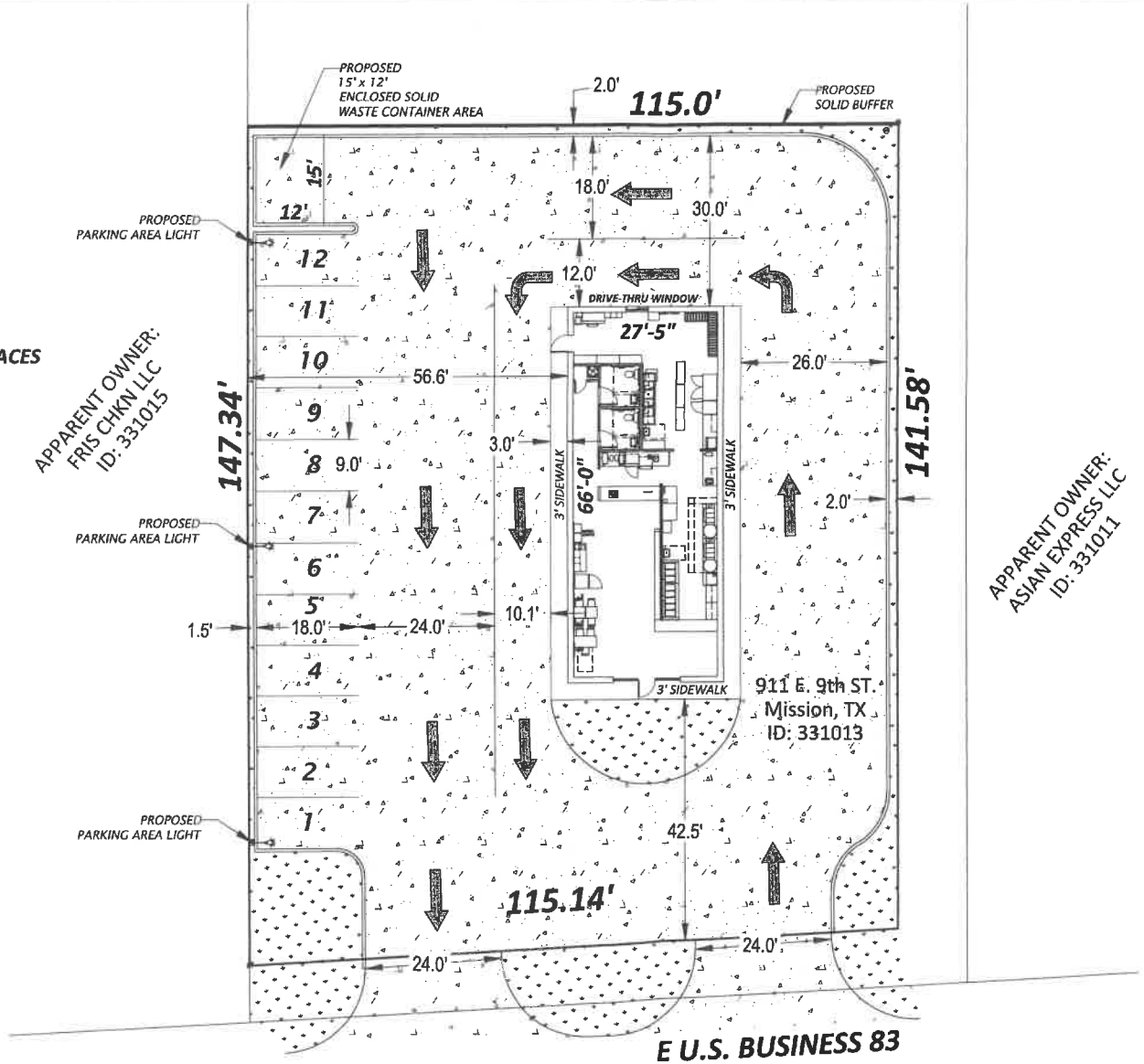
IZAGUIRRE
Engineering Group LLC
2121 E GRIFFIN PKWY SUITE 2
MISSION TEXAS, 78574
PHONE (956) 584-0550
FAX (956) 584-0049
F-10214

No.	Revision/Issue	Date

911 E. 9th St.
Mission, TX

DUCK DONUTS
PRELIMINARY
SITE PLAN

Project	Sheet
Date 1/24/2023	E1
Scale FULL: 1"=10'/HALF: 1"=20'	



IZAGUIRRE
Engineering Group LLC
2121 E GRIFFIN PKWY SUITE 2
MISSION TEXAS, 78574
PHONE (956) 584-0551
FAX (956) 584-0049
F-10214

No.	Revision/Issue	Date

911 E. 9th St.
Mission, TX

DUCK DONUTS
PRELIMINARY
SITE PLAN

Project	Sheet
Date: 1/24/2023	E1
Scale: FULL: 1"=10'/HALF: 1"=20'	

W0100-00-020-0009-00 (316771)
HOUSING AUTHORITY OF THE
CITY OF MISSION
906 E 8TH ST
MISSION TX 78572

W8100-00-00F-0006-00 (331004)
CAVAZOS JOE D
923 E TOM LANDRY
MISSION TX 78572

W8100-00-00G-0001-00 (331010)
MISSION CISD
1201 BRYCE DR
MISSION TX 78572

W8100-00-00G-0003-00 (331011)
ASIAN EXPRESS LLC
8019 BELLAIRE BLVD
HOUSTON TX 77036

W8100-00-00G-0004-00 (331012)
ABREGO JULIO
1005 N 45TH ST
MCALLEN TX 78501

W8100-00-00G-0004-01 (331013)
D.A.D VELA INVESTMENTS LLC
1242 E BUS HWY 83 NO 7
MISSION TX 78572

W8100-00-00G-0004-03 (331014)
STATE OF TEXAS
C/O DIST RIGHT OF WAY ENGR
PO BOX E
PHARR TX 78577

W8100-00-00G-0005-00 (331015)
FRIS CHKN LLC
C/O CAJUN OPERATING COMPANY
980 HAMMOND DR STE 1100
ATLANTA GA 30328

W8100-00-00G-0005-01 (331016)
FRIS CHKN LLC
C/O CAJUN OPERATING COMPANY
980 HAMMOND DR STE 1100
ATLANTA GA 30328

W8100-00-00G-0005-02 (331017)
GARCIA SANTA S FERNANDEZ
4343 N 27TH LN
MCALLEN TX 78504

W8100-00-00G-0006-00 (331018)
FQSR RE LLC
10950 GRANDVIEW DRIVE SUITE 300
OVERLAND PARKWAY KS 66210

W8100-00-00K-0001-02 (331036)
CASTILLO BRENDA VERONICA G T &
6711 BECK CANYON
HOUSTON TX 77084

W8100-00-00K-0001-03 (331037)
OBREGON TERESA MENDOZA
915 E 11TH ST
MISSION TX 78572

W8100-00-00K-0002-00 (331038)
CAMBERO ERIKA TAMEZ
306 S BRYAN RD SUITE 286
MISSION TX 78572

W8100-00-00K-0003-01 (331040)
CASTILLO OSCAR
1017 E TOM LANDRY ST
MISSION TX 78572

Started: 5:38 p.m.
Ended: 5:41 p.m.
Item #1.1
Conditional Use Permit & Site Plan Review:

Drive-Thru Service Window - Duck Donuts
911 E. 9th Street
Being a 0.38 acre tract of land out of Lot 4, Resubdivision of Blocks L & G, of Wright Addition
C-3
Duck Donuts
c/o Alberto Vela

Ms. De Luna went over the write-up stating the site is located approximately 360' west of Highland Park Avenue along the north side of Business Highway 83. The applicant is proposing to construct an 1,815' square foot building for his donut shop. Access to the site is off of Business Highway 83 via a 24' driveway that wraps around the building. The drive-thru service window is located behind the building. Staff notes that the wrap around to the drive-thru window will allow stacking for up to 3 vehicles.

Hours of Operation: Monday – Thursday 7am to 7pm, Friday from 7am to 9pm, Saturday 8am – 9pm and Sunday 9am to 7pm
Staff: 12 employees in different shifts
Parking: Based on the square footage of the building, there are 8 parking spaces required. The applicant is proposing 12, exceeding code by 4. (Might change depending of number of tables & chairs proposed)
Landscaping and Buffering: The applicant will be complying with the landscaping, lighting and buffering requirements.

REVIEW COMMENTS: Applicant will have to comply with all Building, Health, Sign, and Fire Codes for their Business License.

RECOMMENDATION: Staff recommends approval subject to:
1. 1 year re-evaluation to assess this new operation,
2. Must comply with all City Codes (Building, Fire, Health Codes, etc.),
3. CUP not to be transferable to others, and
4. Must acquire a new Business License

Acting Chairman Ruben Arcaute asked if there was any input in favor or against the request.

There was none.

Acting Chairman Ruben Arcaute entertained a motion to close the public hearing. Mrs. Garza motioned to close the hearing. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

Acting Chairman Ruben Arcaute asked if the board had any questions.

There was none.

There being no discussion, Acting Chairman Ruben Arcaute entertained a motion. Mr. Garza moved to the approve the conditional use permit. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Conditional Use Permit: Construct a Pool House on Property Zoned Large Lot Single Family Residential at 1300 Encanto Blvd., Lot 3, Encanto Estates, R-1A, Gerardo Hinojosa, and Adoption of Ordinance#____ - De Luna

NATURE OF REQUEST:

On March 22, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located approximately 435' east of Bryan Road along the south side of Fair Oaks. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: $_____

STAFF RECOMMENDATION: Approval subject to: 1) No separate utility and electrical connections; 2) Transferability to other future owners imposing the same conditions imposed to this applicant; and 3) Not to be used for rental purposes.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

ORDINANCE NO. ___

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO CONSTRUCT A POOL HOUSE ON A PROPERTY ZONED LARGE LOT SINGLE FAMILY RESIDENTIAL AT 1300 ENCANTO BLVD., BEING LOT 3, ENCANTO ESTATES

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of March 22, 2023, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, April 10, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
1300 Encanto Blvd. Lot 3, Encanto Blvd.	Construct a Pool House on a Property Zoned Large Lot Single Family Residential	1) No separate utility and electrical connections; 2) Transferability to other future owners imposing the same conditions imposed to this applicant; and 3) Not to be used for rental purposes.

READ, CONSIDERED AND PASSED, this the 10th day of April, 2023.

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

ITEM# 1.7

CONDITIONAL USE PERMIT: Construct a Pool House on Property Zoned
Large Lot Single Family Residential
1300 Encanto Blvd.
Lot 3, Encanto Estates
R-1A
Gerardo Hinojosa

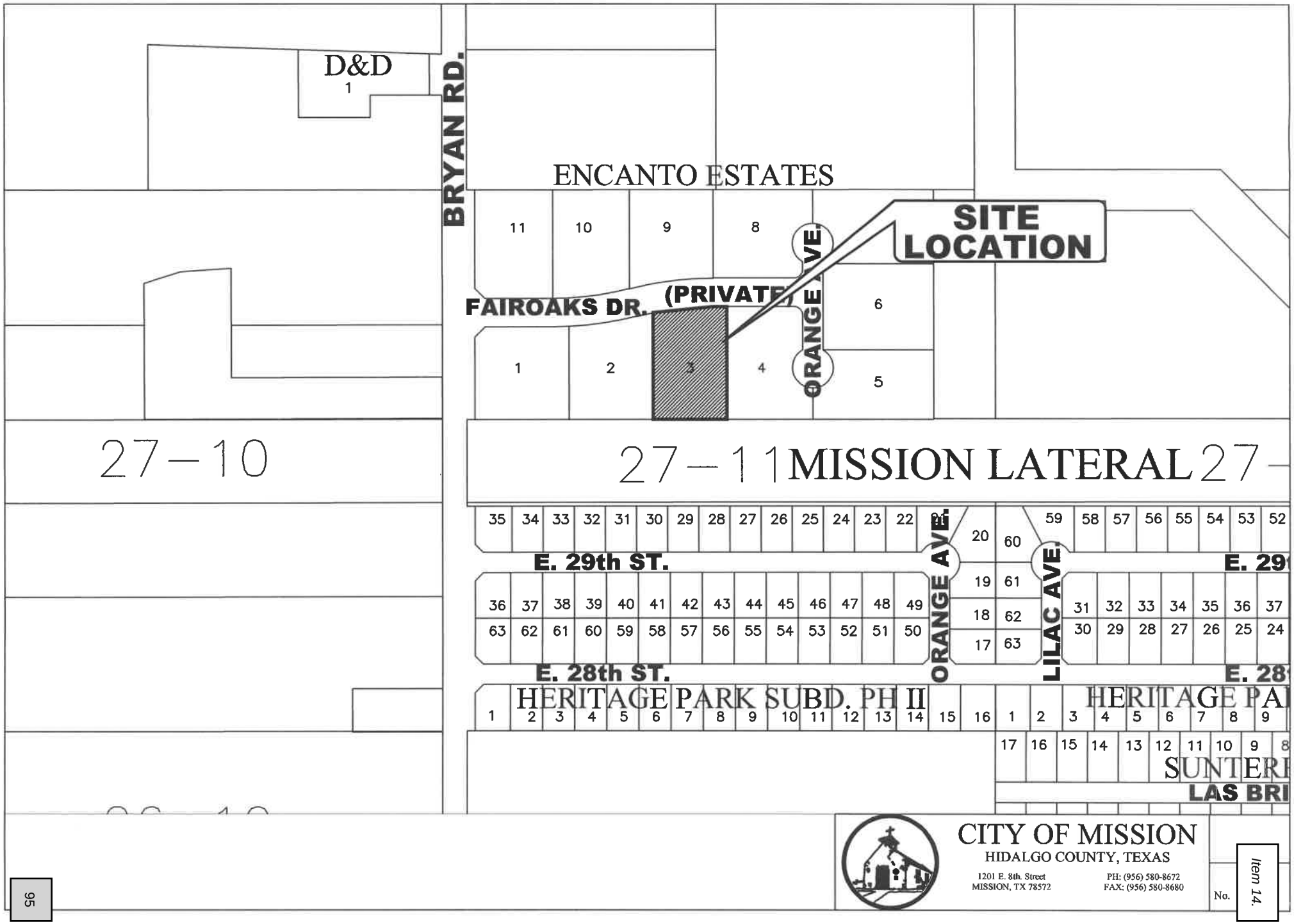
REVIEW DATA

The subject site is located approximately 435' east of Bryan Road along the south side of Fairoaks Drive. – see vicinity map. The applicant is requesting a conditional use permit for the construction of a pool house. The proposed pool house will have 2,891 square feet. It will consist of a game room, indoor lounge, bath, storage shed, covered patio. Pool houses are allowed in a Large Lot Single Family Zone as long as they apply for a conditional use permit and comply with the following conditions:

- Lot be a minimal of 12,000 sq. ft.
- 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
- Proposal must be clearly secondary to the primary residence
- Shall not have access to a public street (No shared/extended driveway)
- Shall not have separate kitchen area or utilities

REVIEW COMMENTS: The lot total square footage is 48,902 sq. ft. and all building setbacks will be met. The proposed driveway is more than sufficient to accommodate any incoming vehicle. The pool house must be connected to the same water and electrical meters, i.e. no separate utilities. Staff mailed out 9 notices to property owners within 200' radius and staff has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval subject to:
1) No separate utility and electrical connections,
2) Transferability to other future owners imposing the same conditions imposed to this applicant, and
3) Not to be used for rental purposes.


D&D
1
BRYAN RD.
ENCANTO ESTATES
11
10
9
8
SITE LOCATION
FAIROAKS DR.
(PRIVATE)
ORANGE AVE.
6
1
2
3
4
5
27-10
27-11 MISSION LATERAL 27-
35 34 33 32 31 30 29 28 27 26 25 24 23 22
E. 29th ST.
20
60
59 58 57 56 55 54 53 52
E. 29
19
61
36 37 38 39 40 41 42 43 44 45 46 47 48 49
18
62
31 32 33 34 35 36 37
63 62 61 60 59 58 57 56 55 54 53 52 51 50
17
63
30 29 28 27 26 25 24
ORANGE AVE.
LILAC AVE.
E. 28th ST.
E. 28
HERITAGE PARK SUBD. PH II
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16
HERITAGE PA
1 2 3 4 5 6 7 8 9
17 16 15 14 13 12 11 10 9 8
SUNTERI
LAS BRI
CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th. Street
MISSION, TX 78572
PH: (956) 580-8672
FAX: (956) 580-8680
No.

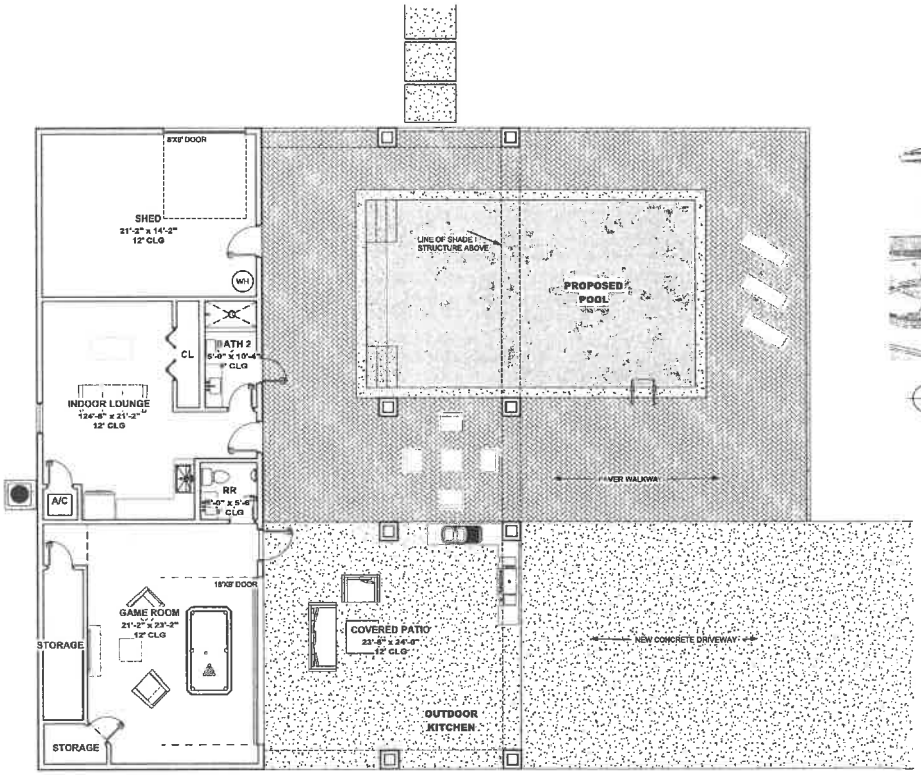
SITE LOCATION
ENCANTO BLVD,

HINOJOSA POOL HOUSE

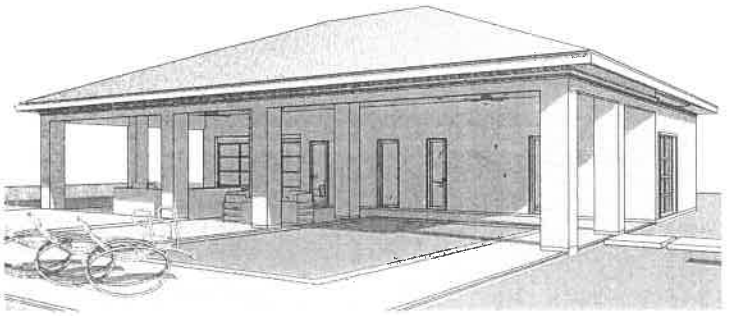
1300 Encanto Blvd Mission Tx 78574

Sheet List

100 SITE & ROOF PLANS
101 FOUNDATION PLAN AND DETAILS
200 FLOOR PLAN
300 EXTERIOR ELEVATIONS
400 ELECTRICAL PLAN



1 / 300 PRELIMINARY FLOOR PLAN
3/16" = 1'-0"



2 3D View 1

BUILDING AREA

COVERED PATIO	1638 SF
LIVING AREA	1011 SF
SHED	342 SF
TOTAL	2991 SF

MDZ ELEVATED DESIGNS

MDZ
hermann.mendez93@outlook.com
956.650.9382

4233 / 1679.2

PLEASE NOTE:

HERMAN MENDEZ ASSUMES NO LIABILITY FOR ANY STRUCTURE CONSTRUCTED FROM THIS PLAN. IT IS THE RESPONSIBILITY OF THE BUILDER AND OWNER OF THIS PLAN TO HAVE/DO THE FOLLOWING BEFORE ACTUAL CONSTRUCTION COMMENCES.

1- BUILDER OR CONTRACTOR MUST VERIFY ALL DIMENSIONS PRIOR TO PROCEEDING WITH CONSTRUCTION.
2- BUILDER OR CONTRACTOR MUST VERIFY COMPLIANCE WITH ALL LOCAL BUILDING CODES OF THE AREA WHERE THE STRUCTURE IS TO BE CONSTRUCTED AND LOCATED.
3- PLANS SHOWN ARE LOCATION ONLY; BUILDER OR CONTRACTOR SHOULD INCORPORATE ACTUAL SITE CONDITIONS.

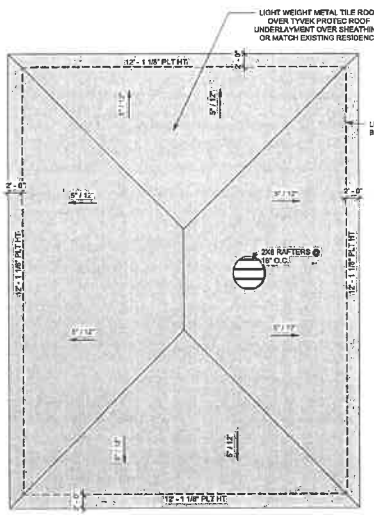
Plan Submittals:
PERMIT/ CONSTRUCTION SET

POOL HOUSE
1300 Encanto Blvd
Mission Tx 78574

Drawn By: H.M.
Plan No: 22050
Date: 1-10-23

Drawing Title:
COVER SHEET

Drawing No:
CVR



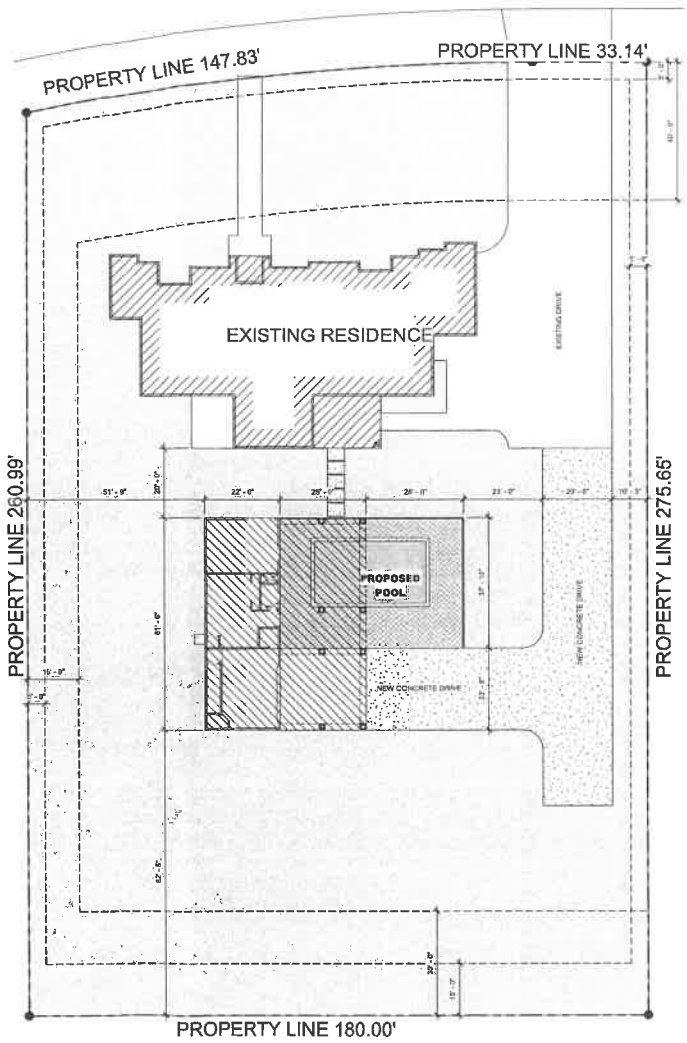
2 ROOF PLAN
1/8" = 1'-0"

NORTH

GENERAL ROOF PLAN NOTES:

1. G.C. SHALL VERIFY ALL DIMENSIONS AND CONDITIONS PRIOR TO COMMENCING WORK.
2. ROOF SLOPES ARE TO BE AS NOTED ON PLAN.
3. HIPS, VALLEYS & RIDGES TO BE FRAMED ONE SIZE LARGER THAN RAFTERS.
4. OVERHANG IS TO BE 24" TYPICAL FROM FRAMED WALL, U.N.O.
5. NOT IN USE
6. ALL PLUMBING, APPLIANCES AND GAS VENTS TO BE VENTED TO REAR OF ROOF RIDGE WHERE POSSIBLE. ALL VENTS TO BE GANGED TO THE FEWEST NUMBER POSSIBLE PENETRATING THE ROOF.
7. ALL EXTERIOR OPENINGS TO BE LOAD BEARING.
8. WHEN ENGINEERED TRUSSES TO BE USED, TRUSS DESIGN & SPACING TO BE PER ENGINEER'S SPECIFICATIONS.
9. ALL WALLS OVER 10'-0" IN HEIGHT TO BE FRAMED WITH 2x6 STUDS. IF WALLS OVER 10'-0" IN HEIGHT ARE NOT BUILT WITH 2x6 STUDS, THEY MUST BE BUILT WITH DOUBLE 2x4 STUDS AT 12" O.C.
10. BUILDER ACCEPTS FULL RESPONSIBILITY FOR CHECKING PLANS TO ASSURE CONFORMITY TO CURRENT LOCAL BUILDING CODES. SHOULD ANY CHANGES BE MADE TO THESE PLANS BY BUILDER OR HIS REPRESENTATIVES WITHOUT CONTACTING THE DESIGNER, THE BUILDER WILL ACCEPT FULL LIABILITY FOR AMENDED PLANS
11. ALL LOAD BEARING HEADERS & CONCEALED OR DROPPED BEAMS TO BE DESIGNED PER ENGINEER OR BUILDER.

ENCANTO BLVD.



SITE GENERAL NOTES:

1. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS & CONDITIONS PRIOR TO COMMENCING ANY WORK.
2. FINAL SITE GRADING TO SLOPE AWAY FROM THE STRUCTURE AND SHALL PREVENT WATER FROM PONDING IN THE AREAS ADJACENT TO THE STRUCTURE.
3. CONSTRUCTION AREAS REMOVE ALL VEGETATION, TOPSOIL, ROOTS AND OTHER DELETERIOUS MATERIALS TYPICALLY 8 TO 12 INCHES IN DEPTH, SHALL BE REMOVED TO DISTANCE OF 5'-0" OUTSIDE FROM THE PROPOSED BUILDING LINE.
4. THERE SHALL BE 6" DROP FROM THE SLAB FINISH FLOOR ELEVATION TO FINISH GRADE. THEN A 5% SLOPE FOR THE FIRST 10' AND A 1% SLOPE TO THE STREET OR REAR YARD.
5. LANDSCAPE SHOWN IS ONLY FOR ILLUSTRATION PURPOSES. CONTRACTORS OPTION TO PROVIDE LANDSCAPE, EXCEPT FOR LOCAL CODE REQUIREMENTS.

NOTE:

- OWNER, BUILDER, AND SURVEYOR TO APPROVE LOCATION OF HOUSE ON LOT, AND TO VERIFY ALL EASEMENTS AND BUILDING LINES PRIOR TO COMMENCING ANY CONSTRUCTION. DESIGNER SHALL BE NOTIFIED OF ANY DEVIATION FROM THIS SITE PLAN
- DRAINAGE DESIGN IS BEYOND THE SCOPE OF THIS DESIGN. GREAT CARE SHOULD BE TAKEN IN EVALUATING THE DRAINAGE REQUIREMENTS.

DRIVEWAY & SIDEWALK NOTES:

i. DRIVEWAYS SHALL BE 4" THICK FOR SINGLE FAMILY USE AND 6" THICK FOR ALL OTHERS (I.E. COMMERCIAL INDUSTRIAL, ETC.)

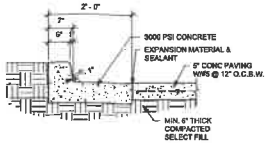
ii. DRIVEWAYS AND SIDEWALKS SHALL BE CONSTRUCTED WITH PORTLAND CEMENT CONCRETE AND INCLUDE 5-1/2" SACKS OF CEMENT PER CUBIC YARD OF CONCRETE.

iii. 6x6-W 2.9 WELDED WIRE FABRIC MAY BE USED IN LIEU OF THE REINFORCING STEEL.

1 SITE PLAN
1/16" = 1'-0"

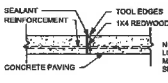
NORTH

0' 8' 16'

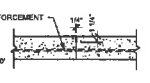


6 CURB AND GUTTER @ CONCRETE PAVING
3/4" = 1'-0"

5 CONSTRUCTION JOINT
1" = 1'-0"



8 PAVING CONTROL JOINT
1" = 1'-0"



9 TYPICAL CONTROL JOINT
1" = 1'-0"

MDZ
harrison.mendez93@outlook.com
956.650.6362

PLANS NOTE:
DIMENSIONS MUST ARE NOT ALL INCLUSIVE OF ALL CONSTRUCTION CONSTRUCTED FROM THIS PLAN. IT IS THE RESPONSIBILITY OF THE PURCHASER OF THIS PLAN TO PERFORM THE FOLLOWING BEFORE ACTUAL CONSTRUCTION COMMENCES.

a. BUILDER OR CONTRACTOR MUST VERIFY ALL DIMENSIONS PRIOR TO PROCEEDING WITH CONSTRUCTION.
b. BUILDER OR CONTRACTOR MUST VERIFY COMPLIANCE WITH ALL APPLICABLE CODES OF THE AREA WHERE THE STRUCTURE IS TO BE CONSTRUCTED AND LOCATED.
c. PLANS INDICATE LOCATIONS ONLY. TRANSFERRING ASPECTS SHOULD INCORPORATE ACTUAL SITE CONDITIONS.

Plan Submittals:
PERMIT/ CONSTRUCTION SET

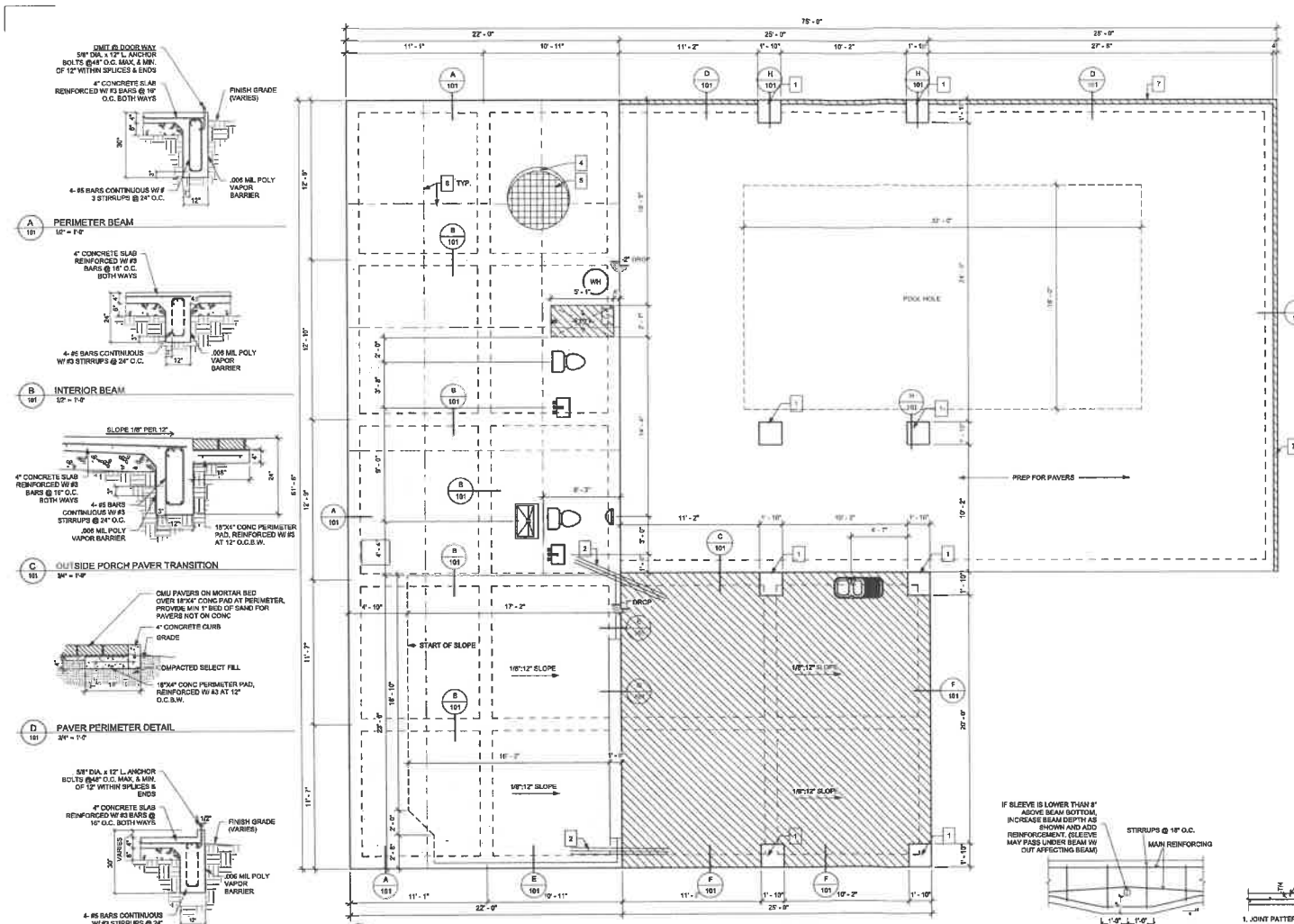
POOL HOUSE

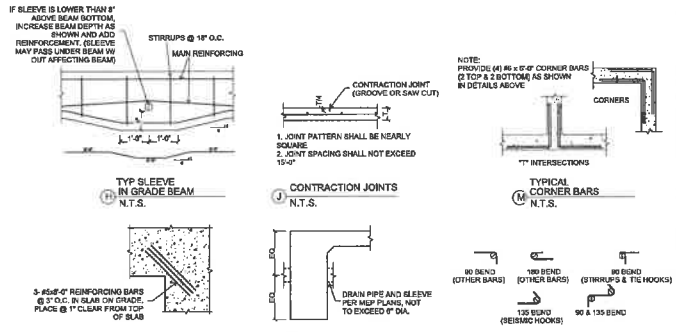
1300 Encanto Blvd
Mission Tx 78574

Drawn By: H.M.
Plan No: 22050
Date: 1-10-23

Drawing Title:
SITE & ROOF PLANS

Drawing No:
100





CONSTRUCTION:

1. ALL CONCRETE IS TO BE POURED MONOLITHICALLY UNLESS OTHER WISE NOTED.
2. GRADE BEAM DIMENSIONS ARE THE MINIMUM SIZE REQUIRED AND MAY NOT BE CHANGED IN DIMENSION UNLESS APPROVED BY THE ENGINEER.
3. ALL CONCRETE WILL BE CONSOLIDATED AROUND ALL REINFORCING STEEL WITH THE USE OF MECHANICAL VIBRATION.
4. ALL REINFORCING STEEL MUST HAVE A MINIMUM OF 3" CONCRETE COVERAGE, AND IT MUST BE LOCATED AS SHOWN IN SECTION DETAILS.
5. ALL ORGANIC MATERIAL ON/OR NEAR GROUND SURFACE SHALL BE REMOVED FROM THE PROPOSED SLAB AREA (MINIMUM 4" DEEP REMOVAL)
6. SELECT FILL SAND THAT IS USED FOR PLAN GRADE MUST BE PLACED AND COMPACTED IN LIFTS NOT MORE THAN 6", AND COMPACTED FILL SHOULD HAVE A PLASTICITY INDEX EQUALS TO OR LESS THAN TWENTY (20) WITH COMPACTING TO BE AT 95% OF STANDARD PROCTOR DENSITY.
7. GRADE BEAMS MUST PENETRATE INTO VIRGIN UNDISTURBED GROUND A MINIMUM OF 12".
8. ALL SOILS MUST BE TREATED FOR TERMITE EXTERMINATION BEFORE POURING ANY CONCRETE. (ALSO RECOMMENDED DRIVEWAY SOIL)

MATERIALS :

1. ALL CONCRETE TO BE USED WILL BE 3500 PI (COMPRESSIVE STRENGTH) AT 28 DAYS (MINIMUM 5 SACK CEMENT PER CUBIC YARD); MAXIMUM POUR SLUMP NOT TO EXCEED 4.
2. ALL REINFORCING STEEL WILL BE NEW AND CLEAN INTERMEDIATE GRADE STEEL CONFORMING TO A.S.T.M.-615, GRADE #40.
3. MOISTURE BARRIER WILL BE 6-MIL. POLYETHYLENE LAPPED AND SEALED AT ALL JOINTS.
4. ALL FILL DIRT WILL SELECT FILL SAND. (MINIMUM 6")

REINFORCING NOTES :

1. PLACE CORNER BARS SAME SIZE AS BEAM STEEL AT ALL CORNERS AND INTERSECTIONS(2 @ TOP AND 2 @ BOTTOM)
2. ALL REBAR SPLICES MUST BE 20 BAR DIAMETER LAPS.
3. LIFT ALL REBAR OF GROUND WHERE NEEDED WITH BRICK PEACE TO MAINTAIN 2" CONCRETE COVERAGE.
4. PLACE 12" J-BOLT ALONG PERIMETER GRADE BEAMS @4' O.C ANCHOR WALLS TO FOUNDATION.
5. RECOMMENDED TO TEST SOIL FOR:
   A) LIQUID LIMIT
   B) PLASTIC LIMIT
   C) PLASTICITY INDEX.

FOUNDATION KEY NOTES:

1. COLUMN BASE TO BE AT F.F. LEVEL
2. (3) #5 DOWELS x 8'-0" LONG, REF K/101
3. RECESS SHOWER FLOOR BY -3 1/2" BELOW F.F. AND 1/4" PER 12" SLOPE FOR SHOWER FLOOR DRAIN
4. CONCRETE SHALL ATTAIN 3000 PSI FOR 28 DAYS
5. 4" CONCRETE SLAB REINFORCED W/ #3 BARS @ 16" O.C.
6. CONTRACTION JOINT, TYPICAL. REF J/101
7. 18"X4" CONC PERIMETER PAD, REINFORCED W/ #3 AT 12" O.C.B.W. WITH 4" RAISED CURB FOR PAVER TERMINATION

CONCRETE SHALL ATTAIN 3000 PSI FOR 28 DAYS.

MUST TAKE A P.S.I. TEST OF SOIL, AND TAKE OUT AN ELEVATION CERTIFICATE OF THE LAND TO TO ASSURE FURTHER CHANGES IN GROUND ELEVATIONS.

MDZ
herman.mendez93@outlook.com
956.650.9362

PLEASE NOTE:
MEASUREMENTS AND NOTES ARE SOLELY FOR THE PURPOSE OF CONSTRUCTION. IT IS THE RESPONSIBILITY OF THE PURCHASER OF THIS PLAN TO PERFORM THE FOLLOWING BEFORE ACTUAL CONSTRUCTION COMMENCES.
1- BUILDER OR CONTRACTOR MUST VERIFY ALL DIMENSIONS PRIOR TO PROCEEDING WITH CONSTRUCTION.
2- BUILDER OR CONTRACTOR MUST VERIFY COMPLIANCE WITH ALL LOCAL BUILDING CODES AND ORDINANCES. THIS PLAN IS NOT TO BE USED FOR RESTRICTED AND LIGHTED.
3- PLANS INDICATE LOCATIONS ONLY. ENGINEERING ASPECTS SHOULD INCORPORATE ACTUAL SITE CONDITIONS.

