



AGENDA

Pursuant to V.T.C.A. Gov. Code Section 551.001 et. seq., the City Council of the City of Mission, Texas will hold a regular meeting on **Tuesday, November 12, 2024 at 4:30 p.m.** at the Mission Council Chambers, 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters.

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

Time: **Tuesday, November 12, 2024 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 - National Injury Prevention Day - Carrillo
- Presentation by Hidalgo County Regional Mobility Authority - Terrazas
- Report from Mission Economic Development Corporation - Tecló Garcia
- Report from the Greater Mission Chamber of Commerce – Brenda Enriquez
- [5.](#) Departmental Reports – Perez
- Citizen's Participation – Garza

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

7. Rezoning: Being a 0.97 acre tract of land, more or less, out of and forming a part of Lot 204, John H. Shary Subdivision, from (C-4) Heavy Commercial to (R-1T) Townhouse Residential, Lourdes Lerma, and Adoption of Ordinance#_____ - De Luna
8. Conditional Use Permit: Single Family Dwelling within property, Zoned (R-4) Mobile Home and Modular District, 1508 Ragland Road, Being a 0.242 acre gross, 0.176 acre net, tract of land out of the north 206.28' out of Lot 31, Sharyland Orchards Subdivision (aka Lot 1, King Mobile Subdivision U/R), R-4, DSSG Investments, LLC, Adoption of Ordinance #_____ - De Luna
9. Conditional Use Permit: Home Occupation – Z Galleria Antiques, 2401 Sunset Lane, Being the West 172' of the South 120' of The West 363' of Lot 152, Sharyland Orchards Subdivision Addition "A", R-1A, Elias Guajardo, Adoption of Ordinance #_____ - De Luna
10. Conditional Use Permit: To Keep a Portable Building for a Photography Studio, 1547 W. Business Highway 83, Being the East 25'x125' of the West 75'x125' and the Southwest 50'x125' of Lot 5, Mission Acres, C-3, Arlae Salinas, Adoption of Ordinance #_____ - De Luna
11. Conditional Use Permit: To Keep a Portable Building for Sales Office – Munoz Garden, 1911 S. Conway Avenue, Being a 15.07 Acre tract of land out of Lot 13-6, West Addition to Sharyland, I-1, Munoz Garden Center, Adoption of Ordinance #_____ - De Luna
12. Conditional Use Permit: Drive-Thru Service Window – Taqueria Oviedo, 608 W. Griffin Parkway, Lot 2, Aziz No. 2 Subdivision, C-3 Taqueria Oviedo c/o Elizabeth Oviedo, Adoption of Ordinance #_____ - De Luna
13. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – El Itacate, 301 N. Shary Road, Ste. 240, Lot 2, Shary Town Plaza, C-3 Las Pupusas Del Itacate, LLC, Adoption of Ordinance #_____ - De Luna
14. Conditional Use Permit: Elegancia Event Center, 3009 N. Conway Avenue, Ste. 5, Lot 1, J. Reyes Subdivision, C-3, Brandon Solis, Adoption of Ordinance #_____ - De Luna

CONSENT AGENDA

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

15. Approval of Minutes – Carrillo
Regular Meeting – October 28, 2024
Special Meeting – November 4, 2024
16. Acknowledge Receipt of Minutes – Perez
Mission Economic Development Corporation – September 25, 2024
Mission Economic Development Authority – August 28, 2024

Mission Education Development Council – August 28, 2024

Mission Increment Reinvestment Zone – September 24, 2024

Mission Redevelopment Authority – September 24, 2024

Civil Service Commission – October 4, October 21, 2024

17. Authorization to extend first and final one-year renewal option with My Rival Gear for the purchase of Boys and Girls Club Athletic League Uniforms in the amount of \$31,742.50 - Venecia
18. Reclassify Utility Accounts for Fiscal Year 2021 - 2022 - Enriquez
19. Authorization to Solicit Proposals and qualifications for Utility Bill Printing and Mailing Services for the City of Mission - Garcia
20. Approval of Resolution # _____ to surplus and trade-in machinery & equipment – Avila
21. Authorization to submit a grant application to the JIREH K9 Training Academy for the Police K9 Grant Program for the acquisition of a trained K9 and no match requirement – Elizalde
22. Authorization to solicit bids for the construction and installation of elevator at 1301 E. 8th Street - Terrazas
23. Authorization to Execute 2nd and final renewal option with CVQ Land Surveyors, LLC for Land Surveying Services – De Luna
24. Authorization to Execute 2nd and Final Renewal Option with Leonel Garza Jr. & Associates, LLC for Appraisal Services – De Luna
25. Authorization to extend the lease for two (2) 2019 Nissan Frontier King Cab 4x2 SV and lease one (1) 2024 Ford Maverick 2WD SuperCrew XLT from D&M Leasing Company (Buyboard #744-24) in the amount of \$50,897.41 – Avila

APPROVALS AND AUTHORIZATIONS

26. Approval of Ordinance # _____ Amending Personnel Policy Manual pursuant to Texas S.B. No. 1893, implementing a policy prohibiting the use of any TikTok or any other application governed by Chapter 620 of the Texas Government Code on City devices or for official City-related activities - Munguia
27. Authorization to purchase from Library Interiors of Texas, LLC via BuyBoard Contract 667-22 for Flooring Turnkey service, including all material, labor & equipment for complete re-flooring of 28,000 square ft of the Speer Memorial Library, an amount not exceeding \$199,749.84 - Espinoza
28. Approval of Resolution # _____ Establishing the City's Legislative Priorities for 2025 – Carrillo
29. Approval of Resolution # _____ distributing 150 authorized votes for the election of Appraisal District Board of Directors for 2025-2027 – Carrillo
30. Authorization to Enter into a Facilities Use Agreement for Public Safety Agencies between South Texas College (STC) and Mission Fire Department – Silva