Plan Submittals:
PERMIT/ CONSTRUCTION SET

POOL HOUSE

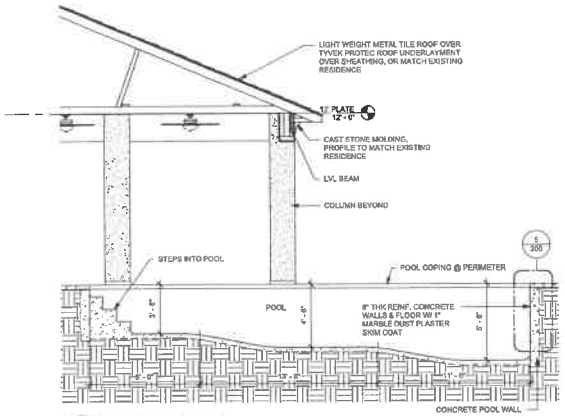
1300 Encanto Blvd
Mission Tx 78574

Drawn By: H.M.
Plan No: 22050
Date: 1-10-23

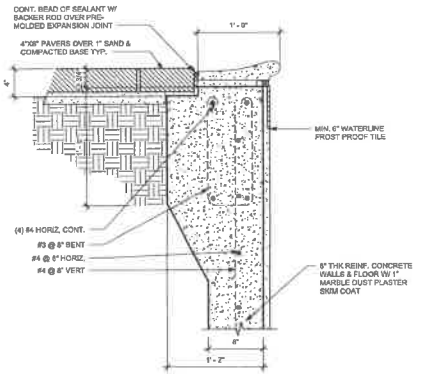
Drawing Title:
FOUNDATION PLAN AND DETAILS
Drawing No:
101

DOOR SCHEDULE				
Type Mark	Door Size	Material	Comments	Count
1	36" x 96"	WOOD	SOLID CR.	2
2	30" x 96".	WOOD	SOLID CR.	1
3	36" x 96"	WOOD	SOLID CR.	1
4	30" x 96"	WOOD	HOLLOW CR.	5
5	60"x 96" BIFOLD	WOOD	HOLLOW CR.	1
6	96" X 96"	ALUM.	GARAGE DOOR	1
8	16' x 8'	ALUM.	GARAGE DOOR	1

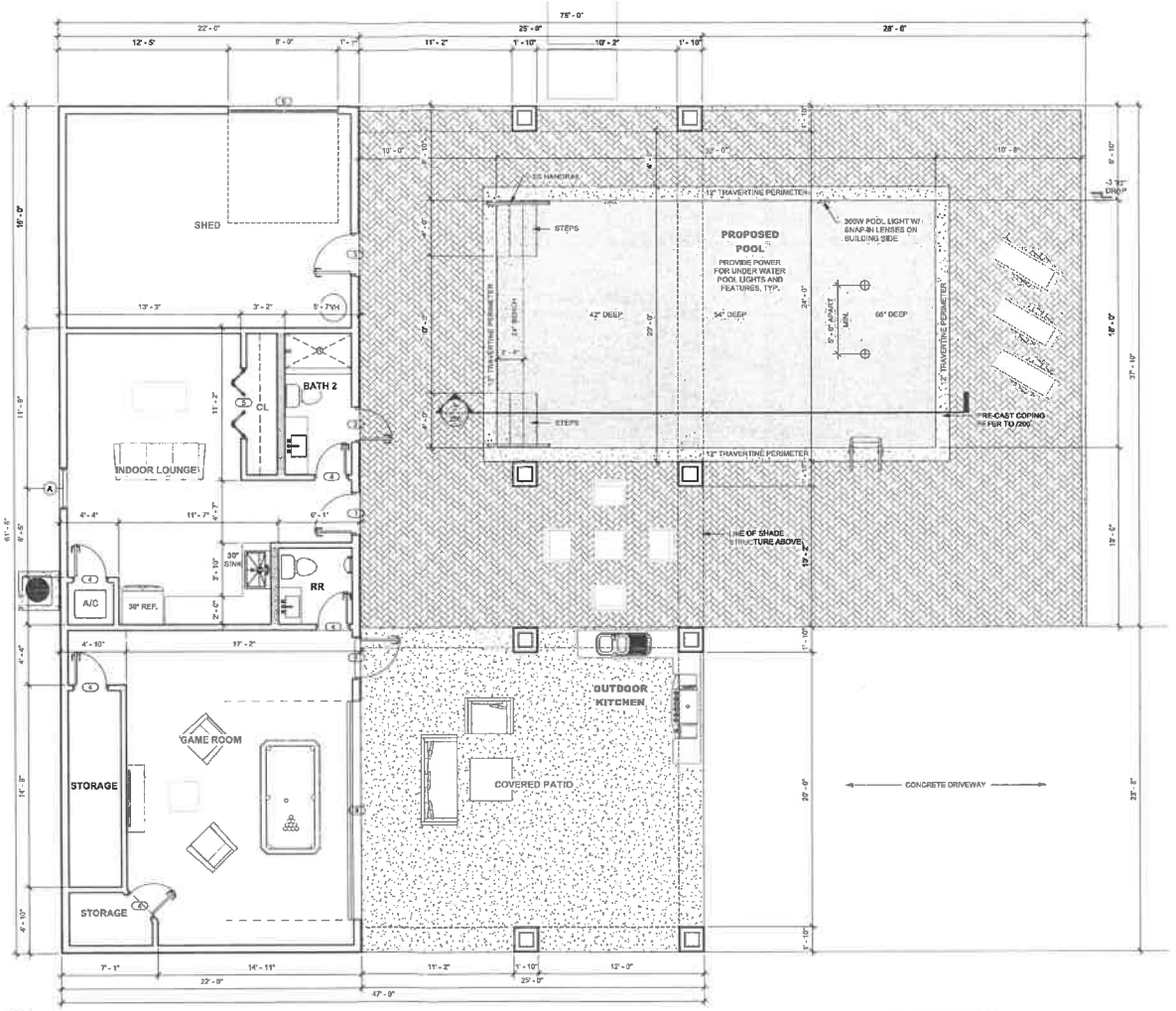
WINDOW SCHEDULE						
Type Mark	R.O. Width	R.O. Height	Material	Head Height	Description	Count
A	3' - 0"	5' - 0"	VINYL	8' - 6"	S.H. DOUBLE INS	1



3 / 200 POOL SECTION DETAIL
1/4" = 1'-0"



5 / 200 COPING REINFORCEMENT DETAIL
1 1/2" = 1'-0"



1 / 200 FLOOR PLAN
1/4" = 1'-0"

NORTH

ABBREVIATION LEGEND	
A.F.F	ABOVE FINISHED FLOOR
FD	FLOOR DRAIN
O.C.	ON CENTER
CLG	CEILING
CONC.	CONCRETE
RR.	RESTROOM
CLO	CLOSET
WC	WATER CLOSET
SH	SHOWER
PAN	PANTRY
STOR.	STORAGE
LIN.	LINEN CABINET
WIC	WALK IN CLOSET
S&R	SHELF & ROD
UC-	UNDER COUNTER
EQ	EQUAL
WIC	WALK IN CLOSET
PLT	PLATE HEIGHT
HB	HOSE BIBB
WH	WATER HEATER
WS	WATER SOFTENER

SYMBOL LEGEND
WATER HOSE BIBB
FD FLOOR DRAIN
6X6 POST
* 4" JAMB TYP. IN ALL DOORS * PROVIDE BLOCKING @ CEILING FAN LOCATIONS & CHANDLER

WALL LEGEND
2X4 WALL
2X6 PLUMBING WALL
EXTERIOR 2X4 WALL W/ STUCCO FINISH

NOTE: ALL WINDOW HEADERS TO BE 7'-0" UNLESS OTHERWISE NOTED

GENERAL NOTES:

1. THESE PLANS MUST BE VERIFIED AND CHECKED COMPLETELY BY THE GENERAL CONTRACTOR. ANY DISCREPANCY, ERROR, AND OMISSION, IF FOUND, ARE TO BE BROUGHT UP IMMEDIATELY TO THE OWNER BEFORE CONSTRUCTION WORK OR PURCHASE IS MADE.
2. FEDERAL, STATE, COUNTY, AND LOCAL CITY ORDINANCE AND BUILDING CODES TAKE PRECEDENCE OVER ANY PART OF THESE DRAWINGS. ANY CONFLICT MUST BE ADHERED TO THE PROJECT BEFORE CONSTRUCTION
3. GENERAL CONTRACTOR AND SUB-CONTRACTOR SHALL VISIT THE SITE AND BECOME FAMILIAR WITH ALL EXISTING CONDITIONS PRIOR TO COMMENCING WORK.
4. GENERAL CONTRACTOR AND SUB-CONTRACTOR WILL ASCERTAIN THAT NO DAMAGE WILL BE CAUSED TO EXISTING SITE IMPROVEMENTS. IF SUCH DAMAGES OCCUR, THE RESPONSIBILITY PARTY WILL HAVE TO REPAIR SUCH DAMAGE TO THE SATISFACTION OF THE OWNER.
5. ALL SPACES WITH FLOOR DRAIN - SLOPE NOT TO EXCEED 2% (ONE-IN-FIFTY) IN ANY DIRECTION.
6. ALL FLOOR PLAN DIMENSIONS ARE TO FACE OF STRUCTURAL. DO NOT SCALE DRAWINGS, WHERE DIMENSIONS ARE NOTED AS "CLEAR" DIMENSION, SHALL BE FROM FINISH TO FINISH.
7. ALL INTERIOR DOORS IN STUD WALL ASSEMBLIES SHALL BE SET A MINIMUM OF 4" OFF THE PERPENDICULAR WALL ON THE HINGE SIDE OF THE DOOR U.N.O.

CONSTRUCTION NOTES:

1. ALL MILLWORK, APPLIANCES, & EQUIPMENT SIZE TO BE MEASURED ON SITE BEFORE ORDERING.
2. ALL FURR-OUT WALLS TO BE FRAMED WITH 2x4 STUDS, UNLESS OTHERWISE NOTED ON PLAN.
3. ALL INTERIOR WALLS TO BE 2x4 AT 16" O.C. W/ 1/2" GYP BOARD AT EA. SIDE UNLESS NOTED OTHERWISE.
4. ALL PLUMBING WALLS TO BE FRAMED WITH 2x6 STUDS.
5. WINDOWS AT BATHROOMS TO HAVE OBSCURED GLASS.
6. ALL WORK SHOULD BE INSPECTED PRIOR TO COVERING OF FINISHES.
7. ALL MATERIALS SHOULD BE NEW AND OF THE HIGHEST QUALITY.
8. PROVIDE 1/2" WATER RESISTANT GYP. BOARD AT ALL BATHROOM WALLS.
9. PROVIDE 3-1/2" BATT. INSULATION AT ALL BATHROOM WALLS.
10. ALL EXTERIOR WALLS TO BE 2x4 AT 16" O.C.. REF. TYPICAL WALL SECTION DETAIL.
11. PROVIDE EXTERIOR HOSE BIBS. REFER TO FLOOR PLAN FOR QUANTITY AND LOCATION.
12. PROVIDE BALL VALVE IN RECESSED WALL BOX W/ 3/8" FLEX TUBING ROUTED TO REFRIGERATOR ICE MAKER CONNECTION. PROVIDE IN-LINE FILTER

MDZ
herman_mendez80@outlook.com
956.650.9382

THE EMAIL SERVICE ASSUMES NO LIABILITY FOR ANY STRUCTURE CONSTRUCTED FROM THIS PLAN. IT IS THE RESPONSIBILITY OF THE PURCHASER OF THIS PLAN TO PERFORM THE FOLLOWING BEFORE ACTUAL CONSTRUCTION COMMENCES.

1- BUILDER OR CONTRACTOR MUST VERIFY ALL DIMENSIONS PRIOR TO PROCEEDING WITH CONSTRUCTION.

2- BUILDER OR CONTRACTOR MUST VERIFY COMPLIANCE WITH ALL LOCAL BUILDING CODES OF THE AREA WHERE SFR STRUCTURE IS TO BE CONSTRUCTED AND LOCATED.

3- PLANS DEPICTS LOCATIONS ONLY, BUILDER OR CONTRACTOR SHOULD INCORPORATE ACTUAL SITE CONDITIONS.

Plan Submittals:
PERMIT/ CONSTRUCTION SET

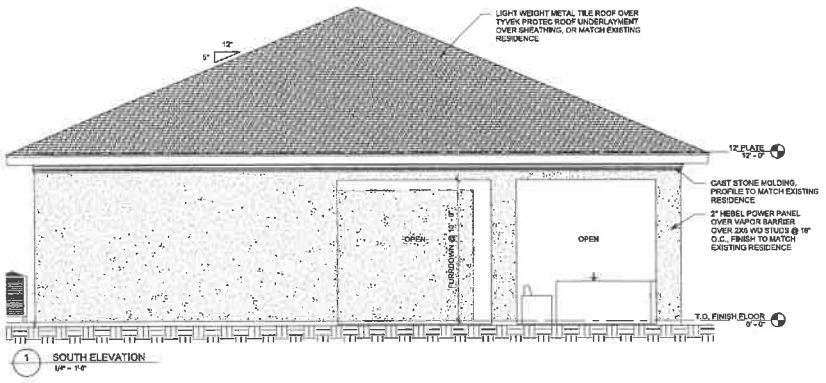
POOL HOUSE

1300 Encanto Blvd
Mission Tx 78574

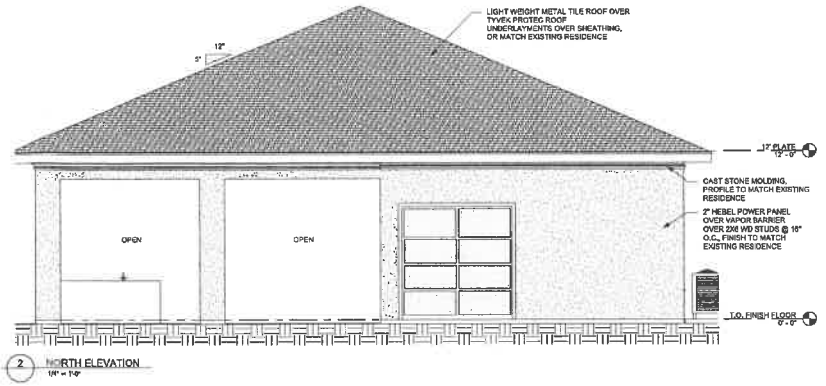
Drawn By: H.M.
Plan No: 22050
Date: 1-10-23

Drawing Title:
FLOOR PLAN

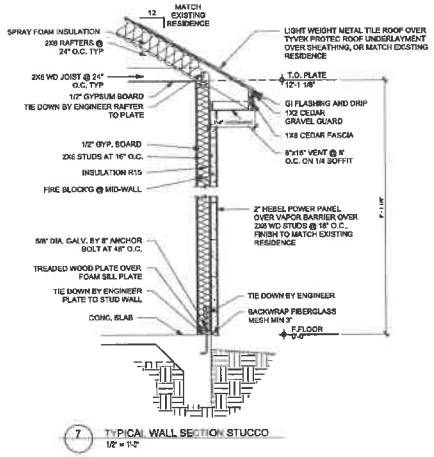
Drawing No:
200



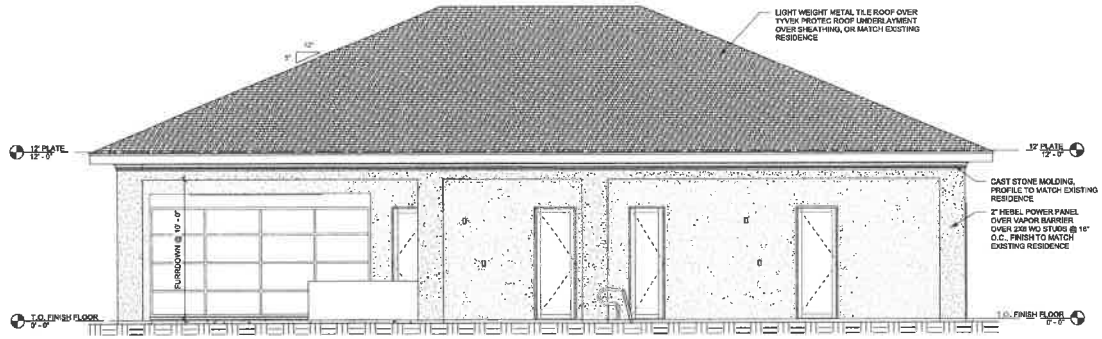
1 SOUTH ELEVATION
1/4" = 1'-0"



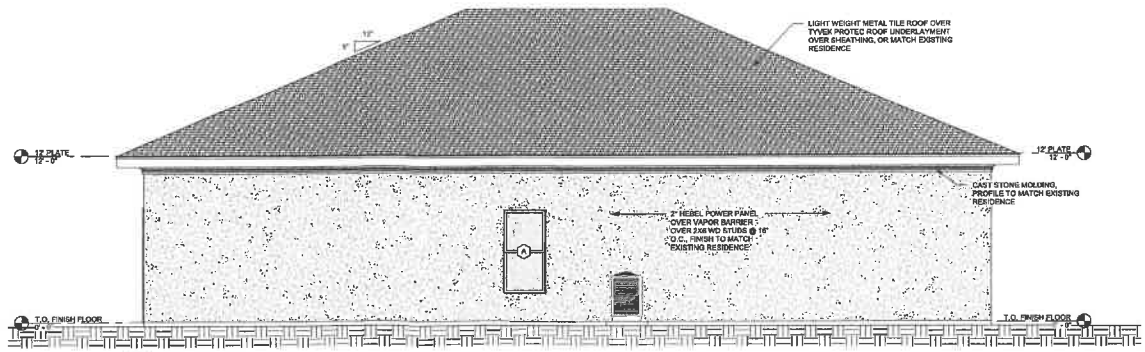
2 NORTH ELEVATION
1/4" = 1'-0"



7 TYPICAL WALL SECTION STUCCO
1/2" = 1'-0"



3 EAST ELEVATION
1/4" = 1'-0"



4 WEST ELEVATION
1/4" = 1'-0"

MDZ
herman.mendez536@outlook.com
956.650.9362

PLEASE NOTE:
HERMAN MENDEZ ASSUMES NO LIABILITY FOR ANY STRUCTURE CONSTRUCTED FROM THIS PLAN. IT IS THE RESPONSIBILITY OF THE PURCHASER OF THIS PLAN TO PERFORM THE FOLLOWING BEFORE ACTUAL CONSTRUCTION COMMENCES.

1- BUILDER OR CONTRACTOR MUST VERIFY ALL DIMENSIONS PRIOR TO PROCEEDING WITH CONSTRUCTION.
2- BUILDER OR CONTRACTOR MUST VERIFY COMPLIANCE WITH ALL LOCAL BUILDING CODES TO ENSURE THAT THE STRUCTURE IS TO BE CONSTRUCTED AND LOCATED.
3- PLANS BEING IN LOCATIONS ONLY. ENGINEERING ASPECTS SHOULD INCORPORATE ACTUAL SITE CONDITIONS.

Plan Submittals:
PERMIT/ CONSTRUCTION SET

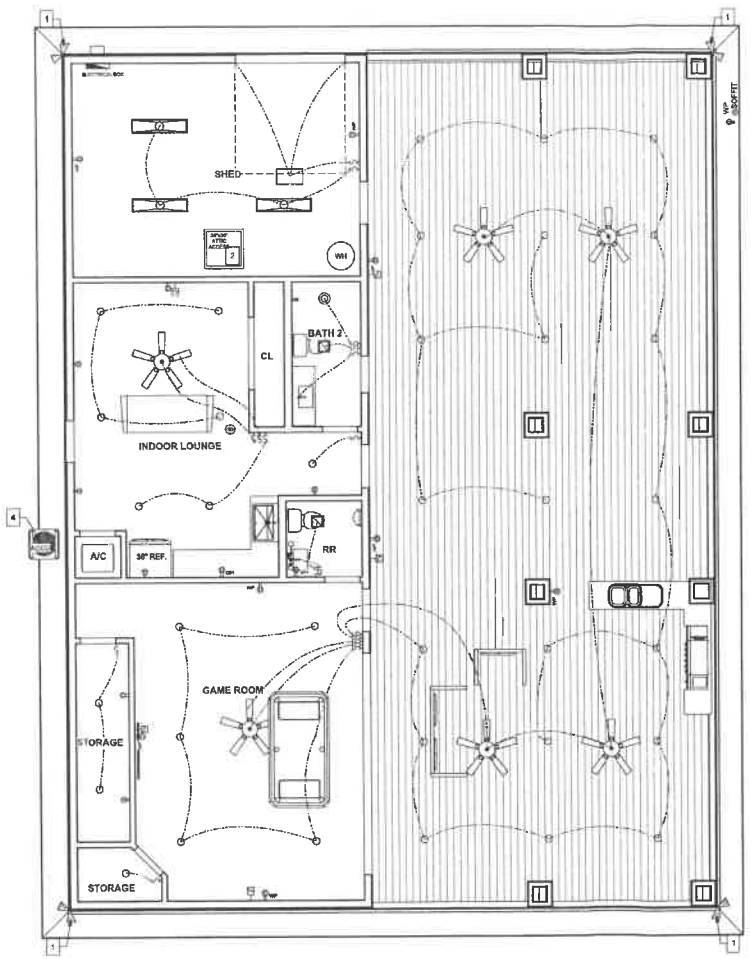
POOL HOUSE

1300 Encanto Blvd
Mission Tx 78574

Drawn By: H.M.
Plan No: 22050
Date: 1-10-23

Drawing Title:
EXTERIOR ELEVATIONS

Drawing No:
300



3 08' CLG. FIXTURES
1/4" = 1'-0"

SYMBOLS LEGEND

- DUPLEX OUTLET
- 220 OUTLET
- GROUND FAULT CIRCUIT INTERRUPTER
- WATER PROTECTOR OUTLET
- TELEVISION JACK
- DOOR BELL
- DOOR CHIME
- SINGLE POLE SWITCH
- THREE WAY SWITCH
- SMOKE DETECTOR
- CARBON DETECTOR
- EXHAUST FAN
- CEILING MOUNTED FIXTURE
- RECESSED LIGHT FIXTURE
- VAPOR PROOF RECESSED LIGHT
- EYE BALL RECESSED LIGHT
- WALL MOUNTED FIXTURE
- MOTION DETECTOR
- WATER SUPPLY
- GARAGE DOOR OPENER W/ DOOR SENSORS
- CHANDELIER

ELECTRICAL SERVICE NOTES:

1. RECEPTICLES SHALL BE SPACED SO THAT NO POINT ALONG THE FLOOR LINE IS MORE THAN 6'-0" FROM AN OUTLET, AND OVER ANY COUNTER SPACE WIDER THAN 12"
2. RECEPTICLES IN BATHROOMS, GARAGES OR LOCATED OUTDOORS SHALL BE PROTECTED BY A GROUND FAULT INTERRUPTION SYSTEM. (GFI, WP)
3. SMOKE DETECTORS SHALL BE PLACED NO MORE THAN 12" FROM THE CEILING AND 3'-0" FROM DUCT OPENINGS. SMOKE DETECTORS SHALL BE PERMANENTLY WIRED AND INTERCONNECTED PROTECTING ALL SLEEPING AREAS.
4. OUTLET BOXED IN WALLS BETWEEN THE DWELLING AND THE GARAGE SHALL BE METAL OR U.L. APPROVED PLASTIC.
5. SWITCH PLATES AT 42" A.F.F. TO CENTER, TYPICAL.
6. ALL LIGHTING FIXTURES IN CLOSETS SHALL BE LOCATED MINIMUM 18" FROM ALL SHELVES
7. TWO OR MORE 20 AMP SMALL APPLIANCE CIRCUITS SHALL BE PROVIDED TO SERE THE KITCHEN, BREAKFAST, AND OUTLETS. NEG. ART 220-3 (C)
8. CONSULT LOCAL UTILITY AND LOCAL SODE FOR PROPER SYSTEM GROUNDING.

NOTES:

1. ALL KITCHEN COUNTER OUTLETS TO BE 44" A.F.F.
2. ALL KITCHEN OUTLETS MUST BE NO MORE THAN 48" APART.
3. ALL KITCHEN COUNTER OUTLETS WITHIN 6 FT OF A WATER SORCE MUST BE G.F.I. OR PER LOCAL CODES.
4. SEE HOME OWNER FOR HOME APPLIENCES AND FOR ADDITIONAL OUTLETS.
5. PROVIDE POWER FOR A/C UNIT @ ATTIC.
6. VERIFY OUTLET REQUIERMENTS FOR FREEZER & REFRIGERATOR.

KEY NOTES:

1. MOTION DETECTOR LIGHT FIXTURE TO BE CONNECTED TO ON/OFF SWITCH
2. PROVIDE LIGHT & SWITCH @ ATTIC ABOVE
3. NA
4. PROVIDE POWER FOR ACCU AS REQ. AND EMERGENCY DISCONNECT SERVICE.
5. CONNECT TO ALL EXTERIOR SOFFIT OUTLETS/ LIGHTING
6. PROVIDE POWER FOR A/C UNIT

NOTE:

1. ALL KITHCEN COUNTER OUTLETS TO BE 40" A.F.F.
2. ALL KITCHEN OUTLETS MUST BE NO MORE THAN 48" APART
3. ALL KITCHEN COUNTER OUTLETS WITHIN 6" OF WATTER SOURSE MUST BE G.F.I. OR PER LOCAL CODES
4. SEE HOME OWNERS FOR HOME APPLIENCES AND OR ADDITIONAL OUTLETS

NORTH
0' 4' 8'

HM DZ
herman.mendez83@outlook.com
956.650.5382

P RAGE NOTE:

HERMAN MENDEZ ASSUMES NO LIABILITY FOR ANY STRUCTURE CONSTRUCTED FROM THIS PLAN, IT IS THE RESPONSIBILITY OF THE PURCHASER OF THIS PLAN TO PERFORM THE FOLLOWING BEFORE ACTUAL CONSTRUCTION COMMENCES:

1- BUILDER OR CONTRACTOR MUST VERIFY ALL DIMENSIONS PRIOR TO PROCEEDING WITH CONSTRUCTION.
2- BUILDER OR CONTRACTOR MUST VERIFY ALL DIMENSIONS PRIOR TO PROCEEDING WITH CONSTRUCTION.
3- PLANS ARE FOR CLEAR INTERPRETATION ONLY, ENGINEERING ASPECTS SHOULD INCORPORATE ACTUAL SITE CONDITIONS.

Plan Submittals:
PERMIT/ CONSTRUCTION SET

POOL HOUSE

1300 Encanto Blvd
Mission Tx 78574

Drawn By: H.M.
Plan No: 22050
Date: 1-10-23

Drawing Title:
ELECTRICAL PLAN

Drawing No:
400

E5662-00-000-0000-05 (712206)
HIDALGO COUNTY DRAINAGE DISTRICT NO.
902 N DOOLITTLE RD
EDINBURG TX 78542

E5662-00-000-0001-00 (712207)
AREVALO JAMES BRIAN
1608 E 23RD 1/2 ST
MISSION TX 78574

E5662-00-000-0002-00 (712208)
SANTIAGO PEDRO HERNANDEZ & MARI
1208 ENCANHO BLVD
MISSION TX 78574

E5662-00-000-0003-00 (712209)
HINOJOSA GERARDO & NELDY
1300 ENCANTO BLVD
MISSION TX 78574

E5662-00-000-0004-00 (712210)
HINOJOSA JAVIER & MARIA ALMA
1308 ENCANTO BLVD
MISSION TX 78574

E5662-00-000-0008-00 (712214)
MARTINEZ KARIS NICOLE
4900 N 34TH ST
MCALLEN TX 78504

E5662-00-000-0009-00 (712215)
DE LUNA CARINA C GARZA
1305 DON'S DR
MISSION TX 78572

E5662-00-000-0010-00 (712216)
GERLACH SCOTT & MARISSA
1207 ENCANTO BLVD
MISSION TX 78574

H2080-02-000-0000-00 (709037)
HIDALGO COUNTY DRAINAGE DISTRICT
902 N DOOLITTLE RD
EDINBURG TX 78542

Started: 6:09 p.m.
Ended: 6:11 p.m.
Item #1.7
Conditional Use Permit: **Contruct a Pool House on Property Zoned Large Lot Single Family Residential**
1300 Encanto Blvd.
Lot 3, Encanto Estates
R-1A
Gerardo Hinojosa

Ms. Dimas went over the write-up stating the subject site is located approximately 435' east of Bryan Road along the south side of Fair Oaks Drive. – see vicinity map. The applicant is requesting a conditional use permit for the construction of a pool house. The proposed pool house will have 2,891 square feet. It will consist of a game room, indoor lounge, bath, storage shed, covered patio. Pool houses are allowed in a Large Lot Single Family Zone as long as they apply for a conditional use permit and comply with the following conditions:

- Lot be a minimal of 12,000 sq. ft.
- 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
- Proposal must be clearly secondary to the primary residence
- Shall not have access to a public street (No shared/extended driveway)
- Shall not have separate kitchen area or utilities

REVIEW COMMENTS: The lot total square footage is 48,902 sq. ft. and all building setbacks will be met. The proposed driveway is more than sufficient to accommodate any incoming vehicle. The pool house must be connected to the same water and electrical meters, i.e. no separate utilities. Staff mailed out 9 notices to property owners within 200' radius and staff has not received any comments in favor or against this request.
RECOMMENDATION: Staff recommends approval subject to:
1) No separate utility and electrical connections,
2) Transferability to other future owners imposing the same conditions imposed to this applicant, and
3) Not to be used for rental purposes.

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

There was none.

Chairwomen Izaguirre entertained a motion to close the public hearing. Mr. Alaniz motioned to close the hearing. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Chairwomen Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwomen Izaguirre entertained a motion. Mr. Alaniz moved to the approve the conditional use permit. Mr. Barrera seconded the motion. Upon a vote, the motion passed unanimously.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Conditional Use Permit: Designate an Area as a Mobile Food Park & Open-Air Market at 2515 Colorado Street, Lot 1, Block 2, Santa Lucia Development, C-3, MDM Commercial Properties, and Adoption of Ordinance#____ - De Luna

NATURE OF REQUEST:

On March 22, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located near the NW corner of Colorado and Taylor Road along the north side of Colorado Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: $_____

STAFF RECOMMENDATION: Approval subject to: 1) 1 year re-evaluation in order to assess this new operation; 2) Must comply with all City Codes (Building, Fire, etc.); and 3) Must acquire a business license prior to occupancy.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

ORDINANCE NO. ___

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO DESIGNATE AN AREA AS A MOBILE FOOD PARK & OPEN-AIR MARKET AT 2515 COLORADO STREET, BEING LOT 1, BLOCK 2, SANTA LUCIA DEVELOPMENT

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of March 22, 2023, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, April 10, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
2515 Colorado Street Lot 1, Block 2, Santa Lucia Development	Designate an area as a mobile Food Park & Open-Air Market	1) 1 year re-evaluation in order to assess this new operations; 2) Must comply with all City Codes (Building, Fire, etc.); and 3) Must acquire a business license prior to occupancy.

READ, CONSIDERED AND PASSED, this the 10th day of April, 2023.

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

ITEM# 2.0

CONDITIONAL USE PERMIT: Designate an Area as a Mobile Food Park & Open-Air Market
2515 Colorado Street
Lot 1, Block 2, Santa Lucia Development
C-3
MDM Commercial Properties

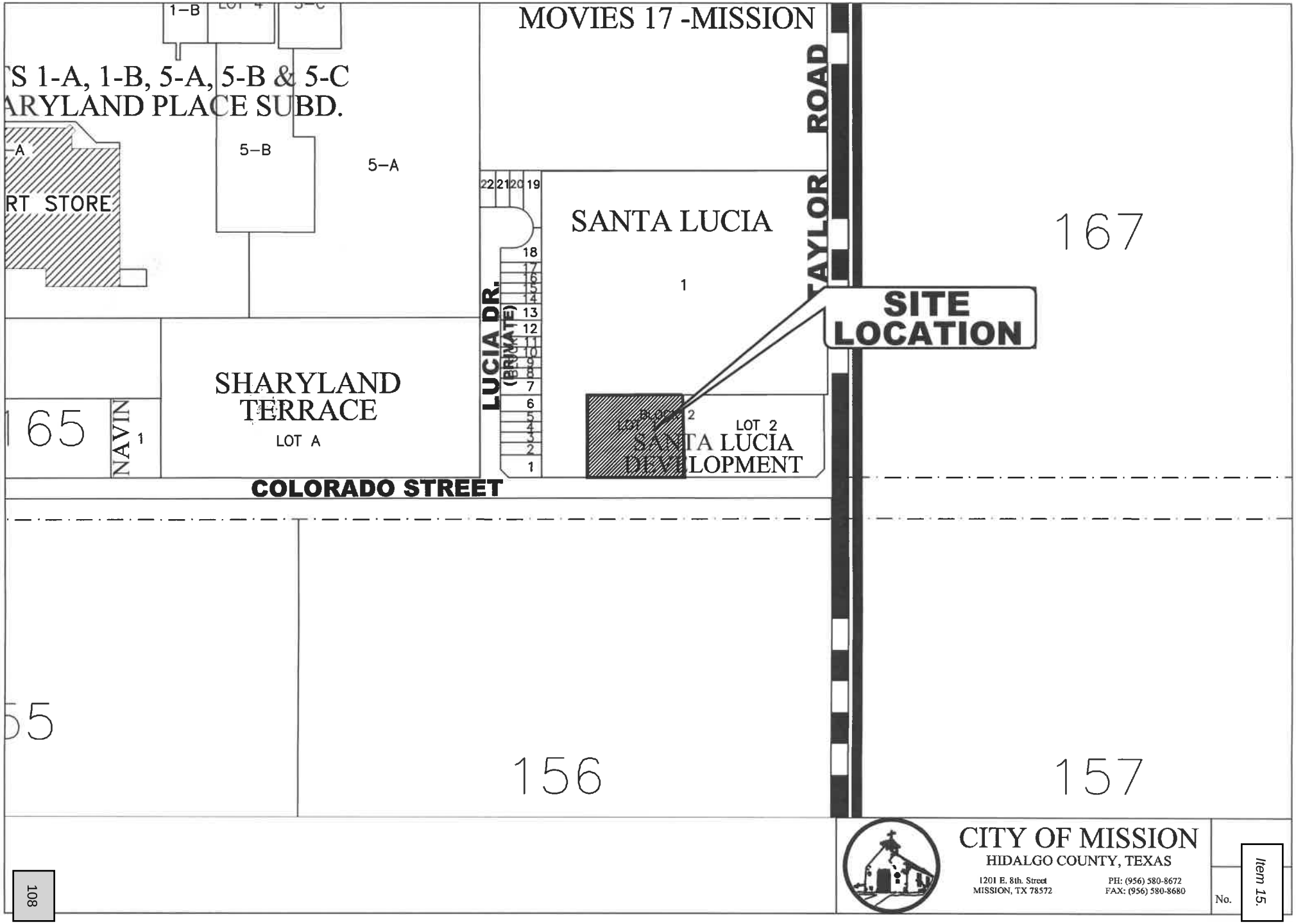
REVIEW DATA

The subject site is located near the NW corner of Colorado and Taylor Road along the north side of Colorado Street – see vicinity map. The applicant is the owner of the entire commercial development and would like to designate an area as a Mobile Food Park and Open-Air Market. This will be an outdoor market for local vendors, patrons, and foodies. The applicant is proposing to have 8 Mobile Food Units, 3- containers, 4-kiosk for pop-up shops, restrooms facilities, and an area on the parking lot designated for the vendors of the Open-Air Market. Access to the site will be provided off of Colorado or Taylor Road through existing 24' driveways.

- **Hours of Operation for Mobile Food Park:** Monday – Sunday from 8am to 12pm
- **Hours of Operation for Open-Air Market:** Every Saturday from 6pm – 10pm
- **Parking & Landscaping:** The designated area for the proposed Mobile Food Park measures 134' x 72' for a total of 9,648 sq. ft. Based on the square footage he is required 23 parking spaces. The applicant has a total of 67 parking spaces available for this area and has submitted a written agreement to use the parking spaces from the commercial plaza if needed.
- **Other Requirements:** Must continue to comply with all Building, Fire and Health Codes.

REVIEW COMMENTS: Staff mailed out 16 notices to property owners within 200' radius and staff has not received any comments in favor or against the request. If request is approved each mobile food unit has to obtain a conditional use permit and their business license.

RECOMMENDATION: Staff recommends approval subject to:
1) 1 yr. re-evaluation in order to assess this new operation,
2) Must comply with all City Codes (Building, Fire, etc.), and
3) Must acquire a business license prior to occupancy.



CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th. Street
MISSION, TX 78572
PH: (956) 580-8672
FAX: (956) 580-8680
No.

SITE LOCATION
TAYLOR RD.
COLORADO STREET

PROJECT TITLE:
FOOD TRUCK SANTA LUCIA

PROJECT ADDRESS:
2515 COLORADO ST.

REVISION DATE	REVISED BY	COMMENTS
REVISION DATE	REVISED BY	COMMENTS
REVISION DATE	REVISED BY	COMMENTS
REVISION DATE	REVISED BY	COMMENTS

DRAWN BY: SSG
ISSUE DATE: 01/10/2023
JOB NUMBER: YYDDMM
APPROVED BY: T.G. & J.T.
SHEET TITLE: FLOOR PLAN
SHEET TITLE: SITE PLAN
SCALE: SCALE

2515 COLORADO ST
DESIGN BY TX 7572

MDM
Development + Construction

St. Lucia

Food park and OpenAir market

Santa Lucia food park and open air market will be an outdoor market for local vendors, patrons, and foodies. Come Enjoy a family friendly atmosphere al fresco.

Hours of operation

Eateries
(food truck/trailer)
Monday-Sunday
8am-12pm

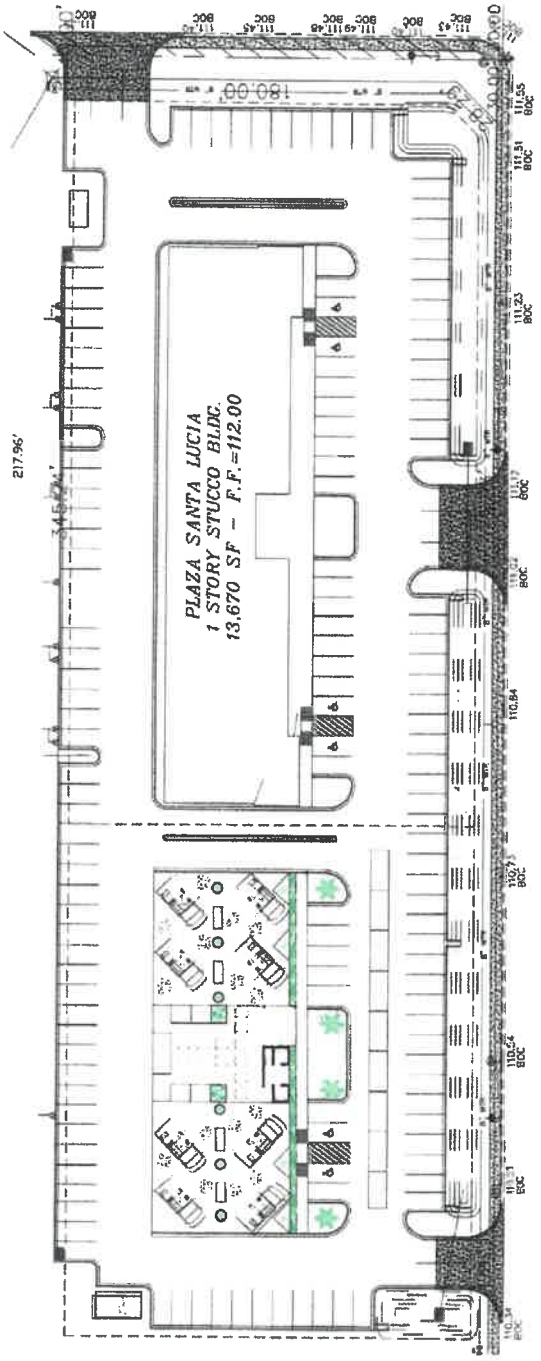
Pop-Up Shops
(kiosk)
Monday-Sunday
8am-12pm

OpenAir Market
Every Saturday Evening
6pm-10pm

Amenities
Shared Social Area
Lighting
Shared Bathrooms
Water and Sewer Connection
Individual Power Connection

EXHIBIT A

SITE MAP OF PROPERTY



NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

SHARED PARKING AGREEMENT

STATE OF TEXAS §

COUNTY OF HIDALGO §

This Shared Parking Agreement (the "Agreement") is made and entered into as of the 3rd day of April, 2023, by MDM Real Estate Development LLC. , a Texas limited liability company ("Developer").

I.
Recitals

1.1 WHEREAS Developer is the owner of that certain real property situated in the City of McAllen, Hidalgo County, Texas (the "Property"), fully described as:

> Lot 1 ("Lot 1") and Lot 2 ("Lot 2"),SANTA LUCIA DEVELOPMENT SUBDIVISION, an addition to the City of Mission, Hidalgo County, Texas, according to the map or plat thereof recorded under Document No._____ Official Records, Hidalgo County, Texas.

1.2 WHEREAS Lot 1 and Lot 2 each contain a parking lot (the "Parking Lot" or "Parking Lots"), as identified in the site plan attached hereto as Exhibit "A."

NOW, THEREFORE, for and in consideration of the mutual benefit to Lot 1 and Lot 2, Developer hereby agrees as follows:

II.
Agreement

2.1 Reciprocal Access.

A. Upon the terms and conditions hereof, Developer hereby grants Lot 1 a non-exclusive perpetual right to use the Parking Lot located on Lot 2 solely for the purpose of (a) pedestrian and vehicular access to the Property, and (b) parking on the Property.

B. Upon the terms and conditions hereof, Developer hereby grants Lot 2 a non-exclusive perpetual right to use the Parking Lot located on Lot 1 solely for the purpose of (a) pedestrian and vehicular access to the Property, and (b) parking on the Property.

2.2 Non-Exclusive. The permission for access and parking granted herein is non-exclusive, meaning that Developer, their successors and assigns, may grant additional non-exclusive access to the Parking Lots for parking related purposes.

2.3 Term. The term of this Agreement shall continue in force in perpetuity.

2.4 No Obstructions; Compliance with Laws. Developer covenants and agrees that it shall not permit any structure to obstruct the ingress and egress or parking provided by the access and parking license herein granted. In using such access and parking, pedestrians and vehicles of Lot 1 and Lot 2 shall comply with all applicable laws, codes, ordinances and governmental regulations.

III.
General Provisions

3.1 Permitted Use. Pedestrians and vehicles of Lot 1 shall not use nor permit the use of the Parking Lot for any purpose other than access and parking, nor for any purpose which is illegal, dangerous to life, limb or property or which, in Developer's reasonable opinion, creates a nuisance or which causes an increase in the cost of insurance coverage with respect to the Property.

3.2 No Interest in Real Property. Neither the permission for access and parking granted herein, this Agreement nor the use of the Parking Lot on the Property shall be construed to confer any interest or estate of any kind whatsoever in the Property.

3.3 Successors and Assigns. This Agreement will be binding upon and inure to the benefit of Developer's successors and permitted assigns.

3.4 Notice. Any notice, request, demand, consent, approval or other communication required or permitted hereunder or by law shall be deemed given or made only if in writing. Notice may be given by fax, hand delivery, electronic mail, or certified mail, postage prepaid, and is deemed received on the day faxed or hand delivered or on the first day after deposit if sent by certified mail. Notice must be addressed as follows:

Developer: MDM REAL ESTATE DEVELOPMENT LLC
329 S . Mccoll Rd.
McAllen, Texas 78503

3.5 Counterparts: Multiple Originals. This Agreement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

EXECUTED as of the date first set forth above.

DEVELOPER:

MDM REAL ESTATE DEVELOPMENT LLC, a Texas limited liability company

By:

Tomas Gutierrez, Manager

STATE OF TEXAS §

COUNTY OF HIDALGO §

This instrument was acknowledged before me on ~~March~~ April 03, 2023, by Tomas Gutierrez, Manager of MDM REAL ESTATE DEVELOPMENT LLC, a Texas limited liability company, on behalf of said limited liability company.

RUTH P MALDONADO
Notary ID #132545511
My Commission Expires
June 30, 2024

Ruth P. Maldonado
Notary Public, State of Texas

S2950-00-000-0156-00 (280830)
SHIN FOUNDATION I LTD
1401 W ESPERANZA AVE
MCALLEN TX 78501

S1818-00-000-0001-00 (961125)
SANTA LUCIA AT BENTSEN LAKES LLC
2603 E 3 MILE RD
PALMHURST TX 78573

S1819-00-001-0001-00 (1071560)
VILLAS ST LUCIA OWNERS ASSOCIATIC
620 S 12TH ST
MCALLEN TX 78501

S1819-00-001-0002-00 (1071561)
RAMIREZ BLANCA ALICIA
921 LUCIA DR
MISSION TX 78572

S1819-00-001-0003-00 (1071562)
GASECA LLC
1110 S CLOSNER BLVD
EDINBURG TX 78539

S1819-00-001-0004-00 (1071563)
TGR CAPITAL LLC
2515 COLORADO ST STE 6
MISSION TX 78574

S1819-00-001-0005-00 (1071564)
RAMIREZ TANIA YANET
915 LUCIA DR
MISSION TX 78572

S1819-00-001-0006-00 (1071565)
CONFIDENTIAL
913 SANTA LUCIA DR
MISSION TX 78572

S1819-00-001-0007-00 (1071566)
QUINTANILLA ARNOLDO JR & MAYRA A
911 SANTA LUCIA DR
MISSION TX 78572

S1819-00-001-0008-00 (1071567)
SAYCOCIE AKHASONE & MARICARMEN
909 LUCIA DR
MISSION TX 78572

S1819-00-001-0009-00 (1071568)
FALCON IVAN
907 LUCIA DR
MISSION TX 78572

S1819-00-001-0010-00 (1071569)
FERNANDEZ KARLA O DURAN
905 SANTA LUCIA DR
MISSION TX 78572

S1819-00-001-0011-00 (1071570)
GARCIA SERGIO I
903 SANTA LUCIA DR
MISSION TX 78572

S1819-00-001-0012-00 (1071571)
SANCHEZ TERESA IRMA
901 SANTA LUCIA DR
MISSION TX 78572

S1819-00-002-0001-00 (1071582)
MDM REAL ESTATE DEV LLC
329 MCCOLL ROAD
MCALLEN TX 78501

S1819-00-002-0002-00 (1071583)
MDM REAL ESTATE DEV LLC
329 MCCOLL ROAD
MCALLEN TX 78501

Started: 6:32 p.m.
Ended: 6:39 p.m.
Item #2.0
Conditional Use Permit: **Designate an Area as a Mobile Food Park & Open-Air Market**
2515 Colorado Street
Lot 1, Block 2, Santa Lucia Development
C-3
MDM Commercial Properties

Ms. Dimas went over the write-up stating the subject site is located near the NW corner of Colorado and Taylor Road along the north side of Colorado Street. The applicant is the owner of the entire commercial development and would like to designate an area as a Mobile Food Park and Open-Air Market. This will be an outdoor market for local vendors, patrons, and foodies. The applicant is proposing to have 8 Mobile Food Units, 3- containers, 4-kiosk for pop-up shops, restrooms facilities, and an area on the parking lot designated for the vendors of the Open-Air Market. Access to the site will be provided off of Colorado or Taylor Road through existing 24' driveways.

- **Hours of Operation for Mobile Food Park:** Monday – Sunday from 8am to 12pm
- **Hours of Operation for Open-Air Market:** Every Saturday from 6pm – 10pm
- **Parking & Landscaping:** The designated area for the proposed Mobile Food Park measures 134' x 72' for a total of 9,648 sq. ft. Based on the square footage he is required 23 parking spaces. The applicant has a total of 67 parking spaces available for this area and has submitted a written agreement to use the parking spaces from the commercial plaza if needed.
- **Other Requirements:** Must continue to comply with all Building, Fire and Health Codes.

REVIEW COMMENTS: Staff mailed out 16 notices to property owners within 200' radius and staff has not received any comments in favor or against the request. If request is approved each mobile food unit has to obtain a conditional use permit and their business license.

RECOMMENDATION: Staff recommends approval subject to:
1) 1 yr. re-evaluation in order to assess this new business at which time they will have to renew their CUP and TABC License,
2) Must continue to comply with all City Codes (Building, Fire, etc.), and
3) Must comply with Noise ordinance

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

Mrs. Jeanette Gutierrez the applicant stated that she was excited to bring a food park to the community. She added that the food park will consist of different type of food and snack vendors. She mentioned that the purpose of the open-air market was to give our local farmers and local small businesses a platform to sell their products.

Chairwomen Izaguirre entertained a motion to close the public hearing. Mr. Sanchez motioned to close the hearing. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Mrs. Connie Garza asked that what are the requirements for restrooms?

Ms. Irasema Dimas stated that restrooms are being proposed in the floor plan.

Mrs. Connie Garza asked how many restrooms are required?

Ms. Irasema Dimas stated two.

Mrs. Connie Garza asked if the applicant planned to have live entertainment?

Mrs. Jeanette Gutierrez stated that the goal right now was mainly the food trucks.

There being no further discussion, Chairwomen Izaguirre entertained a motion. Mr. Sanchez moved to the approve the conditional use permit. Mr. Alanis seconded the motion. Upon a vote, the motion passed unanimously.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages - Ranch House Burgers II at 409 N. Bryan Road, Suites 104 & 105, Lot 1, City Plaza Subdivision, C-3, Christine Alaniz, and Adoption of Ordinance#____ - De Luna

NATURE OF REQUEST:

On March 22, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site is located within a commercial plaza located on the Northwest corner of Matamoros Street and Bryan Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: $_____

STAFF RECOMMENDATION: Approval subject to: 1) 4 years re-evaluation in order to assess the business at which time the applicant will have to renew their CUP and TABC License; 2) Must continue to comply with all City Codes (Building, Fire, etc.); and 3) Must comply with Noise ordinance.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR THE SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – RANCH HOUSE BURGERS II AT 409 N. BRYAN ROAD, SUTIES 104 & 105, BEING LOT 1, CITY PLAZA SUBDIVISION

WHEREAS, the City Council of the City of Mission finds that during consideration of the Conditional Use Permit Renewal request on March 22, 2023, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the Conditional Use Permit Renewal shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, April 10, 2023, in the Council Chambers of the City Hall to consider the following Conditional Use Permit Renewal:

WHEREAS, The Mission City Council finds that it is in the best interest of the City to delegate the authority to revoke conditional use permits that are not in compliance, to the City Manager, or designee:

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

Legal Description	Type	Conditions of Approval
409 N. Bryan Road, Suites 104 & 105 Lot 1, City Plaza Subdivision	Sale & On-Site Consumption of Alcoholic Beverages – Ranch House II	1) 4 years re-evaluation in order to assess the business at which time the applicant will have to renew their CUP and TABC License; 2) Must continue to comply with all City Codes (Building, Fire, etc.); and 3 3) Must comply with Noise ordinance.

READ, CONSIDERED AND PASSED, this the 10th day of April, 2023

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

ITEM# 2.1

CONDITIONAL USE PERMIT RENEWAL: Sale & On-Site Consumption of Alcoholic Beverages – Ranch House Burgers II
409 N. Bryan Road, Suites 104 & 105
Lot 1, City Plaza Subdivision
C-3
Ranch House Burgers, LLC
c/o Christine Alaniz

REVIEW DATA

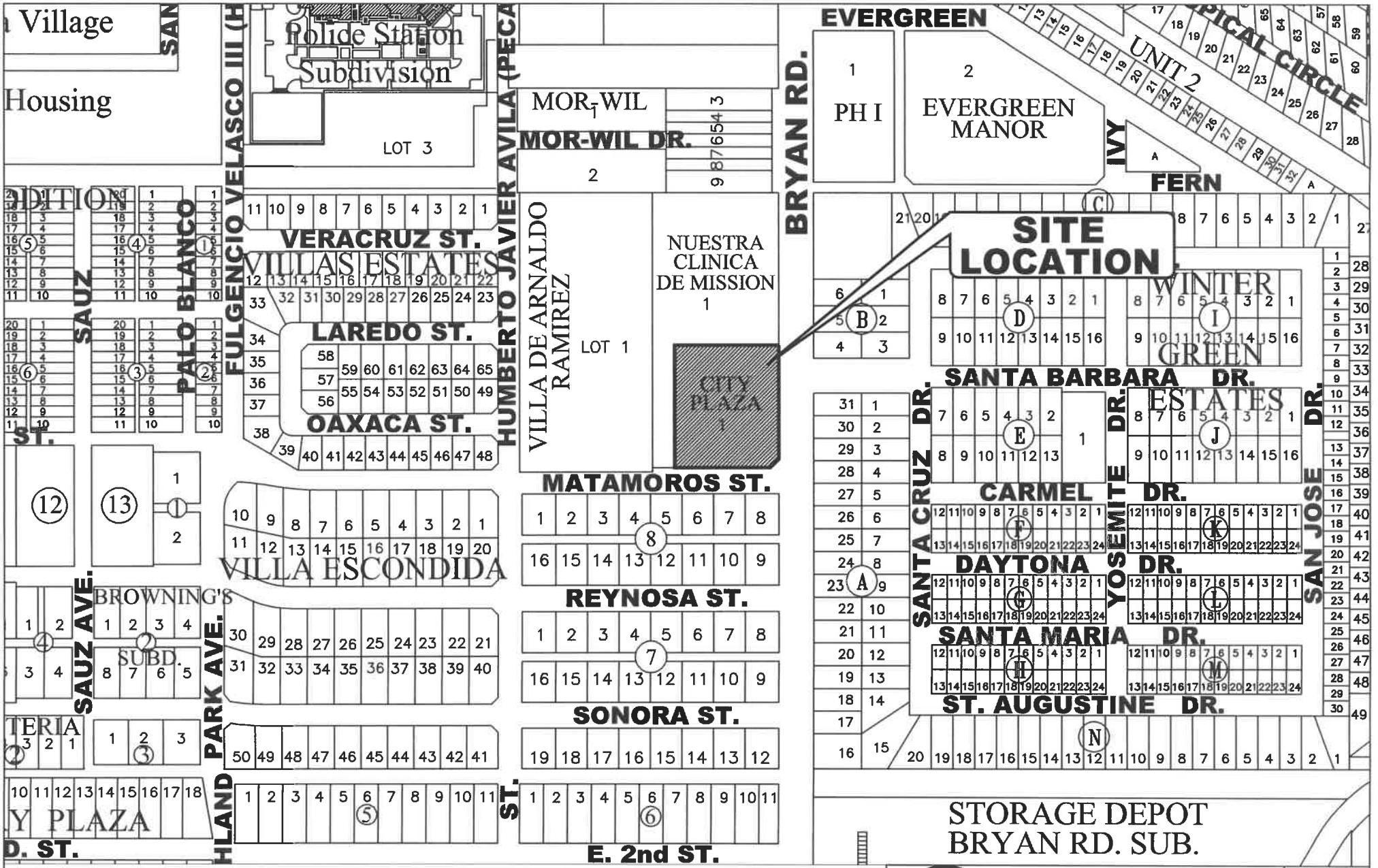
The site is located within a commercial plaza located on the Northwest corner of Matamoros Street and Bryan Road - see vicinity map. The applicant has operated at this location since early 2015 and the PNZ most recently approved a CUP for the Sale and On-Site Consumption of Alcoholic Beverages at this location on July 11, 2018 for a period of 4 years. Mrs. Alaniz would like to renew her conditional use permit. Staff notes that this would be their 3rd renewal.

Hours of Operation: Monday – Wednesday from 11am – 9pm, Thursday - Friday from 11am to 10pm, and Sunday from 10am to 4pm
Staff: 10-15 employees
Parking: There are 158 total seating spaces, which requires 53 parking spaces (158 seats/1 space for every 3 seats = 53 parking spaces). It is noted that the parking area is held in common (87 existing parking spaces) with other smaller suites.
Landscaping: There is existing landscaping along Bryan Road and is in compliance with code.

REVIEW COMMENTS: Ranch House Burgers is a family-oriented restaurant that successfully acclimates to its commercial location. Although there is a small bar sitting area, the restaurant is not open past 10 p.m. Staff has checked with PD for any incident reports and as of this date no reports regarding alcohol have been reported.

Since the sale of alcohol is not the primary intent of the applicant, staff does not object to this proposal. Additionally, notices were sent to property owners within a 200' radius of the site and there have been no comments in favor or against this request forwarded to the Planning Department.

RECOMMENDATION: Staff recommends approval subject to:
1) 4 yr. re-evaluation in order to assess the business at which time they will have to renew their CUP and TABC License,
2) Must continue to comply with all City Codes (Building, Fire, etc.), and
3) Must comply with Noise ordinance.



CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th. Street
MISSION, TX 78572
PH: (956) 580-8672
FAX: (956) 580-8680
No.

N. BRYAN ROAD
MATAMOROS ST.
SITE LOCATION

RANCH HOUSE BURGERS

ESTABLISHED 2011

APPETIZERS

CHEESE NACHOS	5.29
CHILI CHEESE NACHOS	6.29
FRITO PIE	5.29
DELUXE FRITO PIE	6.29
ONION, TOMATOES, JALAPEÑOS & SOUR CREAM	
FRIED PICKLES (HAND BREADED)	6.99
FRIED MUSHROOMS (HAND BREADED)	6.99
FRIED GREEN BEANS	6.29
CHEESE STICKS	6.99
CHICKEN WINGS	9.99
LEMON PEPPER, BUFFALO OR BBQ	
GUACAMOLE & CHIPS	7.29
CHILI CON QUESO & CHIPS	7.29
CHIPS & SALSA	4.29
TATER KEGS	7.29

HOUSE CLASSICS

ALL BURGERS ARE 1/2 LB. BURGERS. ADD FRIES FOR 2.25, ONION RINGS OR SWEET POTATO FRIES FOR 2.50

SOLO BURGER	6.25
1/2 LB. BURGER	
CHEESEBURGER	7.25
BACON CHEESEBURGER	7.50
1015 BURGER	7.50
GRILLED ONIONS & AMERICAN CHEESE	
AVOCADO BURGER	7.50
SWISS CHEESE W/ SLICED AVOCADO	
CHILI CHEESEBURGER	7.50
HOMEMADE CHILI W/ CHEESE SAUCE	
BACON JALAPEÑO CHEESEBURGER	7.50
AMERICAN CHEESE W/ BACON & JALAPEÑOS	
BLEU CHEESE BACON BURGER	7.50
FRESH BLEU CHEESE CRUMBLES & BACON	
MUSHROOM SWISS BURGER	7.50
SWISS CHEESE W/ SAUTÉED MUSHROOMS	
RODEO BURGER	7.50
A-1 SAUCE, AMERICAN CHEESE & BACON	

FRIES & RINGS

BASKET OF FRIES	3.75
GRAVY SMOTHERED FRIES	4.50
CHEESE FRIES	4.50
ONION RINGS (8)	4.99
CHILI CHEESE FRIES	5.99
THE WORKS FRIES	6.99
CHEESE SAUCE, BACON, TOMATO, ONION, JALAPEÑOS & SOUR CREAM	
BRISKET FRIES	9.99
CHEESE SAUCE, BRISKET (6 OZ.), PICO DE GALLO & SOUR CREAM	
FAJITA FRIES	9.99
CHEESE SAUCE, FAJITAS (6 OZ.), PICO DE GALLO GUACAMOLE & SOUR CREAM	
SWEET POTATO FRIES	4.50

AWARD WINNING

HOT

R.H. SPECIALTY BURGERS

ADD FRIES FOR 2.25, ONION RINGS OR SWEET POTATO FRIES FOR 2.50

TEXAS BORDER BURGER	8.99
JALAPEÑO, SALSA, SLICED AVOCADO, SOUR CREAM & SWISS CHEESE	
COWBOY BURGER	8.99
CHILI, CHEESE SAUCE, BACON, GRILLED ONIONS, JALAPEÑOS, & AMERICAN CHEESE	
COWGIRL BURGER	8.99
AMERICAN CHEESE, BACON & GRILLED ONIONS	
TEXAS SUNRISE BURGER	8.99
FRIED EGG, SWISS CHEESE & BACON SERVED ON TEXAS TOAST	
FIRE IN THE HOLE	8.99
THIN LAYER OF HABANERO PASTE, FINELY CHOPPED HABANERO, SERANOS, JALAPEÑOS & SWISS CHEESE	
JOHN WAYNE BURGER	9.99
DOUBLE MEAT, DOUBLE AMERICAN CHEESE, 2 ONION RINGS & BACON	
MAC N CHEESE BURGER	8.99
R.G.V. BURGER	8.99
PICO DE GALLO, GUACAMOLE, BACON & SWISS CHEESE	
S. P. I. BURGER	8.99
PINEAPPLE, HAM, BACON & SWISS CHEESE	
420 BURGER	10.99
BACON, FRIED EGG, CHORIZO, SWISS CHEESE, REFRIED BEANS, HAM & AVOCADO	
CHORIQUESO BURGER	8.99
OAXACA CHEESE & SAN MANUEL CHORIZO	
BANDIT BURGER	8.99
3 CHEESE STICKS, MARINARA SAUCE & SWISS CHEESE	
HOT CHEETO BURGER	8.99
AMERICAN CHEESE, CHEESE SAUCE & HOT CHEETOS	
FRITO PIE BURGER	8.99
HOMEMADE CHILI, CHEESE SAUCE, FRITOS & AMERICAN CHEESE	
PANCHO VILLA	9.99
AMERICAN CHEESE, PANCHOS, SOUR CREAM & GUACAMOLE	
TEXAS TUMBLEWEED	8.99
HAND BREADED ONION RINGS, SWISS CHEESE & HOUSE BBQ SAUCE	
ENCHILADA BURGER	8.99
TWO CHEESE ENCHILADAS, SWISS CHEESE & ENCHILADA SAUCE	
CONTRA BAND BURGER	8.99
PATTY STUFFED WITH SHREDDED AMERICAN CHEESE & TOPPED WITH AMERICAN AND SWISS CHEESE	

TOPPINGS & EXTRAS

EXTRA TOPPINGS	0.99
BURGER TOPPINGS 2 OZ. JALAPEÑOS, MUSHROOMS, ONIONS, CHILI, SALSA, HAM, FRIED EGG, BLEU CHEESE, PINEAPPLE, A-1 SAUCE, RANCH, PICO DE GALLO, CHORIZO, BUFFALO SAUCE, BBQ SAUCE	
EXTRA CHEESE (2 SLICES)	1.50
AVOCADO (4 SLICES)	1.75
BACON (2 SLICES)	2.00
EXTRA BEEF PATTY	4.99
EXTRA CHICKEN PATTY	3.99
CHILI CHEESE OR GRAVY	2.99
SIDE OF FIRE IN THE HOLE	1.99
CONTRA BAND PATTY	5.99
CHEESE SAUCE	1.50

HAPPY HOUR - MONDAY - FRIDAY 3 PM TO 7 PM - CATERING AVAILABLE

BBQ SPECIALTY

COWBOY BOWL (8 OZ. MEAT) **8.99**
ADD BRISKET OR FAJITA 4.99 OR CHICKEN 3.99

BRISKET BURRITO **10.99**

RIO GRANDE BURRITO **9.25**
TOPPED W/ CHILI, CHEESE, CHARRO BEANS, TOMATO, ONION, SLICED JALAPEÑO & SOUR CREAM

BRISKET/PORK TACOS **11.99**
YOUR CHOICE OF TWO SIDES

PIT SMOKED BRISKET PLATE **13.99**
YOUR CHOICE OF TWO SIDES W/ TEXAS TOAST

CHOPPED BRISKET SANDWICH W/ FRIES **10.99**

PULLED PORK SANDWICH W FRIES **9.99**

TO ENSURE FRESHNESS, WE COOK IN SMALL BATCHES, PLEASE ASK YOUR SERVER FOR AVAILABILITY

TEX-MEX

PANCHOS (8 OZ. MEAT) **9.99**
ADD CHICKEN FOR 3.99 OR BEEF FAJITAS FOR 4.99

BOTANA **FOR 1 - 14.99 / FOR 2 - 28.99**
SERVED WITH RICE, BEANS & GUACAMOLE, GRILLED ONIONS, BELL PEPPERS, FLOUR OR CORN TORTILLAS

TACO SALAD **8.99**
CHILI, CHEESE SAUCE, LETTUCE, TOMATOES, SHREDDED CHEESE, GUACOMOLE, & SOUR CREAM
ADD: GROUND BEEF OR FAJITA 4.99 OR CHICKEN 3.99

FIRE GRILLED FAJITA TACOS **13.99**
CHOICE OF CHICKEN OR BEEF, 3 CORN OR 2 FLOUR TORTILLAS, RICE, BEANS GRILLED ONION & BELL PEPPER

TACO À LA CARTE **6.99**
CHOICE OF BEEF FAJITA, BRISKET OR CHICKEN

CRISPY BEEF TACOS **8.99**
RICE AND BEANS

SANDWICHES/HOTDOGS

INCLUDES FRIES

GRILLED CHICKEN SANDWICH **8.99**

BIG BIRD SANDWICH **9.99**
GRILLED OR FRIED CHICKEN TOPPED W/ SWISS CHEESE, MUSHROOMS, GRILLED ONIONS, BACON & AVOCADO

TEXAS BLT **8.99**

CLUB SANDWICH **9.99**
HAM, TURKEY, BACON, MAYO, LETTUCE & TOMATO

BUFFALO CHICKEN SANDWICH **9.99**
FRIED OR GRILLED

OUTLAW CHICKEN SANDWICH **9.99**
3 CHICKEN STRIPS, TEXAS TOAST, SWISS CHEESE & BBQ SAUCE

TEXAS SIZED HOTDOG **7.99**

TEXAS SIZED CHILI CHEESE DOG **8.99**

TEXAS SLAW DOG COLE SLAW **7.99**

BORDER DOG **7.99**
PICO DE GALLO & AVOCADO

TEXAS CRUNCH DOG **8.99**
HOMEMADE CHILI, CHEESE SAUCE & FRITOS

BACON WRAPPED CHILI CHEESE DOG **9.99**

SALADS

FRIED OR GRILLED CHICKEN SALAD **8.99**

CHEF SALAD **9.99**
HAM & TURKEY, BOILED EGG, BACON, CHEESE, CUCUMBERS & CROUTONS

BUFFALO CHICKEN SALAD **9.99**
FRIED OR GRILLED

STRAWBERRY PECAN SALAD **9.99**
WITH BLEU CHEESE

SIDE SALAD **4.99**

DRESSINGS: RANCH, CHIPOTLE RANCH, THOUSAND ISLAND, ITALIAN, HONEY MUSTARD, BLEU CHEESE OR RASPBERRY VINAIGRETTE

R.H. SPECIALTY PLATES

ALL PLATES SERVED WITH YOUR CHOICE OF 2 SIDES & TEXAS TOAST

BIG TEX CHICKEN FRIED STEAK **13.99**
HAND BREADED, WHITE OR BROWN GRAVY ON TOP

RANCH HOUSE CHICKEN PLATE **12.99**
SWISS CHEESE, GRILLED ONIONS & MUSHROOMS

CHICKEN FRIED CHICKEN **12.99**
HAND BREADED, WHITE OR BROWN GRAVY

HAMBURGER STEAK **11.99**
MUSHROOMS, GRILLED ONIONS & BROWN GRAVY

GRILLED CHICKEN PLATE **11.99**
GRILLED ONIONS & BELL PEPPERS

CHICKEN STRIP PLATE (5 STRIPS) **13.99**
SERVED ON A BED OF FRIES

SEAFOOD

ALL PLATES SERVED WITH YOUR CHOICE OF 2 SIDES & TEXAS TOAST

SEAFOOD PLATE FISH AND SHRIMP **12.99**
FRIED POLLOCK OR CATFISH ON A BED OF FRIES

SHRIMP PLATE (8) **12.99**
HAND BREADED FRIED OR GRILLED SHRIMP ON A BED OF FRIES

CATFISH PLATE **12.99**
FRIED CATFISH ON A BED OF FRIES

FISH PLATE **11.99**
FRIED POLLOCK ON A BED OF FRIES

SIDES

FRIES, COLESLAW, MASHED POTATOES, RICE, GREEN BEANS, SWEET CORN, CHARRO BEANS, FRIED OKRA, POTATO SALAD, REFRIED BEANS, MACARONI, LOADED MASHED POTATOES

ADDITIONAL SIDE $1.99 EA.
SWEET POTATO FRIES OR ONION RINGS $2.50

KID'S MENU

CHILDREN 12 & UNDER - INCLUDES FRIES

RANCH HAND BURGER **5.99**

CHICKEN STRIPS (2 STRIPS) **5.99**

GRILLED CHEESE **4.99**

HOTDOG **4.99**

DESSERTS

ICE CREAM SUNDAE **4.99**

ICE CREAM SHAKE **4.99**

BROWNIE SUNDAE **4.99**

FRIED ICE CREAM **5.99**

ELVIS BANANA SPLIT **6.99**
WITH REESE'S PEANUT BUTTER CUPS

BANANA SPLIT **5.99**

ROOT BEER FLOAT **5.99**

SINGLE SCOOP OF ICE CREAM **1.99**

WAFFLE CONE **3.99**

BROWNIE **1.99**

DRINKS

FREE REFILLS

FOUNTAIN DRINKS **3.25**

SWEET OR UNSWEET BREWED TEA **3.25**

LEMONADE (HOMEMADE) **3.25**

BOTTLED WATER **1.75**

COFFEE (FREE REFILLS) **1.50**

18% Gratuity Charges on Tables of Six or More

MISSION - 409 N. BRYAN RD. STE. 104, MISSION, TX 78572, 956-205-2940
WESLACO - 1015 S. INTERNATIONAL BLVD, WESLACO, TX 78596, 956-520-8783

BAR MENU

RANCH HOUSE MARGARITA
(LIME, CUCUMBER, STRAWBERRY)

COSMOPOLITAN

MOJITO

MEXICAN LOLLIPOP

MOSCOW MULE

PINA COLADA

CUCUMBER MARTINI

TEXAS TEA

BLOODY MARY

TEXAS PARADISE

JACK RUBY

AMARETTO SOUR

MARGARITA FLIGHT

GUN SMOKE
(OLD FASHION)

RANCH HOUSE BURGERS

Back | Export to Excel

Print Results

License #:	MB1123727		
AIMS License Type:	MB		
AIMS License #:	107201995		
Trade Name:	RANCH HOUSE BURGERS LLC		
Owner:	RANCH HOUSE BURGERS, LLC		
Location Address:	409 N BRYAN RD STE 104 AND 105 MISSION , TX 785726293 UNITED STATES	**Mailing Address:**	409 N BRYAN RD STE 104 AND 105 MISSION , TX 785726293 UNITED STATES
County:	Hidalgo	**Orig. Issue Date:**	7/2/2021
Status:	Active	**Exp. Date:**	7/1/2023
		Wine Percent:	
Location Phone No.:			
Subordinates:			
Related To:		**Gun Sign:**	BLUE

S4150-02-008-0003-00 (286476)
AVILES NAZARIO & MARIA ELENA
1304 MATAMOROS ST
MISSION TX 78572

S4150-02-008-0004-00 (286477)
AVILES JOSE G & ELENA
1308 MATAMOROS ST
MISSION TX 78572

S4150-02-008-0006-00 (286479)
MARTINEZ TONY JR & MARIA LOURDES
1310 MATAMOROS ST
MISSION TX 78572

S4150-02-008-0007-00 (286480)
GAYTAN ARTURO & AURORA
1312 MATAMOROS ST
MISSION TX 78572

S4150-02-008-0008-00 (286481)
CANALES ROLANDO X
1413 THORNWOOD DR
MISSION TX 78574

S4150-02-008-0009-00 (286482)
KHIT PROPERTY MANAGEMENT LLC
708 W NOLANA AVE
MCALLEN TX 78504

S4150-02-008-0011-00 (286484)
HERAS ABISAI & ANNA W
1317 REYNOSA ST
MISSION TX 78572

S4150-02-008-0012-00 (286485)
CAVAZOS LIBRADO
1309 REYNOSA ST
MISSION TX 78572

W0100-00-019-0010-04 (544773)
CASA DE AMIGOS IX INC
1116 N CONWAY AVE
MISSION TX 78572

W0100-00-019-0011-00 (316743)
AUSTIN STEVEN F & ELIDA G
1501 MELINDA DR
MISSION TX 78572

W6800-00-00A-0001-00 (329635)
JONES MICHAEL K & BRENDA R
500 N BRYAN RD A-1
MISSION TX 78572

W6800-00-00A-0002-00 (329636)
DEETS JOYCE E TRUSTEE
THE JOYCE E DEETS & LAWRENCE TRU
503 S MAPLE AVE
POLO IL 61064

W6800-00-00A-0003-00 (329637)
RUSSELL CAROLYN & MORRIS ROBINSON
1207 RIDGE CREST
MOUNTAIN HOME AR 72653

W6800-00-00A-0004-00 (329638)
BATCHELDER HERBERT W & KATHY J
500 N BRYAN RD UNIT A4
MISSION TX 78572

W6800-00-00A-0005-00 (329639)
RAY RONALD & RHONDA HAWKINS
DAVID RAY
500 N BRYAN RD A-5
MISSION TX 78572

W6800-00-00A-0024-00 (329658)
GARZA PABLO D & MARIA E
2039 S 23RD ST
CHICAGO IL 60608

W6800-00-00A-0025-00 (329659)
SUN VISTA LAND DEVELOPMENT LLC
1218 MATAMOROS ST
MISSION TX 78572

W6800-00-00A-0026-00 (329660)
GUTIERREZ RICARDO & LINDA
500 N BRYAN RD
MISSION TX 78572

W6800-00-00A-0027-00 (329661)
VAZQUEZ MARGARITA
1213 LAREDO ST
MISSION TX 78572

W6800-00-00A-0028-00 (329662)
GARCIA YULISSA ETAL
2014 CEDAR ST
PENITAS TX 78516

W6800-00-00A-0029-00 (329663)
SALINAS SERGIO E & BLANCA A
2503 SEQUOIA DR
MISSION TX 78572

W6800-00-00A-0030-00 (329664)
VILLARREAL JOEL E
611 OBLATE AVE
MISSION TX 78572

W6800-00-00A-0031-00 (329665)
GONZALES MARIA G
4129 GUMWOOD
MCALLEN TX 78501

W6800-00-00B-0002-00 (329667)
KRUISE KEVIN O & EVELYN
1111 RHONDA LEE ST
COPPERAS COVE TX 76522

W6800-00-00B-0003-00 (329668)
MILLER BILLY J & LOIS J
500 N BRYAN RD B-3
MISSION TX 78572

W6800-00-00B-0004-00 (329669)
CANTU AMALIA M
500 N BRYAN RD B-4
MISSION TX 78572

W6800-00-00B-0005-00 (329670)
FLORES JESUS JR
500 N BRYAN RD B5
MISSION TX 78572

C5361-00-000-0001-00 (693032)
NOBORU GROUP INVESTMENTS LP
221 N 10TH ST
MCALLEN TX 78501

N8553-00-000-0001-00 (685985)
NUESTRA CLINICA DEL VALLE INC
PO BOX 1689
PHARR TX 78577

Started: 6:39 p.m.
Ended: 6:41 p.m.
Item #2.1
Conditional Use Permit Renewal:

Sale & On-Site Consumption of Alcoholic - Ranch House Burgers II
409 N. Bryan Road, Suites 104 & 105
Lot 1, City Plaza Subdivision
C-3
Ranch House Burgers, LLC
c/o Christine Alaniz

Ms. Dimas went over the write-up stating the subject site is located on the Northwest corner of Matamoros Street and Bryan Road - see vicinity map. The applicant has operated at this location since early 2015 and the PNZ most recently approved a CUP for the Sale and On-Site Consumption of Alcoholic Beverages at this location on July 11, 2018 for a period of 4 years. Mrs. Alaniz would like to renew her conditional use permit. Staff notes that this would be their 3rd renewal.

Hours of Operation: Monday – Wednesday from 11am – 9pm, Thursday - Friday from 11am to 10pm, and Sunday from 10am to 4pm
Staff: 10-15 employees
Parking: There are 158 total seating spaces, which requires 53 parking spaces (158 seats/1 space for every 3 seats = 53 parking spaces). It is noted that the parking area is held in common (87 existing parking spaces) with other smaller suites.
Landscaping: There is existing landscaping along Bryan Road and is in compliance with code.

REVIEW COMMENTS: Ranch House Burgers is a family-oriented restaurant that successfully acclimates to its commercial location. Although there is a small bar sitting area, the restaurant is not open past 10 p.m. Staff has checked with PD for any incident reports and as of this date no reports regarding alcohol have been reported.

Since the sale of alcohol is not the primary intent of the applicant, staff does not object to this proposal. Additionally, notices were sent to property owners within a 200' radius of the site and there have been no comments in favor or against this request forwarded to the Planning Department.

RECOMMENDATION: Staff recommends approval subject to:
1) 4 yr. re-evaluation in order to assess the business at which time they will have to renew their CUP and TABC License,
2) Must continue to comply with all City Codes (Building, Fire, etc.), and
3) Must comply with Noise ordinance.

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

There was none.

Chairwomen Izaguirre entertained a motion to close the public hearing. Ms. Garza motioned to close the hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwomen Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwomen Izaguirre entertained a motion. Ms. Garza moved to the approve the conditional use permit renewal. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Anna Carrillo, City Secretary

AGENDA ITEM: Approval of Minutes – Carrillo
Regular Meeting – March 27, 2023

NATURE OF REQUEST:

See Attached Minutes

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

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

BID AMOUNT: $ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

CITY OF MISSION

CITY COUNCIL REGULAR MEETING
MISSION CITY HALL
MARCH 27, 2023 at 4:30 PM

MINUTES

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

ABSENT:
Abiel Flores, Councilman

ALSO PRESENT:
Lenny Garza
Jim & Beth Barnes
David Martinez
Brenda Enriquez
Rosa Rosas
Sylvia Gonzalez
Noel Salinas
Jeffery Earl
C. Garza

STAFF PRESENT:
Rosember Ramirez, Police Officer
Edgar Gonzalez, EIT
Claudia Barajas, IT Department
Corporal Javier M. Garza
Lieutenant Marco Ramirez Jr.

STAFF PRESENT:
Anais Chapa, Assistant City Secretary
David Flores, Asst. City Manager
Aida Lerma, Asst. City Manager
Jesse Lerma, Civil Service Director
Angie Vela, Finance Director
Michael Elizalde, Grants Administrator
Susie De Luna, Planning Director
Alex Hernandez, Asst. Planning Director
Jesse Lerma, Civil Service Director
Noemi Munguia, HR Director
Robert Hinojosa, Risk Management Director
Peter Geddes, Procurement Director
Joe Enriquez, Utilities Manager
Alex Fajardo, Media Relations
Charlie Longoria, Media Relations
Abram Ramirez, IT Director
Abel Bocanegra, P.E., City Engineer
Brad Bentsen, Parks & Recreation Director
Christopher Navarrete, Deputy Fire Chief
Adrian Garcia, Fire Chief
Joanne Longoria, CDBG Director
Nereyda Pena, Assistant HR Director
Cynthia Lopez, Museum Director
Mario Flores, Golf Director
Jesse Mares, Facilities Supervisor
Angel Ramos, Veteran's Cemetery Director
Roel Mendiola, Sanitation Dept. Director
J. C. Avila, Fleet Director
Amy Tijerina, Events Manager
Kenia Gomez, Media Relations Director
Stephen Kotsatos, Health Director

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Pro Tem Ruben Plata called the meeting to order at 4:38 p.m.

INVOCATION AND PLEDGE ALLEGIANCE

Assistant City Manager David Flores led the invocation and Pledge of Allegiance.

DISCLOSURE OF CONFLICT OF INTEREST

Councilman Alberto Vela filed paperwork with the City Secretary due to a Conflict of Interest on item 7 of the agenda.

PRESENTATIONS

1. Leadership Mission Update by Lenny Garza, President

Lenny Garza, Leadership Mission Class 39 President, gave an update on the ongoing activities and future projects of Leadership Mission. He stated that they recently held a class to over media and marketing with several presenters in the field. They would be hosting a fundraiser golf tournament on April 2nd. Funds from the golf tournament would be used for the "Welcome to Mission" neon signs to be placed on Shary Road and Conway. A recruitment mixer was scheduled for April 19th at the Grove, and Class 39 would be taking a tour of Mission PD and Fire departments on April 20th.

2. Report from the Greater Mission Chamber of Commerce

Brenda Enriquez, Mission Chamber of Commerce CEO, reported on upcoming chamber events such as: Mission Day at the Capitol on March 29th, "Effective Communication in Team Building" Lunch and Learn on March 29th, and the Spring Market on March 31st. It was also stated that there had been a decline in hotel occupancy and they were working to assess the situation and see what they could do to improve on this.

3. February 2023 Employee of the Month

Noemi Munguia, Human Resources Director, recognized Claudia Barajas for being selected as the Employee of the Month for February 2023. Claudia was nominated by Abram Ramirez, IT Director, for being a great asset to the department who is constantly learning and going the extra mile to ensure everything runs smoothly.

4. Departmental Reports

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

Mayor Garza logged off of the meeting at 4:45 p.m.

5. Citizen's Participation

None

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

6. Rezoning: Being 1.12 acres of land out of Lot 172, John H. Shary Subdivision, (AO-P) Agricultural Open Permanent to (C-3) General Business, Rosas Children Irrevocable Trust, and Adoption of Ordinance #5293

On March 22, 2023, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located 1/8 of a mile west of Glasscock Road and Expressway 83 intersection along the north side of Expressway 83 (frontage). There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata asked if there were any comments for or against the request.

There were no comments.

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

Councilwoman Ortega moved to approve the Rezoning: Being 1.12 acres of land out of Lot 172, John H. Shary Subdivision, (AO-P) Agricultural Open Permanent to (C-3) General Business, Rosas Children Irrevocable Trust, and Adoption of Ordinance #5293. Motion was seconded by Councilman Vela and approved unanimously 3-0.