- [31.](#) Approval for the purchase of two (2) 1500 Full Size Crew Cab Trucks, and One (1) 2500 HD Full Size Truck for Fire Prevention Bureau from vendor Caldwell Country Chevrolet via Buyboard contract #724-23 in the amount of \$140,420.00 - Silva
- [32.](#) Authorization to Enter a Participation Agreement for Overdose Detection Mapping Application Program (ODMAP) Between Washington/Baltimore High Intensity Drug Trafficking Area (W/B HIDTA) And Mission Fire Department - Silva
- [33.](#) Authorization to purchase Type 1 Ambulance from Siddons-Martin Emergency Group, LLC in the amount of \$401,470.00 via HGAC contract AM10-23 – Silva
- [34.](#) Acceptance of Quarterly Report of Investments for the Quarter ending September 30, 2024 and including interest earned. - Roman
- [35.](#) Approval of September 2024 Unaudited Financial Statements – Roman
- [36.](#) Approval of the Certified 2024 Tax Roll Totals - Roman
- [37.](#) Authorization to enter a Memorandum of Understanding between the City of Mission Police Department and the Lower Rio Grande Valley Development Council (LRGVDC) Police Academy - Torres
- [38.](#) Authorization to purchase (10) mobile radios for patrol units and (5) mobile radios for unmarked units for the Mission Police Department from Motorola Solutions via contract # 17724 - HGAC (TX)-RA05-21 in the total of \$102,767.85, purchased with asset forfeiture funds and approval of respective budget amendment - Torres
- [39.](#) Authorization to submit project applications for the Disaster Recovery Reallocation Program (DRRP) Call for Projects with the Texas General Land Office. - Elizalde
- [40.](#) Authorization to solicit RFP for Administrative Services and RFQ for Engineering Services for management and implementation services for the TX GLO Disaster Recovery Resilience Program. - Elizalde
- [41.](#) Authorization to accept grant award for the FY25 Operation Lone Star (OLS) Grant Program with the Texas Office of the Governor in the amount of \$250,000 with no match requirement with respective budget amendment - Elizalde
- [42.](#) Authorization to accept grant award for the FY25 Local Border Security Program with the Texas Office of the Governor in the amount of \$180,000 with no match requirement. - Elizalde
- [43.](#) Authorization to accept grant award for the FY25 Border Zone Fire Department Grant Program with the Texas Office of the Governor in the amount of \$250,000 with no match requirement with respective budget amendment - Elizalde
- [44.](#) Approval of Resolution # ____ to require all non-profit boards governed by joint advisory committees and those receiving funding to submit financial reports and 990 Filings – A. Garcia
- [45.](#) Approval of a budget amendment for mailing services regarding Utility Billing Bill Cycle Rezoning Project in the amount of \$20,000 - Terrazas
- [46.](#) Authorization to proceed with presentation of a project funding request for a 1,600 linear foot 24” sewer line between Glasscock Rd and Taylor Rd, north of Expressway 83 to Tax Increment Reinvestment Zone (TIRZ) #1/Mission Redevelopment Authority (MRA). - Terrazas

UNFINISHED BUSINESS

None

ROUTINE MATTERS

City Manager Comments

City Council Comments

Mayor's Comments

EXECUTIVE SESSION

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

RECONVENE

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

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

I, the undersigned City Secretary do certify that the above notice of meeting was posted on the bulletin board of City Hall, 1201 E. 8th Street, Mission, Texas on this the 08th day of November, 2024 at 3:00 p.m.



Anna Carrillo, City Secretary

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

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

Notice is hereby given that on the **12th day of November, 2024** the City Council of the City of Mission will hold a regular meeting at 4:30 p.m. at 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this Notice.

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

Texas Government Code Section:

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

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

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

On this the **08th day of November, 2024** this Notice was emailed to news media who had previously requested such Notice and an original copy was posted on the bulletin board at City Hall, 1201 E. 8th Street at 3:00 p.m. on said date.

Anna Carrillo

Anna Carrillo, City Secretary

Proclamation

City of Mission



WHEREAS, the City of Mission is dedicated in creating a safe environment that will promote the community’s health, safety and overall wellbeing; and

WHEREAS, National Injury Prevention Day is an opportunity to raise awareness of the devastating effects of predictable and preventable injuries in the region; and

WHEREAS, where most injuries are predictable and preventable, and we all have a responsibility to help reduce and eliminate serious injuries at home, at work, in play and on the road; and

WHEREAS, in 2022, in the United States a total of injury-related deaths totaled 307,785, when in that 227,039 were preventable or accidental deaths; and

WHEREAS, from 2020-2022, 58 Texans died from injuries and violence each day from leading injuries such as drug poisonings, firearm injuries, motor vehicle crashes, and falls which totaled to 21,170 per year; and

WHEREAS, the DHR Health Level 1 Trauma Center’s Injury Prevention Division recognizes and is dedicated to preventing injuries and promoting injury prevention initiatives for the health, well-being and safety of all communities in the surrounding areas, with the collaboration of local, state and federal agencies

NOW THEREFORE, we the City Council of the City of Mission do hereby proclaim November 18, 2024, as:

NATIONAL INJURY PREVENTION DAY

PROCLAIMED on this the 12th day of November, 2024

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega-Gerlach, Councilwoman

Alberto Vela, Councilman



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

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

NATURE OF REQUEST:
 Mission Historical Museum – October 2024
 Speer Memorial Library – October 2024
 311 – October 2024
 Sanitation Department – October 2024
 City Secretary – October 2024
 Human Resources – September 2024
 Boys & Girls Club – October 2024
 CDBG – August 2024
 Grants – October 2024
 Public Works – October 2024
 Information Technology – October 2024

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

	APPROVED:	_____
	DISAPPROVED:	_____
	TABLED:	_____
_____	AYES	
_____	NAYS	
_____	DISSENTING	_____

MISSION HISTORICAL MUSEUM

Departmental Report October 2024

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



PERFORMANCE INDICATORS:

Performance Indicators	October
General Attendance	101
Programs	13
Tours	23
Social Media	10,100
Outreach	0
Meetings Hosted	7
Total:	10,244

(# of people served October 1– October 31)

Public and Educational Programs/Events

Past Programs/Events:

- October 3 Community Altar Exhibit Opening
- October 12 Craft Day
- October 15 Chamber of Commerce Podcast
- October 19 MHM Annual Membership Meeting

Upcoming Programs/Events:

- November 2 Dia de los Muertos Folklife Festival
- November 9 MHM Lecture Series (cancelled due to parade)

Other Items:

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

SPEER MEMORIAL LIBRARY

Item 5.

DOOR COUNT

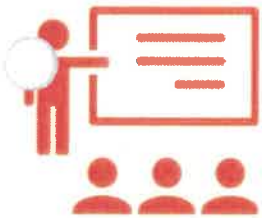


19,856

OCTOBER
2024



5,829
BOOKS CHECKED OUT



48

ADULT PROGRAM AUDIENCE



VOLUNTEER HOURS WORKED

620



TEENS PROGRAM AUDIENCE

68



931

GENERAL AUDIENCE

381



CHILDREN PROGRAM AUDIENCE

USE OUR
ONLINE RESOURCES

WWW.MISSION.LIB.TX.US



MEMORANDUM

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

We have a total of 970 submission for October of 2024 with a total of 12,281 since we began. The system is fully functional and very user friendly. We are able to customize the system to meet the needs of our daily operations. Our staff has bought into the system and working on improvements every day. We are able to find problematic areas using the system and it allows for us to attend to the needs of those areas in a timely manner. We try to contact as many residents as possible and are getting feedback from them to improve the system.

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

Thank you!