ORDINANCE NO. 5293

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING BEING 1.12 ACRES OF LAND OUT OF LOT 172, JOHN H. SHARY SUBDIVISION, FROM (AO-P) AGRICULTURAL OPEN PERMANENT TO (C-3) GENERAL BUSINESS

7. Conditional Use Permit: Drive-Thru Service Window – Duck Donuts at 911 E. 9th Street, Being a 0.38 acre tract of land out of Lot 4, Resubdivision of Block L & G, of Wright Subdivision, C-3, Duck Donuts c/o Alberto Vela, and Adoption of Ordinance#

On March 8, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 360’ west of Highland Park Avenue along the north side of Business Highway 83. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Victor Flores, City Attorney, stated that a disclosure of conflict of interest had been signed by Councilman Vela for this item; therefore, he would abstain from voting.

No action was taken for this item due to one of the three councilmembers present having to abstain.

8. Conditional Use Permit: To have a Restaurant in a C-2 Zone – Don Ponchitos Café Restaurant & Buffet at 800 E. 1st Street, Being Lots 88 & 89, Mayberry Plaza Ut No. 3, C-2, Jenny Hernandez, and Adoption of Ordinance #5294

On March 22, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located at the SE corner of Mayberry Road and E. 1st Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata asked if there were any comments for or against the request.

There were no comments.

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

Councilwoman Ortega moved to approve the Conditional Use Permit: To have a Restaurant in a C-2 Zone – Don Ponchitos Café Restaurant & Buffet at 800 E. 1st Street, Being Lots 88 & 89, Mayberry Plaza Ut No. 3, C-2, Jenny Hernandez, and Adoption of Ordinance #5294. Motion was seconded by Councilman Vela and approved unanimously 3-0.

ORDINANCE NO. 5294

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO HAVE A RESTAURANT IN A C-2 ZONE – DON PONCHITO'S CAFÉ RESTAURANT & BUFFET AT 800 E. 1ST STREET, BEING LOTS 88 & 89, MAYBERRY PLAZA UT NO. 3

9. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – J.A.L.L's Sports Bar & Grill at 1810 W. Griffin Parkway, Suites B, C, & D, Being Lots 7 & 8, Inspiration Point Subdivision Ph. I, C-3, J.A.L.L.'s Sports Bar & Grill, and Adoption to Ordinance #5295

On March 8, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site was located 300' from the NW corner of Inspiration Road and Griffin Parkway. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata asked if there were any comments for or against the request.

Mr. Guillermo Ramirez, 1810 W. Griffin Parkway, stated that he would be in compliance with all requirements but did ask for more leniency in regards to providing security guards. He stated he had very few incidents and would like to possibly reduce the amount of days to have security from Thurs-Saturday to only one day, Friday, which is was his busiest day.

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

Councilwoman Ortega moved to approve the Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – J.A.L.L's Sports Bar & Grill at 1810 W. Griffin Parkway, Suites B, C, & D, Being Lots 7 & 8, Inspiration Point Subdivision Ph. I, C-3, J.A.L.L.'s Sports Bar & Grill, and Adoption to Ordinance#5295 with the condition to require security for increased attendance or special events. Motion was seconded by Councilman Vela and approved unanimously 3-0.

ORDINANCE NO. 5295

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR THE SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – J.A.L.L'S SPORTS BAR & GRILL AT 1810 W. GRIFFIN PARKWAY, SUITE B, C, & D, BEING LOTS 7 & 8, INSPIRATION POINT SUBDIVISION PH. I

CONSENT AGENDA

All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately. The City Council May Take Various Actions;

Including But Not Limited To Rescheduling An Item In Its Entirety For A Future Date Or Time. The City Council May Elect To Go Into Executive Session On Any Item Whether Or Not Such Item Is Posted As An Executive Session Item At Any Time During The Meeting When Authorized By The Provisions Of The Open Meetings Act

10. Approval of Minutes

Regular Meeting – March 13, 2023

11. Acknowledge Receipt of Minutes

Animal Rescue & Adoption Advisory Board – January 10, February 7, 2023

Youth Advocacy Advisory Board – January 10, 2023

Citizen's Advisory Committee – February 14, 2023

12. Authorization to apply for the 2022 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program

The Mission Fire Department was seeking authorization to apply for the 2022 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program. The department would apply for funding that would support the hiring of twelve (12) firefighters over a three-year grant period. The total project cost was $2,322,424.00 and there was no match requirement for this program.

13. Authorization to execute six-month extension for the purchase of Hot & Cold Mix Asphalt for the Public Works Department

The City of Mission entered into a six-month contract with Frontera Materials for the purchase of Hot & Cold Mix. The extension had a 5% increase in price. Recommendation was based solely on estimated quantities and orders will be placed on an as needed basis throughout the six-month renewal term. This agreement will extend Bid No. 22-291-03-22 from April 1, 2023 thru September 30, 2023.

14. Authorization to Execute Second and Final One-Year Renewal for Group Life Insurance, Voluntary Life Insurance and Voluntary Long-Term Disability

In 2021, the City of Mission entered into a contractual agreement with Lincoln Financial Group for Group Term Life and AD&D, Voluntary Life Insurance and Voluntary Long-Term Disability. The terms for this contract were for one year with two one-year renewal options. Staff was seeking authorization to execute second and final one-year renewal option with no increase in rates.

15. Authorization to Execute Second and Final One-Year Renewal for Employee Assistance Program (EAP)

In 2021, the City of Mission entered into a contractual agreement with Deer Oaks EAP Services LLC, for our Employee Assistance Program (EAP). The terms for this contract were for one year with two one-year renewal options. Staff was seeking authorization to execute second and final one-year renewal option with no increase in rates.

16. Authorization to Execute First and Final One-Year Renewal for Flexible Spending Account

In 2022, the City of Mission entered into a contractual agreement with Flexible Benefit Service LLC for Voluntary Flexible Spending Account. The terms for this contract were for one year with a one-year renewal option. Staff was seeking authorization to execute first and final one-year renewal option with no increase in rates.

17. Authorization to Execute Second and Final One-Year Renewal Option for Voluntary Vision Insurance

In 2021, the City of Mission entered into a contractual agreement with Avesis for Voluntary Vision Insurance. The terms for this contract were for one year with two one-year renewal options. Staff was seeking authorization to execute second and final one-year renewal option with no increase in rates

18. Authorization to Execute First and Final One-Year Renewal Option for Voluntary Dental Insurance

In 2022, the City of Mission entered into a contractual agreement with Delta Dental for Voluntary Dental Insurance. The terms for this contract were for one-year with a one-year renewal option. Staff was seeking authorization to execute first and final one-year renewal option with no increase in rates.

19. Authorization to solicit Request for Proposals for Third Party Administrator

In 2020, the City of Mission entered into a contractual agreement with Blue Cross Blue Shield of Texas for Third Party Administrator, PPO Network and Pharmacy Benefit Management (PBM). The terms for this contract were for one year with two one-year renewal options, which have been exhausted. Staff was seeking authorization to solicit Request for Proposals.

20. Authorization to Solicit Request for Bids for Agent of Record Services

In 2020, the City of Mission entered into a contractual agreement with Pete Jaramillo Insurance for Agent of Record Services for Third Party Administrator. The terms for this contract were for one year with two one-year renewal options, which have been exhausted. Staff was seeking authorization to solicit Request for Bids.

21. Authorization to solicit for bids for Video Message Boards

Seeking authorization to solicit bids for portable video trailer mounted message boards for use as a communications platform for the general public for pre and post disasters in low income neighborhoods. The video message boards would serve as a secondary layer of information for alert action messages and vital information for the corona virus pandemic. The purchase will be via CARES Act CDBG-CV funding.

22. Approval of Resolution #1820 Regarding Waterline Access Agreement with Sharyland Water Supply within city ETJ for Eduardo's #20 Subdivision

The proposed Eduardo's #20 Subdivision is located within the service area of the Sharyland Water Supply Corporation and within the City of Mission's ETJ.

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

RESOLUTION NO. 1820

A RESOLUTION OF THE CITY OF MISSION, TEXAS TO APPROVE A WATERLINE ACCESS AGREEMENT BETWEEN THE SHARYLAND WATER SUPPLY CORPORATION, AND IZAGUIRRE REAL ESTATE HOLDINGS, LLC – EDUARDO'S SUBDIVISION NO. 20

Councilwoman Ortega asked to remove items 14 through 20 from the list and be discussed individually.

Councilman Vela moved to approve all consent agenda items 10 thru 13, 21 and 22 as presented. Motion was seconded by Councilwoman Ortega and approved unanimously 3-0.

Mayor Garza rejoined the meeting via zoom at 5:07 p.m.

Councilwoman Ortega moved to approve consent agenda item 14. Motion was seconded by Councilman Vela and approved unanimously 4-0.

Councilwoman Ortega moved to approve consent agenda item 15. Motion was seconded by Councilman Vela and approved unanimously 4-0.

Councilman Vela moved to approve consent agenda item 16. Motion was seconded by Councilwoman Ortega and approved unanimously 4-0.

Councilwoman Ortega moved to approve consent agenda item 17. Motion was seconded by Councilman Vela and approved unanimously 4-0.

Councilwoman Ortega moved to approve consent agenda item 18. Motion was seconded by Councilman Vela and approved unanimously 4-0.

Councilman Vela moved to approve consent agenda item 19. Motion was seconded by Councilwoman Ortega and approved unanimously 4-0.

Councilwoman Ortega moved to approve consent agenda item 20. Motion was seconded by Councilman Vela and approved unanimously 4-0.

APPROVALS AND AUTHORIZATIONS

23. Authorization to purchase ambulance equipment from Stryker

The Mission Fire Department is seeking authorization to purchase ambulance equipment with a seven (7) year ProCare Prevent Service package from Stryker. Purchase cost in the amount of $157,347.55, via sole source vendor of the products. ARPA funds would be utilized for this purchase.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to authorize purchase ambulance equipment from Stryker. Motion was seconded by Councilman Vela and approved unanimously 4-0.

24. Award Multiple Bids for Housing Assistance Program (HAP) Phase 22-I

On February 27, 2023 City Council authorized staff to solicit bids for five homes. The City of Mission has accepted and opened three (3) bid responses. Staff recommends to award these projects to the lowest responsive and responsible bidder for each home as shown below:

Andrew Salinas dba A-One Insulation – $364,750
Reconstruction:
*209 E Melba Carter – $94,750 (2/2 1100 sq ft)
128 S Slabaugh Ave – $90,000 (2/2 970 sq ft)
213 Del Mar Ave – $90,000 (2/2 970 sq ft)
415 N Slabaugh Ave – $90,000 (2/2 970 sq ft)

Tabeza Holdings - $91,900

Reconstruction:
969 N Los Ebanos – $91,900 (2/2 970 sq. ft)

Andrew Salinas dba A-One Insulation and Tabeza Holdings met all the Terms & Conditions and Specifications and came within budget of each project. CAC met on March 21, 2023 and approved staff's recommendation to award multiple projects to the lowest responsive and responsible bidder

Staff and City Manager recommended approval.

Councilwoman Ortega moved to Award Multiple Bids for Housing Assistance Program (HAP) Phase 22-I. Motion was seconded by Councilman Vela and approved unanimously 4-0.

25. Approval of January 2023 Financial Statements

January 2023 Unadjusted Financials (attached)

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve the January 2023 Financial Statements. Motion was seconded by Councilman Vela and approved unanimously 4-0.

UNFINISHED BUSINESS

None

ROUTINE MATTERS

City Manager Comments – Assistant City Manager David Flores introduced Stephen Kotsatos as the new Health Director for the City of Mission. Mission Day at the Capitol was held this week, March 28-March 30, RGV Food Bank Distribution on Tuesday, March 28th at Leo Pena Placita Park, Eggstravaganza Egg Hunt on Saturday April 1st at Speer Memorial Library and the Baseball/Softball Opening Ceremony on April 5th at Leo Najo Baseball Field.

Randy Perez, City Manager stated that the first day at the capitol was a successful day full of productive meetings to discuss future projects and endeavors.

Mayor's Comments – Mayor Pro Tem Ruben Plata mentioned that Mayor Norie Garza is in Austin representing the City of Mission, attending legislative meetings and discussing future projects.

City Council Comments – None

At 5:26 p.m., Councilwoman Ortega moved to convene into Executive Session. Motion was seconded by Councilman Vela and approved unanimously 4-0.

EXECUTIVE SESSION

Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with City Attorney), Section 551.072 (Real Property) and Section 551.087 (Economic Development) related to proposed Project Anchor. (City Attorney V. Flores and City Manager R. Perez)

Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with City Attorney) and Section 551.074 (Personnel Matters) regarding organizational restructure update as directed by Council. (Council Members J. Ortega and A. Vela)

Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with City Attorney) related to Black Diamond Developers, LP, et al v. Homeowners' Association of Cimarron, Inc., et al (City Attorney V. Flores and City Manager R. Perez)

Upon conclusion of Executive Session at 6:44 p.m., Councilwoman Ortega moved to reconvene the regular meeting. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 4-0.

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

Consideration and action, if any, related to proposed Project Anchor.

No action was taken on this item.

ADJOURNMENT

At 6:45 p.m., Councilwoman Ortega moved for adjournment. Motion was seconded by Councilman Vela and approved unanimously 4-0.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Randy Perez, City Manager

AGENDA ITEM: Acknowledge Receipt of Minutes – Perez
Citizen's Advisory Committee – March 14, 21, 2023
Mission Redevelopment Authority Board – January 24, March 7, 2023
Mission Tax Increment Reinvestment Zone – January 24, March 7, 2023
Planning and Zoning Commission – February 8, 2023

NATURE OF REQUEST:

See Attached Minutes

BUGETED: N/A **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: $ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

CITIZEN'S ADVISORY COMMITTEE
March 14, 2023
Teleconference/Hybrid
Regular Meeting

Members Present	Members Absent	Staff Present
Lorenzo Garza		Jo Anne Longoria
Roxanne Mendez		Helen Torres
Zoreida Lopez		Bella Gomez
Elizabeth Segovia		
Kathy Casillas		
Victor Anzaldua		
Cynthia Pacheco		
Alex Guerra		
Alma Garcia		

Call Regular Meeting to Order

Chairman Lorenzo Garza called the Regular Meeting to order at 5:33 p.m. Ms. Jo Anne Longoria conducted roll call. She stated eight members were present, therefore there was a quorum. Ms. Longoria also introduced new staff member Bella Gomez, Intake Clerk and asked the members to introduced themselves.

Citizens Participation

Chairman Garza asked if there were any citizens present to discuss any items on the agenda or to express their concerns on this Special Meeting. With no one present, online nor in person and no comments, he continued with the next item.

Discussion and Recommendation to Approve Minutes for Regular Meeting held on February 14, 2022

Ms. Helen Torres asked the members present if they had reviewed the minutes for the Regular Meeting held on February 14, 2022 and if there were any questions or comments. After a brief discussion, Chairman Garza asked for a motion to approve the minutes. Ms. Elizabeth Segovia motioned to approve the minutes as presented. Vicechairman Zoreida Lopez seconded the motion. Motion carried. (8-0)

At 5:39P.M. Ms. Alma Garcia joined the meeting in person for a total of nine members present.

Presentation on Housing Assistance Program (HAP) Phase 21-I and Phase 22-I

Ms. Longoria presented a PowerPoint on Housing Assistance Program (HAP) Phase 21-I and Phase 22-I. She presented the Welcome Home Event for one project at 3541 Garza

Street and the five upcoming projects for HAP Phase 22-I. After a brief discussion, Chairman Garza continue with the next item. No action was taken.

Presentation on Emergency Assistance Program (EAP)

Ms. Gomez presented a PowerPoint on the Emergency Assistance Program (EAP). She stated we partnered with Affordable Homes of South Texas (AHSTI). Five households attended the seventh "One Stop Shop" event held on February 22, 2023. Ms. Gomez provided a flyer with the next event "One Stop Shop" event scheduled on March 22, 2023 at Center of Education and Economic Development (CEED) from 9am-1pm. In addition, during the month of March, Ms. Gomez met with landlords to offer information about the program and will continue to reach out to clinics, schools, etc. After a brief discussion, Chairman Garza continued with the next item. No action was taken.

Discussion on Consolidated Annual Performance and Evaluation Report (CAPER) PY 2021 – HUD Response

Ms. Longoria provided a copy of the letter of the Consolidated Annual Performance and Evaluation Report (CAPER) PY 2021. She stated that on page (6) six the Deficiency Notice states the City is under target and not project to meet its 80 percent by July 2023. She stated that staff is working with the Fire Department and the agencies to continue to utilize their funds. In addition, city's overall progress was satisfactory. After a brief discussion, Chairman Garza continued with the next item. No action was taken.

Discussion on CDBG-CV Expenses

Ms. Longoria presented the Expense Report for CDBG-CV. She stated that the Year to Date Percentage for the following agencies: Amigos del Valle at 59.35%; Emergency Assistance Program at 79.72%; Affordable Homes of South Texas at 65.80%; Mission Food Pantry CV3 at 100%; Food Bank of RGV at 49.91%; Mission Food Pantry CV3 at 100%; Mission Fire Department at 69.05%; General Program Administration at 68.09% overall at 69.52%. She explained that to meet the 80% goal by July 2023 we need to spend $113,000. Chairman Garza asked for an update on the Fire Department expenses. Ms. Longoria informed the members that the Fire Department will be working on purchasing two solar video message boards and the installation concrete pad for the portable shower/restroom with an approximate spent of $100,000. She mentioned that the other agencies will continue to utilize their funds. After a brief discussion, Chairman Garza continued with the next item. No action was taken.

Other Business

A. **Progress Report- February 2023**

Ms. Torres presented the Unofficial Progress Report for February 2023. After a brief discussion, Chairman Garza asked for a motion to approve the progress report. Ms. Pacheco motioned to approve the progress reports as presented. Vicechairman Lopez seconded the motion. Motion carried. (9-0).

B. Chairman's Comments-
Chairman Garza welcomed Ms. Gomez and informed the members present that for the next meeting we would consider including the "Prayer" to the agenda for Citizens Advisory Committee Meetings.

C. Committee Member's Comments-
Ms. Mendez welcomed Ms. Gomez. Ms. Garcia wished everyone a wonderful Saint Patrick's Day. No comments were made by the other members present.

Adjourn

Chairman Garza asked for a motion to adjourn the meeting. Mr. Anzaldua motioned to adjourn meeting. Ms. Segovia seconded the motion. Motion carried (9-0). The meeting was adjourned at 6:08 P.M.

_____

Lorenzo Garza, Chairman

CITIZEN'S ADVISORY COMMITTEE
March 21, 2023
Teleconference/Hybrid
Special Meeting

Members Present	Members Absent	Staff Present
Lorenzo Garza-virtual	Alex Guerra	Jo Anne Longoria
Roxanne Mendez-virtual		Esther G. Rivera
Zoreida Lopez		Helen Torres
Elizabeth Segovia		
Kathy Casillas		
Victor Anzaldua		
Cynthia Pacheco		
Alma Garcia		

Call Regular Meeting to Order

Vicechairman Zoreida Lopez called the Special Meeting to order at 5:33 p.m. Ms. Jo Anne Longoria conducted roll call. She stated eight members were present, therefore there was a quorum.

Citizens Participation

Vicechairman Lopez asked if there were any citizens present to discuss any items on the agenda or to express their concerns on this Special Meeting. With no one present, online nor in person and no comments, he continued with the next item.

Discussion and Recommendation to Award Bids for Housing Assistance Program (HAP) Phase 22-I

Ms. Longoria presented the Memo regarding the bids received for five (5) applicants for Housing Assistance Program (HAP) Phase 22-I. Ms. Longoria informed the members that there were three bid responses. She stated that two of the three contractors were the lowest responsible bidders which are Tabeza Holding LLC and Andrew Salinas, dba A-One Insulation. She also provided each project location and bid amount. After a brief discussion, Vicechairman Lopez asked for a motion to Award Bids for Housing Assistance Program (HAP) Phase 22-I as presented. Ms. Cynthia Pacheco motion to approve item as presented. Ms. Elizabeth Segovia seconded the motion. Motion carried. (8-0)

New Business: Consideration to include "Invocation" in Agenda

Vicechairman Lopez presented the consideration to include "Invocation" in Agenda. After a brief discussion, Vicechairman Lopez asked for a motion approve to include "Invocation" in Agenda. Ms. Mendez motion to approve to include 'Invocation" in Agenda. Ms. Pacheco seconded the motion. Motion carried. (8-0)

Other Business

A. **Chairman's Comments-**
Chairman Garza no comments.

B. **Committee Member's Comments-**
Ms. Kathy Casillas asked when can she share ideas or information with the members. Ms. Longoria responded comments are provided during the Committee Member's Comments section. No comments were made by the other members present.

Adjourn

Vicechairman Lopez asked for a motion to adjourn the meeting. Mr. Anzaldua motioned to adjourn meeting. Ms. Garcia seconded the motion. Motion carried (8-0). The meeting was adjourned at 5:44 P.M.

_____

Zoreida Lopez, Vicechairman

Mission Redevelopment Authority
Board of Directors Meeting
March 7, 2023

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission Redevelopment Authority (MRA) held a regular meeting open to the public, on March 7, 2023, at 4:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

David Penoli, Chairman
Martin Garza, Vice Chairman
Aissa I. Garza, Secretary
Amanda O'Caña
Albert X. Chapa
Efrain Reyna Jr.
Hector Moreno

All the above were present except Vice Chairman Garza. Also present at the meeting were Joe Morin, Angie Vela, Mayor Norie Gonzalez Garza, J.P. Terrazas, Dr. Rolando Ortiz, Rene Alcala, Crystal Chavez, Joe Salazar, Cristian Garza, Damien B. Tijerina, Tim Austin, Armando Sandoval, Ruben James de Jesus, Steve Urbina, Interim Executive Director Randy Perez, and Judy Vega.

Call Meeting to Order at 4:05 PM

Chairman Penoli opened the meeting with a welcome to all. The Administrative Assistant confirmed a quorum was present.

Approve minutes of the January 24, 2023, meeting of the Mission Redevelopment Authority

Upon a motion duly made by Director O'Caña, and being seconded by Director Chapa, the Board unanimously approved the meeting minutes of January 24, 2023.

Project Reports

Chairman Penoli recognized Engineer Ruben James de Jesus with Melden & Hunt to report on the **Bentsen Palm Development Phase III Project**. Mr. de Jesus reported that this project is 80% complete. The project description involves the design and construction related services for a new sewer line extension, Mile 1 south and Inspiration Rd. The sewer line extension will expand sewer service area and eliminate two existing lift stations within Meadow Creek. The general contractor for this project is RDH Site & Concrete LLC. The estimated project cost is $2.5 million. The bid amount was $1,853,205.00 with 120 contract days. Mr. de Jesus shared some images of the project's progress explaining the following: Line A (runs through Sendero Ph. 1: Sewer line is completed and awaiting passing of compaction testing. Upon completion, the line will be air, mandrel, and camera tested. Line B (runs along the south side of Amigos del Valle): Sewer line has been installed as per revision. Inspiration Road still needs to be paved back. Line C (runs along the south side of park): Inspiration Road crossing has been completed, pending is the final segment approaching the lift station. Assistant City Manager J.P. Terrazas mentioned that an alignment is pending on the ROW between a backup curb and mailboxes. Due to the depth of the line, an open bore needs to be excavated and aligned into the street. The contractor is looking into ways for this alignment to go into the streets and not into private property. Chairman Penoli asked about Millenium Engineering, (listed on one of the invoices), what is it they do? Mr. Terrazas mentioned that Millenium Engineering is the firm that does lab testing for paving materials such as concrete, caliche, asphalt, etc. They are not included in the original bid as they are called as needed. Mr. Penoli

said that we need to account for these services upon bidding. Mr. Terrazas said that depending on construction cost estimates, the city usually increases the bid amount to 5% for unforeseen construction costs. No further comments were made.

Chairman Penoli recognized Engineer Ruben James de Jesus with Melden & Hunt to report on the **Tierra Dorada Sanitary Sewer Improvements Project.** Mr. de Jesus reported that the project's cost estimate is $1,549,500.00. The project description involves the design to eliminate Lift Stations #13 and #14 within Tierra Dorada Subdivision and construct a new proposed lift station to reroute sewer discharge into existing sanitary trunklines along Los Ebanos Road. Mr. de Jesus mentioned that the design survey has been completed along the proposed route for the sanitary sewer line and force main. Design plans are 90% complete. Plan submittals to Hidalgo County Drainage District 1 and City of Mission staff will be done this month for permits. Melden & Hunt plans to bid on the project this month as well. No further comments were made.

Chairman Penoli recognized Mr. de Jesus with Melden & Hunt, to report on the Inspiration Road Trunklines (Sanitary Sewer Master Plan). Mr. de Jesus said that they have been finalizing the area for the main trunkline on Inspiration Road. The proposal they have been studying is from the City of Mission, who has Lift Station #10, located on Mile 2 & FM 495 (El Valle Subdivision). Lift Station #10 produces overflow to the region of the city, an area of about 25,000 acres. When it rains heavily, this lift station sends sewer flow through Inspiration Road back and forth causing overflow. The plan is to reroute the sewer line to an existing lift station to alleviate a substantial amount of overflow on Inspiration Road. Plans to expand Inspiration Road to a four-lane road were mentioned by Mr. Terrazas. Melden & Hunt is coordinating the study to provide numbers on how much flow will be received and how much infrastructure is needed to alleviate the overflow.

Chairman Penoli recognized Engineer Damien D. Tijerina with L&G Engineering to report on the **Inspiration Rd./Military Parkway Loop Ph. I & II.** On **Phase I,** Mr. Tijerina mentioned that the project involves environmental assessment, public involvement, and schematics. Mr. Tijerina reported that an Environmental Document (EA) had been submitted to TxDOT in December 2022. Comments on the document were received on February 27, 2023, and the firm will be replying to those comments on March 10, 2023. A mock meeting (presentation) has been scheduled for March 21, 2023, to go over what will happen during the public hearing, which is scheduled for April 26, 2023. The public hearing will be on both TxDOT's and City of Mission's website, pre-recorded so the public can view it. A form will be available for the public to complete and submit to Assistant City Manager J.P. Terrazas if they have any questions as his email will be available on the website for questions or concerns.

On **Phase II,** Mr. Tijerina mentioned that Phase II consists of Right of Way maps (100% complete), but an issue was found, and they are fixing the issue, and the review will be completed in March. After the review, the maps will be submitted to the City of Mission for their review. Mr. Tijerina mentioned that there are forty-three parcels along the project, as well as sixteen easements, mostly gas lines and hydraulic transmission lines crossings (some double because they cross Inspiration Road). The firm is working on a 90% PS&Es submittal, 95% by July 2023; and 100% by November 2023, each of which are contained in work authorization #34. Estimated cost of the project is $3,728,854.02, which is 88.4% complete. The surveyor is completing an internal review of the ROW map and will have the final map submitted on March 10, 2023. The final bridge designs are nearly complete, the scour analysis is completed, and the firm is nearly complete on the outfall model and sizing of the culverts. Chairman Penoli asked what a scour analysis was? Mr. Tijerina said a scour is when water is put inside a system that is flowing, a scouring analysis provides the amount of water moving through the bridge's pier. This analysis will indicate how much dirt is going to be displaced from around that pier, so that a plan can be formulated to protect the column that is being installed. L&G will then know how much deeper the contractor will need to excavate to protect the bridge so that erosion will not affect the integrity of the bridge. No further comments were made.

Chairman Penoli recognized Dr. Rolando Ortiz with **Killam Development** to report on their El Milagro Phase I Project. Dr. Ortiz said that the project is between 14-29% complete. He recapped from what he reported last month and stated that in December 2022 Killam had spent about $1.4 million, mostly on materials. In January 2023, about $2 million was spent on excavation. No pipe has been installed. Dr. Ortiz explained that some of these numbers have changed due to an increase in prices in materials. Per Ortiz, Los Indios Road was estimated to cost $4.7M, but it has now increased to between $6-$7M. Images were shared with the Board on the project's progress that showed dirt being moved, ditch work in progress, boxed culverts, and building foundations. Chairman Penoli asked about an amount committed by the TIRZ, as it was shown to be $12,754,000, explaining that he thought it was $12.5 million and if that was what the TIRZ had committed to. Dr. Ortiz said the numbers he provided were incorrect and that a correction will be made. Dr. Ortiz also included some property tax value estimates in his report and pointing out that what he is reporting were conservative estimates, but he believes the estimates should be accomplished. Chairman asked the Interim Executive Director to get together with Dr. Ortiz to discuss the estimates further for future projections. Dr. Ortiz said that the numbers can be updated in real time as the project moves along. Director O'Caña asked has the firm been in contact with home builders? Dr. Ortiz said that he spoke to home builders when the project began, about a year ago, However, he has not reengaged conversations with the builders since but plans to do so within two to three months. Ortiz commented that some of the homes will be built by Killam Development

Nothing further was reported.

Chairman Penoli recognized Crystal Chavez with The Warren Group to report on the **Fire & Police Sub-Station #6**, Ms. Chavez mentioned that the project's cost estimate is $6.1 million is about 58% complete. On the site construction progress, Ms. Chavez said that the contractor has completed 84% of the concrete sidewalk. The perimeter concrete wall is 10% complete. The contractor will begin working on the north side fire truck driveway. They are also scheduled to work on the aprons along Military Rd. On the building construction aspect of the project, the contractor continues to work on the exterior brick installation and on placing cell fill on the split face block. The roofing material has been installed and the parapet walls are still pending the flashing and cap to be 100% complete. The gypsum wall continues to be installed. The walls with electrical rough-in passed inspection by the City of Mission and Mechanical Electrical & Power (MEP) engineers. Installation of wall insulation is ongoing as well as duct insulation and wall escutcheons. Plumbing rough in is ongoing at the fire department area, and hollow metal frames have been installed and painted. The fire sprinkler system has been installed and tested. Gypsum board wall tape and float is scheduled to start within two weeks as well as flag poles. The Warren Group has submitted Pay Application #8 to the City of Mission in the amount of $201,168.48 for the pay period of January 23, 2023. A total of twenty-one weather days were reported as of today. Ms. Chavez reported on three lead time items which extend the date of completion from Feb. 23, 2023, to mid-September 2023. Those items are: A PA panel which powers AC units, which has an estimated delivery date of June 13, 2023; a main disconnect switchboard that has an estimated delivery date of April 19, 2023; and roof top units that have a change in estimated delivery from early June 2023 to the end of April 2023. Ms. Chavez shared some images with the Board explaining the project's progress. No further comments were made.

Walsh Street Project: No report was made.

Chairman Penoli recognized Assistant City Manager J.P. Terrazas to report on the **Mayberry Road Extension.** Mr. Terrazas said that he spoke to project owner Ruben Hinojosa and Mr. Hinojosa stated that at this moment his development, Pro Valley Foods LLC, is being paused until further notice due to increasing interest rates. Chairman Penoli asked on whether there was a time limit on the funds for this project. Mr. Terrazas said that although the Board approved and executed the development agreement, the developer did not sign it. Mr. Penoli asked that the agreement be reviewed to find out whether or not having a signature by the developer nullifies the MRA commitment or timing.

1st Street Extension: No report was made.

Deliberation and action regarding the renewal of Board Fiduciary Policy for 2023-2024 from Hub International Insurance Services (Shepard Walton King)

Chairman Penoli recognized Steve Urbina with Hub International Insurance Services, an affiliate of Shepard Walton King, to discuss this item. Mr. Urbina said that this was a commercial insurance policy that covers the Board of Directors, as well as those that conduct business for the Authority. He asked the Board to refer to page 16 of the brochure which lists the premiums. Mr. Penoli asked about coverage related to accidents at construction sites. Mr. Urbina mentioned that this policy was a general liability insurance for the Board of Directors and any staff member conducting business in the name of the Authority. Examples would be a slip and fall, a car accident while conducting business for the Authority, or accidents while visiting project sites under construction. Urbina explained that the commercial insurance would be utilized, after coverage from their personal auto insurance policy is exhausted, for directors and officers, as well as staff members. The commercial policy proposal he is presenting today expired on March 2, 2023, he was presenting it to the Board today because he did not receive quotes from an underwriter on time. Chairman Penoli asked if there had been any claims filed against the Authority and if this policy would overlap with the City of Mission's insurance policy. Mr. Urbina said no claims have been filed. Interim Executive Director Randy Perez said this policy does not overlap with the City of Missions' insurance policies because although the Authority is a component of the City of Mission, it is a separate entity. Mr. Perez suggested that the premiums are reviewed for minimum coverage and its limit amounts to see if a reduction may be in place on the cost of the policy. Mr. Penoli said that he agrees with some of the coverages, for example, Directors & Officers, car insurance, but is not clear on the need for liability insurance. Urbina mentioned that liability insurance is a component of the commercial insurance package being presented. Mr. Urbina said he will request a minimum limits coverage for the same policy he is presenting today and will submit it to staff as soon as the quotes become available. The Board will review a new policy within 90 days of today's date with lower coverage limits, to see if the lower limits are appropriate compared to the cost.

Upon a motion duly made by Director O'Caña, and being seconded by Director Chapa, the Board unanimously approved a Commercial Insurance Policy for MRA Board of Directors for 2023-2024 from Hub International Insurance Services in the amount of $4,509.00.

Deliberation and possible action regarding the selection of a financial advisor

At 5:41 PM, Director Chapa moved to convene into Executive Session, under Texas Government Code Sec. 551.071, Consultation with Attorney, regarding legal matters related to term negotiations for Financial Advisor contracts. Motion was seconded by Director O'Caña and approved unanimously.

The Mission Redevelopment Authority Board will reconvene in open sessions to take any actions necessary.

At 5:55, Director O'Caña moved to reconvene in Open Session. Motion was seconded by Director Reyna and approved unanimously.

Upon a duly made motion by Chairman Penoli, and being seconded by Director O'Caña, the Board authorized the termination of a financial advisory services contract with RBC Capital Markets LLC with the understanding that this does not exclude RBC Capital Markets LLC from being considered for a new contract, but it is simply to terminate the prior contract so that it can be replaced by a new agreement if RBC Capital Markets LLC is chosen or otherwise.

Acceptance of General Fund and Debt Service Investment Reports for Quarter Ending December 31, 2022

Ahead of the investments report presentation, Chairman Penoli asked Mr. Morin for an update on the Authority's audit. Mr. Morin said that he had provided documents to Burton McCumber & Longoria, CPA's, which they were currently reviewing and that he has been working with the City's Finance Department on adjustments. He has been providing pending items and will inquire with them on their selection of testing items.

Bookkeeper Joe Morin presented and recommended acceptance of the General Fund and Debt Service Investment Reports for Quarter Ending December 31, 2022. Mr. Morin made some clarifications on the General Fund report. The Goldman Sachs BK USA New York is a 2-year investment and not a .50; United STS Treasury NTS is a 2-year investment term and not a .50. The Interim Executive Director said that corrections will be made. Mr. Penoli asked that the corrections are reviewed by the Finance Director Angie Vela. He then presented the Debt Service Investment Report. Mr. Penoli suggested that beginning and ending fair market values are included in the report for schedule review. Mr. Penoli asked a question on what is it that the Authority owns, a bill, a note, or a fund? He interprets it as the Authority owning a bill. Interim Executive Director Randy Perez informed the Board that he and Assistant City Manager J.P. Terrazas, will be attending an investment officer certification on Friday, March 10, 2023. Mr. Terrazas will receive a certification and Mr. Perez will be renewing his.

Upon a motion duly made by Director O'Caña, and being seconded by Director Reyna, the Board unanimously accepted the General Fund and Debt Service Investment Reports for Quarter Ending December 31, 2022.

Deliberation and action regarding MRA's FY 2022-2023 Budget

Chairman Penoli recognized City of Mission Accountant Joe Salazar to present the MRA's FY 2022-2023 Budget. Mr. Salazar introduced a new Budget format to the Board and said this is the same format the City of Mission uses for their budgets. He said that prior Fiscal Years (FY) are included in the format for reference as follows: Actual FY 2020-2021, Adopted FY 2021-2022, Amended FY 2021-2022, and Proposed FY 2022-2023. On the Proposed 2022-2023 General Fund Budget, Mr. Salazar reported that Total Available Resources are listed at $15,667,881. The Debt Service Total Available Resources are $5,616,802. Appropriations for this fund are $2,648,225. On the Capital Projects Fund Total Fund Balance, listed is $13,476,654. Total Appropriations are $13,176,654. He is recommending approval of the Budget.

Upon a motion duly made by Director O'Caña, and being seconded by Director Reyna, the Board unanimously approved the FY 2022-2023 Budget.

Acceptance of financial report for January 2023

Bookkeeper Joe Morin presented and recommended acceptance of the Financial Report for January 2023. Secretary Aissa I. Garza asked Interim Executive Director Perez if he had verified bank reconciliations with actual bank statements. Mr. Perez said city staff reviewed them and that corrections were being made until the morning before this meeting. Ms. Garza asked whether the statements were verified with supporting bank balances showing reconciling items checking out with QuickBooks' balance? Mr. Perez said that city staff and Mr. Morin verified the statements. Ms. Garza said she would like to see bank reconciliations attached to our financial reports moving forward with account numbers blacked out. Mr. Morin said he will include copies of the bank statements. He continued with the presentation of the financials with no corrections or additions noted.

Upon a duly made motion by Director O'Caña, and being seconded by Director Reyna, the Board unanimously accepted the Financial Report for January 2023.

Approval of invoices for February 2023

Bookkeeper Joe Morin presented and recommended approval of all invoices for February 2023. A revised invoice was presented for Allen Boone Humphries & Robinson, LLP in the amount of $1,645.00 from $2,583.75. Mr. Penoli asked about the CNA Surety invoice for $259.00. Mr. Perez said that this invoice was also part of the insurance policy with Hub International Insurance Services related to the Authority's bonds, but he will verify further with Mr. Urbina. Mr. Penoli thanked the Board for the plant he received in memory of his brother, Mark A. Penoli, who passed away recently.

Upon a motion duly made by Director O'Caña, and being seconded by Director Reyna, the Board unanimously approved all invoices for the month of February 2023.

Adjournment

As there was no further business for the board to consider, upon a motion made by Director O'Caña and being seconded by Director Reyna, the Board unanimously voted to adjourn the meeting at 5:57 PM.

Follow up items:

All projects: Binders with project reports as presented each month. In progress.

Walsh Road Expansion: Update on how to fund this project.

Inspiration Road Expansion Ph. II: A breakdown of cost estimates for this project.

Police & Fire Sub-Station #6: A schedule that reflects additional line items that were not in the original plan.

Mayberry Extension: Timeline (deadline) to honor $96,486 approved for this project as the developer did not sign Development Agreement?

General Fund & Debt Service Investment Reports: Beginning & ending fair market values need to be listed in the reports.

By: _____	Attest: _____
Printed Name: David Penoli	Printed Name: Aissa I. Garza
Title: Chairman	Title: Secretary
Date: _____	Date: _____

Mission Redevelopment Authority
Board of Directors Meeting
January 24, 2023

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission Redevelopment Authority (MRA) held a regular meeting open to the public, on January 24, 2023, at 4:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

David Penoli, Chairman
Martin Garza, Vice Chairman
Aissa I. Garza, Secretary
Amanda O'Caña
Albert X. Chapa
Efrain Reyna Jr.
Hector Moreno

All the above were present. Also present at the meeting were Joe Morin, Angie Vela, Ezeiza Garcia, Mayor Norie Gonzalez Garza, J.P. Terrazas, Randy Perez, Dr. Rolando Ortiz, Crystal Chavez, Fernando Pulido, Joe Salazar, Teclo Garcia, Damien D. Tijerina, Ruben James de Jesus, Ricky Longoria, Joshua Longwell, Rene Alcala, and Judy Vega.

Call Meeting to Order at 4:00 PM

Chairman Penoli opened the meeting with a welcome to all. The Administrative Assistant confirmed a quorum was present. Chairman Penoli introduced newly appointed Board of Directors Aissa I. Garza and Hector Moreno.

Swearing In of Appointed Board of Directors

Notary Public Judy Vega swore to the appointed Board of Directors David Penoli, Aissa I. Garza, and Hector Moreno.

Election of Officer

Chairman Penoli called for nominations from the floor for the position of Secretary. Aissa I. Garza nominated herself for the position. Chairman Penoli asked for other nominations. Their being none, Aissa I. Garza was elected Secretary of the Board by acclamation.

Approve minutes of the October 25, 2022, and January 4, 2023, meetings of the Mission Redevelopment Authority

Upon a motion duly made by Director O'Caña, and being seconded by Vice Chairman Garza, the Board unanimously approved the meeting minutes of October 25, 2022.

Upon a motion duly made by Director O'Caña, and being seconded by Vice Chairman Garza, the Board unanimously approved the meeting minutes of January 4, 2023.

Naming of Finance Committee

Chairman Penoli named the Finance Committee: Albert X. Chapa, Chair, David Penoli, and Martin Garza.

Project Reports

Chairman Penoli recognized Engineer Ruben James de Jesus with Melden & Hunt to report on the **Bentsen Palm Development Phase III Project**. Mr. de Jesus reported that this project is 70% complete. The project description involves the design and construction related services for a new sewer line extension, Mile 1 south and Inspiration Rd. The sewer line extension will expand sewer service area and eliminate two existing lift stations within Meadow Creek. The general contractor for this project is RDH Site & Concrete LLC. The estimated project cost is $2.5 million. The bid amount was $1,853,205.00 with 120 contract days Mr. de Jesus shared some images of the project's progress explaining the following: Line A (runs through Sendero Ph. 1: Sewer line is completed and awaiting passing of compaction testing. Upon completion, the line will be air, mandrel, and camera tested. Line B (runs along the south side of Amigos del Valle): Sewer line has been installed as per revision. Inspiration still needs to be paved back. Line C (runs along the south side of park): The sewer line is awaiting crossing of Inspiration Rd. No further comments were made.

Chairman Penoli recognized Engineer Ruben James de Jesus with Melden & Hunt to report on the **Tierra Dorada Sanitary Sewer Improvements Project.** Mr. de Jesus reported that the project's cost estimate is $1,549,500.00. The project description involves the design to eliminate Lift Stations #13 and 14 within Tierra Dorada Subdivision and construct a new proposed lift station to reroute sewer discharge into existing sanitary trunklines along Los Ebanos Road. Mr. de Jesus mentioned that the design survey has been completed along the proposed route for the sanitary sewer line and force main. Design plans are at 60% complete. Plan submittals to Hidalgo County Drainage District 1 and City of Mission staff will be done this month for permits. An AGUA SUD meeting took place in November and two options to finalize the proposed force main are now available. Ninety percent (90%) of the plan will be submitted this month. Melden & Hunt plans on bidding the project in February 2023. Assistant City Manager J.P. Terrazas mentioned that the project's estimated cost includes engineering costs. Mr. Terrazas mentioned that Tierra Dorada and the **Inspiration Road Trunklines** tie-in together so for reporting purposes they will be separated, but for financing purposes they will be kept together. No further comments were made.

Chairman Penoli recognized Engineer Damien D. Tijerina with L&G Engineering to report on the **Inspiration Rd./Military Parkway Loop Ph. I & II.** On **Phase I,** Mr. Tijerina mentioned that the project involves environmental assessment, public involvement, and schematics. He reported that his firm has received approval from TxDOT related to the levies. Eight (8) reports have been approved by TxDOT and they are: the public involvement (not a report but something that needs to be submitted); Air Quality Report, Hazardous Material Report, Community Impact Reports, Historical Coordination Packet, Archeological Background Study, Noise Analysis, Water Resources Report, and a Biological Report. A Technical Report on the levies has been completed by TxDOT and concurrence was received in December 2022. TxDOT continues handling the Tribal coordination. The updated Indirect and Cumulative Impacts (ICI) report was approved by TxDOT in November 2022. A draft Environmental Document (EA) was submitted to TxDOT in early December 2022. After the Indirect and Cumulative Reports were approved, L&G submitted a schedule for the Public Hearing to TxDOT for their review. An original date for the Public Hearing was set for March 2023, but March did not work for TxDOT. The Public Hearing will now be scheduled in April 2023. The Public Hearing will include a virtual Public Hearing shown on both TxDOTs' and city websites. A prerecorded presentation is also being planned.

On **Phase II,** Mr. Tijerina mentioned that Phase II consists of Right of Way maps (90% complete), which will be ongoing until January 2023; Parcel plats (until Feb. 2023), Design surveying (Inspiration Rd., Military Pkwy., outfalls, hike, and bike) was completed in July 2022; Sub-surface utility engineering (completed). PS&E are ongoing with 90% to be submitted in February 2023, 95% by July 2023; and 100% by November 2023, each of which are contained in work authorization #34 estimated total cost of $3,728,854.02 now considered 84.8% complete. L&G reviewed the ROW map that -[name] prepared and provided comments to them. The surveyor is

working on the comments and should have a completed ROW map by the end of January 2023. L&G completed the review of the parcel plats and provided comments to our surveyor. The surveyor is working on the comments and should have the Parcel Plats completed by the end of February 2023. Mr. Tijerina mentioned that the MPO is funding the majority of the cost of the entire project. Assistant City Manager said that the MPO has allocated $25 million for this project with 80% reimbursement and 20% shared (for ROW only). Construction will be 98% of reimbursement and 2% from the City of Mission. Chairman Penoli asked that a breakdown on the numbers is presented at the next Board meeting. No further comments were made.

Chairman Penoli recognized Dr. Rolando Ortiz with **Killam Development** to report on their El Milagro Phase I Project. Dr. Ortiz said that $1.4 million has been spent on the project, mostly for materials. A description of the areas being worked on was provided by Dr. Ortiz and these included Los Indios Blvd. (7% completed); Minor Arterial (Green Street), (12% completed); Minor Arterial (Mayberry), (18% completed); Principal Arterial 1-Way, Divided Residential, (19% completed); Principal Arterial 1-Way Divided Commercial, (11% completed); Minor Arterial (2-Way Bike), (14% completed); and Local Alley & Streets, (22% completed). Ortiz provided some images of the improvements constructed at the property and commented that no major changes have been reported. Chairman Penoli asked Dr. Ortiz to provide estimated values for the properties to estimate tax increment as part of the cash flow. Dr. Ortiz said he estimates the improvements will be completed by November 2023 and said he has had no issues with inspections and expects that the project will continue smoothly. His biggest challenge has been electrical components (transformers), but it's an issue that is out of their control. These transformers are manufactured in China, but he has been in contact with a group in Laredo who is working with a company in Mexico to replicate them and are being tested at this point, so he feels positive this may work. Vice Chairman Garza asked for an explanation on how the payments for the completed percentages are being satisfied. City Manager Randy Perez explained that at this point, the payments are being made by Killam Development and that reimbursements will come later when the project is complete. Vice Chairman Garza inquired about the contractor for the residential aspect of the project, who will they be? Dr. Ortiz mentioned that he has been in conversations with several local residential contractors like Brito Homes, Villa Homes, and Western Palms. But any selected company will be carefully screened. No further comments were made.

Chairman Penoli recognized Crystal Chavez with The Warren Group to report on the **Fire & Police Sub-Station #6**, Ms. Chavez mentioned that the project's cost estimate is $6.1 million and that it is about 50% complete. On the site construction progress Ms. Chavez said that the contractor is doing grading and forming the concrete sidewalk and is working on the fire truck driveway on the north side of the property. They are also scheduled to work on the aprons along Military Rd. On the building construction aspect of the project, the contractor has installed the exterior metal stud walls and they are waiting the inspection from a third-party engineering company. The roof deck welds have passed inspection while electrical rough-in work is ongoing. Plumbing rough in, is ongoing and the HVAC rough in, has been completed. The police department's interior metal stud walls are 80% complete and hollow metal door frames installation continues. The contractor continues to work on the installation of perimeter wall footing and brick. On the fire department side, the contractor continues to install fire sprinkler lines. A total of 21 weather days were reported as of Jan. 24, 2023. The Warren Group has submitted Pay Application #7 to the City of Mission in the amount of $295,284.22 for the pay period of November 24, 2022. Ms. Chavez reported on three pending delivery items and said the lead time on those items as follows: A PA panel which powers AC units, which has an estimated delivery date of June 13, 2023; a main disconnect switchboard that has an estimated delivery date of April 19, 2023; and roof top units that have an estimated delivery date of early June 2023. This item (which item?) will be an allowance expenditure and not a change order of $28,441 due to the Energy Code Change. Ms. Chavez explained that there are funds in contingency to use for this expenditure. City Manager Randy Perez offered to provide a schedule that reflects line items in a different category. Vice Chairman Garza asked about any additional improvements. Assistant City Manager J.P. Terrazas said that there was a change order that he plans to present at the next Board meeting related to the widening and paving of Schuerbach Road, which was not on the original plan. He mentioned that staff has had discussions with contractors related to this improvement. Chairman Penoli requested that whenever a report, or change is presented, identifying additional items not in the original plan or cost estimates, the new items are listed along with cost estimates. Mr. Terrazas said he estimates the widening

of the road will be about $250,000. He explained that the city requires that for any new subdivision, an acceleration lane is put in place. Terrazas commented that these big fire trucks will need a road allowance to maneuver their big trucks, otherwise they will be shoving up asphalt. Vice Chairman Martin Garza asked whether the paving will be concrete or asphalt. Mr. Terrazas said he is seeking proposals for both types of paving to see which is the least expensive. Chairman Penoli asked why this was not identified at the time the project was presented. No further comments were made.

Chairman Penoli recognized Assistant City Manager J.P. Terrazas to report on the **Mayberry Road Extension.** Mr. Terrazas said that at this moment the project owner, Ruben Hinojosa with Pro Valley Foods, has paused this project until further notice due to increasing interest rates. Chairman Penoli asked on whether there was a contract signed related to this project and on how long should the Board wait on their plans to move forward. City Manager Randy Perez said he will call Mr. Hinojosa for an update on his plans.

Chairman Penoli recognized Mr. Terrazas to report on the **1st Street Extension.** Mr. Terrazas said he spoke to Javier Hinojosa, the engineer engaged to design the plans for this project and Mr. Hinojosa informed him that the project is underway. This project will be reimbursed after it is completed, about $718,000. Nothing further was reported.

Deliberation and possible action related to an Interim Services Contract between the City of Mission and the Mission Redevelopment Authority Board

Chairman Penoli recapped from the January 4, 2023, special meeting of the Board where the Board accepted the former Executive Director's resignation. At this meeting, the Board also authorized the MRA Finance Committee to enter contract negotiations with the City of Mission for Interim Contract Services with the MRA/TIRZ #1 Board and take all actions necessary to remove bank account signatures and amend signatures as required, and all other actions needed to gain access to the Authorities various operating accounts. City Manager Randy Perez is proposing an interim services contract for the Board's consideration. The contract stipulates that the City of Mission agrees to enter into a contract for interim services for 120 days beginning January 1, 2023. The City of Mission will be paid $6,000 a month for the same services the former Executive Director was providing. Secretary Aissa I. Garza asked a question regarding the time that will be invested by the City of Mission to perform the services. Mr. Perez said he did not have a breakdown of the time that would be invested in the services but did say he has the staff that will assist with the transition. He also mentioned that the City's Finance Department has been assisting MRA Bookkeeper Joe Morin with not only the audit but with the budget as well, since we are behind on both. Secretary Aissa I. Garza mentioned that $6,000 seemed high for a part-time position. Ms. Garza said she was not in agreement to pay $6,000 for a position that was not required to be full-time. The position is listed under General Administration of the budget at $90,000; of which $72,000 is for the executive director and $18,000 for the administrative assistant. Mr. Perez mentioned that he inquired with a qualified consultant in the area about a TIRZ executive director honorary and he estimated about $7,500 per month.

Upon a motion duly made by Secretary Aissa I. Garza, and being seconded by Director O'Caña, the Board unanimously approved an Interim Services Contract between the City of Mission and the MRA/TIRZ #1 for 120 days at $6,000 per month.

Naming of Investment Officer

Upon a motion duly made by Vice Chairman Martin Garza, and being seconded by Director O'Caña, the Board unanimously named Assistant City Manager J.P. Terrazas the Investment Officer of the Authority.

Authorization to engage Burton McCumber & Longoria, LLP for the Authority's FY 2021-2022 Audit

Chairman Penoli recognized Ricky Longoria with Burton McCumber & Longoria, LLP, who provided a letter of engagement to conduct the Authority's FY 2021-2022 audit. Chairman Penoli recalled from a Board meeting last year when Burton McCumber & Longoria, LLP was engaged for one year to conduct the Authority's audit. Mr. Longoria mentioned that MRA is behind schedule as compared to last fiscal year, commenting that by October, the MRA trial balances were already in place. Longoria said that for this fiscal audit, all the firm has received are meeting minutes. Longoria said his firm is committed to completing the audit timely, and as a result has had to utilize more experienced staff to speed up the process, he explained his firm needs more information. The proposed fee listed in the engagement letter to conduct the audit is $15,900. Secretary Aissa I. Garza asked about the firm's hourly rates, and about the firm's method of receiving information. Mr. Longoria said that if the preparation of the audit requires more time, he will offer a reasonable discount to the Authority, but charge for the time spent. Longoria commented that at this point, time is of the essence, and he would like to speed up the process. He mentioned that the firm uses secure online software accessible to staff where they can deposit information.

Upon a motion duly made by Secretary Aissa I. Garza, and being seconded by Director Chapa, the Board unanimously approved authorized the engagement of Burton McCumber & Longoria, LLP for the Authority's FY 2021-2022 audit.

Ratification of the authority of Chairman David Penoli, Vice Chairman Martin Garza, and Interim Executive Director Randy Perez, to be named as signors on the Authority's bank accounts.

Upon a motion duly made by Director Chapa, and being seconded by Director O'Caña, the Board unanimously ratified the authority of Chairman Penoli, Vice Chairman Martin Garza, and Interim Executive Director Rosendo (Randy) Perez, to be named as signors on the Authority's bank accounts, and take all other actions as needed to gain access to, and control all of the various banking, safekeeping, investment and other accounts of the MRA.

Approval of Non-Corporate Resolution from Multi-Bank Securities Inc. related to the Authority's investment accounts.

Chairman Penoli said that this item was a non-corporate resolution from Multi-Bank Securities that is required to change the signatory names on the account or persons with authorization to make inquires, changes, or approvals related to the Authority's investments. The authorized persons on the account will be Interim Executive Director Randy Perez, Chairman Penoli, and Vice Chairman Martin Garza.

Upon a motion duly made by Director O'Caña, and being seconded by Director Reyna, the Board unanimously approved a Non-Corporate Resolution from Multi-Bank Securities Inc. related to the Authority's investment accounts.

Authorize Interim Executive Director to solicit proposals for a financial advisor.

The Interim Executive Director is requesting authorization to solicit proposals for a financial advisor for the purpose of receiving advice and information related to future debt and debt commitments. If authorized, he plans on bringing it back to the Board for the selection of the best proposal for this service. Chairman Penoli said that the finance committee has met several times to discuss rough drafts of cash flow. But he feels there are gaps in timing for the funding of some projects. Several options have been discussed such as borrowing from banks, managing cash, or solicit bonds. A financial advisor who is familiar with issuing debt, figuring out how to get the debt up front, and how to allocate existing projects so that they follow regulatory law, etc., is needed.

Upon a motion duly made by Secretary Aissa I. Garza, and being seconded by Director O'Caña, the Board unanimously authorized the Interim Executive Director to solicit proposals for a financial advisor.

Acceptance of General Fund and Debt Service Investment Reports for Quarter Ending September 30, 2022

Chairman Penoli questioned the market value balances on the Debt Service Investment Schedule from 6/30/22 to 9/30/22. He is requesting another report. Bookkeeper Joe Morin said he will investigate the numbers.

Upon a motion duly made by Director O'Caña, and being seconded by Director Reyna Jr., the Board unanimously accepted the General Fund and Debt Service Investment Reports for Quarter ending September 30, 2022.

Review and Approval of MRA's FY 2022-2023 Budget

Interim Executive Director Randy Perez mentioned that the proposed FY 2022-2023 budget is being presented in a different format than before. He explained that if there were any future amendments to the budget, they would be listed in the Amended column. Bookkeeper Joe Morin briefly identified the columns, totals, and the proposed budget for the next fiscal year. Secretary Aissa I. Garza asked questions related to differences in numbers listed on the Capital Projects Fund page related to prior year adopted budget, amended budget, and proposed budget. Mr. Morin explained there had been some amendments to the budget and provided notes to Ms. Garza that explained the difference in the numbers and said not all projects were paid for or completed. Balances listed, he said, are not funds that are available because some amounts are projected amounts for longer term projects. Interim Executive Director Perez explained that the Budgeted amounts are amounts that are expected to be expensed at 100% but the actual is actual activity that has occurred during the year. Funds not expensed may be carried over the following year. Chairman Penoli said that a column identified as "Actual" should be listed in the Budget. Finance Director Angie Vela mentioned that what the Board was approving was revenues and expenditures only. The fund balance is there for projections. Chairman Penoli suggested that a Budget Workshop is held for better insight about the budget. Mr. Perez mentioned that what is presented are estimated projections, but when the audit is complete, that's when actuals are added based on true balances. Chairman Penoli mentioned that perhaps a special meeting could be called to further discuss the budget, but Ms. Vela mentioned that even it is best to wait until the audit is completed because if they find another accrual that may need to be submitted, the budget will still not be correct. Mr. Perez said that what needs to be corrected is the ending balance to reflect the starting balance for the next year and will resubmit the budget for approval. No action was taken.

Acceptance of Financial Reports for October, November, & December 2022

Bookkeeper Joe Morin presented and recommended acceptance of the financial reports for the months of October, November, and December 2022. Secretary Aissa I. Garza questioned the manner in which the financial reports were being created. Some pages were created in QuickBooks and others in Excel, creating confusion related to some handwritten notes, or if any of the handwritten notes changed any of the entries being reported. After reviewing the reports, Chairman Penoli said he was recommending acceptance only of the balance sheets and incomes statements for each of the months presented, but not the reconciliations. He asked Mr. Morin to provide reconciliation reports for each month at next month's meeting.

Upon a motion duly made by Secretary Aissa I. Garza, and being seconded by Vice Chairman Martin Garza, the Board unanimously accepted the balance sheets and income statements, but not the reconciliations for Capital Projects, Operating Fund and Debt Service Fund for the months of October, November, and December.

Approval of invoices for November & December 2022, and January 2023

Upon a motion duly made by Director O'Caña, and being seconded by Director Reyna, the Board unanimously approved all invoices for the months of November and December 2022, and January 2023.

Adjournment

As there was no further business for the board to consider, upon a motion made by Director O'Caña and being seconded by Director Reyna, the Board unanimously voted to adjourn the meeting at 5:33 PM.

Follow up items:

All projects: Binders with project reports as presented each month. In progress.

Walsh Road Expansion: Update on how to fund this project.

Inspiration Road Expansion Ph. II: A breakdown of cost estimates for this project.

Killam Development: Residential and property estimated values of their Los Milagros development for cash flow projection purposes.

Police & Fire Sub-Station #6: A schedule that reflects additional line items that were not in the original plan.

Mayberry Extension: When does Ruben Hinojosa (Pro Valley Foods, LLC) plan to commence this project?

FY 2022-2023 Budget: Status?

General Fund & Debt Service Investment Reports ended Sept. 30, 2022: Market values from 6/30/22 to 9/30/22 did not change, why?

October, November & December Financial Reports: Reconciliations need to be presented at next month's Board meeting for each month.

By: _____ Attest: _____

Printed Name: David Penoli Printed Name: Aissa I. Garza

Title: Chairman Title: Secretary

Date: _____ Date: _____

Mission Tax Increment Reinvestment Zone
Board of Directors Meeting
January 24, 2023

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission TIRZ #1, held a regular meeting, open to the public, January 24, 2023, at 801 N. Bryan Road, Mission, Texas and at 5:34 PM, the roll was called of the duly appointed members of the Board, to-wit:

David Penoli, Chairman
Martin Garza, Vice Chairman
Aissa I. Garza, Secretary
Amanda O'Caña
Albert X. Chapa
Efrain Reyna Jr.
Hector Moreno

All the above were present. Also present at the meeting were Joe Morin, Angie Vela, Ezeiza Garcia, Mayor Norie Gonzalez Garza, J.P. Terrazas, Randy Perez, Dr. Rolando Ortiz, Crystal Chavez, Fernando Pulido, Joe Salazar, Teclo Garcia, Damien D. Tijerina, Ruben James de Jesus, Ricky Longoria, Joshua Longwell, Rene Alcala, and Judy Vega.

I. Consider Consent Agenda

A. Call meeting to order and establish quorum
B. Swearing In of Appointed Board of Directors
C. Election of Officer: Secretary
D. Approve Minutes of October 25, 2022 and January 4, 2023 meetings of the TIRZ#1
E. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the January 24, 2023 meeting

Upon a motion duly made by Director O'Caña and being seconded by Vice Chairman Martin Garza, the Board unanimously approved minutes of October 25, 2022 and January 4, 2023 meetings of the TIRZ#1.

Upon a motion duly made by Secretary Aissa I. Garza, and seconded by Director O'Caña, the Board unanimously approved the consent agenda.

II. Adjournment

As there was no further business for the board to consider, upon a motion made by Director O'Caña and being seconded by Director Reyna, the Board unanimously voted to adjourn the meeting at 5:35 PM.

By: _____ Attest: _____

Printed Name: David Penoli Printed Name: Aissa I. Garza

Title: Chairman Title: Secretary

Date: _____ Date: _____

Mission Tax Increment Reinvestment Zone
Board of Directors Meeting
March 7, 2023

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission TIRZ #1, held a regular meeting, open to the public, March 7, 2023, at 801 N. Bryan Road, Mission, Texas and at 5:58 PM, the roll was called of the duly appointed members of the Board, to-wit:

David Penoli, Chairman
Martin Garza, Vice Chairman
Aissa I. Garza, Secretary
Amanda O'Caña
Albert X. Chapa
Efrain Reyna Jr.
Hector Moreno

All the above were present except Vice Chairman Garza. Also present at the meeting were Joe Morin, Angie Vela, Mayor Norie Gonzalez Garza, J.P. Terrazas, Dr. Rolando Ortiz, Rene Alcala, Crystal Chavez, Joe Salazar, Cristian Garza, Damien B. Tijerina, Tim Austin, Armando Sandoval, Ruben James de Jesus, Steve Urbina, Interim Executive Director Randy Perez, and Judy Vega.

I. Consider Consent Agenda

A. Call meeting to order and establish quorum
B. Approve Minutes of the January 24, 2023 meeting of the TIRZ#1
C. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the March 7, 2023 meeting

Upon a motion duly made by Director O'Caña and being seconded by Director Reyna, the Board unanimously approved minutes of January 24, 2023 meeting of the TIRZ #1.

Upon a motion duly made by Director O'Caña and seconded by Director Chapa, the Board unanimously approved the consent agenda.

II. Adjournment

As there was no further business for the board to consider, upon a motion made by Director Chapa, and being seconded by Director O'Caña, the Board unanimously voted to adjourn the meeting at 5:59 PM.

By: _____ Attest: _____

Printed Name: David Penoli Printed Name: Aissa I. Garza

Title: Chairman Title: Secretary

Date: _____ Date: _____

PLANNING AND ZONING COMMISSION
FEBRUARY 8, 2023
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.

P&Z PRESENT	P&Z ABSENT	STAFF PRESENT	GUESTS PRESENT
Diana Izaguirre	Javier Barrera	Susie De Luna	Guillermo Lozano
Steven Alaniz	Jasen Hardison	Alex Hernandez	Teofilo Aviles Jr.
Kevin Michael Sanchez		Jessica Munoz	Ricardo Leal
Raquenel Austin		Gabriel Ramirez	Maria Leal
Connie Garza		Irasema Dimas	Angel Ramos
Ruben Arcaute		Esther Y. Peña	Julio Abrego
		Victor Flores	Ana Perez

CALL TO ORDER

Chairwoman Izaguirre called the meeting to order at 5:30 p.m.

CITIZENS PARTICIPATION

Chairwoman Izaguirre asked if there was any citizen's participation.

There was none.

APPROVAL OF MINUTES FOR JANUARY 25, 2023

Chairwoman Izaguirre asked if there were any corrections to the minutes for January 25, 2023. Mrs. Garza moved to approve the minutes. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:31 p.m.
Ended: 5:38 p.m.
Item #1.1
Rezoning: **All of Lot 10, and the South ½ of Lot 11, Block 186, Mission Original Townsite**
C-4 to R-1
George J. Perez

Ms. De Luna went over the write-up stating the subject site is located approximately 75' south of W. 12th Street along the west side of Dunlap Avenue.

SURROUNDING ZONES:	N:	C-4	– Heavy Commercial
	E:	C-3	– General Business
	W:	C-4	– Heavy Commercial
	S:	C-4	– Heavy Commercial

EXISTING LAND USES:	N:	Single Family Home
	E:	EZ Pawn & Bank of America
	W:	Single-Family Home
	S:	Single-Family Home
	Site:	Vacant

FLUM: General Commercial (GC)

REVIEW COMMENTS: The proposed zone does not comply with the City's Future Land Use Map. However, it complies with the existing land uses. In 2006, the City did a mass rezoning of this area and zoned the entire block C-4 (Heavy Commercial). The recommendation of staff was to keep lots 1-4 & 9-12 as R-1 (Single Family Residential) since they were used as such and lots 5-8 as commercial to match what was currently existing. Staff notes that the area has not changed the existing land uses nor any new business have been built since the mass rezoning. A viable alternative would be to award the R-1 and have them built an attractive single-family residence that will assimilate well into the predominant single-family residential neighborhood.

RECOMMENDATION: Staff recommends Approval.

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

Mr. Maria Leal who resides at 3206 Los Indios stated she owned a commercial plaza at 1200 N. Dunlap. Her main concern was that Conway should all stay commercial and not be a mixture of zones.

Mrs. Ana Perez the applicant stated she is in the process of purchasing this property. She stated this would be her primary home.

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

Chairwoman Izaguirre asked if the board had any questions.

Mrs. Garza asked what was on the other half of Lot 11?

Ms. De Luna stated it was a home. She added this property is adjacent to 2 homes.

Chairwoman Izaguirre asked if there were houses there right now.

Ms. De Luna confirmed "yes". She added this particular block has more homes then businesses.

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

Started: 5:38 p.m.
Ended: 5:45 p.m.
Item #1.2
Rezoning: **0.402 of one acre out of Lot 182, John H. Shary Subdivision C-2 to R-3 Onesimo Abrego**

Ms. De Luna went over the write-up stating the subject site is located near the Southwest corner of E. 2 ½ Street and Glasscock

SURROUNDING ZONES:	N:	R-1	– Single-Family Residential
	E:	R-2	– Duplex-Fourplex Residential
	W:	R-1	– Single-Family Residential
	S:	R-1	– Single-Family Residential

EXISTING LAND USES:	N:	Vacant
	E:	Vacant
	W:	Single-Family Home
	S:	Vacant
	Site:	Commercial

FLUM: Low Density Residential (LD)

REVIEW COMMENTS: The proposed zone does not comply with the City's Future Land Use Map nor surrounding land uses. Staff notes that a similar request was recently considered by P&Z on January 27, 2021 for the adjacent property to the south and it was denied. There was public opposition during that hearing and the concern voiced was that they didn't want any apartments.

RECOMMENDATION: Staff recommends Denial.

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

Mr. Julio Abrego who resides at 1813 Selina stated he was the brother of the applicant. He stated there were two duplex-fourplex to the south, 8 units to the west corner. He added he had 18 signatures from the area supporting his request. He added the change would decrease traffic and increase city revenue.

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

Chairwoman Izaguirre asked if the board had any questions.

Mrs. Garza asked Mr. Abrego that how many apartments he wanted to develop.

Mr. Abrego stated he wanted to build 6 apartments. He mentioned that area had a lot of potential.

Chairwoman Izaguirre asked Mr. Abrego if he was going to demolish everything.

Mr. Abrego stated the plan is to demolish everything and start brand new.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to the approve rezoning. Mr. Arcaute seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:46 p.m.
Ended: 5:48 p.m.
Item #1.3

Conditional Use Permit:	**Heart of America Carnival**
	1200 E. Business Highway 83
	Being a tract of land containing 6.56 acres, more or less

being a part or portion of a 6.79 acre tract out of Lot 20-11, West Addition to Sharyland
February 20-26, 2023
C-3
Texas Citrus Fiesta

Ms. De Luna went over write-up stating the subject site is located near the SE corner of Bryan Road and E. Business Hwy. 83. Texas Citrus Fiesta organizers have been given permission to have their Heart of America Carnival on the vacant lot. They are proposing to setup on February 20th, open to the public from February 23rd – 26th and depart on February 27th.

- **Parking:** Parking for this event will be provided along the southeast area of the property – see site plan.
- The Zoning code states that carnival grounds may not be located within 300' of any residentially used property. The measurement of such distance to be from lot line to lot line. The Planning and Zoning Commission may, under extenuating or special circumstances unique to the site or event, recommend waiver of the 300' separation requirement on a temporary or permanent basis to the City Council who shall have the ultimate decision on the matter. There is a mobile home park and a townhome subdivision within the 300' radius, therefore a waiver would need to be considered.
- **Chapter 10 – Amusements and Entertainment:** Security will be evident as in the past events via Mission PD Officers (as hired by TCF). Restrooms will be available. All provisions of the Chapter 10 Mission Code of Ordinances – Amusements and Entertainment – will need to be complied with, in particular the insurance coverages requirement for such amusements.

REVIEW COMMENTS: With sufficient professional security, barricades, lighting, & TCF monitoring, this event will again be very successful and well attended. Staff mailed out 61 notices to property owners within 200' radius and staff has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval subject to:
1. Waiver of the 300' separation requirements from residential neighborhoods.
2. Installation of a perimeter fence/debris stop
3. Installation of "No Parking" signs along E. Business Hwy. 83 and Bryan Road;
4. Portable restrooms and trash receptacles
5. Meet Noise, Amusement & Entertainment, Insurance, and any other related codes

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Arcaute moved to approve the conditional use permit. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:48 p.m.
Ended: 5:50 p.m.
Item #1.4
Conditional Use Permit: **To Construct a Wireless 140' Tower & associated ground equipment**
1201 W. Griffin Parkway
Being a tract of land containing 0.28 gross acres out of Lots 24-3 and 24-4, West Addition to Sharyland Subdivision
P
Insight Public Sector

Ms. De Luna went over write-up stating the subject site is located near the southeast corner of Los Ebanos Road and W. Griffin Parkway (FM 495) along the south side of W. Griffin Parkway. Hidalgo Co. is in the process of providing community wireless for the surrounding areas via the proposed telecommunications tower. Currently, there are no other towers near this location. The proposed tower is outside any easements and complies with the required setbacks.

REVIEW COMMENTS: Staff notes that there used to be a telecommunications tower at the location but was removed. Any new tower requires a conditional use permit. A total of 61 notices were sent out to property owners within 200' of the proposed telecommunications tower and as of this writing staff has not received any comments in favor or against the request.

RECOMMENDATION: Staff recommends approval subject to: 1) transferability to others, 2) comply with insurance requirements on telecommunications towers, and 3) acquisition of a Building Permit.

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Arcaute moved to approve the conditional use permit. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Item #1.5
Conditional Use Permit: **Home Occupation – Your Valley Weatherization**
2800 Orange Avenue
Lot 17, Heritage Park UT No. 2
R-1A

Hector Montemayor

No Action Taken

Started: 5:51 p.m.
Ended: 5:52 p.m.
Item #1.6
Conditional Use Permit Renewal: **Sale & On-Site Consumption of Alcoholic Beverages – LA Crawfish**
2423 E. Expressway 83, Ste. 100
Lot 2, Block A, Shary-Taylor Expressway Commercial
C-4
Henry De Luna

Ms. De Luna went over write-up stating the 3,500 sq. ft. restaurant site is located approximately ¼ mile east of Shary Road along the northside of the Frontage Road, east of Chili's. Access to the site is provided through existing, interlocking parking lots from Chili's and businesses to the north. The last CUP for this location was approved by P&Z on January 13, 2021 for a period of 2 years. The applicant would like to renew his CUP, staff notes that this would be his first renewal.

Hours of operation: Every day from 11:00 a.m. to 10:00 p.m.
Staff: 10 employees
Parking: There are 67 total seating spaces, which require 22 parking spaces (67 total seating spaces/3 = 22.3 parking spaces). It is noted that the parking area is held in common (98 existing parking spaces) and is shared with other suites. The landscaping is meeting code.

REVIEW COMMENTS: There are no churches, schools, or residential homes within 300' of this restaurant. Notices were sent to property owners within 200' radius of this business where staff has not received any comments in favor or against this request. Staff has asked Mission PD to provide a report in relation to the sale of alcohol and there has been no incidents reported.

RECOMMENDATION:
Staff recommends approval subject to:
1. 4 years at which time the CUP and TABC permit will need to be renewed; and
2. Continue to comply with all City Codes (Fire, Health, and Building Code requirements)

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to approve the conditional use permit. Mr. Arcaute seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:52 p.m.
Ended: 5:54 p.m.
Item #1.7
Conditional Use Permit Renewal: **Drive-Thru Service Window – LIT Coffee**
2515 Colorado Street, Suite 1,
Lot 2, Block 2, Santa Lucia Development
C-3
Daniel King

Ms. De Luna went over write-up stating the commercial development is located at the NW corner of Colorado and Taylor Road. The applicant is operating his coffee shop with a drive-thru service window. Access to the site will be provided off of Colorado or Taylor through existing 24' driveways. Customers can park within the shared parking area to walk in and purchase items or they can use the drive-thru service window. The last CUP for this location was approved by P&Z on January 12, 2022 for a period of 1 year. The applicant would like to renew his CUP, staff notes that this would be his 1st renewal.

- **Days/Hours of operation:** Every day from 6:00 am to 9:00 p.m.
- **Staff:** 5 employees operate this business in different shifts.
- **Parking:** The applicant has 5 tables with 4 chairs each, which equals to 20 seating spaces. This requires a total of 7 parking spaces. There is a total of 74 parking spaces held in common for the plaza.
- **Landscaping:** The landscaping, paving, and drainage for the entire plaza meets code.
- **Menu:** Applicant's menu consists of a variety of coffees, teas, and pastries.

REVIEW COMMENTS: Notices were sent out to property owners within a 200' radius of this business where staff has not received any comments in favor or against this request.

RECOMMENDATION:
Staff recommends approval subject to:
1. 2 years re-evaluation to continue to assess the business,
2. CUP is not transferable to others, and
3. Continue to Comply with Building, Fire, Health, and Sign Codes

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the conditional use permit. Mr. Arcaute seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:54 p.m.
Ended: 5:55 p.m.
Item #2.0
Preliminary & Final Plat Approval:

Western Meadows Subdivision
A 16.00 acre tract of land, more or less, being all of Lot 18, Block 7, Texan Gardens Subdivision
Rural E.T.J.
Developer: Nordhausen Utility Construction, LLC
Engineer: Nain Engineering, LLC

Mr. Ramirez went over write-up stating the proposed subdivision is located at the southwest corner of the intersection of Mile 5 North and Western Road (Mission Rural ETJ) – see vicinity map. The developer is proposing (21) Twenty-One Single Family Residentials lots – see plat for actual dimension, square footages, and land uses.

WATER
The water CCN belongs to Agua Special Utility District. The developer is proposing to connect to an existing 12" water line located along the north side of Mile 5 North with a 1" dual/single connection within a 2" casing to provide water service to Lots 1 & 2, and 7-21. For Lots 3-6, services will tie into an existing 8" water line along the west side of Western Rd. There are 3 fire hydrants provided to be used as filling stations via direction of the Fire Marshal's office – see utility plan.

SEWER
Sanitary Sewer service for this subdivision will be addressed by individual on-site sewage facilities (OSSF) of a standard design septic tank and drain field on each lot. Each lot meets or exceeds the county's typical ½ acre standard where septic tanks are permitted. This is not within the City of Mission's Sewer CCN.

STREETS & STORM DRAINAGE
Access for Lots 1, 2, and 7-21 will be from Mile 5 North and for Lots 3-6 will be from Western Rd. The storm runoff after development will increase 7.27 cfs for a total of 16 cfs (50-year design) to be detained within the property by proposed detention areas at the front of the lots and ultimately discharging into the regraded road-side ditch. The City Engineer has reviewed and approved the drainage report.

RECOMMENDATION
Staff recommends approval subject to meeting the Model Subdivision Rules and meeting any comments from the County Planning Department.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Arcaute moved to approve the subdivision. Mrs. Garza seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #3.0
ADJOURMENT

There being no further items for discussion, Chairwoman Izaguirre entertained a motion. Mrs. Austin moved to adjourn the meeting. Mr. Sanchez seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 5:55 p.m.

Diana Izaguirre, Chairwoman
Planning and Zoning Commission

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Authorization to accept the 2023 STEP Operation Slowdown Grant from the Texas Department of Transportation - Torres

NATURE OF REQUEST:

The 2023 STEP Operation Slowdown program is designed to increase effective enforcement of traffic safety-related laws to reduce fatal and serious injury crashes and public information and education effort. The grant amount of the $4,384.93 will be utilized for enforcement purposes. There is a cash match amount of $884.93 which will be paid by the City of Mission.

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

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

BID AMOUNT: $_____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

Texas Traffic Safety eGrants

Fiscal Year 2023

Organization Name: City of Mission Police Department

Legal Name: City of Mission

Payee Identification Number: 17460017381012

Project Title:

ID: 2023-Mission-OpSlow-00004

Period: 07/11/2023 to 08/02/2023

GENERAL INFORMATION

Project Title : STEP - Operation Slowdown

Project Description : To increase effective enforcement and adjudication of traffic safety-related laws to reduce fatal and serious injury crashes and public information and education effort during the Enforcement period.

Including this year, how many years has your organization received funding for this project?

This will be our fifth or more year.

Budget Summary

Budget Category		TxDOT	Match	Total
Category I - Labor Costs				
(100)	Salaries	$3,500.00	$120.00	$3,620.00
(200)	Fringe Benefits	$0	$764.93	$764.93
	Category I Sub-Total	$3,500.00	$884.93	
Category II - Other Direct Costs				
(300)	Travel	$0	$0	$0
(400)	Equipment	$0	$0	$0
(500)	Supplies	$0	$0	$0
(600)	Contractual Services	$0	$0	$0
(700)	Other Miscellaneous	$0	$0	$0
	Category II Sub-Total	$0	$0	$0
Total Direct Costs		$3,500.00	$884.93	$4,384.93
Category III - Indirect Costs				
(800)	Indirect Cost Rate	$0	$0	$0
Summary				
	Total Labor Costs	$3,500.00	$884.93	$4,384.93
	Total Direct Costs	$0	$0	$0
	Total Indirect Costs	$0	$0	$0
	Grand Total	$3,500.00	$884.93	$4,384.93
	Fund Sources (Percent Share)	79.82%	20.18%	

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Authorization to accept the 2023 Click It or Ticket Grant from the Texas Department of Transportation - Torres

NATURE OF REQUEST:

The 2023 Click It or Ticket Grant is designed to provide grant funds to increase seat belt enforcement for both adults and young children throughout our community. The grant amount of $4384.93 will be utilized for enforcement purposes. There is a $884.93 cash match required for this grant program.

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

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

BID AMOUNT: $_____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

Texas Traffic Safety eGrants

Fiscal Year 2023

Organization Name: City of Mission Police Department

Legal Name: City of Mission

Payee Identification Number: 17460017381012

Project Title:

ID: 2023-Mission-CIOT-00005

Period: 05/19/2023 to 06/07/2023

GENERAL INFORMATION

Project Title : STEP - Click It Or Ticket

Project Description : To increase occupant restraint use in all passenger vehicles and trucks by conducting an intense occupant protection enforcement and public information and education effort during the Enforcement period.

Including this year, how many years has your organization received funding for this project?

This will be our fifth or more year.

Budget Summary

Budget Category		TxDOT	Match	Total
Category I - Labor Costs				
(100)	Salaries	$3,500.00	$120.00	$3,620.00
(200)	Fringe Benefits	$0	$764.93	$764.93
	Category I Sub-Total	$3,500.00	$884.93	
Category II - Other Direct Costs				
(300)	Travel	$0	$0	$0
(400)	Equipment	$0	$0	$0
(500)	Supplies	$0	$0	$0
(600)	Contractual Services	$0	$0	$0
(700)	Other Miscellaneous	$0	$0	$0
	Category II Sub-Total	$0	$0	$0
Total Direct Costs		$3,500.00	$884.93	$4,384.93
Category III - Indirect Costs				
(800)	Indirect Cost Rate	$0	$0	$0
Summary				
	Total Labor Costs	$3,500.00	$884.93	$4,384.93
	Total Direct Costs	$0	$0	$0
	Total Indirect Costs	$0	$0	$0
	Grand Total	$3,500.00	$884.93	$4,384.93
	Fund Sources (Percent Share)	79.82%	20.18%	

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Authorization to allow the purchase of a firearm to Honorably Retired Peace Officer Reynaldo Casarez, a Mission Police Officer in accordance with Texas Government Code, Section 614.051- Torres

NATURE OF REQUEST:

Honorably Retired Peace Officer Reynaldo Casarez has requested to purchase his Glock 17/Generation 4, 9mm service weapon, serial # BACG-531 from the Mission Police Department.

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

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

BID AMOUNT: $ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Authorization to allow the purchase of a firearm to Honorably Retired Peace Officer Bea Barrientoz, a Mission Police Officer in accordance with Texas Government Code, Section 614.051- Torres

NATURE OF REQUEST:

Honorably Retired Peace Officer Bea Barrientoz has requested to purchase her Glock 17/Generation 4, 9mm service weapon, serial # BACG-521 from the Mission Police Department.