Topic Counts of Opened Requests
For Date Period From 10/01/2024 Through 10/31/2024

Topic	Count
Health	
Animal Control	785
Bee Complaint	19
Food Complaint	0
Food Truck Complaint	0
Grease Trap Complaint	0
Mosquitoes	6
Total - Health	810
Obstructions -Tree/Branches	
MOWING	6
Total - Obstructions -Tree/Branches	6
Parks & Rec	
Graffiti	0
Mowing (Drainage & Alleys)	0
Parks	4
Restrooms	2
Right of way (mowing)	0
Trails	0
Total - Parks & Rec	6
Planning	
Construction Concerns	0
Dilapidated Home/Structure	0
Garage Sales	0
Health & Sanitation	1
Illegal Dumping	6
Junked Vehicle on private property	1
Sewer Concerns	2
Unsafe Building	0
Weedy Lot	5
Total - Planning	15
Police Department	
Illegal Parking	10
Total - Police Department	10
Public Works	
Flooded area/Roadway and streets	0
Foul smell	2
Junk Vehicle	2
Lift Station	0
Lift Stations	0
Low Water Pressure	1
Obstruction Tree Signs/Tree Trimming	2
Pot Holes	19
Sandbag (Elderly And Disabled)	0
Side Walk	35
Street Light	35
Streets/Signs	5
Tires	2
Traffic Signals	0
Water Leaks	4
Total - Public Works	107
Sanitation	
Brush	0
Bulky Items	7

Garbage
Obstruction/ Brush
Trash
Total - Sanitation
All Topics
Total All Topics

1
0
0
16

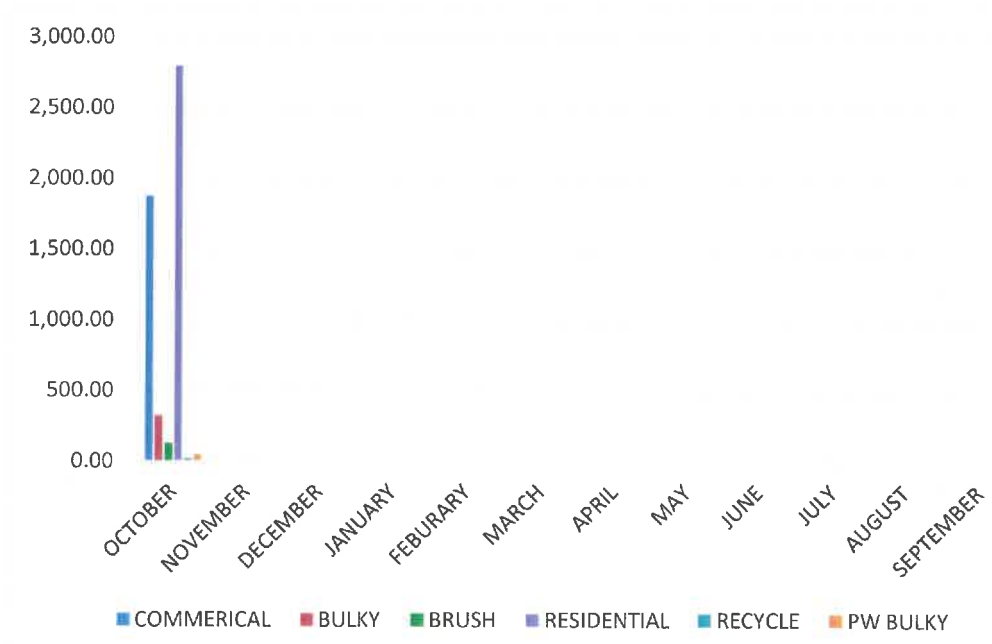
970

SANITATION DEPARTMENT

For the month of October, the City of Mission Sanitation Department disposed of a combined **5061.53** tons of trash/bulky items. In addition, **9268.00** cubic yards of brush was collected at our sanitation landfill.

Month	TONS RESIDENTIAL	CUBIC YARDS BRUSH	TONS BULKY	TONS COMMERCIAL	TONS BRUSH	TONS RECYCLE	TONS PW BULKY
OCTOBER	2,805.45	9,268.00	322.85	1,881.00	125.118	18.60	52.23
NOVEMBER					0		
DECEMBER					0		
JANUARY					0		
FEBURARY					0		
MARCH					0		
APRIL					0		
MAY					0		
JUNE					0		
JULY					0		
AUGUST					0		
SEPTEMBER					0		
Total	2805.45	9268	322.85	1881	125.118	18.60	52.23

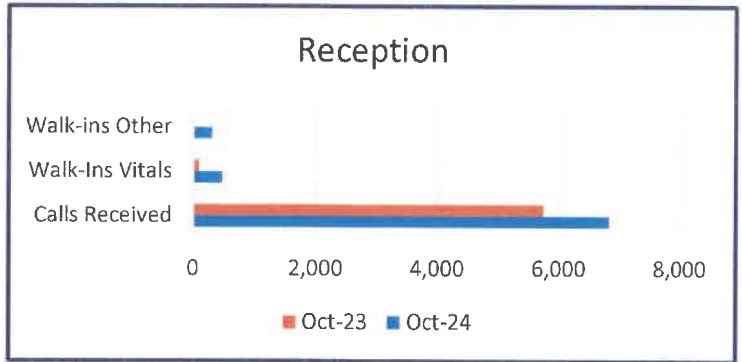
2024 - 2025 SANITATION PICK UP (TONS)



CITY SECRETARY MONTHLY REPORT - OCTOBER 2024



<i>Reception</i>			
Calls Received	6,834	OCTOBER 2023	
Walk-Ins - Vitals	478	Calls Received	5,753
Walk-Ins Other Departments	308	Walk-Ins	98



<i>Vital Statistics</i>				
	OCT. 2024	YTD 2024	OCT 2023	YTD 2023
Birth Records Registered	161	161	188	188
Birth Records Issued	446	446	410	410
Death Records Registered	54	54	34	34
Death Records Issued	47	47	99	99
Funds Received	\$11,162	\$11,162	\$10,143	\$10,143

<i>Cemetery:</i>					
2024-2025	Laurel Hill	San Jose	Catholic	Baby Space	YTD 24/25
Burials	2	0	0	0	0
Sold Spaces	0	0	0	0	0
2023-2024	Laurel Hill	San Jose	Catholic	Baby Space	YTD 23/24
Burials	4	0	2	0	6
Sold Spaces	0	0	0	0	0