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

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

BID AMOUNT: $ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

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 4th Annual Speedy 5k run - Torres

NATURE OF REQUEST:

The agreement is required by the Texas Department of Transportation for the closure of the right lane of travel of FM 396 (Bryan Road) from 8th Street to 1st Street, and the right lane of travel of FM 107 (Conway Avenue) to U.S. Business 83, and right lane of travel of US Business 83 to Highland Park Drive on June 3, 2023. The Mission Police Department will be responsible for securing the route.

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

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

BID AMOUNT: $_____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

Resolution No. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AUTHORIZING THE SUBMITTAL TO THE TEXAS DEPARTMENT OF TRANSPORTATION BY THE MISSION POLICE DEPARTMENT OF AN AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY OF THE SOUTHBOUND LANE (RIGHT LANE) OF FM 396 (BRYAN ROAD) FROM 8TH STREET TO 1ST STREET, SOUTH ON FM 107 (RIGHT LANE) FROM 1ST STREET TO BUSINESS 83, AND BUSINESS 83 (RIGHT LANE) TO HIGHLAND PARK DRIVE FOR THE SPEEDY 5K 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 southbound lane (right lane) of Bryan Road from 8th Street to 1st Street, northbound lane (right lane) on FM 107 from 1st Street to Business 83, and Business 83 from FM107 to Highland Park Drive between the hours of 7:00 a.m. to 10:00 a.m. on Saturday, June 3rd, 2023.

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 therewith, 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 Speedy 5k 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 the southbound lane of travel (right lane) of Bryan Road between 8th Street to 1st Street, north on Conway Avenue (right lane) from 1st Street to Business 83, and Business 83 eastbound lane from Conway Avenue to Highland Park Drive.

SECTION 4: The City Manager is authorized to issue a parade permit for the Speedy 5k run.

READ, CONSIDERED AND APPROVED on this, the 10th day of April, 2023.

_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

Agreement No._____

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 southbound lane (right lane) of FM 396 between 8th Street and 1st Street, the northbound lane (right lane) of FM 107 from 1st Street to Business 83, and Business 83 (right lane) from FM 107 to Highland Park Drive for the purpose of the Speedy 5k run, 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 11th day of April of 2023, 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:
City of Mission 1201 East 8th Street, Mission, Tx	Texas Department of Transportation

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: 4th Annual Speedy 5K Run
DATE OF CLOSURE: Saturday June 3th, 2023
TIME OF CLOSURE: 7:00 a/m on Saturday June 3rd, 2023

(SEE ATTACHED ROUTE MAP AND ROAD CLOSURES)

Exhibit B

RESOLUTION

Agreement No._____

Exhibit C

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Kenia Gomez, Media Relations Director

AGENDA ITEM: Authorization to purchase equipment, supplies, and related products and service from B&H Photo Video Omnia Contract # R201202 - Kenia Gomez

NATURE OF REQUEST:

Authorization to purchase Video and Audio equipment, supplies, and related products and service from B&H Photo Video Omnia Contract # R201202

Annual spend estimated to be $50,000 exceeding the $25,000 threshold requiring City Council Approval

BUDGETED: Yes **FUND:** PEG **ACCT. #:** 30-410-74950

BUDGET: $200,000 **EST. COST:** $50,000 **CURRENT BUDGET BALANCE:** $47,000

BID AMOUNT: $

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

DocuSign Envelope ID: FC3B4CD7-84D5-4304-8FC7-ACE492EE0D65

February 23, 2021

Israel Mamann
Manager – B2B Contracts
B&H Foto and Electronics DBA B&H
420 Ninth Ave.
New York, NY 10001
israelm@bhphoto.com

Re: Award of Contract #R201202

Dear Mr. Mamann:

Per official action taken by the Board of Directors of Region 4 Education Service Center on February 23, 2021, we are pleased to announce that after successful negotiated terms and conditions, B&H Foto and Electronics DBA B&H has been awarded an annual contract for the following, based on the sealed proposal (RFP#20-12) submitted on December 15, 2020:

Commodity/Service	**Supplier**
Audio Visual Equipment, Accessories & Services	B&H Foto and Electronics DBA B&H

This contract is effective April 1, 2021 and will expire on March 31, 2024. As indicated above, your contract # is R201202. This contract may be renewed annually for an additional two (2) years if mutually agreed upon by Region 4 ESC/OMNIA Partners, Public Sector and B&H Foto and Electronics DBA B&H.

Your participation in the proposal process is appreciated and we look forward to a successful partnership. Please feel free to provide copies of this letter to your sales representative(s) to assist in their daily course of business.

If you have any questions, please contact Deborah Bushnell, the Contract Manager assigned to your contract, at 713-554-7348 or deborah.bushnell@omniapartners.com.

Sincerely,

DocuSigned by:
Robert Zingelmann
30EE15BFEF1C4C6...

Robert Zingelmann
Chief Financial Officer, Finance and Operations Services

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Michael Elizalde, Grants Administrator

AGENDA ITEM: Authorization to submit a grant application for the FY22 Fire Prevention and Safety (FP&S) Grant to the US Department of Homeland Security (DHS), FEMA. - Elizalde

NATURE OF REQUEST:
The Mission Fire Prevention Bureau is requesting authorization for the submission of a grant application to DHS, FEMA, for the FY22 FP&S grant. The department is seeking to acquire critical equipment needed to aggressively investigate all fire incidents within the community and in mutual aid. The grant request is in the amount $21,371.90, which the grant requires a 5% cash match bringing the total grant project to $22,440.49.

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

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

BID AMOUNT: $_____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Juan Avila, Fleet Director

AGENDA ITEM: Authorization to execute first one year renewal option with Scott's Tire Center for Tire Installation, Repair and Service calls for all City vehicles and special equipment - Avila

NATURE OF REQUEST:

Staff is seeking authorization to extend the first-year renewal option with Scott's Tire Center #21-236-04-12 to service all City vehicles and special equipment as needed for tire installations and repair/service calls. There will be no increase in pricing with this renewal. The renewal of this contract would be from April 29, 2023, through April 29, 2024.

BUGETED: (Yes) / No / N/A **FUND:** General Fund **ACCT. #** 01-416-3449* various

BUDGET: $655,000 **EST. COST:** $25,000 **CURRENT BUDGET BALANCE:** $192,627

BID AMOUNT: $

STAFF RECOMMENDATION:

Approval

Departmental Approval: Purchasing, Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

Scott's Tire Center
Mission, Texas 78574

Mailing address, 2204 E. 2 Mile.....956-369-5121.....tcmatt@quikus.com

To : The City of Mission, TX

Reference: renewal of RFB:21-236-04-12
Tire installation, repair and service calls for all city vehicles and special equipment

Scott's Tire Center would like to renew the above contract beginning on or about April 29,2023.
There will be 0% increase from last year's contract.

Signed,

Scott Matthews, Pres.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Jesse Mares, Facilities Director

AGENDA ITEM: Authorization to purchase new A/C Units from Carrier Corporation via Buy Board Contract #631-20- Mares

NATURE OF REQUEST:

Staff is seeking authorization to purchase two (2) 3-Ton and four (4) 5-Ton Package Units from Carrier Corporation via Buy Board contract #631-20 to be installed in City Hall and replace existing units utilizing ARPA funds in the amount of $39,600.

BUGETED: No **FUND:** ARPA **ACCT. #:** 15-411-64310

BUDGET: _____ **EST. COST:** $39,600 **CURRENT BUDGET BALANCE:** _____

BID AMOUNT: $39,600

STAFF RECOMMENDATION:

Approval

Departmental Approval: Purchasing, Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Address 200 N. McColl Rd.
McAllen TX 78501
Phone 956-346-4282
Fax
E-mail juan.moncadajr@carrier.com

Contact Name Jesse Mares
Account City of Mission
Phone (956) 580-8760

Site Address 1201 E 8th St
Mission
TX
78572-5812
United States

Estimate Date 03/31/2023

Quote Number 00741312

Job Description **M-City Of Mission City Hall Package Units 2023…….BUYBOARD#631-20**

Scope of Work

Carrier propose to provide two (2) 3Ton and four (4) 5Ton package units.
All units will be Carrier Brand Units.

Notes:

The new units will come with electric heat.
Installation labor is not included in this quote.

Exclusions / Clarifications

This quote does not include the waste disposal and labor performed outside normal business hours unless otherwise noted. In addition, the quoted price does not include any sales, excise, or similar taxes, any that apply will be added at cost.

Installation labor
Curb Adapter
Hail Guards
Coated Coils
Energy Recovery Units

Total Quoted Price

Total Price for Scope of Work excluding applicable taxes: **$39,600.00**

This proposal is valid for 30 days from the date of proposal. Carrier's terms and conditions will govern in lieu of any other terms and c contained in any resulting Purchase, Order, Contract, Agreement, etc. Carrier would like to thank you for the continuing opportunity t service.

Sincerely,

Tony Moncada

Carrier Commercial Service

Title

Customer Acceptance (signature) Date

Purchase Order

The attached Terms & Conditions shall govern.

CARRIER CORPORATION
TERMS AND CONDITIONS OF SALE EQUIPMENT AND/OR SERVICE

1. PAYMENT AND TAXES - Payment shall be made net 30 days from date of invoice. Carrier reserves the right to require cash payment or other alternative method of payment prior to shipment or completion of work if Carrier determines, in its sole discretion, that Customer or Customer's assignee's financial condition at any time does not justify continuance of the net 30 days payment term. In addition to the price, Customer shall pay Carrier any taxes or government charges arising from this Agreement. If Customer claims that any such taxes or government charges do not apply to the transactions governed by this Agreement, Customer shall provide Carrier with acceptable tax exemption certificates or other applicable documents. All past due invoices will accrue interest at the lesser of 1% per month or the maximum amount allowable by law.

2. EXTRAS - Equipment, parts or labor in addition to those specified in this Agreement will be provided upon receipt of Customer's written authorization, paid for as an extra at Carrier's prevailing labor rates and equipment/parts charges, and subject to the terms of this Agreement.

3. RETURNS - No items will be accepted for return without prior written authorization. Returned goods may be subject to a restocking charge. Special order and non-stock items cannot be returned.

4. SHIPMENT - All shipments shall be F.O.B. shipping point, freight prepaid and allowed to the job site. Shipment dates quoted are approximate. Carrier does not guarantee a particular date for shipment or delivery.

5. PARTIAL SHIPMENT - Carrier shall have the right to ship any portion of the equipment, goods or other materials included in this Agreement and invoice Customer for such partial shipment.

6. DELAYS - Carrier shall not be liable for delays in manufacturing, shipping or delivery by causes beyond the control and without the fault or negligence of Carrier, including but not restricted to acts of God, acts of a public enemy, acts of government, acts of terrorism, fires, floods, epidemics, quarantine restrictions, freight embargoes, supplier delays, strikes, or labor difficulties (collectively "Force Majeure Events"). Carrier agrees to notify Customer in writing as soon as practicable of the causes of such delay. In the event that any materials or equipment to be provided by Carrier under this Agreement become permanently unavailable as a result of a Force Majeure Event, Carrier shall be excused from furnishing such materials or equipment.

7. WARRANTY - Carrier warrants that all equipment manufactured by Carrier Corporation and all Carrier equipment, parts or components supplied hereunder will be free from defects in material and workmanship. Carrier shall at its option repair or replace, F.O.B. point of sale, any equipment, part or component sold by Carrier and determined to be defective within one (1) year from the date of initial operation or eighteen (18) months from date of shipment, whichever is earlier. Carrier does not warrant products not manufactured by Carrier Corporation, but it does pass on to Customer any transferrable manufacturer warranties for those products. Carrier warrants that all service provided by Carrier hereunder shall be performed in a workmanlike manner. In the event any such service is determined to be defective within ninety (90) days of completion of that service, Carrier shall at its option re-perform or issue a credit for such service. Carrier's obligation to repair or replace any defective equipment, parts or components during the warranty period shall be Customer's exclusive remedy. Carrier shall not be responsible for labor charges for removal or reinstallation of defective equipment, parts or components, for charges for transportation, handling and shipping or refrigerant loss, or for repairs or replacement of such equipment, parts or components, required as a consequence of faulty installation, misapplication, vandalism, abuse, exposure to chemicals, improper servicing, unauthorized alteration or improper operation by persons other than Carrier. THIS WARRANTY IS GIVEN IN LIEU OF ALL OTHER WARRANTIES, EXPRESS, IMPLIED OR STATUTORY INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

8. WORKING HOURS - All services performed under this Agreement, including but not limited to, major repairs, are to be provided during Carrier's normal working hours unless otherwise agreed.

9. CUSTOMER RESPONSIBILITIES (Service Contracts only) - Customer shall:

- Provide safe and reasonable equipment access and a safe work environment.
- Permit access to Customer's site, and use of building services including but not limited to: water, elevators, receiving dock facilities, electrical service and local telephone service.
- Keep areas adjacent to equipment free of extraneous material, move any stock, fixtures, walls or partitions that may be necessary to perform the specified service.
- Promptly notify Carrier of any unusual operating conditions.
- Upon agreement of a timely mutual schedule, allow Carrier to stop and start equipment necessary to perform service.
- Provide adequate water treatment.
- Provide the daily routine equipment operation (if not part of this Agreement) including availability of routine equipment log readings.
- Where Carrier's remote monitoring service is provided, provide and maintain a telephone line with long distance direct dial and answer capability.
- Operate the equipment properly and in accordance with instructions.
- Promptly address any issues that arise related to mold, fungi, mildew or bacteria.
- Identify and label any asbestos containing material that may be present. The customer will provide, in writing, prior to the start of a job, a signed statement regarding the absence or presence of asbestos for any job where the building or the equipment to be serviced is older than 1981. Should this document state that no asbestos is present, the customer will also provide in writing the method used to determine the absence of asbestos.

10. EXCLUSIONS - Carrier is not responsible for items not normally subject to mechanical maintenance including but not limited to: duct work, casings, cabinets, fixtures, structural supports, grillage, water piping, steam piping, drain piping, cooling tower fill, boiler tubes, boiler refractory, disconnect switches and circuit breakers. Carrier is not responsible for repairs, replacements, alterations, additions, adjustments, repairs by others, unscheduled calls or emergency calls, any of which may be necessitated by negligent operation, abuse, misuse, prior improper maintenance, vandalism, obsolescence, building system design, damage due to freezing weather, chemical/electrochemical

attack, corrosion, erosion, deterioration due to unusual wear and tear, any damage related to the presence of mold, fungi, mildew, or bacteria, damage caused by power reductions or failures or any other cause beyond Carrier's control. Carrier shall not be required to perform tests, install any items of equipment or make modifications that may be recommended or directed by insurance companies, government, state, municipal or other authority. However, in the event any such recommendations occur, Carrier, at its option, may submit a proposal for Customer's consideration in addition to this Agreement. Carrier shall not be required to repair or replace equipment that has not been properly maintained.

11. EQUIPMENT CONDITION & RECOMMENDED SERVICE (Service Contracts only) - Upon the initial scheduled operating and/or initial annual stop inspection, should Carrier determine the need for repairs or replacement, Carrier will provide Customer in writing an 'equipment condition' report including recommendations for corrections and the price for repairs in addition to this Agreement. In the event Carrier recommends certain services (that are not included herein or upon initial inspection) and if Customer does not elect to have such services properly performed in a timely fashion, Carrier shall not be responsible for any equipment or control failures, operability or any long-term damage that may result. Carrier at its option will either continue to maintain equipment and/or controls to the best of its ability, without any responsibility, or remove such equipment from this Agreement, adjusting the price accordingly.

12. PROPRIETARY RIGHTS - Carrier may elect to install, attach to Customer equipment, or provide portable devices (hardware and/or software) that shall remain the personal proprietary property of Carrier. No devices installed, attached to real property or portable device(s) shall become a fixture of the Customer locations. Customer shall not acquire any interest, title or equity in any hardware, software, processes, and other intellectual or proprietary rights to devices that are used in connection with providing service on Customer equipment.

13. DATA RIGHTS - Customer hereby grants and agrees to grant to Carrier a worldwide, non-exclusive, non-terminable, irrevocable, perpetual, paid-up, royalty free license to any Source Data, with the right to sub-license to its affiliates and suppliers for (i) Carrier's performance of services pursuant to this Agreement, (ii) the improvement of Carrier services, and Carrier's Analytics Platform; (iii) improving product performance, operation, reliability, and maintainability; (iv) to create, compile, and/or use datasets and/or statistics for the purposes of benchmarking, development of best practices, product improvement; (v) the provision of services to third parties, (vi) research, statistical, and marketing purposes, and/or (vii) in support of Carrier agreements.

Source Data – shall mean data that is produced directly from a system, or device and received at a collection point or a central server (e.g. a Carrier database, data lake, or third party cloud service).

Analytics Platform – shall mean server algorithms or web interface systems used to (i) interpret, convert, manipulate, or calculate data, (ii) perform data processing, and/or (iii) the delivery of data to Carrier, affiliates or suppliers of Carrier, and/or Customer.

14. RETURN OF DATA - Customer understands and acknowledges that the portable devices will collect Source Data that will be stored on and/or transmitted to Carrier's servers and to suppliers or affiliates that are contracted by Carrier and used to transmit, process, extract or store such Source Data for purposes of Carrier's performance of the service in accordance with this Agreement. Once such data and information has been stored and/or transmitted to Carrier's servers, Customer agrees that such data and information shall become part of Carrier's database and therefore subject to the license terms under section 13.

15. DATA DELIVERY - During the term of the Agreement Customer shall (i) make reasonable efforts to ensure that the hardware remains powered on, (ii) avoid intentional action to impede, block or throttle collection and transmission of Source Data by Carrier, and (iii) avoid intentional action to disable, turn off, or remove the hardware without Carrier's express written consent, which consent shall not be unreasonably withheld.

16. REVERSE ENGINEERING - Customer shall not extract, decompile or reverse engineer any software included with, incorporated in, or otherwise associated with the hardware and shall not reverse engineer any reports or analytics provided to or received by Customer from Carrier.

17. WAIVER OF DAMAGES - Under no circumstances shall Carrier be liable for any indirect, incidental, special or consequential damages, including loss of revenue or profit, loss of use of equipment or facilities, loss of data, or economic damages howsoever arising.

18. LIMITATION OF LIABILITY - Carrier's maximum liability for any reason (except for personal injuries) arising from this Agreement shall not exceed the value of the payments received by Carrier under this Agreement.

19. CANCELLATION - Customer may cancel this Agreement only with Carrier's prior written consent, and upon payment of reasonable cancellation charges. Such charges shall take into account costs and expenses incurred, and purchases or contract commitments made by Carrier and all other losses due to the cancellation including a reasonable profit.

20. CUSTOMER TERMINATION FOR CARRIER NON-PERFORMANCE - Customer shall have the right to terminate this Agreement for Carrier's non-performance provided Carrier fails to cure such non-performance within thirty (30) days after having been given prior written notice of the non-performance. Upon early termination or expiration of this Agreement, Carrier shall have free access to enter Customer locations to disconnect and remove any Carrier personal proprietary property or devices as well as remove any and all Carrier-owned parts, tools and personal property. Additionally, Customer agrees to pay Carrier for all incurred but unamortized service costs performed by Carrier including overheads and a reasonable profit.

21. CARRIER TERMINATION - Carrier reserves the right to discontinue its service any time payments have not been made as agreed or if alterations, additions or repairs are made to equipment during the term of this Agreement by others without prior agreement between Customer and Carrier.

22. CLAIMS - Any lawsuits arising from the performance or nonperformance of this Agreement, whether based upon contract, negligence, strict liability or otherwise, shall be brought within one (1) year from the date the claim arose.

23. GOVERNMENT PROCUREMENTS - The components, equipment and services provided by Carrier are "commercial items" as defined in Section 2.101 of the Federal Acquisition Regulations ("FAR"), and the prices of such components, equipment and services are based on Carrier's commercial pricing policies and practices (which do not consider any special requirements of U.S. Government cost principles, FAR Part 31, or any similar procurement

regulations). As such, Carrier will not agree to provide or certify cost or pricing data, nor will Carrier agree to comply with the Cost Accounting Standards (CAS). In addition, no government procurement regulations, such as FARs or DFARs, shall apply to this Agreement except those regulations expressly accepted in writing by Carrier.

24. HAZARDOUS MATERIALS - Carrier is not responsible for the identification, detection, abatement, encapsulating or removal of asbestos, products or materials containing asbestos, similar hazardous substances, or mold, fungi, mildew, or bacteria. If Carrier encounters any asbestos or other hazardous material while performing this Agreement, Carrier may suspend its work and remove its employees from the project, until such material and any hazards associated with it are abated. The time for Carrier's performance shall be extended accordingly, and Carrier shall be compensated for the delay.

25. WASTE DISPOSAL - Customer is wholly responsible for the removal and proper disposal of waste oil, refrigerant and any other material generated during the term of this Agreement.

26. SUPERSEDURE, ASSIGNMENT and MODIFICATION - This Agreement contains the complete and exclusive statement of the agreement between the parties and supersedes all previous or contemporaneous, oral or written, statements. Customer may assign this Agreement only with Carrier's prior written consent. No modification to this Agreement shall be binding unless in writing and signed by both parties. Orders shall be binding upon Carrier when accepted in writing by an authorized representative of Carrier. CARRIER'S ACCEPTANCE OF CUSTOMER'S ORDER IS CONDITIONED UPON CUSTOMER'S ACCEPTANCE OF THE TERMS AND CONDITIONS SET FORTH HEREIN (THIS "AGREEMENT") AND CUSTOMER'S AGREEMENT TO BE BOUND BY AND COMPLY WITH THIS AGREEMENT. THIS AGREEMENT AND ALL REFERENCED ATTACHMENTS CONSTITUTE THE ENTIRE AGREEMENT BETWEEN CARRIER AND CUSTOMER, AND NO AMENDMENT OR MODIFICATION SHALL BE BINDING ON CARRIER UNLESS SIGNED BY AN OFFICER OR AUTHORIZED EMPLOYEE OF CARRIER. THE FAILURE OF CARRIER TO OBJECT TO PROVISIONS CONTAINED IN ANY PURCHASE ORDER OR OTHER DOCUMENT OF CUSTOMER SHALL NOT BE CONSTRUED AS A WAIVER BY CARRIER OF THE TERMS IN THIS AGREEMENT OR AN ACCEPTANCE OF ANY OF CUSTOMER'S PROVISIONS. **ANY CONFLICTING OR ADDITIONAL TERMS OR CONDITIONS SET FORTH BY CUSTOMER IN A PURCHASE ORDER OR OTHER DOCUMENT SHALL NOT BE BINDING UPON CARRIER, AND CARRIER HEREBY EXPRESSLY OBJECTS THERETO**.

27. CUSTOMER CONSENT - Customer consents and agrees that Carrier may, from time to time, publicize Carrier related projects with Customer, including the value of such projects, in all forms and media for advertising, trade, and any other lawful purposes.

28. FOR WORK BEING PERFORMED IN CALIFORNIA - Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826.

29. INTELLECTUAL PROPERTY – Notwithstanding anything to the contrary stated herein, Carrier retains ownership of its intellectual property and no license to Carrier's intellectual property is granted except as necessary for Customer to use any deliverables and/or services provided hereunder.

30. DATA PRIVACY – Carrier processes personal data in accordance with its privacy notice at Carrier.com or via the following link: https://www.carrier.com/carrier/en/worldwide/legal/privacy-notice. Each party will comply with applicable data privacy laws governing personal information collected and processed under this Agreement, including the California Consumer Privacy Act and the European General Data Protection Regulation, and take all reasonable commercial and legal steps to protect personal data. If Customer provides Carrier with personal data, Customer will ensure that it has the legal right to do so, including notifying the individuals whose personal data it provides to Carrier. If a party collects or processes personal data from California residents under this Agreement, such party is a "Service Provider" under the CCPA, and will not sell or exchange such personal data for anything of value.

31. FACTORY ACCEPTANCE TESTS AND INSPECTIONS – The nature and extent of factory acceptance tests or factory inspections, including without limitation, the number and identity of participants, locations visited, and activities undertaken, shall be limited to activities directly related to the performance of this Agreement. The tests or inspections will be subject to mutual agreement of the parties, Carrier policy and internal pre-approval requirements, and strictly comply with Customer's policies as well as all applicable laws and regulations including, without limitation, all applicable laws and regulations prohibiting corruption.

32. CHANGE ORDER / ADDITIONAL WORK / PRICE ADJUSTMENTS – Carrier will not perform additional work until such time as Carrier receives a change order, duly executed by each party, setting forth the scope and an agreed upon price for the additional work, as well as any appropriate adjustments to the delivery schedule. Additional work and/or materials supplied under any change order shall be subject to the terms of this Agreement. The price of services performed under this Agreement is subject to change due to increases in material costs related to tariffs, import duties, trade policy, epidemics, commodity or material costs, fuel surcharges, supplier costs, labor costs, or related impacts or market conditions. Such change shall come into effect on thirty (30) days' prior written notice from Carrier to Customer. The price of equipment supplied under this Agreement is subject to increase in accordance with the Producer Price Index (PPI) published by the U.S. Department of Labor Bureau of Labor Statistics (BLS) for commodity: PCU33341-33341 HVAC and Commercial Refrigeration Equipment. Price escalation will be calculated as (i) total Agreement price multiplied by (ii) the PPI on date of equipment delivery to end customer, divided by (iii) PPI on date of execution of the Agreement. Total Agreement price is not subject to decrease.

33. OCCUPATIONAL SAFETY AND HEALTH (Service Contracts Only) – Carrier and Customer agree to notify each other immediately upon becoming aware of an inspection under, or any alleged violation of, the Occupational Safety and Health Act ("OSHA") relating in any way to the performance of work under this Agreement, the project or the job site.

34. ANTI-DISCRIMINATION POLICY – The Carrier Fostering a Respectful and Safe Work Environment policy is incorporated into these terms via this link:

https://www.carrier.com/commercial/en/us/media/carrier-anti-discrimination-harassment-policy-02192021_tcm199-109848.pdf.

35. EQUIPMENT RENTALS – If all or a portion of this Agreement is for equipment rental, the Carrier Rental Systems Master Terms and Conditions – Rental, available at https://www.carrier.com/rentals/en/us/rental-equipment/rental-forms/, shall apply to the rental equipment.

36. STATE CONTRACTOR LICENSE NUMBERS – A list of Carrier's state contractor license, certificate, and registration numbers, which list is incorporated herein, is available via this link: https://www.carrier.com/commercial/en/us/service/contractor-licenses.

37. ADDITIONAL TERMS AND CONDITIONS - CANNABIS INDUSTRY - If Customer is involved in the cannabis industry in the US as a manufacturer, distributor, or otherwise, the additional terms and conditions available at https://www.carrier.com/commercial/en/us/legal/additional-terms, which are incorporated herein, shall apply.

38. ADDITIONAL TERMS AND CONDITIONS – ABOUND – If this Agreement includes a subscription to the Abound platform, then the additional terms and conditions of the Abound Master SaaS Subscription Agreement available at https://abound.carrier.com/saas-agreement which are incorporated herein, shall apply

.

Over 100 years of innovations

carrier.com/service

Menu

Vendor Contract Information Summary

Vendor	Carrier Corporation
Contact	Joe Ison
Phone	5015299688
Email	joseph.e.ison@carrier.com
Vendor Website	www.carrier.com
TIN	06-0991716
Address Line 1	13995 Pasteur Blvd.
Vendor City	Palm Beach Gardens
Vendor Zip	33418
Vendor State	FL
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	Net 30 days
Shipping Terms	Pre-paid and added to invoice
Ship Via	Common Carrier
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
Certificate Number	N
Certifying Agency	N
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	All Texas Regions
States	All States
Contract Name	HVAC Equipment, Supplies, and Installation of HVAC Equipment
Contract No.	631-20
Effective	12/01/2020
Expiration	11/30/2023
Accepts RFQs	Yes
Quote Reference Number	631-20

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Jesse Mares, Facilities Director

AGENDA ITEM: Authorization to purchase 13 Backpack Vacuums with attachments from Gulf Coast Paper Co. Inc via Buy Board Contract #649-21- Mares

NATURE OF REQUEST:

Staff is seeking authorization to purchase 13 Backpack Vacuums with attachments from Gulf Coast Paper Co. Inc. via Buy Board contract #649-21 to be used by maintenance staff to clean high trafficked areas at a more profound level utilizing ARPA funds in the amount of $12,825.

BUGETED: No **FUND:** ARPA **ACCT. #:** 15-411-74950

BUDGET: $12,825 **EST. COST:** $12,825 **CURRENT BUDGET BALANCE:** _____

BID AMOUNT: $12,825

STAFF RECOMMENDATION:

Approval

Departmental Approval: Purchasing, Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

GULF COAST PAPER CO. INC.
(a division of Imperial Dade)

ACKNOWLEDGEMENT

635 Billy Mitchell Blvd.
Brownsville, Texas 78521

(956) 541-2281

Sold To:
CITY OF MISSION
ATT: ACCTS PAYABLE
1201 E. 8TH STREET
MISSION TX 78572

Ship To:
CITY OF MISSION
609 N. CANAL AVE.
MISSION TX 78572

Date
04/04/23
Time
11:48:30

Customer PO: QUOTE- PROTEAM Req **Req Ship:** 04/05/2 ** QUOTATION **

Co/Cust No	Order No	Sls Rep	Ship Via	Ref#
01/0004115701	1D234/00	00470	OUR TRUCK	

Terms: NET 30 DAYS

Item Number/Description	U/M	Ordered	Shipped	B/O	Price / Total
NSEA	EA	9	0	9	586.00000 EA
GOFIT 3 BACKPAC VAC SUR/CARP					5,274.00
107716					
NSEA	EA	4	0	4	1,620.00000 EA
GOFREE FLEX PRO BACKPACK VAC					6,480.00
107645					
NSEA	EA	14	0	14	EA
PROBLADE ADAPTER TO CURVED WAND					
842300					
NSEA	EA	1	0	1	621.00000 EA
GOFIT 6 PLUS W/PROBLADE					621.00
107708					
NSPK	PK	2	0	2	18.00000 PK
BAGS FOR GOFIT 6 AND GOFREE					36.00
107314					
NSPK	PK	5	0	5	15.00000 PK
BAGS FOR GOFIT 3 10/PK					75.00
107666					
NSEA	EA	1	0	1	240.00000 EA
DELUXE HIGH DUSTING WAND KIT					240.00
107601					
NSEA	EA	1	0	1	99.00000 EA
TOOL OVERHEAD PIPE 4-8"					99.00
100114					
NSEA	EA	14	0	14	EA
DEMO BAG					
107595					
CALL BEFORE DELIVERIES					
*					
******** BUY BOARD# 649-21					
*					

This Quotation Expires 05/04/23

* CONTINUED *

GULF COAST PAPER CO. INC.
(a division of Imperial Dade)

ACKNOWLEDGEMENT

635 Billy Mitchell Blvd.
Brownsville, Texas 78521

(956) 541-2281

Sold To:
CITY OF MISSION
ATT: ACCTS PAYABLE
1201 E. 8TH STREET
MISSION TX 78572

Ship To:
CITY OF MISSION
609 N. CANAL AVE.
MISSION TX 78572

Date
04/04/23
Time
11:48:30

Customer PO: QUOTE- PROTEAM Req **Req Ship:** 04/05/2 ** QUOTATION **

Co/Cust No	Order No	Sls Rep	Ship Via	Ref#
01/0004115701	1D234/00	00470	OUR TRUCK	

Terms: NET 30 DAYS

Item Number/Description	U/M	Ordered	Shipped	B/O	Price / Total

Subtotal	12,825.00
Sales Tax	
Order Total	12,825.00
Deposit	
Amt Due	12,825.00

Total Line Items 9 This Quotation Expires 05/04/23 * COMPLETE *

Menu

Vendor Contract Information Summary

Vendor	Gulf Coast Paper Company
Contact	Anna Landa
Phone	361-852-5252
Email	anna.landa@imperialdade.com
Vendor Website	www.gulfcoastpaper.com
TIN	74-1533700
Address Line 1	1101 South Padre Island Drive
Vendor City	Corpus Christi
Vendor Zip	78416
Vendor State	TX
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	Net 30 days
Shipping Terms	Pre-paid and added to invoice
Ship Via	Common Carrier
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	1, 2, 3, 4, 6, 10, 11, 12, 13, 15, 20
States	Texas
Contract Name	Custodial Supplies and Equipment
Contract No.	649-21
Effective	10/01/2021
Expiration	09/30/2024
Accepts RFQs	Yes
Quote Reference Number	649-21
Return Policy	30 days from date of purchase. Returns after 30 days will b determined by branch manager at each location.
Additional Dealers	See Additional Dealers/Distributors

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Jesse Mares, Facilities Director

AGENDA ITEM: Authorization to purchase a 20" 16GL Auto Scrubber from Gulf Coast Paper Co. Inc via Buy Board Contract #649-21- Mares

NATURE OF REQUEST:

Staff is seeking authorization to purchase a 20" 16 GL Auto Scrubber from Gulf Coast Paper Co. Inc. via Buy Board contract #649-21 to be used by maintenance staff to clean high trafficked areas at a more profound level utilizing ARPA funds in the amount of $6,069.98.

BUGETED: No **FUND:** ARPA **ACCT. #:** 15-411-74950

BUDGET: $6,069.98 **EST. COST:** $6,069.98 **CURRENT BUDGET BALANCE:** _____

BID AMOUNT: $6,069.98

STAFF RECOMMENDATION:

Approval

Departmental Approval: Purchasing, Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

GULF COAST PAPER CO. INC.
(a division of Imperial Dade)

ACKNOWLEDGEMENT

* REPRINT * **Page 1**

635 Billy Mitchell Blvd.
Brownsville, Texas 78521

(956) 541-2281

Sold To:
CITY OF MISSION
ATT: ACCTS PAYABLE
1201 E. 8TH STREET
MISSION TX 78572

Ship To:
CITY OF MISSION
609 N. CANAL AVE.
MISSION TX 78572

Date
04/04/23
Time
11:03:19

Customer PO: QUOTE-VIPER Req **Req Ship:** 12/28/2 ** QUOTATION **

Co/Cust No	Order No	Sls Rep	Ship Via	Ref#
01/0004115701	0Y969/00	00470	OUR TRUCK	

Terms: NET 30 DAYS

Item Number/Description	U/M	Ordered	Shipped	B/O	Price / Total
NSEA	EA	1	0	1	6,069.98000 EA
AS5160T VIPER 20" 16GL SCRUBBER					6,069.98
56384813					
CALL BEFORE DELIVERIES					
*					
******** BUY BOARD# 649-21					
*					

Subtotal	6,069.98
Sales Tax	
Order Total	6,069.98
Deposit	
Amt Due	6,069.98

Total Line Items 1 This Quotation Expires 04/28/23 *** COMPLETE ***

Menu

Vendor Contract Information Summary

Vendor	Gulf Coast Paper Company
Contact	Anna Landa
Phone	361-852-5252
Email	anna.landa@imperialdade.com
Vendor Website	www.gulfcoastpaper.com
TIN	74-1533700
Address Line 1	1101 South Padre Island Drive
Vendor City	Corpus Christi
Vendor Zip	78416
Vendor State	TX
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	Net 30 days
Shipping Terms	Pre-paid and added to invoice
Ship Via	Common Carrier
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	1, 2, 3, 4, 6, 10, 11, 12, 13, 15, 20
States	Texas
Contract Name	Custodial Supplies and Equipment
Contract No.	649-21
Effective	10/01/2021
Expiration	09/30/2024
Accepts RFQs	Yes
Quote Reference Number	649-21
Return Policy	30 days from date of purchase. Returns after 30 days will b determined by branch manager at each location.
Additional Dealers	See Additional Dealers/Distributors

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Abel Bocanegra, P.E., City Engineer

AGENDA ITEM: Authorization to award bid for Liquid Ammonium Sulfate Chemical for the Public Works Department North and South Water Treatment Plants - Bocanegra

NATURE OF REQUEST:

The City of Mission has accepted and opened 2 bid responses for Liquid Ammonium Sulfate chemical. Staff recommendation is to award bid to Chemtrade Chemicals US, LLC who is the lowest responsible bidder meeting all specification. Recommendation is based solely on estimated quantities and orders will be placed on an as needed basis for a one year base term. (cost $ 0.1920/lb Total cost of $86,400.00.

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

BUDGET: $ 700,000 **EST. COST:** $ 50,000 **CURRENT BUDGET BALANCE:** $ 417,586

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

BUDGET: $ 600,000 **EST. COST:** $ 31,250 **CURRENT BUDGET BALANCE:** $ 364,679

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

BID NAME/NUMBER: 23-291-03-24 / Liquid Ammonium Sulfate for Water Treatment Plants

OPEN DATE: March 24, 2023 2:00 PM CST

Vendor Name:	Univar Solutions USA, Inc.	Chemtrade Chemicals US, LLC
Street address:	14601 S. 5th St.	90 East Halsey Road
City, State:	Phoenix, AZ 85044	Parsippany, NJ 07054
Phone:	(602) 469-4351	(800) 441-2659
Fax:		(973) 515-4461
Contact:	Raven Claudio	Parul Kachhia-Patel
Email:	muniteam-west@univarsolutions.com	bids@chemtradelogistics.com

	DESCRIPTION:	UOM	EST. QTY	Unit Price	Ext. Price	Unit Price	Ext. Price
1	**Liquid Ammonium Sulfate**	lbs.	450,000	$0.2833	$127,485.00	$0.1920	$86,400.00
	LAS Deliver Days after reciept of Purchase Order			10 Days		3-5 Days	
	ADDENDUMS			None		None	
	LAS 1st. Year renewal			0.0%		20.0%	
	LAS 2nd. Year renewal			0.0%		20.0%	

Please Note:

Apparent Lowest Responsible Bidder for Liquid Ammonium. Sulfate: Chemtrade Chemicals US, LLC.

BID NAME/NUMBER: 23-291-03-24 / Liquid Ammonium Sulfate for Water Treatment Plants

OPEN DATE: March 24, 2023 2:00 PM CST

Vendor Name:	Univar Solutions USA, Inc.	Chemtrade Chemicals US, LLC
Street address:	14601 S. 5th St.	90 East Halsey Road
City, State:	Phoenix, AZ 85044	Parsippany, NJ 07054
Phone:	(602) 469-4351	(800) 441-2659
Fax:		(973) 515-4461
Contact:	Raven Claudio	Parul Kachhia-Patel
Email:	muniteam-west@univarsolutions.com	bids@chemtradelogistics.com

DESCRIPTION of FORMS:			
Solicitation Signed		Yes	Yes
Terms & Conditions Included		Yes	Yes
Non-Collusive		Yes	Yes
Pricing Schedule		Yes	Yes
Addenda Checklist		None	None
Gen. Business Questionare		Yes	Yes
References		Yes	Yes
CIQ			
ANSI 60 Certification		Yes	Yes

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Abel Bocanegra, P.E., City Engineer

AGENDA ITEM: Authorization to award bid for Liquid Aluminum Sulfate Chemical for the Public Works Department North and South Water Treatment Plants - Bocanegra

NATURE OF REQUEST:

The City of Mission has accepted and opened 2 bid responses for Liquid Aluminum Sulfate chemical. Staff recommendation is to award bid to Chemtrade Chemicals US, LLC who is the lowest responsible bidder meeting all specification. Recommendation is based solely on estimated quantities and orders will be placed on an as needed basis for a one year base term. (cost $ 0.1143/lb) or a total cost of $451,564.00.

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

BUDGET: $ 700,000 **EST. COST:** $ 212,000 **CURRENT BUDGET BALANCE:** $ 417,586

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

BUDGET: $ 600,000 **EST. COST:** $ 84,800 **CURRENT BUDGET BALANCE:** $ 364,679

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

BID NAME/NUMBER: 23-290-03-24 / Liquid Aluminum Sulfate for Water Treatment Plants

OPEN DATE: March 24, 2023 2:00 PM CST

Vendor Name:	Univar Solutions	Chemtrade Chemicals US, LLC
Street address:	8201 S. 212th	90 East Halsey Road
City, State:	Kent, WA 98032-1994	Parsippany, NJ 07054
Phone:	(253) 872-5000	(800) 441-2659
Fax:	(253) 572-5041	(973) 515-4461
Contact:	Roise Holiday	Parul Kachhia-Patel
Email:	muniteam-west@univar.com	bids@chemtradelogistics.com

	DESCRIPTION:	UOM	EST. QTY	Unit Price	Ext. Price	Unit Price	Ext. Price
1	**Liquid Aluminum Sulfate**	lbs.	3,950,000	No Bid		$0.1143	$451,564.00
	LAS Deliver Days after reciept of Purchase Order					3-5 Days	
	ADDENDUMS					No	
	LAS 1st. Year renewal			-		6.0%	
	LAS 2nd. Year renewal			-		6.0%	

Apparent Lowest Responsible Bidder for Liquid Aluminum Sulfate:
Chemtrade Chemicals

Please Note:

BID NAME/NUMBER: 23-290-03-24 / Liquid Aluminum Sulfate for Water Treatment Plants

OPEN DATE: March 24, 2023 2:00 PM CST

Vendor Name:	Univar Solutions	Chemtrade Chemicals US, LLC
Street address:	8201 S. 212th	90 East Halsey Road
City, State:	Kent, WA 98032-1994	Parsippany, NJ 07054
Phone:	(253) 872-5000	(800) 441-2659
Fax:	(253) 572-5041	(973) 515-4461
Contact:	Roise Holiday	Parul Kachhia-Patel
Email:	muniteam-west@univar.com	bids@chemtradelogistics.com

DESCRIPTION of FORMS:				
	Solicitation Signed		No Bid	Yes
	Terms & Conditions Included			Yes
	Non-Collusive			Yes
	Pricing Schedule			Yes
	Addenda(s)			None
	Gen. Business Questionare			Yes
	References			Yes
	CIQ			
	ANSI 60 Certification			Yes

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10,2023

PRESENTED BY: Michael Elizalde, Grants Administrator

AGENDA ITEM: Approval of Resolution No._____ supporting the submission of a grant application to the Office of the Attorney General's Crime Victim Services Division for the FY 2024-2025 Other Victims Assistance Grant (OVAG)- Elizalde

NATURE OF REQUEST:

The Mission Police Department is seeking approval of resolution authorizing the submittal of a grant application to the OAG-Crime Victim Services Division for the 2024-2025 OVAG Program and designates the Mayor as the Authorized Representative. This funding opportunity is a two-year grant and will allow the Mission Police Department to continue the services provided by our Crime Victim Liaison program. The total amount of the grant request is $84,000.00 and does not require a match.