HUMAN RESOURCES DEPARTMENT
MONTHLY REPORT
SEPTEMBER 2024

PERSONNEL								Monthly Totals	YTD Totals
Number of Employees, Volunteers, and Others	HIRE	TRANSFERRED	RESIGNED	DISMISSED	RETIRED	DECEASED	OTH		
Regular Full-Time (772 budgeted slots for fiscal year)	12		19	7	1			688	839
Regular Part-Time (50 budgeted slots for fiscal year)	6							59	72
Temporary Full-Time				1				8	10
Temporary Part-Time				5				0	74
Fiscal FYD Totals	227		141	92	14			755	995
Reserve Police Officers								13	17
Volunteer Firefighters								15	26
Texas Workforce Solutions/Work Experience								1	1
AARP Participants								11	23
Volunteers							11	223	348
Fiscal FYD Totals							108	263	415
Staffing									
Request for Positions Processed								30	247
Positions Advertised								20	316
Application for Employment Processed								474	4680
Volunteer Applications Processed								9	110
Interviews Processed								31	423
Job Offers Processed								17	226
New Hire Enrollments Processed								17	226
Pre-Employment Screenings									
Driver License Checks (MVR)								16	130
Mission Police/Mission Municipal Court Record Check								16	130
Hidalgo County Courthouse								16	130
Criminal History Background/Sex Offender Check (DPS)								24	266
Drug Testing, Physical and Pre-placement Screening								18	227
PERSONNEL, con't									
Human Resources Department Visitors:									
Employees, Citizens, Vendors/Representatives Assisted								173	2698
Exit Interviews Conducted:									
Employee Exit Interview								11	60
Supervisor Exit Interview								14	111
Family and Medical Leave Act (FMLA) Forms Processed:									
FMLA Requests								9	98
-- Employee's Serious Health Condition								4	54
-- Family Member's Serious Health Condition								3	36
-- Birth of a Child								2	8
-- Military Family Leave								0	0
-- Injury or Illness of Covered Servicemember								0	0
FMLA Approvals								4	74
FMLA Denials/Withdrawals								2	19
FMLA Return-to-Work								8	60
Employees out on FMLA								19	86
Forms Processed									
Employee Change of Status Forms Processed								101	1633
Employee Requests for Personnel Information Processed								0	43
Employee Disciplinary Forms Processed								11	83
Employment Verifications Processed								15	123
Unemployment Claims Processed								0	12
Public Information Requests Processed								9	77

HUMAN RESOURCES DEPARTMENT
MONTHLY REPORT
SEPTEMBER 2024

PERSONNEL TRAINING SEMINARS							Training Seminars	Employees Attended
10/02/2023 - National Custodian Appreciation Day							1	32
10/05/2026 - Reasonable Suspicion							2	113
10/20/2023 - Live2Lead							1	32
11/29/2023 - Annual Supervisor's Seminar							1	20
03/06/2024 - Ethics Training (Spanish)							1	66
03/18/2024 - De-Escalation Training							2	106
03/28/2024 - Ethics Training - Online							1	445
04/11/2024 - Director's Retreat							1	35
04/12/2024 - Director's Retreat							1	35
05/01/2024 - Preventing Sexual Harassment							1	750
06/25/2024 - STC Bachelor Programs Presentation							2	18
09/01/2024 - Exceptional Customer Service Training - Online							1	650
09/18/2024 - Exceptional Customer Service Training - Spanish							1	90
09/19/2024 - Exceptional Customer Service Training - Spanish							1	30
Fiscal YTD Totals:							17	2422
HEALTH & WELLNESS SEMINARS/EVENTS							Training Seminars	Employees Attended
10/04/2023 - Breast Cancer Awareness Luncheon							1	128
10/12/2023 - Airrosti - Is Sitting a Pain							1	3
10/24/2023 - Airrosti - Is Sitting a Pain							1	2
10/25/2023 - Health Fair Lab Work Consultations							1	75
10/26/2023 - Airrosit - Is Sitting a Pain							1	4
11/30/2023 - Health Fair Lab Work Consultations							1	25
01/08/2024 - It's Time Texas Community Challenge							1	
01/09/2024 - Walking Program							1	5
01/31/2024 - On-Site Annual Physicals							1	23
02/14/2024 - Heartsaver CT Screening							1	13
02/15/2024 - Heartsaver CT Screening							1	13
02/15/2024 - Airrosit - No More Knee Pain							1	6
02/21/2024 - Healthy Heart Awareness Luncheon							1	60
02/27/2024 - Airrosti - No More Knee Pain							1	4
02/29/2024 - Airrosti - No More Knee Pain							1	6
03/12/2024 - Airrosti - Stop Back Pain							1	3
03/14/2024 - Airrosti - Stop Back Pain							1	4
03/26/2024 - Airrosti - Stop Back Pain							1	4
03/28/2024 - Airrosti - Stop Back Pain							1	5
04/10/2024 - Social Security and Medicare Seminar							1	22
04/25/2024 - Financial Literacy (TMRS, MissionSquare, Nationwide) - Service Day							2	48
04/29/2024 - Will Preparation							1	18
05/03/2024 - Mental Health Awareness Happy Hour Activity: Puzzles.							1	30
05/07/2024 - Mental Health Awareness Luncheon							1	94
05/17/2024 - Mental Health Awareness Happy Hour Activity: Activity Sheet							1	
05/30/2024- Mental Health Awareness Activity: Bingo							1	
05/30/2024 - TMRS							1	10
05/31/2024 - Mental Health Awareness Happy Hour Activity: Outdoor Hula Hoop							1	10
07/18/2024 - Hernia Screening							1	11
07/29/2024 - OE Informational Sessions							5	

HUMAN RESOURCES DEPARTMENT
MONTHLY REPORT
SEPTEMBER 2024

07/30/2024 - OE Informational Sessions									5	
07/31/2024 - OE Informational Sessions									1	
07/31/2024 - Nutrition and Weight Management									1	14
08/05 - 08/09/2024 Open Enrollent Week									5	750
08/13/2024 - Open Enrollment Make-Up Session									1	25
08/15/2024 - Open Enrollment Make-Up Session									1	25
Fiscal YTD Totals:									49	1440
EMPLOYEE RECOGNITION/EVENTS										Employees Attended
10/02/2023 - National Custodian Appreciation Day									1	32
10/14/2023 - Mission Pink Walk									1	25
10/16/2023 - BCA Door Decorating Contest - Winner: City Secretary									1	6
11/02/2023 - Veteran's Appreciation Luncheon									1	40
11/14/2023 - Employee Appreciation Luncheon									1	350
11/14/2023 - Employee Talent Show									1	20
11/15/2023 - Employee Turkey Distribution									1	750
11/30/2023- No Shave November Contest									1	10
12/05/2023 - Service Awards Recognition									1	160
12/06/2023 - Pre-Retirement Seminar									1	40
02/03/2024 - Bike Riding									1	20
02/09/2024 - Volleyball Tournament									1	20
02/21/2024 - Bowling Tournament									1	70
02/29/2024 - Employee Appreciation Luncheon									1	400
03/01/2024 - National Procurement Month									1	4
03/01/2024 - Risk Appreciation Day									1	2
04/01/2024 - National Community Development Week									1	4
04/07/2024 - National Library Week									1	31
04/24/2024 - Administrative Professional's Day - Ice Cream Social									1	40
Fiscal YTD Totals:									19	2024



**BOYS & GIRLS CLUB
OF MISSION**

**Directors Report
October 2024**

- **Programs**

- BGCM After school program continues through December '24
- After School Program Members

Unit	2023	2024
Main	40	82
Leal	33	44
CWV	23	29

- **Athletics**

- BGCM just finished registration for basketball leagues and is expecting over 500 participants.

Basketball Registrants

2022	2023	2024
434	560	556

- **General**

- BGCA conducted external safety assessment at BGCMission Main and CWV units. BGCMission identified areas of need including more thorough background checks for staff and volunteers, building improvements, and upgraded security measures
- Average Daily Participation(ADP) at BGCMission including programs and athletics for the month of October was over 400.

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

PROGRESS REPORT CDBG	AUGUST, 2024 UNOFFICIAL				
AGENCY / DEPARTMENT / DESCRIPTION / BUDGET	MONTHLY EXPENDITURE	ACCOMPLISHMENT	YEAR TO DATE	%	BALANCE
AMIGOS DEL VALLE - MEALS \$17,000.00 Funds will be utilized to provide meals to homebound seniors.	\$0.00	Agency exhausted funding. YTD: 19 clients served 3,202 meals	\$17,000.00	100%	\$0.00
AREA AGENCY ON AGING \$3,000.00 Funds will be utilized to provide assist seniors with minor repairs/modifications and medical supplies.	\$0.00	Agency exhausted funding. YTD: 9 clients served	\$3,000.00	100%	\$0.00
C.A.M.P. UNIVERSITY \$3,000.00 Funds will be utilized to provide day habilitation providing life skills for adults with special needs.	\$0.00	Agency exhausted funding. YTD: 9 clients served	\$3,000.00	100%	\$0.00
COMFORT HOUSE \$3,000.00 Funds will be utilized to provide twenty-four hour palliative care to patients who have a prognosis of four months or less to live.	\$0.00	Agency exhausted funding. YTD: 5 clients served	\$3,000.00	100%	\$0.00
HOPE MEDICAL SERVICES \$3,000.00 Funds will be utilized to provide medical services to uninsured and/or low income residents.	\$0.00	Agency exhausted funding. YTD: 26 clients served	\$3,000.00	100%	\$0.00
CASA OF HIDALGO COUNTY, INC. \$1,000.00 Funds will be utilized for expenses generated in advocating for abused and neglected children.	\$0.00	Agency exhausted funding. YTD: 5 clients served	\$1,000.00	100%	\$0.00
CHILDREN'S ADVOCACY CENTER \$11,000.00 Funds will be utilized to provide counseling services for abused/neglected children and their families.	\$0.00	In August did not receive any request. Agency contacted & they are making an effort to assist another client & submit final request in September, 2024 to exhaust funds. YTD: 85 clients served	\$10,885.75	99%	\$114.25
EMERGENCY RENTAL ASSISTANCE PROGRAM \$15,000.00 Funding will be utilized to provide short term (no more than 3 months) emergency payments on behalf of individuals or families to prevent homelessness.	\$3,541.00	Staff submitted July's request (\$3,541) in August and has been processed. In September, 2024 received 1 application, under review and if eligible will exhaust funds. YTD: 6 clients served	\$13,339.38	89%	\$1,660.62
SILVER RIBBON \$3,000.00 Funds will be utilized to provide assistance with rent, rent deposits, utilities, utility deposits, medications, physician/medical visits, eyeglasses, durable medical equipment.	\$800.00	Agency submitted July's request (\$800.00) in August & has been processed. On Sept. 16, 2024 received Aug. request for \$325.82 for 1 household to be assisted. Balance remaining \$64.10 to exhaust funds. YTD: 16 clients served	\$2,610.08	87%	\$389.92
AFFORDABLE HOMES OF SOUTH TEXAS \$100,000.00 Funding will be utilized to provide direct home ownership assistance with subsidizing mortgage principal.	\$0.00	In Aug. received request for \$15,775 to be process in Sept., 2024. On Sept. 3, 2024 received request for \$15,175.96 to assist 1 household. Exhausting the subsidy assistance & having a remaining balance for administration cost in the amount \$8,304.08. YTD: 5 clients served	\$76,879.71	77%	\$23,120.29
HOUSING ASSISTANCE PROGRAM					
REHABILITATION \$75,000.00	\$350.00	Staff submit title search payment for 1 project contract signed & underway; Rebid in August for 2 projects and bid was accepted. Pending contractor insurances & required documents to proceed.	\$350.00	0%	\$74,650.00
RECONSTRUCTION \$636,209.00	\$39,645.00	Staff submitted August's request (\$39,645) for 2nd draw of 45% payment at 100% completion for 1 project.	\$344,748.35	54%	\$291,460.65
HOUSING ADMINISTRATION \$103,833.00	\$8,013.18	Oversight expense of the Housing Assistance Program	\$87,304.87	84%	\$16,528.13
PROGRAM ADMINISTRATION \$184,934.00	\$8,780.16	Oversight expense of the CDBG Program	\$143,278.82	77%	\$41,655.18
\$1,158,976.00	\$61,129.34		\$709,396.96	61%	\$449,579.04
Community Development Department CDBG / HOUSING					
	New Applicants (HAP)	Agencies/Contractor/ Department:	Incoming Calls	# of referrals to other agencies/departments:	Walk-ins
	1	4	31	10	15
	New Applicants (EAP)	New Applicants (ERAP)	Re-certifications:	Previously Assisted:	Appointments
	0	1	2	6	1

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

PROGRESS REPORT CV		AUGUST, 2024 UNOFFICIAL			
AGENCY / DEPARTMENT / DESCRIPTION / BUDGET	MONTHLY EXPENDITURE	ACCOMPLISHMENT	YEAR TO DATE	%	BALANCE
AMIGOS DEL VALLE - MEALS					
\$0.00					
Funds will be utilized to assist seniors affected by COVID-19 and expand services for weekend deliveries and/or drive-thru meal pickup due to social distancing.	\$0.00	Agency exhausted funds.	\$0.00	100%	\$0.00
EMERGENCY ASSISTANCE PROGRAM					
\$16,349.00					
Funds will be utilized to assist residents affected by COVID-19 with rent/mortgage and utility assistance.	\$0.00	Agency exhausted funds.	\$16,349.00	100%	\$0.00
PROGRAM ADMINISTRATION					
\$0.00					
	\$0.00	Agency exhausted funds.	\$0.00	100%	\$0.00
AFFORDABLE HOMES OF SOUTH TEXAS CV3					
\$62,715.88					
Funds will be utilized to provide rent and mortgage assistance to residents that have been affected by the pandemic COVID-19.	\$2,765.64	Agency submitted July's request (\$2,765.64) in Aug. On Sept. 13, 2024 received August's request of \$6,401.57. Agency continues to promote program & hold events through out Mission. YTD: 4 clients served.	\$19,734.32	31%	\$42,981.56
FOOD BANK OF RGV CV3					
\$0.00					
Funds will be utilized to purchase food items for distribution of food baskets/boxes to individuals/families affected by COVID-19.	\$0.00	Agency exhausted funds.	\$0.00	100%	\$0.00
MISSION FIRE DEPARTMENT CV3					
\$43,937.89					
Funds will be utilized to purchase equipment for emergency use at the shelter during declared disasters to serve the community affected by COVID19	\$0.00	Meeting held with Dept. & have processed PO to purchase needed shelter items (pending purchase). Bidding for other shelter items to request purchase order.	\$38,145.00	87%	\$5,792.89
\$123,002.77	\$2,765.64		\$74,228.32	60.35%	\$48,774.45