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

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

BID AMOUNT: $_____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

RESOLUTION

LEGAL NAME OF APPLICANT: **City of Mission Police Department**

REFERENCE ID NUMBER: **2024-7845944177**

Be it known as follows:

WHEREAS, the **City of Mission Police Department** has applied or wishes to apply to the Office of the Attorney General (OAG) for the following grant program:

_X__ Other Victim Assistance Grant (OVAG)
____ Victim Coordinator and Liaison Grant (VCLG)

WHEREAS, the **City of Mission City Council** has considered and supports the Application filed or to be filed with the OAG;

WHEREAS, the **City of Mission Police Department** has designated or wishes to designate the following individual as the "Authorized Official" who is given or has been given the power to apply for, accept, reject, alter, or terminate that certain grant with the OAG, as well as given the authority to sign all grant adjustment requests, inventory reports, progress reports and financial reports or any other official documents related to the grant on behalf of the grantee:

Name of Person Designated as "Authorized Official": **Norie Gonzalez Garza**
Position Title: **Mayor**

NOW THEREFORE, BE IT RESOLVED that this governing body approves the submission of the Application to the OAG, as well as the designation of the Authorized Official.

_____ _____
Signature Printed Name

_____
Date

STATEMENTS SUPPORTING SUBMISSION OF THE APPLICATION TO THE OFFICE OF THE ATTORNEY GENERAL

REQUIRED TO BE SUBMITTED WITH THE APPLICATION BY 5:00 P.M. CDT, Friday, April 14, 2023, OR THE APPLICATION WILL NOT BE CONSIDERED.

INSTRUCTIONS: Select the grant program in Section 1 below and submit this signed document with the Application.

LEGAL NAME OF APPLICANT: **City Of Mission Police Deparment**

REFERENCE ID NUMBER: **2024-7845944177**

1. THIS APPLICATION IS FOR (initial one):

X Other Victim Assistance Grant (OVAG)

____ Victim Coordinator and Liaison Grant (VCLG)

2. TRUE AND CORRECT INFORMATION. The undersigned certifies that the information contained in this Application is true and correct to the best of his or her knowledge.

3. OAG CERTIFICATIONS AND ASSURANCES. The undersigned has read and understands the Certifications and Assurances contained in the Application Kit.

4. DEADLINES AND SUBMISSION OF APPLICATION. The undersigned understands that the deadline for submission is 5:00 p.m. CDT, Friday, April 14, 2023, and that to meet the deadline, the Applicant must finalize and upload all applicable documents as required in the Application Kit. The undersigned further acknowledges that:

- It is the Applicant's responsibility to submit the Application to the OAG in the specified manner and by the specified date and time
- Applications submitted in other formats will not be accepted
- The OAG accepts no responsibility for delays in electronic submission delivery
- Late Applications will not be considered under any circumstance

5. RESOLUTION OF GOVERNING BODY. The undersigned states it is either submitting the Resolution of Applicant's governing body with this Application or will submit one at a later date as established by the OAG. If the timing of the Application due date and requirements of the Texas Open Meetings Act or other requirements prevent the governing body from reviewing and approving the Resolution, then it may be submitted to the OAG at a later date.

6. JOB DESCRIPTIONS FOR EACH REQUESTED POSITION. The undersigned understands that the most recent job description for each position requested in the proposed budget must be submitted with the Application. Missing job descriptions may impact the Applicant's score.

7. SUPPORT DOCUMENT(S) The undersigned understands that the most recent Support Document(s) as defined under General Definitions must be submitted with the Application.

Norie Gonzalez Garza
Authorized Official Printed Name

Authorized Official Signature

Mayor
Title

Date

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Preliminary Plat Approval: Holland Terrance Subdivision, Being a Subdivision of a 4.50 acre tract of land out of Lot 25-5, West Addition to Sharyland Subdivision, AO-I (Proposed R-1), Developer: JJAB Family Limited Partnership, Engineer: Spoor Engineering Consultants, Inc.- De Luna

NATURE OF REQUEST:

On March 22, 2023 the Mission City Council held a Public Hearing to consider the Preliminary & Final Plat Approval for Holland Terrance Subdivision. The subject site is located on the east side of Holland Avenue approximately 600' north of Griffin Parkway ¼ of a mile south of Mile 3 Road. There was no public opposition during the P&Z Meeting. The Board unanimously recommended approval

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

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

BID AMOUNT: $ _____

STAFF RECOMMENDATION:

Staff recommends approval subject to: 1) Payment of Capital Sewer Recovery Fees; 2) Payment of Park Fees; 3) Provide Water District Exclusion; and 4) Consent for the variance request.

Departmental Approval: Fire Marshal, Public Works, City Engineer

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ITEM # 3.1

PRELIMINARY & FINAL PLAT APPROVAL:

Holland Terrance Subdivision
Being a Subdivision of a 4.50 acre tract of land out of Lot 25-5, West Addition to Sharyland Subdivision
AO-I (Proposed R-1)
Developer: JJAB Family Limited Partnership
Engineer: Spoor Engineering Consultants, Inc.

REVIEW DATA

PLAT DATA

The proposed subdivision is on the east side of Holland Ave. approximately 600' north of Griffin Pkwy. 1/4 of a mile south of Mile 3 Rd. - **see vicinity map**. The developer is proposing (23) twenty-three single family residential lots. The developer is requesting a variance from the subdivision ordinance Sec. 98-134, to allow a street offset of less than 125'. The original planned design features W. 25th St. as a straight ROW running east to west abutting Holland Ave. with a street jog of 55' to the nearest intersection. A secondary design has been submitted for review with noted compliances. - see plat for actual dimensions, square footages, and land uses.

WATER

Water will be supplied through an 8" PVC line that will connect to an existing 8" water line located on the south side of this development and looped at the east side of the site. The water line will extend to and thru the subdivision and provide 1" water service to each lot. There are 2 proposed fire hydrants for this project via direction of the Fire Marshal's office. – **see utility plan**

SEWER

The sanitary sewer line will connect to an existing 8" line along and within the east R.O.W of N. Holland Ave. A proposed 8" Sanitary Sewer main will run through the subdivision and collect from each lot through a 4" front and center stub out service. The Capital Sewer Recovery Fee is required at $200.00/Lot which equates to $4,400.00 ($200 x 22 Lots).

STREETS & STORM DRAINAGE

The subdivision will have access from Holland Ave. and Thornton Ave., and proposed streets will be 32' Back-to-Back within a 50' Right of Way. Rainfall detention will be accomplished on site in the proposed detention area. A new 24" drain is proposed to convey the street and residential lot runoff into the proposed detention area of Lot 1. An 18" drain is proposed from the detention area to connect to an existing City of mission 24" drain line on W. 24th Place which drains to the 42" drain located on the west side of Holland with the ultimate outfall being the City of Mission detention area north of Chaparral Heights. The City Engineer has reviewed and approved the drainage report.

OTHER COMMENTS

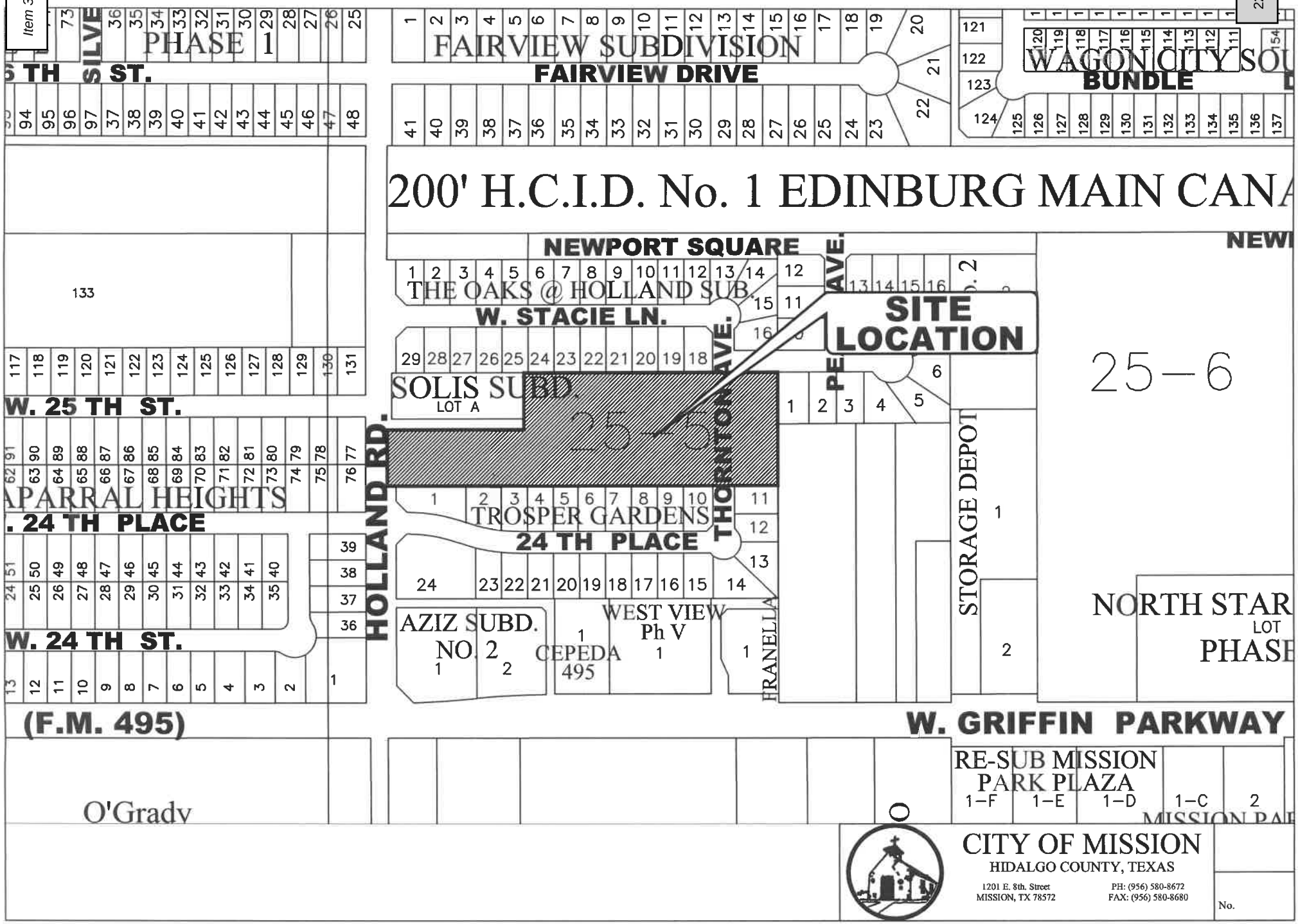
Water District Exclusion
Escrow Park fees (22 Lots x $500 = $11,000.00)
Installation of Street Lighting as per City Standards
Must comply with all other format findings

RECOMMENDATION

Staff recommends approval subject to:

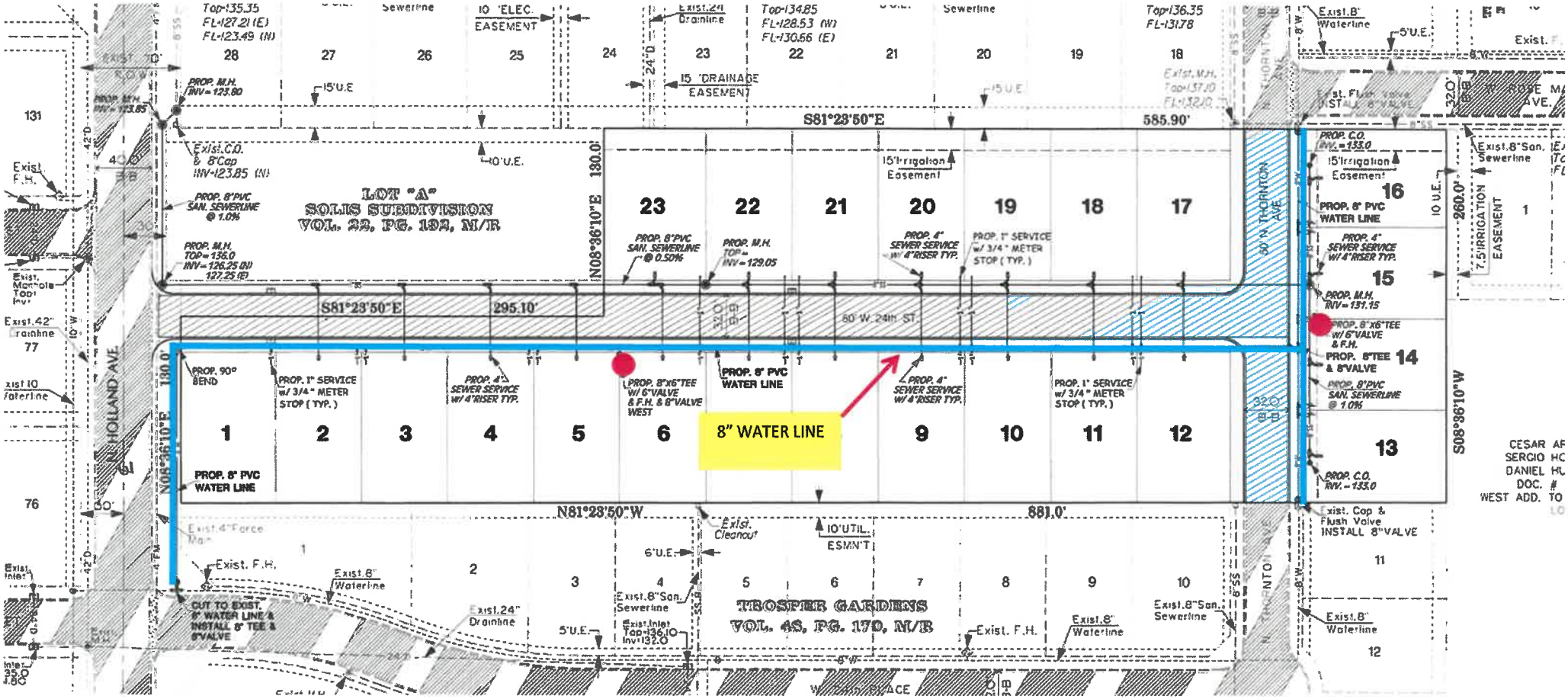
1. Payment of Capital Sewer Recovery Fees
2. Payment of Park Fees

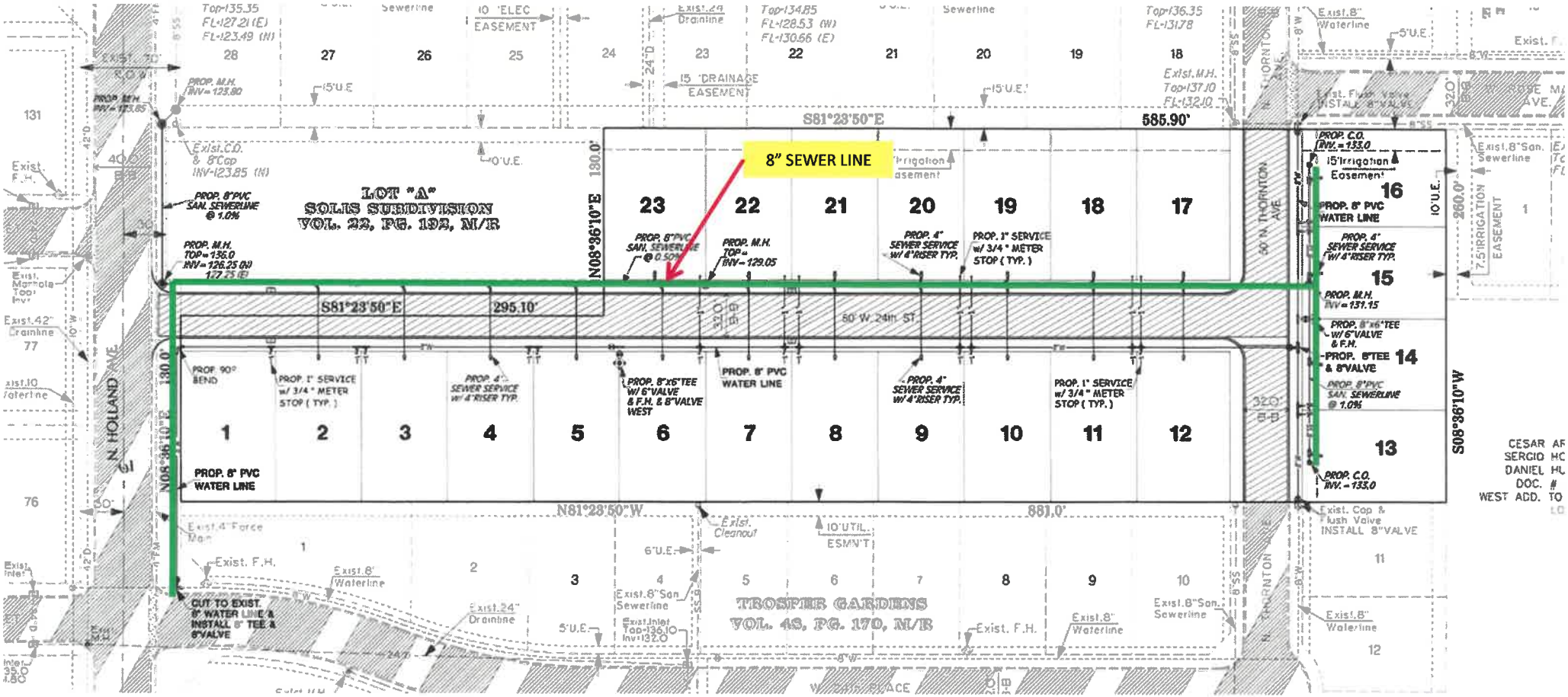
3. Provide Water District Exclusion, and
4. Consent for the variance request

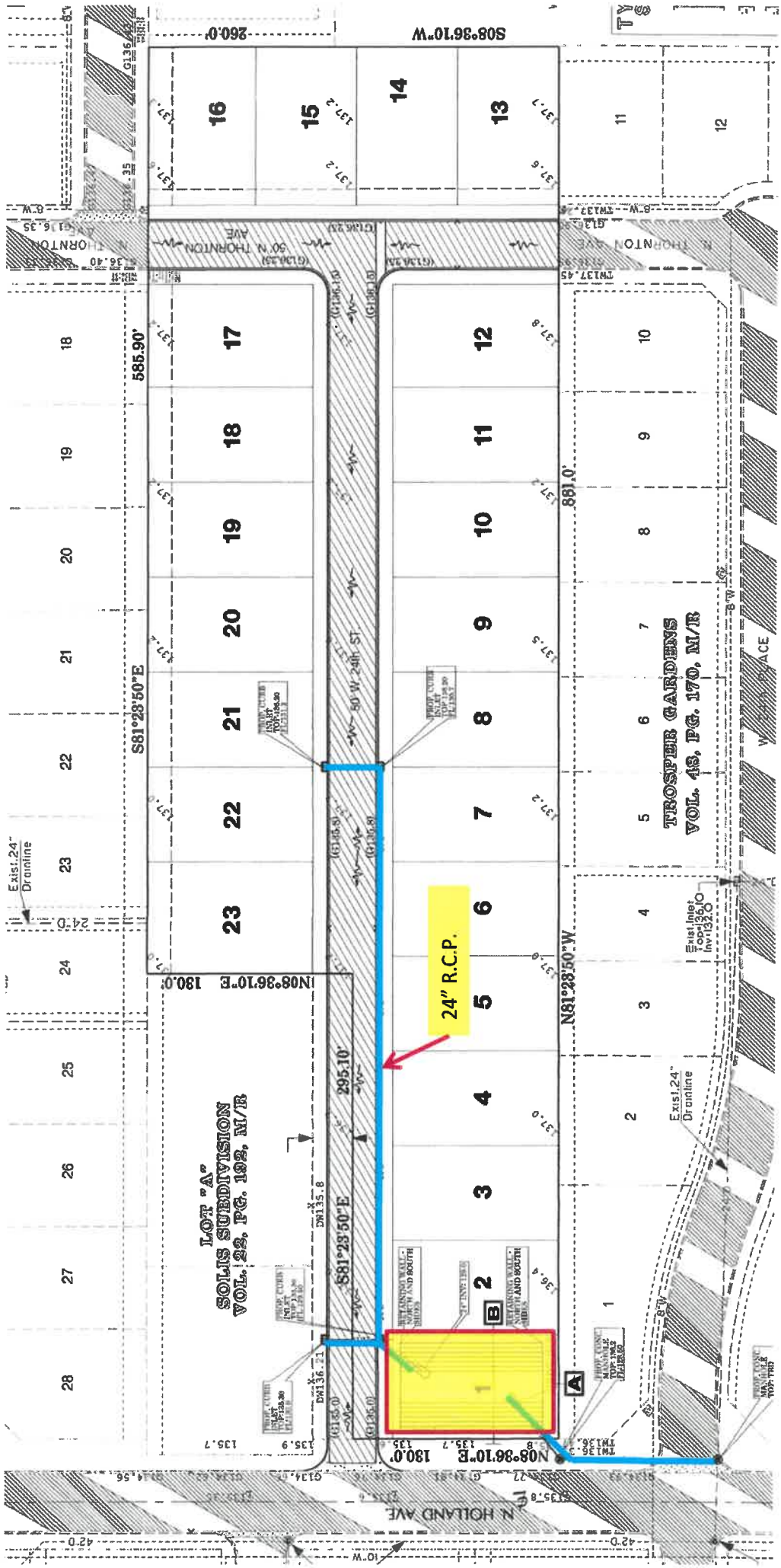

200' H.C.I.D. No. 1 EDINBURG MAIN CANA
PHASE 1
FAIRVIEW SUBDIVISION
FAIRVIEW DRIVE
WAGON CITY SOU
BUNDLE
NEWPORT SQUARE
THE OAKS @ HOLLAND SUB.
W. STACIE LN.
SITE LOCATION
SOLIS SUBD.
LOT A
25-5
25-6
TROSPER GARDENS
24 TH PLACE
AZIZ SUBD.
NO. 2
CEPEDA
495
WEST VIEW
Ph V
STORAGE DEPOT
NORTH STAR
LOT
PHASE
HOLLAND RD.
THORNTON AVE.
PE AVE.
W. 25 TH ST.
W. 24 TH ST.
. 24 TH PLACE
APARRAL HEIGHTS
(F.M. 495)
W. GRIFFIN PARKWAY
RE-SUB MISSION
PARK PLAZA
1-F
1-E
1-D
1-C
2
O'Grady
CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th. Street
MISSION, TX 78572
PH: (956) 580-8672
FAX: (956) 580-8680
No.

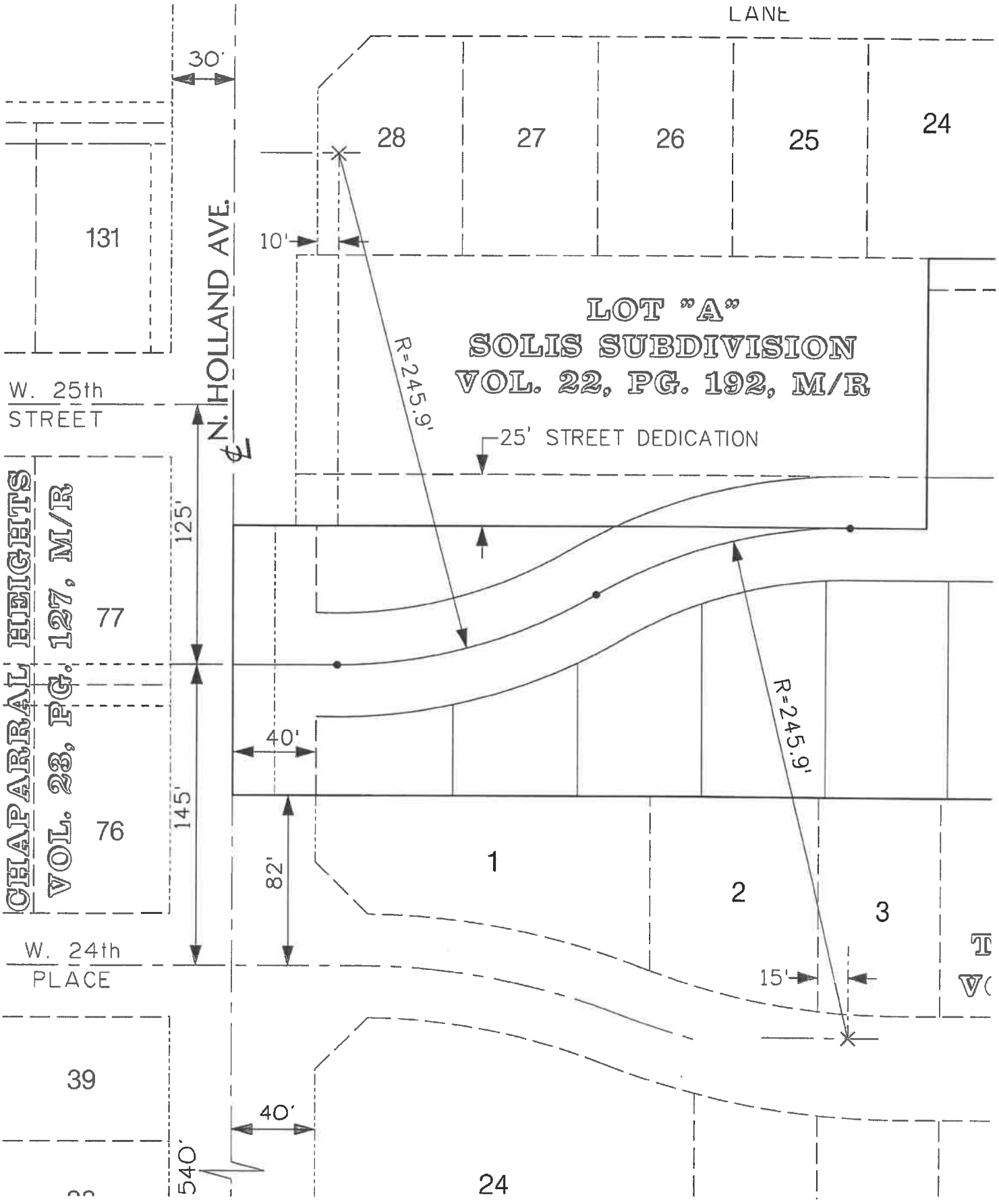
HOLLAND RD.
W. 24TH PLACE
W. GRIFFIN PKWY.
SITE LOCATION

THE OAKS AT HOLLAND SUBDIVISION
VOL. 49, PG. 181, M/R
TROSPER GARDENS
VOL. 48, PG. 170, M/R
SOLIS SUBDIVISION
VOL. 22, PG. 192, M/R
LOT "A"
CHAPARRAL HEIGHTS
VOL. 28, PG. 127, M/R
N. HOLLAND AVE
W. 24th PLACE
W. 25th STREET
W. STACIE LANE
N. THORNTON AVE.
W. ROSE MARIE AVE.
50' N. THORNTON AVE. (BY THIS PLAT)
50' W. 25th ST. (BY THIS PLAT)
25' W. 24th ST. (BY THIS PLAT)
25' STREET DEDICATION VOL. 22, PG. 192, M/R
20' STREET DEDICATION (BY THIS PLAT)
COMMON AREA
DETENTION / P AREA
P.O.B.
S08°36'10"W 260.0'
N08°36'10"E 130.0'
S81°23'50"E 585.90'
N81°23'50"W 921.0'
S81°23'50"E 335.10'
N08°36'10"E 130.0'
137.0'
138.0'
20' x 20' SIGHT ESMN'T
7.5'IRRIGATION EASEMENT
5'ELEC. ESM'T.
15'Irrigation Easement
15' DRAINAGE EASEMENT
10' ELEC. EASEMENT
10' UTIL. ESMN'T
6'U.E.
5'U.E.
10'U.E.
15'U.E.
12'U.E.
Exist. Irrigation Line
IRR.
CESAR ARNOLDO CEDRA, SERGIO HOMERO CERDA & DANIEL HUMBERTO CERDA DOC. # 3412254, O.R.
LOT 25-5 WEST ACD. TO SHARY SUBDIVISION
TECE OAKS AT HOLLAND PHASE II SUBDIVISION INST. # 20220218


LOT "A"
SOLIS SUBDIVISION
VOL. 22, PG. 19A, M/R
S81°23'50"E
585.90'
S81°23'50"E
295.10'
N08°36'10"E
180.0'
S08°36'10"W
260.0'
N81°23'50"W
881.0'
60' W. THORNTON AVE.
60' W. 24th ST.
N. HOLLAND AVE.
W. 24th PLACE
PROSPER GARDENS
VOL. 4S, PG. 170, M/R
8" WATER LINE
PROP. 8" PVC WATER LINE
PROP. 8"x6" TEE w/ 6" VALVE & F.H. & 8" VALVE WEST
PROP. 8" TEE & 8" VALVE
PROP. 90° BEND
PROP. 1" SERVICE w/ 3/4" METER STOP (TYP.)
PROP. 4" SEWER SERVICE w/ 4" RISER TYP.
PROP. 8" PVC SAN. SEWERLINE @ 1.0%
PROP. 8" PVC SAN. SEWERLINE @ 0.50%
PROP. M.H. TOP= INV= 129.05
PROP. M.H. TOP=136.0 INV=126.25 (N) 127.25 (E)
PROP. M.H. INV=123.80
PROP. C.O. INV.=133.0
CUT TO EXIST. 8" WATER LINE & INSTALL 8" TEE & 8" VALVE
Exist. Cap & Flush Valve INSTALL 8" VALVE
15' Irrigation Easement
10' U.E.
15' U.E.
6' U.E.
5' U.E.
10' UTIL. ESMN'T
10' ELEC. EASEMENT
15' DRAINAGE EASEMENT
7.5' IRRIGATION EASEMENT
Exist. F.H.
Exist. 8" Waterline
Exist. 8" San. Sewerline
Exist. 24" Drainline
Exist. Cleanout
Exist. Inlet Top=136.10 Inv=132.0
Exist. M.H. Top=137.10 Inv=132.0
Exist. C.O. & 8" Cap INV=123.85 (N)
Exist. 4" Force Main
Top=135.35 FL=127.21 (E) FL=123.49 (N)
Top=134.85 FL=128.53 (W) FL=130.66 (E)
Top=136.35 FL=131.78
CESAR AR
SERGIO HO
DANIEL HO
DOC. #
WEST ADD.
TO
LO


8" SEWER LINE
LOT "A"
SOLIS SUBDIVISION
VOL. 22, PG. 192, M/R
TROSPER GARDENS
VOL. 48, PG. 170, M/R
S81°23'50"E
585.90'
N81°23'50"W
881.0'
S81°23'50"E
295.10'
N08°36'10"E
130.0'
S08°36'10"W
PROP. 8" PVC WATER LINE
PROP. 8" PVC SAN. SEWERLINE @ 1.0%
PROP. 90° BEND
PROP. 1" SERVICE w/ 3/4" METER STOP (TYP.)
PROP. 4" SEWER SERVICE w/ 4" RISER TYP.
PROP. 8"x6" TEE w/ 6" VALVE & F.H. & 8" VALVE WEST
PROP. 8" TEE & 8" VALVE
PROP. M.H. TOP = 136.0 INV = 126.25 (N) 177.25 (E)
PROP. M.H. TOP = INV = 129.05
PROP. M.H. INV = 131.15
PROP. C.O. INV. = 133.0
CUT TO EXIST. 8" WATER LINE & INSTALL 8" TEE & 8" VALVE
Exist. Cop & Flush Valve INSTALL 8" VALVE
15' Irrigation Easement
10' U.E.
15' DRAINAGE EASEMENT
10' ELEC EASEMENT
6' U.E.
5' U.E.
10' UTIL. ESMN'T
7.5' IRRIGATION EASEMENT
60' W. 24th ST.
N. HOLLAND AVE
N. THORNTON AVE
Exist. 8" Waterline
Exist. 8" San. Sewerline
Exist. F.H.
Exist. 24" Drainline
Exist. Inlet
Exist. Cleanout
Exist. Force Main
Exist. Manhole
Exist. C.O. & 8" Cap INV=123.85 (N)
Exist. Flush Valve INSTALL 8" VALVE
Top=135.35 FL=127.21 (E) FL=123.49 (N)
Top=134.85 FL=128.53 (W) FL=130.66 (E)
Top=136.35 FL=131.78
Exist. M.H. Top=137.10 FL=132.10
Exist. Inlet Top=136.10 Inv=132.0
23 22 21 20 19 18 17
16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1
28 27 26 25 24 23 22 21 20 19 18
131 77 76 61


TROSPER GARDENS
VOL. 48, PG. 170, M/R
LOT "A"
SOLIS SUBDIVISION
VOL. 22, PG. 192, M/R
24" R.C.P.
585.90'
881.0'
295.10'
180.0'
S08°36'10"W
S81°23'50"E
N81°23'50"W
N08°36'10"E
50' W. 24th ST.
50' N. THORNTON AVE.
N. HOLLAND AVE.
Exist.24" Dr online
Exist.Inlet Top=136.10 Inv=132.80
A
B
1
2


LANE
30'
28
27
26
25
24
131
10'
N. HOLLAND AVE.
LOT "A"
SOLIS SUBDIVISION
VOL. 22, PG. 192, M/R
R=245.9'
W. 25th
STREET
25' STREET DEDICATION
CHAPARRAL HEIGHTS
VOL. 23, PG. 127, M/R
125'
77
40'
145'
76
82'
1
2
3
W. 24th
PLACE
15'
39
40'
540'
24

Sec. 98-134. Streets.

(a) *Street layout.* Adequate and paved streets shall be provided by the subdivider and the arrangement, character, extent, width, grade and location of each shall conform to the comprehensive plan of the city and shall be considered in their relation to existing and planned streets, to topographic conditions, to public safety and convenience, and in their appropriate relationship to the proposed uses of land to be served by such streets. The street layout shall be devised for the most advantageous development of the entire neighborhood.

(b) *Relation to adjoining street systems.* Where necessary to the neighborhood pattern, existing streets in adjoining areas shall be continued and shall be at least as wide as such existing streets and in alignment therewith.

(c) *Projection of streets.* Where adjoining areas are not subdivided, the arrangement of streets in the subdivision shall make provisions for the proper projection of streets into such unsubdivided areas.

(d) *Street jogs.* Street jogs with centerline offsets of less than 125 feet shall be avoided.

(e) *Street intersections.* Street intersections shall be as nearly at right angles as practicable, giving due regard to terrain, topography, sight distances and safety.

(f) *Dead-end streets.* Dead-end streets shall be prohibited except as short stubs to permit future expansion.

(g) *Culs-de-sac.* In general, a cul-de-sac shall not exceed 600 feet in length, and shall have a turnaround of not less than 100 feet in diameter (right-of-way) with a pavement diameter of 80 feet and shall provide access directly or indirectly to no more than 25 dwelling units in residential areas, and shall have a turnaround not less than 160 feet in diameter (right-of-way) with a pavement of 140 feet in commercial and industrial area.

(h) *Streets on comprehensive plan.* Where a subdivision includes a street as shown on the major streets plan of the city, that street shall be platted in the approximate location shown on the plan. The right-of-way shall be equal to or greater than that indicated on the comprehensive plan for streets.

(i) *Minor streets.* Minor streets shall be laid out so as to discourage their use by fast and through traffic.

(j) *Pavement widths and rights-of-way.*

(1) Major thoroughfares of 120 feet of right-of-way shall be paved a minimum of 81 feet. When the thoroughfare is entirely within the boundaries of a development, the policy adopted July 28, 1997, shall be enforced.

(2) Collector streets shall have a minimum right-of-way of 60 feet and a minimum pavement width of not less than 43 feet as specified by the city. Major thoroughfares of 100 feet of right-of-way shall be paved a minimum of 65 feet. When the thoroughfare is entirely within the boundaries of a development, the policy adopted July 28, 1997, shall be enforced.

(3) Minor streets with single-family lots having a frontage of 50 feet or more shall have a right-of-way of at least 50 feet with abutting five-foot utility easement. Minor streets with single-family lots having a frontage of less than 50 feet shall have a right-of-way of at least 60 feet; or shall have a right-of-way of at least 50 feet with abutting five-foot utility easement, and shall provide a minimum of one overflow parking space for every two lots or dwelling units, within a reasonable distance from the lots or units to be served. Minor streets with multifamily lots shall have a right-of-way of at least 60 feet, and be in compliance with the requirements of all applicable ordinances dealing with off-street parking. The minimum pavement width of minor residential streets shall have a minimum pavement width of 32 feet back-to-back, and minor residential subcollector streets which typically collect traffic from the subject development as well as interjoining traffic from other areas shall have a minimum pavement

SEC INC *Spoor Engineering Consultants, Inc.*
Consulting Engineers - Civil Land Planning
202 S. 4th Street McAllen, Texas
956-683-1000
SEC@spooreng.com

March 7, 2023

Susie de Luna, Planning Director
City of Mission
1208 E. 8th Street
Mission, Texas 78574

Re: Proposed Holland Terrace Subdivision

Dear Susie,

As agent for the Owner of the above referenced property, I hereby request a variance to the Subdivision Ordinance to allow a street offset of less than 125 feet for existing 25th Street on the West side of N. Holland Avenue and for proposed 25th Street on the East side of Holland Avenue.

As we currently propose, the centerline to centerline offset is 55 feet.

The location of 25th Street on the west side of Holland Avenue was established by Chaparral Heights filed in 1982. The dedication for 25th Street on the east side of Holland Avenue was established by Solis Subdivision, also filed in 1982.

In order to meet the 125 foot separation, the easterly 25th Street would be required to curve southerly, and attached is a plan showing the 125 foot separation.

We believe the curved 25th Street would bee too close to 24th Place to the south, and this is the reason for this variance request.

Thank you for our consideration of this request. Please advise if you have questions or comments, or if additional information is required.

Respectfully,

Steve Spoor, P.E.

SEC INC *Spoor Engineering Consultants, Inc.*
Consulting Engineers - Civil Land Planning
202 S. 4th Street McAllen, Texas
956-683-1000
SEC@spooreng.com

Drainage Report **Holland Terrace** Mission, TX

LEGAL DESCRIPTION:
BEING A SUBDIVISION OF A 4.50 ACRE TRACT OF LAND OUT OF LOT 25-5, WEST ADDITION TO SHARYLAND, HIDALGO COUNTY, TEXAS, ACCORDING TO PLAT RECORDED IN VOLUME 1, PAGE 56, MAPS RECORDS, HIDALGO COUNTY, TEXAS

LOCATION:
This proposed 23 lot subdivision, comprising 4.38 net acres, is located on the east side of Holland Avenue, approximately 600 feet north of Griffin Parkway. This site is located in the City Limits of the City of Mission.

FLOOD ZONE:
This property falls in Zone "X" (shaded) of the Flood Insurance Rate Maps, Community Panel 480345-0005C, revised November 20, 1991. Zone "X" (shaded) is described as, "Area of moderate flood hazard, usually the area between the limits of the 100-year and 500-year floods."

SOILS AND TOPOGRAPHY:
Topographic maps of the general area indicate a natural ground slope to the east. This site falls in Area 28 (Hidalgo Sandy Clay Loam, Group B) of the Soil Survey of Hidalgo County. A more detailed description of this soil and its properties can be found in attachments to this narrative.

USAGE:
Presently, this site is occupied by an old single-family residence on the Holland Avenue frontage and the back is a vacant field (see weighted C calculation). Proposed for this development are 22 single family residential lots and 1 lot for detention area. The existing single family home is proposed to be demolished.