CITY OF MISSION

Grants Activity Report- October 2024

Grant Name	Funding Agency	Department	Application Amount	Matching Amount	Due Date	Status
FY22 Building Resilient Infrastructure and Communities (BRIC)	TDEM	Executive	\$ 415,000	25%		Submitted-Tracking
FY25 Border Zone Fire Dept.	OOG	Fire	\$ 250,000	None		Submitted-Tracking
FY25 Rifle Resistant Body Armor	OOG	PD	\$ 189,505	None		Submitted-Tracking
FY25 Project Safe Neighborhood	OOG	PD	\$ 49,680	None		Submitted- Tracking
FY25 Local Border Security Program	OOG	PD	\$ 190,000	None		Submitted-Tracking
FY25 Operation Lone Star	OOG	PD/FIRE	\$ 5,000,000	None		Submitted- Tracking
Animal Welfare Organization	Petco Love	Health	\$ 50,000	None		Submitted-Tracking
FY24 Edward Byrne Memorial Justice Assistance Grant (JAG)	BJA	Police	\$ 12,134	None		Submitted-Tracking
Energy Efficiency & Conservation Grant (EECBG)	DOE	Executive	\$ 140,450	None		Submitted-Tracking
Police K9 Grant Program	JIREH K-9	Police	Acquisition of K-9	None		Submitted-Tracking
Resilient Communities Program	TX GLO	Executive	\$ 300,000	None	Rolling	In Progress



Grants Activity Report- October 2024

Grant Name	Funding Agency	Department	Application Amount	Award Amount	Matching Amount	Status
FY25 Comprehensive Grant	TXDOT	Police	\$ 37,000	\$ 37,000	20%	Awarded/Active
DWI Phlebotomy Program Grant	TXDOT	Police	\$ 187,557.88	\$ 187,557.88	20%	Awarded/Active
FY25 STEP CMV Grant	TXDOT	Police	\$ 29,975	\$ 29,975.00	20%	Awarded/Active
OVAG-Victim Services (Year Two)	OAG	Police	\$ 49,500	\$ 49,500	None	Awarded/Active
FY22 FEMA Flood Mitigation Assistance (FMA)	TWDB	Executive	\$ 288,000	\$ 288,000	10%	Awarded/Active
FY23 Operation Stonegarden	OOG	PD	\$ 325,000	\$ 325,000	None	Awarded/Active
FY23 COPS Hiring Program	DOJ COPS	Police	\$ 1,771,398.16	\$ 1,000,000	25%	Awarded/Active
FY24 General Victim Assistance Grant Program	OOG	Police	\$ 50,000	\$ 50,000	None	Awarded/Active
FY24 Local Border Security Program	OOG	Police	\$ 190,000	\$ 190,000	None	Awarded/Active
FY23 SHSP LETPA	OOG	Police	\$ 56,142.35	\$ 58,544.24	None	Awarded/Active
FY23 Transportation Alternatives	RGVMPPO	Executive	\$ 200,000	\$ 200,000	25%	Awarded/Active
Animal Welfare Organization	Petco Love	Health	\$ 35,000	\$ 30,000	None	Awarded/Active
La Cuchilla Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 997,236.75	1%	Awarded/Active
Astroland Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 999,162	1%	Awarded/Active
Trail Connectivity Project	VBLF	Park	\$ 500,000	\$ 500,000	None	Awarded/Active
FY22 Justice and Mental Health Program	BJA	Police	\$ 388,001.38	\$ 229,962.91	(Year 1) 20%	Awarded/Active
Better Cities for Pets	Mars Petcare Program	Health	\$ 20,000	\$ 20,000	None	Awarded/Active
Lions Park Development	AEP	Parks	\$ 30,000	\$ 30,000	None	Awarded/Active
All-Inclusive Lions Park	TPWD	Parks	\$ 1,500,000	\$ 750,000	\$750,000	Awarded/Active
				Grand Total: \$	5,971,939.00	



Public Works

October 2024 Monthly Report

Streets Department



Taylor Road Project



Public Works Projects



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Utility Billing and Collection

ANALYTICAL STATISTICAL COMPARISON				
‡ UTILITY BILLING ACCRUALS ‡				
BILLING TYPE	OCT - 2024	OCT - 2023	FYTD 24-25	FYTD 23-24
Water Consumption (Gals.)	329,179,000	469,067,000	329,179,000	469,067,000
Number of Customers	30,504	30,051	30,504	30,051
WATER & WASTEWATER				
Water Sales	\$ 1,128,409	\$ 1,479,366	\$ 1,128,409	\$ 1,479,366
Water Sales - <i>Granjeno</i>	2,145	2,938	2,145	2,938
Water Connections	46,675	29,100	46,675	29,100
Reconnect Fees	13,975	7,225	13,975	7,225
Sewage Service	641,366	774,959	641,366	774,959
Sewage Service - <i>Granjeno</i>	1,172	1,238	1,172	1,238
Wastewater Connections	14,310	8,920	14,310	8,920
Industrial Sewer Surcharge	116	0	116	0
Service Charge	10,415	8,411	10,415	8,411
Total	\$ 1,858,583	\$ 2,312,157	\$ 1,858,583	\$ 2,312,157
SANITATION				
Garbage Fees	\$ 688,045	\$ 622,873	\$ 688,045	\$ 622,873
Brush Fees	104,274	103,051	104,274	103,051
Total	\$ 792,319	\$ 725,924	\$ 792,319	\$ 725,924
DRAINAGE ASSESSMENT FEE				
Drainage Assessment Fee	\$ 106,733	\$ 105,311	\$ 106,733	\$ 105,311
Total	\$ 106,733	\$ 105,311	\$ 106,733	\$ 105,311
Total Billing	\$ 2,757,635	\$ 3,143,392	\$ 2,757,635	\$ 3,143,392
‡ UTILITY COLLECTIONS CASH ‡				
COLLECTIONS	OCT - 2024	OCT - 2023	FYTD 24-25	FYTD 23-24
Total Collections	\$ 2,039,243	\$ 2,273,671	\$ 2,039,243	\$ 2,273,671

Water Distribution

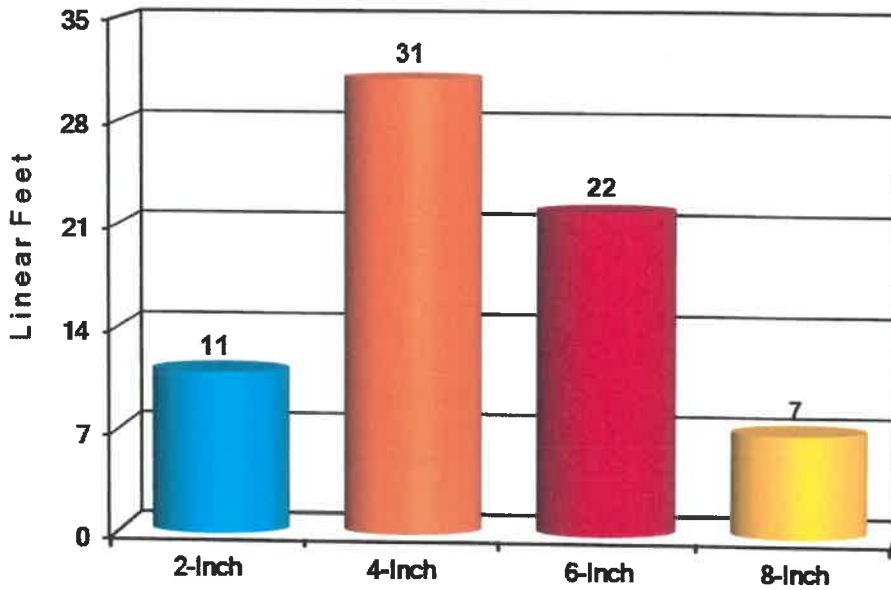
Utility Line Installation

Water Distribution Crews installed 71 Linear Feet of Utility Line. Below are the locations where the broken line repairs took place. There were thirty-two (32) major water line breaks repaired.

Water Distribution - Utility Line Installation

2-Inch		4-Inch		6-Inch		8-Inch	
1243 Bus 83	2'	2201 Village Dr	4'	Military / Schuerbach	20'	805 E. Expwy Hwy 83	7'
Carolina / Western	2'	2901 Sta. Alejandra	3'	1020 Seitz	2'		
4 th St / Toledo	4'	131 Davina	2'				
1306 S Conway	3'	1501 Charles	3'				
		218 Union	3'				
		1432 Sta. Maria	2'				
		1911 Rosalinda	2'				
		1905 Rosalinda	2'				
		1908 Rosalinda	2'				
		1708 Victoria	2'				
		2215 Colorado	3'				
		2118 Sabinal	3'				
11 LF		31 LF		22 LF		7 LF	

October 2024
Utility Pipe Line Installation



Pipe Size

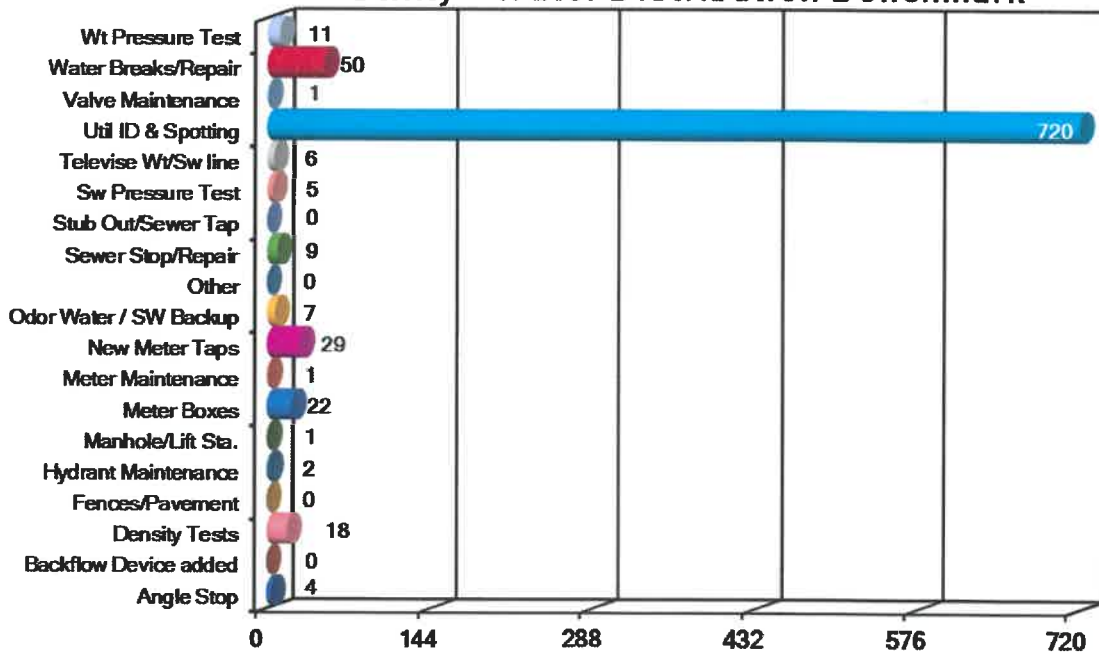
Water Distribution

Water Distribution - Maintenance Benchmark Summary

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

Service Type	October	FYTD 24-25	FY 23-24
Angle Stop	4	4	155
Backflow Device	0	0	1
Density Tests	18	18	144
Fences/Pavement	0	0	0
Hydrant Maintenance	2	2	505
Manhole/Lift Station	1	1	76
Meter Boxes	22	22	711
Meter Maintenance	1	1	127
New Meter Taps	29	29	744
Odor Water	7	7	190
Other	0	0	232
Sewer Stop/Repair/Tap	9	9	150
Stub Out Sewer	0	0	10
Sewer Pressure Test	5	5	89
Televise Sewer line	6	6	28
Utility ID & Spotting	720	720	7,764
Valve Maintenance	1	1	27
Water Break/Repair	50	50	450
Water Pressure Test	11	11	36
Totals	886	886	11,439

October 2024
Utility - Water Distribution Benchmark



Water Distribution - Utility Inspections Utility Inspectors, Mr. Lupe Vela and Mr. Carlos Fuentes, conducted inspections on thirty-three sites below, performed 18 Density Tests, 10 Air Tests, 5 Mandrel Tests, 1 hydrostatic Test. Inspectors worked on 280 line locates.