EXISTING AND PROPOSED DRAINAGE:
This site is located on a slight ridge that slopes east and west from the middle of the property. The easterly portion is intercepted by the Mission Lateral drain ditch, located ¼ mile north of Griffin Parkway. The westerly portion slopes to Holland Avenue and is intercepted by the 42 inch City of Mission drain on Holland. This 42 inch drain flows north, discharging into the City detention area to the north of Chaparral Heights Subdivision.

A new 24 inch drain is proposed to convey the street and residential lot runoff into the proposed detention area on Lot 1. An 18 inch drain is proposed from the detention area to connect to an existing City of Mission 24 inch drainline on W. 24th Place which drains to the 42 inch drain located on the West side of Holland, with the ultimate outfall being the City of Mission detention area north of Chaparral Heights.

REQUIREMENTS:
Rainfall detention will be accomplished on site in the proposed detention area. In accordance with the attached drainage calculations, this property is required to detain 0.45 acre-feet, or 19,680 cubic feet. Data from Table 2 indicates an existing flowrate of 6.54 C.F.S. (10 year), which will increase to 17.71 C.F.S. (50 year) for developed conditions (ΔQ=11.17 C.F.S.). Finished floor elevations will be set above the 100 year flood level.

☐ REJECTED
☑ APPROVED FOR SUBMITTAL
☐ TO H.C. PLANNING DEPT.
☑ TO CITY
☑ DISCHARGE PERMIT REQUIRED
☐ DISTRICT FACILITY
☑ CITY FACILITY
☐ OTHER_____

HIDALGO COUNTY DRAINAGE DISTRICT NO. 1

Alexis Lozano 3/14/23
H.C.D.D. NO. 1 DATE

REV. 03-03-23

STATE OF TEXAS
STEPHEN SPOOR
58752
REGISTERED
PROFESSIONAL ENGINEER

202 South 4th Street, McAllen, Texas 78501 * (956)683-1000
E-mail: SEC@SpoorEng.com

SPOOR ENGINEERING CONSULTANTS, INC.
Registration # F-6003

Started: 6:43 p.m.
Ended: 6:44 p.m.
Item #3.1
Preliminary & Final Plat Approval:

Holland Terrance Subdivision
Being a Subdivision of a 4.50 acre tract of land out of Lot 25-5, West Addition to Sharyland Subdivision
AO-I (Proposed R-1)
Developer: JJAB Family Limited Partnership
Engineer: Spoor Engineering Consultants, Inc.

Mr. Ramirez went over the write-up stating the subject site is located on the east side of Holland Ave. approximately 600' north of Griffin Pkwy. 1/4 of a mile south of Mile 3 Rd. **- see vicinity map**. The developer is proposing (23) twenty-three single family residential lots. The developer is requesting a variance from the subdivision ordinance Sec. 98-134, to allow a street offset of less than 125'. The original planned design features W. 25th St. as a straight ROW running east to west abutting Holland Ave. with a street jog of 55' to the nearest intersection. A secondary design has been submitted for review with noted compliances. - see plat for actual dimensions, square footages, and land uses.

WATER
Water will be supplied through an 8" PVC line that will connect to an existing 8" water line located on the south side of this development and looped at the east side of the site. The water line will extend to and thru the subdivision and provide 1" water service to each lot. There are 2 proposed fire hydrants for this project via direction of the Fire Marshal's office. **– see utility plan**

SEWER
The sanitary sewer line will connect to an existing 8" line along and within the east R.O.W of N. Holland Ave. A proposed 8" Sanitary Sewer main will run through the subdivision and collect from each lot through a 4" front and center stub out service. The Capital Sewer Recovery Fee is required at $200.00/Lot which equates to $4,400.00 ($200 x 22 Lots).

STREETS & STORM DRAINAGE
The subdivision will have access from Holland Ave. and Thornton Ave., and proposed streets will be 32' Back-to-Back within a 50' Right of Way. Rainfall detention will be accomplished on site in the proposed detention area. A new 24" drain is proposed to convey the street and residential lot runoff into the proposed detention area of Lot 1. An 18" drain is proposed from the detention area to connect to an existing City of mission 24" drain line on W. 24th Place which drains to the 42" drain located on the west side of Holland with the ultimate outfall being the City of Mission detention area north of Chaparral Heights. The City Engineer has reviewed and approved the drainage report.

OTHER COMMENTS
Water District Exclusion
Escrow Park fees (22 Lots x $500 = $11,000.00)
Installation of Street Lighting as per City Standards
Must comply with all other format findings

RECOMMENDATION
Staff recommends approval subject to:
1. Payment of Capital Sewer Recovery Fees
2. Payment of Park Fees
3. Provide Water District Exclusion, and
4. Consent for the variance request

Chairwomen Izaguirre asked if the bored had any questions.

There were none.

There being no discussion, Chairwomen Izaguirre entertained a motion. Ms. Garza moved to approve the subdivision. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Juan Avila, Fleet Director

AGENDA ITEM: Authorization to approve a service agreement for pre-negotiated labor and parts rates with Siddons Martin Emergency Group - Avila

NATURE OF REQUEST:

Authorization to approve a service agreement for pre-negotiated labor and parts rates with Siddons Martin Emergency Group. This agreement would cover services to be provided on the City of Mission's Fire Department apparatuses on an as needed basis. The service agreement shall be valid for a one-year term with two, one-year renewal options.

BUGETED: (Yes) / No / N/A **FUND:** General Fund **ACCT. #:** 01-416-34491

BUDGET: $190,000 **EST. COST:** $80,000 **CURRENT BUDGET BALANCE:** $14,423

BID AMOUNT: $

STAFF RECOMMENDATION:

Approval

Departmental Approval: Purchasing, Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

SERVICES AGREEMENT

This Services Agreement (this **"Agreement"**), dated _____ (the **"Effective Date"**), is by and between Siddons Martin Emergency Group, LLC a Texas Limited Liability Company, located at 1362 East Richey Road, Houston, Texas 77073 (**"Service Provider"**) and the City of Mission Fire Department (**"Customer"** and together with Service Provider, the **"Parties"**, and each a **"Party"**).

WHEREAS, Service Provider has the capability and capacity to provide certain maintenance and repair services; and

WHEREAS, Customer desires to exclusively retain Service Provider to provide the said services, and Service Provider is willing to perform such services under the terms and conditions hereinafter set forth;

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Service Provider and Customer agree as follows:

1. Services. Service Provider shall provide to Customer the maintenance and repair services (the **"Services"**) set out in **Exhibit A**, attached hereto and incorporated herein. Customer will exclusively use Service Provider for these services for the Term of this Agreement.

2. Customer Obligations. Customer shall:

2.1. Designate one of its employees or agents to serve as its primary contact with respect to this Agreement and to act as its authorized representative with respect to matters pertaining to this Agreement (the **"Customer Contract Manager"**), with such designation to remain in force unless and until a successor Customer Contract Manager is appointed.

2.2. Require that the Customer Contract Manager respond promptly to any reasonable requests from Service Provider for instructions, information or approvals required by Service Provider to provide the Services and cooperate with Service Provider in its performance of Services.

3. Fees and Expenses.

3.1. Customer agrees that the Services performed pursuant to this Agreement will be invoiced at the rates set forth in **Exhibit A**. The rates set forth in **Exhibit A** shall remain in effect for the Term of this Agreement. Unless otherwise provided in the applicable invoice, said fees will be payable within net 30 days of receipt by the Customer of an invoice from Service Provider.

3.2. Customer shall be responsible for all sales, use and excise taxes, and any other similar taxes, duties and charges of any kind imposed by any federal, state or local governmental entity on any amounts payable by Customer hereunder; provided, that, in no event shall Customer pay or be responsible for any taxes imposed on, or with respect to, Service Provider's income, revenues, gross receipts, personnel or real or personal property or other assets.

3.3. In addition to all other remedies available under this Agreement or at law (which Service Provider does not waive by the exercise of any rights hereunder), Service Provider shall be entitled to suspend the provision of any Services if the Customer fails to pay any amounts when due hereunder and such failure continues for thirty (30) days following written notice thereof.

4. Limited Warranty and Limitation of Liability.

4.1. Service Provider warrants that it shall perform the Services:

(a) In accordance with the terms and subject to the conditions set out in this Agreement.

(b) Using personnel of required skill, experience, and qualifications.

(c) In a timely, workmanlike and professional manner in accordance with generally recognized industry standards for similar services.

4.2. Service Provider will provide Customer with a warranty for all Services for a period of ninety (90) days from the date of sale or services rendered. If a particular manufacturer offers a warranty beyond 90 days, Service Provider will pass on the same warranty to Customer.

4.3. SERVICE PROVIDER MAKES NO WARRANTIES EXCEPT FOR THAT PROVIDED IN Sections 4.1 and 4.2 ABOVE. ALL OTHER WARRANTIES, EXPRESS AND IMPLIED, ARE EXPRESSLY DISCLAIMED.

5. Term, Termination and Survival.

5.1. This Agreement shall commence as of the Effective Date and shall continue thereafter until the completion of the Services for a period of one (1) year (the **"Term",** not to exceed three (3) years including renewal terms), unless sooner terminated pursuant to Section 5.2 or Section 5.3. The Agreement will automatically renew for successive renewal terms of one (1) year (each a "Renewal Term"); however, in no event will the Agreement automatically renew beyond two Renewal Terms unless agreed by both Parties in writing. Upon advanced written notice to Customer, Service Provider may request an increase to the rates set forth in Exhibit A for each Renewal Term not to exceed 10%. If the Term is renewed for any Renewal Term(s) pursuant to this section, the terms and conditions of this Agreement during each such Renewal Term shall be the same as the terms and conditions in effect immediately prior to such renewal, subject to any change in rates agreed to by both Parties.

5.2. Either party may terminate this Agreement, effective upon written notice to the other party (the **"Defaulting Party"**), if the Defaulting Party:

(a) Breaches this Agreement, and such breach is incapable of cure, or with respect to a breach capable of cure, the Defaulting Party does not cure such breach within 30 days after receipt of written notice of such breach.

(b) Becomes insolvent or admits its inability to pay its debts generally as they become due.

(c) Becomes subject, voluntarily, or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency law.

(d) Is dissolved or liquidated or takes any corporate action for such purpose.

(e) Makes a general assignment for the benefit of creditors.

(f) Has a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business.

(g) Gives thirty 30 days' notice of termination of this agreement.

5.3. Notwithstanding anything to the contrary in Section 5.2(a), Service Provider may terminate this Agreement before the expiration date of the Term on written notice if Customer fails to pay any amount when due hereunder and such failure continues for thirty (30) days after Customer's receipt of written notice of nonpayment.

6. Limitation of Liability. IN NO EVENT SHALL SERVICE PROVIDER BE LIABLE TO CUSTOMER FOR ANY LOSS OF USE, REVENUE OR PROFIT OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGE WAS FORESEEABLE AND WHETHER OR NOT SERVICE PROVIDER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE. THE LIMITATIONS AND EXCLUSIONS SET FORTH IN THIS SECTION SHALL NOT APPLY TO DAMAGES OR LIABILITIES ARISING FROM PERSONAL INJURY OR DEATH OR DAMAGE TO ANY REAL OR TANGIBLE PERSONAL PROPERTY CAUSED BY SERVICE PROVIDER'S GROSSLY NEGLIGENT ACTS OR OMISSIONS OR WILLFUL MISCONDUCT OR THE GROSSLY NEGLIGENT ACTS OR OMISSIONS OR WILLFUL MISCONDUCT OF THE SERVICE PROVIDER IN PERFORMING ITS OBLIGATIONS UNDER THIS AGREEMENT.

7. Entire Agreement. This Agreement, including exhibits, schedules, attachments, and appendices, constitutes the sole and entire agreement of the Parties with respect to the subject matter contained herein, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, regarding such subject matter.

8. Notices. All notices, requests, consents, claims, demands, waivers, and other communications under this Agreement (each, a **"Notice"**, and with the correlative meaning **"Notify"**) must be in writing and addressed to the other Party at its address set forth below (or to such other address that the receiving Party may designate from time to time in accordance with this Section). Unless otherwise agreed herein, all Notices must be delivered by personal delivery, nationally recognized overnight courier or certified or registered mail (in each case, return receipt requested, postage prepaid). Except as otherwise provided in this Agreement, a Notice is effective only (a) on receipt by the receiving Party; and (b) if the Party giving the Notice has complied with the requirements of this Section 8.

Notice to Customer: _____ Address: _____

_____

Attention: _____

Notice to Service Provider: 1362 E Richey Road
Houston, Texas 77073

9. Audit Rights. Service Provider will maintain complete and accurate records relating to the provision of the Services under this Agreement. During the Term, upon Customer's written request, Service Provider shall allow Customer or Customer's representative to inspect and make copies of such records in connection with the provision of the Services; provided that Customer provides Service Provider with at least five (5) business days advance written notice of the planned inspection, and any such inspection shall take place during regular business hours.

10. Severability. If any term or provision of this Agreement is invalid, illegal or unenforceable in any jurisdiction, such invalidity, illegality or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction; provided, however, that if any fundamental term or provision of this Agreement is invalid, illegal or unenforceable, the remainder of this Agreement shall be unenforceable. Upon a determination that any term or provision is invalid, illegal, or unenforceable, the Parties shall negotiate in good faith to modify this Agreement to affect the original intent of the Parties as closely as possible in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

11. Amendments. No amendment to or modification of this Agreement is effective unless it is in writing, identified as an amendment to this Agreement and signed by an authorized representative of each Party.

12. Waiver. No waiver by any party of any of the provisions of this Agreement shall be effective unless explicitly set forth in writing and signed by the party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any rights, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power or privilege.

13. Assignment. Customer shall not assign any of its rights or delegate any of its obligations under this Agreement without the prior written consent of Service Provider. Any purported assignment or delegation in violation of this Section 13 shall be null and void. No assignment or delegation shall relieve the Customer of any of its obligations under this Agreement.

14. Successors and Assigns. This Agreement is binding on and inures to the benefit of the Parties to this Agreement and their respective permitted successors and permitted assigns.

15. No Third-Party Beneficiaries. This Agreement benefits solely the Parties to this Agreement and their respective permitted successors and assigns and nothing in this Agreement, express or implied, confers on any other Person any legal or equitable right, benefit or remedy of any nature whatsoever under or by reason of this Agreement.

16. Choice of Law. This Agreement, including all exhibits, schedules, attachments and appendices attached to this Agreement, and all matters arising out of or relating to this Agreement, are governed by, and construed in accordance with, the laws of the State of Texas, without regard to the conflict of laws provisions thereof to the extent such principles or rules would require or permit the application of the laws of any jurisdiction other than those of the State of Texas.

17. Counterparts. This Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. Notwithstanding anything to the contrary in

Section 8, a signed copy of this Agreement delivered by facsimile, email or other means of electronic transmission is deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

18. Force Majeure. The Service Provider shall not be liable or responsible to Customer, nor be deemed to have defaulted or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement when and to the extent such failure or delay is caused by or results from acts or circumstances beyond the reasonable control of Service Provider including, without limitation, acts of God, flood, fire, earthquake, explosion, governmental actions, war, invasion or hostilities (whether war is declared or not), terrorist threats or acts, riot, or other civil unrest, national emergency, revolution, insurrection, epidemic, lock-outs, strikes or other labor disputes (whether or not relating to either party's workforce), or restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials, materials or telecommunication breakdown or power outage, provided that, if the event in question continues for a continuous period in excess of 30 days, Customer shall be entitled to give notice in writing to Service Provider to terminate this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date first written above by their respective officers thereunto duly authorized.

CUSTOMER

By _____

Name: _____

Title: _____

Date: _____

SIDDONS MARTIN EMERGENCY GROUP, LLC

By _____

Name: _____

Title: _____

Date: _____

Exhibit A
SERVICES & FEES TO BE INCLUDED: Aerial, Pumper, Rescue

500 Hour / 6-Month Chassis Preventative Maintenance: Includes changing engine oil, oil filter(s), fuel filter(s), air filter, crank case (element only), def filter, air dryer service (element only), transmission fluid and filters, coolant filter as needed, pump oil and filter, differential fluid inspection, complete chassis lubrication. 104 point visual inspection with written report and estimates for needed repairs. **Cost: $2,695**

Annual Aerial Preventative Maintenance: Includes cleaning and lubricating all ladder points, minor cable adjustment, if necessary, top off hydraulic fluids and perform drift test on all cylinders. Operate and inspect all ladder appliances. Replacement of hydraulic filters will be an additional cost and estimate provided to customer prior to completion if necessary. **Cost: $2,395**

AC Maintenance: Includes evacuate system and weigh refrigerant level. Replace OEM drier(s), clean compressor screen, clean evaporator screens, vacuum test system, recharge with refrigerant and perform system leak test. Repair estimate to be provided for any necessary repairs upon completion. **Cost: $895**

TAK 4 Suspension Maintenance: Includes inspection and checks on all TAK-4 components including proper ride height and adjustments required. **Cost: $475**

T3 Rear Axle (All-Steer) Maintenance: Includes inspection and checks on all T3 components, torque verification and complete system lubrication. **Cost: $1,495**

Husky Foam/CAFS System Service: Includes removal and replacement of all filters, drain and refill fluids. Operate and inspect all system operation upon service completion. **Cost: $1,295**

Husky Foam System Only Maintenance: Includes removal and replacement of all filters, drain and refill fluids. Operate and inspect all system operation upon service completion. **Cost: $500**

Wheels off Brake Inspection: Includes removal all wheels/tires; performing an inspection off all brake components for wear and/or damage. Inspection fee will be credited should brake repairs be needed and approved at time of inspection. **Cost: $425**

Hydraulic Generator Service: Includes removal and replacement of all filters, drain and refill fluids. Operate and inspect all system operation upon service completion. **Cost: $750**

Quantum Step Maintenance: Includes removal and replacement of system filtration components, check compressor operation and settings, check and verify drain operation. **Cost: $425**

Annual Pump Testing: Perform annual certification pump testing with written report **Cost: $425**

SERVICES & FEES TO BE INCLUDED: Brush Truck, Mini-Pumper

10,000 miles/6-Month Preventative Maintenance: Includes changing engine oil, oil filter(s), fuel filter(s), check and top off transmission, differential and coolant fluid levels, complete chassis lubrication and 104-point visual inspection with written report and estimates. **Cost: $775**

Annual Pump Service: Includes changing engine oil, oil filter(s), air filter, complete system visual and operational inspection with written report and estimates for needed repairs on findings. **Cost: $495**

Wheels off Brake Inspection: Includes removal all wheels/tires; performing an inspection off all brake components for wear and/or damage. Inspection fee will be credited should brake repairs be needed and approved at time of inspection. **Cost: $425**

LABOR RATE
Labor is calculated on an hourly rate per job and broken down by individual labor operations. Labor rates are the same regardless of make, model or manufacturer of apparatus. Normal business hours are 7:30 a.m. to 4:30 p.m.

In-Shop Labor Rate:	$167.50
Field Service Labor Rate:	$177.50
After Hours Labor Rate:	$177.50

TRAVEL RATE:
All work for above pricing is to be performed at a Siddons-Martin service center. Travel to and from customer location per customer request will be charged at $170.00 per round trip.

PARTS
Parts will be charged to the Mission Fire Department (**"Customer"**) at standard Siddons-Martin retail price with a 10% discount. This cost factor remains the same regardless of origin of the part. Shipping and freight charges will be billed as an additional charge and indicated on invoices as such.

Siddons-Martin strives to use our volume purchasing to reduce costs of commonly acquired parts, supplies and miscellaneous items used in the repair of apparatus. Any discounts received are used to determine the cost to be charged to the Customer.

LOCATION(S) THAT SERVICES AND REPAIRS WILL BE PERFORMED.
Any repairs able to be completed at the customers location will be done so upon customer request. Any repair or service that requires more space, time, or specialized equipment will be performed at the Pharr service center. Additionally, we employ multiple field service technicians in the area that are available to respond to road service calls.

Note: Any heavy engine, transmission, driveline, and body work must be performed in a shop.

SCHEDULING/RESPONSE TIME
Siddons-Martin will work with the customer to schedule each apparatus for 500-hour/6-Month and annual maintenance, including needed pump testing and ladder certification, and other repairs as required. The dates and times of such service will be agreed to by Siddons-Martin and Customer per apparatus.

If an apparatus is out of service and in need of repair, the Customer will contact the assigned account contact or the service manager for the Pharr Service Center and a coordination of providing diagnosis, evaluation and repairs will be scheduled as soon as possible. If after normal business hours, please contact the emergency phone number.

For immediate or emergency repairs during normal circumstances, Siddons-Martin will dispatch, upon notice from the customer, a field technician to evaluate and diagnose any issues within 2 hours from the time Siddons-Martin is notified. Field technicians are available for emergency response 24 hours a day.

Siddons-Martin will provide an estimate for repair costs within 24 hours of diagnostic and evaluation submittal.

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Angie Vela, Finance Director

AGENDA ITEM: Authorize staff to engage in negotiations with firms deemed acceptable and qualified for delinquent tax collection services and authorize City Manager to award and execute contract incident thereto - Vela

NATURE OF REQUEST:

On January 23, 2023, City Council authorized staff to solicit Request for Proposals (RFP's) for delinquent tax collection services in accordance with the Texas Professional Services Procurement Act (V.T.C.A., Government Code Section 2254.011). Proposals received were referred to an evaluation committee appointed to review and evaluate on the basis of demonstrated competence and qualifications to perform the services.

Staff received two (2) proposals. All proposals were deemed acceptable and qualified. All were evaluated on set criteria outlined in the RFP.
The firm names are:

- Perdue Brandon Fielder Collins & Mott LLP
- Linebarger Goggan Blair & Sampson, LLP

BUDGETED: No **FUND:** General **ACCT. #:** _____

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

BID AMOUNT: $ _____

STAFF RECOMMENDATION:

Engage in negotiations

Departmental Approval: Purchasing, Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

BID NAME/NUMBER: 23-256-03-06 / Delinquent Tax Collection Services

OPEN DATE: March 06, 2023 2:00 PM CST

Vendor Name:	Perdue Brandon Fielder Collins & Mott LLP	Linebarger Goggan Blair & Sampson, LLP
Street address:	2805 Fountain Plaza Blvd., Ste. B	1512 S. Lone Star Way
City, State:	Edinburg, TX 78539	Edinburg, TX 78539
Phone:	(956) 631-4026	(956) 383-4500
Fax:	(956) 289-1023	(956) 383-7820
Contact:	Hiram A. Gutierrez	Lucy G. Canales
Email:	hgutierrez@pbfcm.com	LucyC@lgbs.com

No.	DESCRIPTION:			
			Fee	Fee
1	**Cost Proposal:**		Cost of 13.5% fee added to taxpayer bill	City is not liable for any cost. 15% fee added to tax bill
	Addendums Included		Yes (2)	Yes (2)

Please Note:

PROPOSAL NAME/NUMBER: 23-256-03-06 / Delinquent Tax Colleciton Services

OPEN DATE: March 06, 2023 2:00 PM CST

Evaluator	Angie Vela		Ezeiza Garcia		Christian Garza		
Proposer	Rating	Points	Rating	Points	Rating	Points	Average
Perdue Brandon Fielder Collins & Mott, LLP. 2805 Fountain Plaza Blvd., Ste. B Edinburg, TX 78539	Acceptable		Acceptable		Acceptable		
Sec. a. Experience in providing tax collection services to other government entities (20 Total Maximum Points)	Acceptable	20	Acceptable	17	Acceptable	17	
Sec. b. Capability to perform all of the tax colletion services required by this RFP (15 Total Maximum Points)	Acceptable	14	Acceptable	15	Acceptable	15	
Sec. c. Success ratio in collecting delinquent taxes for government entities (10 Maximum Points)	Acceptable	10	Acceptable	9	Acceptable	8	
Sec. d. Reputation for personal, professional integrity, and competence (15 Maximum Points)	Acceptable	13	Acceptable	11	Acceptable	13	
Sec. e. Key personnel's background, caliber, and experience in providing the services required (15 Maximum Points)	Acceptable	15	Acceptable	15	Acceptable	13	
Sec. f. Current workload (5 Maximum Points)	Acceptable	5	Acceptable	5	Acceptable	5	
Sec. g. Demonstrate ability to meet schedules or deadlines (5 Maximum Points)	Acceptable	5	Acceptable	5	Acceptable	5	
Sec. h. Knowledge of federal, state and local regulations, policies and procedures applicable to this type of service. (5 Maximum Points)	Acceptable	5	Acceptable	5	Acceptable	5	
Sec. i. Service fee structure and copy of contract. Must be in accordance with the Applicable Law addressing Attorney's Representing Taxing Units. (10 Maximum Points)	Acceptable	10	Acceptable	10	Acceptable	8	
Final Determination of Review		97		92		89	93

Notes:

Strengths: (AV) Represent over 2,100 entities, one on one interaction with taxpayer; *53 yrs. Of experience, Nationwide Resources, Tax Trakker Software, 1 office in Edinburg;* Collection Strategy, Collection rates 53.23% La Joya ISD, 56.24% Wichita Falls, 72.38% Pearland; *High Standards, Local Edinburg office;* 14 offices, 411 employees, 12 staff in Edinburg office, Good references, dedicated team backgrounds. *Practice law in 7 states, serving more than 2100 clients, 1600 delinquent tax clients.* Personalized collection process, Methodology & Strategy, work plan, Calendar of Tasks; *No cost to city services for tax related matters and issues, compliance and legislative committees, Newsletters, continuing education;* 2023 & Subsequent years = 13.5%, 2022 & Prior years = 15%; Bankrupcy representation at no cost to City **(EG)** 53 years of experience, 2,100 governmental entities, including City of La Feria, La Joya ISD and Hidalgo County; *Success Ratio is between 53% to 72%;* 53 yrs of experience, represent 2,100 clients, total debt portfolio of more that $2.5 billion, represent 1,693 taxing jurisdictions in the collection of delinquent property taxes; *Firm staff is made of 411 employees including 60 attorneys, 2,100 clients. operating continously for 53 years;* Edinburg office provides service & will expand as needed, that office has 20 employees including 2 attorneys, multi-office; *13.5% 2023 & after, 15% 2022 & before.* **(CG)** represents 2,100 clients, including 409 cities and counties; *High of 72% and low of 53% from data provided;* Team is knowledgable and experienced; *411 emplyees and 62 full time attorneys;* operate 14 primary offices and multiple satellite offices.; Include calendar of tasks. will expand if needed. *Firm includes 62 full time attorneys. Many years of experience in the field.;* 13.5% of total amount of taxes, penalties and interest collected.

Weaknesses: (AV) (EG) . (CG)

Comments: (AV) (EG) (CG) Capable of performing collection services

PROPOSAL NAME/NUMBER: 23-256-03-06 / Delinquent Tax Colleciton Services

OPEN DATE: March 06, 2023 2:00 PM CST

Evaluator	Angie Vela	Ezeiza Garcia	Christian Garza

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
Linebarger Goggan Blair & Sampson, LLP. 1512 Sl Lone Star Way Edinburg, TX 78539	Acceptable		Acceptable		Acceptable		
Sec. a. Experience in providing tax collection services to other government entities (20 Total Maximum Points)	Acceptable	20	Acceptable	16	Acceptable	18	
Sec. b. Capability to perform all of the tax colletion services required by this RFP (15 Total Maximum Points)	Acceptable	15	Acceptable	15	Acceptable	15	
Sec. c. Success ratio in collecting delinquent taxes for government entities (10 Maximum Points)	Acceptable	9	Acceptable	8	Acceptable	7	
Sec. d. Reputation for personal, professional integrity, and competence (15 Maximum Points)	Acceptable	15	Acceptable	9	Acceptable	13	
Sec. e. Key personnel's background, caliber, and experience in providing the services required (15 Maximum Points)	Acceptable	15	Acceptable	15	Acceptable	13	
Sec. f. Current workload (5 Maximum Points)	Acceptable	5	Acceptable	5	Acceptable	5	
Sec. g. Demonstrate ability to meet schedules or deadlines (5 Maximum Points)	Acceptable	5	Acceptable	5	Acceptable	5	
Sec. h. Knowledge of federal, state and local regulations, policies and procedures applicable to this type of service. (5 Maximum Points)	Acceptable	5	Acceptable	5	Acceptable	5	
Sec. i. Service fee structure and copy of contract. Must be in accordance with the Applicable Law addressing Attorney's Representing Taxing Units. (10 Maximum	Acceptable	7	Acceptable	9	Acceptable	6	
Final Determination of Review		96		87		87	90

Notes:

Strengths: (AV) 40 yrs in tax collection services in S. Texas, 2500 clients, 38 gov't entities; *5 offices in the valley, 1 in Mission, several cities in valley.* Collection program, Rates of collection from 28.7% to 39.2%; *Local offices, Largest Ad Valorem Collection law firm in the nation.;* 50 employees, dedicated team backgrounds; *No issue with capacity to handle City's workload;* High quality, Never failed to meet contract terms or defined schedules, project schedule and work plan; *200 years of combined experience, High ethical standards* **(EG)** 40 years of providing delinquent tax collecion services in south Texas, 38 government entities City of Alton, City of McAllen, City of Pharr, across Cameron, Willacy, Hidalgo, Starr & Zapata Counties; *Serving more than 100 local clients, close relationship with the Hidalgo County Tax Assesor Collector;* Firm staff is made up of 50 employees including 5 attorneys; with a collective 500 years of experience in the area of government receivables; *Edinburg location with attorneys;* Is the nations largest ad valorem collection law firm; *15%* **(CG)** Many references including covering most of the valley.; *Good examples with high of 39.2%;* Team i sknowledgeable and experienced; *Collective of 500 years of experience in governmental receivables;* Attorneys who know ad valorem tax law. Include nine attorneys. Largest ad valorem collection law firm.*; Provides multipal services for one comprehensive fee. 15% fee of the total tax, penalty, interest collected.*

Weaknesses: (AV) . **(EG)** Success ration is no higher thatn 40% **(CG)** Highest is lower that 50%; *High number of clients;*

Comments: (AV) List City of Weslaco at 25.6% which is with Purdue; 15% **(EG) (CG)** Both are capable of performing tax collection services; *Data can be secured for both companies;* High volume of clients/cities;

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10,2023

PRESENTED BY: Michael Elizalde, Grant Administrator

AGENDA ITEM: Authorization to accept grant award for the 2018 Community Development Block Grant-Disaster Recovery (CDBG-DR) Program administered through the Texas General Land Office. - Elizalde

NATURE OF REQUEST:

Authorization to accept grant award for 2018 Community Development Block Grant-Disaster Recovery (CDBG-DR) Program administered through the Texas General Land Office. The total grant award is in the amount of $997,236.75 and the funds will be used for the city's La Cuchilla Drainage Project. The project will provide drainage improvements through the reconstruction of a detention pond that will increase drainage capacity for the historically flood prone area. Contributing funds in the amount of $9,972.37 in matching funds are committed by the City of Mission toward project activities.

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

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

BID AMOUNT: $_____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Executive

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

TEXAS GENERAL LAND OFFICE
COMMISSIONER DAWN BUCKINGHAM, M.D.

February 15, 2023

The Honorable Norie Gonzalez Garza
Mayor, City of Mission
1201 E. 8th Street
Mission, TX 78572

VIA EMAIL: mayorgarza@missiontexas.us

Re: 2018 Floods HMID Competition Notice of Award

Dear Mayor Garza:

The Texas General Land Office (GLO) has scored and reviewed the 2018 Floods HUD Most Impacted and Distressed (HMID) Competition grant applications. We are pleased to announce the approval of your application for Community Development Block Grant Disaster Recovery (CDBG-DR) funding for the following project:

Project Information:

Applicant:	City of Mission
CDBG-DR Amount:	$997,236.75
Project Title:	City of Mission La Cuchilla Drainage project (2018)
Application #:	CDR17-1386-APP

This notice of award confirms that the identified project is eligible for CDBG-DR funding and will move forward to the contracting phase.

Contract documents will be emailed via DocuSign for execution, followed by a contract Kickoff Workshop. To ensure thorough guidance throughout the project's lifecycle, a Grant Manager will be assigned to assist you in meeting program requirements and the terms of your executed Subrecipient Agreement. In the meantime, if you have any questions about the contract phase, you may contact Kassandra Burnias, Manager of Grant Management at Kassandra.Burnias.GLO@recovery.Texas.gov or (512) 475-5033.

The GLO is dedicated to facilitating a successful long-term disaster recovery project. If you have any immediate questions regarding this award, you may contact me at Esmeralda.Sanchez.GLO@recovery.texas.gov or (512) 921-6768.

Sincerely,

Esmeralda R. Sánchez

Esmeralda R. Sánchez
Director of Grant Management
Community Development & Revitalization

cc: City Manager, Randy Perez, rperez@missiontexas.us
City Secretary, Anna Carrillo, acarrillo@missiontexas.us
Grant Administrator, Lenore Hellman, lenore@grantworks.net

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10,2023

PRESENTED BY: Michael Elizalde, Grants Administrator

AGENDA ITEM: Authorization to accept grant award for the 2019 Community Development Block Grant-Disaster Recovery (CDBG-DR) Program administered through the Texas General Land Office. - Elizalde

NATURE OF REQUEST:
Authorization to accept grant award for the 2019 Community Development Block Grant-Disaster Recovery (CDBG-DR) Program administered through the Texas General Land Office. The total grant award is in the amount of $999,162.14 and the funds will be used for the city's Astroland Drainage Project. The project will allow the city to expand existing stormwater drainage laterals in the Astroland area. The existing drainage pipes will be upsized to better increase the flow of stormwater and help prevent backup and flooding to the nearby residential areas. Contributing funds in the amount of $9,991.62 in matching funds are committed by the City of Mission toward project activities.

STAFF RECOMMENDATION:

Approval

Departmental Approval: Executive

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

TEXAS GENERAL LAND OFFICE
COMMISSIONER DAWN BUCKINGHAM, M.D.

March 21, 2023

The Honorable Norie Garza
Mayor, City of Mission
1201 E. 8th Street
Mission, Texas 78572

VIA EMAIL mayor@missiontexas.us

Re: 2019 Disasters HMID Competition Notice of Award

Dear Mayor Garza:

The Texas General Land Office (GLO) has scored and reviewed the 2019 Disasters HUD Most Impacted and Distressed (HMID) Competition grant applications. We are pleased to announce the approval of your application for Community Development Block Grant Disaster Recovery (CDBG-DR) funding for the following project:

Project Information:

Applicant:	City of Mission
CDBG-DR Amount:	$ 999,162.14
Project Title:	City of Mission Astroland Drainage Project (2019)
Application #:	CDR17-1403-APP

This notice of award confirms that the identified project is eligible for CDBG-DR funding. However, prior to executing a contract for this award, the following items must be addressed:

- Provide additional tie-back information for the 2019 Disasters. The local pictures provided in the RFI request were not labeled and dated.

Upon satisfactory completion of the item identified, this application will move forward to the contracting phase.

Contract documents will be emailed via DocuSign for execution, followed by a contract Kickoff Workshop. To ensure thorough guidance throughout the project's lifecycle, a Grant Manager will be assigned to assist you in meeting program requirements and the terms of your executed Subrecipient Agreement. In the meantime, if you have any questions about the contract phase, you may contact Kassandra Burnias, Manager of Grant Management at Kassandra.Burnias.GLO@recovery.texas.gov.

GLO is dedicated to facilitating a successful long-term disaster recovery project. If you have any immediate questions regarding this award, you may contact me at Esmeralda.Sanchez.GLO@recovery.texas.gov or (512) 921-6768.

Sincerely,

Esmeralda R. Sánchez
Director of Grant Management

cc: City Manager, Randy Perez, rperez@missiontexas.us
Grant Administrator, Lenore Hellman, lenore@grantworks.net

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Juan Pablo "JP" Terrazas, P.E., Assistant City Manager

AGENDA ITEM: Approval to engage with a contractor to clean and maintain water towers to comply with TCEQ requirements - Terrazas

NATURE OF REQUEST:

Requesting approval to engage Texas Tanks to clean and maintain water towers throughout the City to comply with TCEQ requirements by June 2023. The total cost is $127,552. This expenditure will be under General Exemption Sec 252.022 (2) of Texas Local Government Code: a procurement necessary to preserve or protect the public health or safety of the municipality's residents.

BUGETED: _____ **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: $127,552.00

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 10, 2023

PRESENTED BY: Juan Pablo "JP" Terrazas, P.E., Asst. City Manager

AGENDA ITEM: Approval of Resolution No. _____ determining a public necessity and granting authorization to exercise the use of eminent domain authority to acquire certain real property, giving notice of an official determination to acquire said property described generally as 0.009 of one acre tract of land situated in the City of Mission, Texas, out of Lot 31-6, West Addition to Sharyland, according to the plat thereof recorded in Volume 1, Page 56, of the Map Records, Hidalgo County, Texas, for the public purpose of the city's street and water system improvement project - Terrazas

NATURE OF REQUEST:

Approval of Resolution determining a public necessity and granting authorization to exercise the use of eminent domain authority to acquire certain real property, giving notice of an official determination to acquire said property described generally as 0.009 of one acre tract of land situated in the City of Mission, Texas, out of Lot 31-6, West Addition to Sharyland, according to the plat thereof recorded in Volume 1, Page 56, of the Map Records, Hidalgo County, Texas, for the public purpose of the city's street and water system improvement project.

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

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

BID AMOUNT: $

STAFF RECOMMENDATION:

Approval

Departmental Approval: Legal

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, DETERMINING A PUBLIC NECESSITY TO ACQUIRE CERTAIN PROPERTY; GIVING NOTICE OF AN OFFICIAL DETERMINATION TO ACQUIRE THE PROPERTY; AND AUTHORIZING USE OF THE POWER OF EMINENT DOMAIN TO ACQUIRE PROPERTY DESCRIBED AS THE FOLLOWING PARCEL OF LAND: APPROXIMATELY 0.009 OF ONE ACRE TRACT OF LAND SITUATED IN THE CITY OF MISSION, TEXAS, OUT OF LOT 31-6, WEST ADDITION TO SHARYLAND, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 1, PAGE 56, OF THE MAP RECORDS, HIDALGO COUNTY, TEXAS, WHICH SAID 0.009 OF ONE ACRE BEING A PART OR PORTION OUT OF A LARGER TRACT OF LAND CONVEYED TO SUN VENTURES INCORPORATED BY VIRTUE OF A WARRANTY DEED RECORDED IN VOLUME 3275, PAGE 352, HIDALGO COUNTY OFFICIAL RECORDS (THE "PROPERTY"); FOR THE CITY'S STREET AND WATER SYSTEM IMPROVEMENT PROJECT.

WHEREAS, the City Council of the City of Mission deems it necessary to acquire the property listed above for the city's street and water system improvement project listed above; and

WHEREAS, the City Council of the City of Mission finds that for the health and safety of the citizens of Mission, Texas, the acquisition of the Property for city's street and water system improvement project is in the public interest; and

WHEREAS, there may be improvements located on some of the real property acquired for this project and such improvements may be required to be moved or acquired prior to the beginning of this project.

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

Section 1. That the City of Mission, hereby officially determines that there is a public necessity for, and the public welfare and convenience will be served by, the acquisition of the above listed property for the city's street and water system improvement project.

Section 2. The City Manager or his representative is hereby authorized to contract on behalf of the City of Mission, with professional appraisers for appraisal services needed by the City from time to time in connection with acquisition of the above listed property.

Section 3. After consideration of said appraisals, the City Manager shall establish and approve the amount determined to be just compensation for acquisition of above listed property.

Section 4. Upon establishment and approval by the City Manager of the amount of just compensation for the acquisition, the City Manager or his representative is authorized to communicate a written offer to the owner of said real property for acquisition of the above listed property at the full amount determined and established to be just compensation thereof, and to negotiate with the said owner on behalf of the City for the acquisition of the Property.

Section 5. That the City Manager be and is hereby authorized to take any and all action he deems necessary and appropriate including the execution of all documents needed to consummate this transaction, on behalf of the City of Mission.

Section 6. Public necessity requires the acquisition of the Property, save and except oil, gas, and sulphur rights; and that public necessity and convenience require the condemnation of the Property in order to acquire it for such purpose.

Section 7. That the City of Mission City Attorney's Office, is hereby authorized and directed to proceed with condemnation proceedings under Chapter 21, Texas Property Code for the acquisition of the Property and to prepare any and all documents it deems necessary in relation thereto.

Section 8. This Resolution shall become effective immediately after and from its passage.

CONSIDERED, PASSED, AND APPROVED this 10th day of April, 2023, at a regular meeting of the City Council of the City of Mission, Texas, at which a quorum was present and which was held in accordance with Chapter 551, Texas Government Code.

CITY OF MISSION

By:_____
Norie Gonzalez Garza, Mayor

ATTEST:

_____
Anna Carrillo, City Secretary

APPROVED AS TO FORM:

_____
Victor A Flores, City Attorney