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

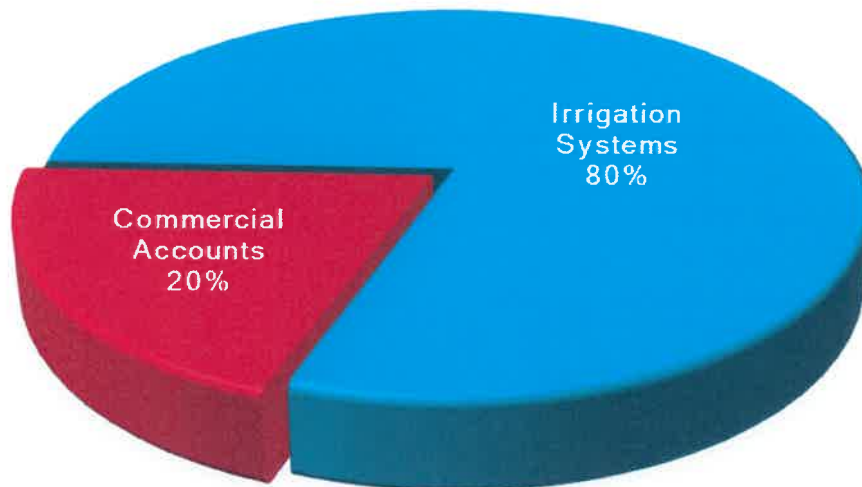
Water Distribution - Backflow Prevention Inspections

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

2024-25 Backflow Inspections

Tests / Surveys	October	FYTD 24-25	FY 23-24
Inspection of <i>Commercial</i> Accts	4	4	71
Inspection of <i>Sprinkler</i> Accts	16	16	137

October 2024
Backflow Prevention Inspections



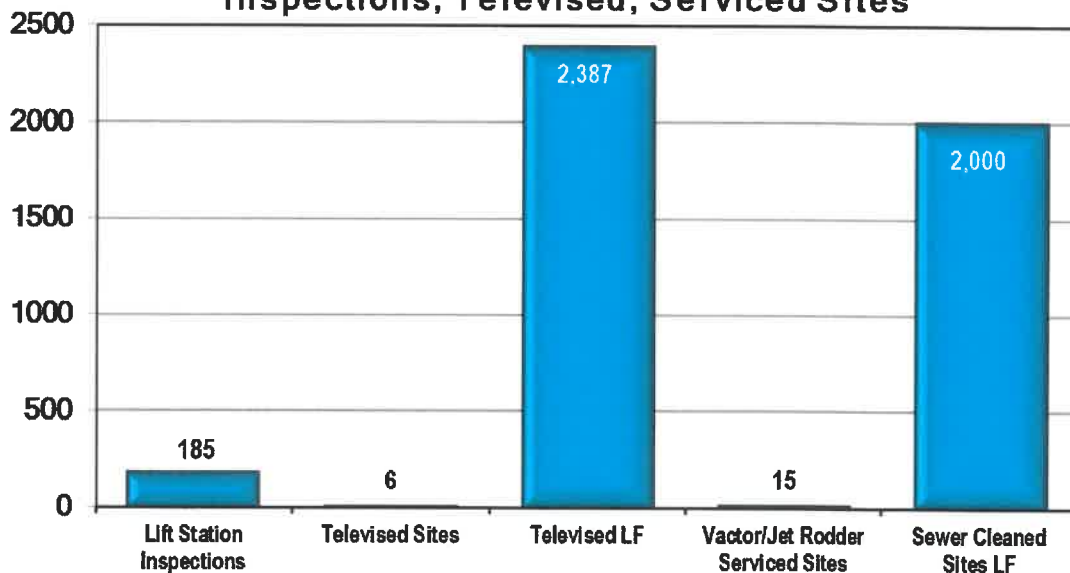
Water Distribution - Sewer Collection

Our Sewer Collection Crews inspected and maintained monthly the City's 40 active Sewer Lift Stations and approximately 374.58 miles of sewer lines by responding to 7 sewer backups, 6 sewer line televised sites, cleaned 15 sewer line site (3 Vactor / 12 Jet Rodder) and 185 lift station work orders for this month.

Sewer Lift Station Inspections Vactor / Jet Rodder Cleaning Services

Service Type	October	FYTD 24-25	FY 23-24
Lift Stations Inspections	185	185	5889
Televised Sites	6	6	28
Televised Linear Feet (LF)	2387	2387	15519
Vactor/Jet Rodder Serviced Sites	15	15	23
Vactor/Jet Rodder Serviced Linear Feet (LF)	2000	2000	4428

October Sewer Collection Inspections, Televised, Serviced Sites



Water Treatment Plant

Water Production

Water Plant Operators at our North and South Water Treatment Plants treated 409.053 million gallons of water.

2024-25 Water Million Gallons (MG)

Avg	Max	Min	October	FYTD 24-25	FY 23-24
13	15	10	409	409	4,915

Parameters Exceeded: N/A

Rainfall: 1.30"

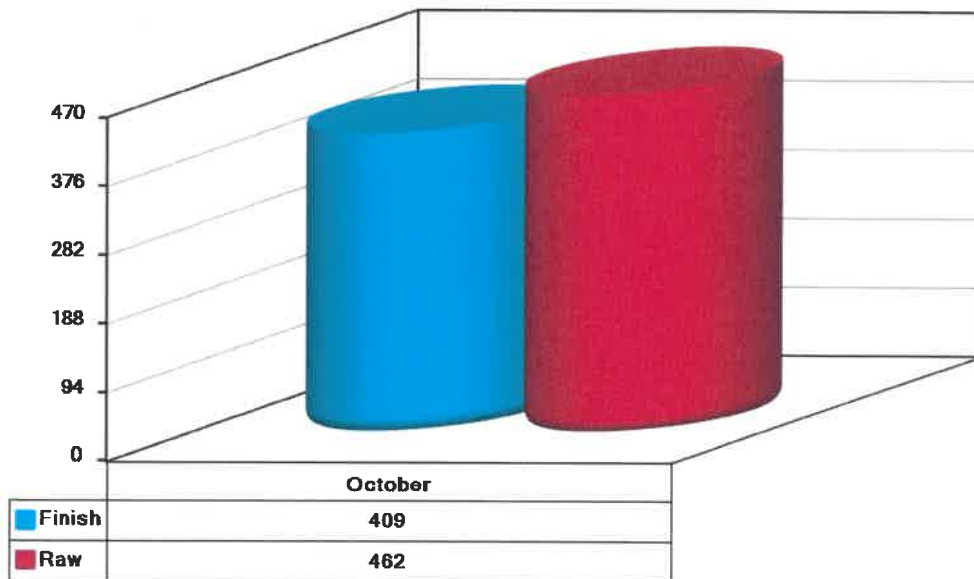
Operations and Maintenance - North Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- Staff continued with performing maintenance on pumps and motors.
- Operators performed required daily and monthly water lab analysis, backwashed and cleaned required filters.
- COVID-19 safety practices continue based on the CDC Guidelines and staff are encouraged to wear masks and practice social distancing.
- The Control Network Plus (CNP) Company has been upgrading the SCADA System.
- Replaced the Soft Starter to the High Service Pump No. 4.
- Updating the City’s customer list for the TCEQ & EPA “The Lead and Copper Rule Revision” Report.
- Reviewed water quality lab results from the following certified laboratories:
 1. Ana-Lab (Chlorite, TOC, SUVA)
 2. Eurofins Eaton Analytical (Chlorite)

Operations and Maintenance - South Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- Operators continued with regular maintenance of pump and motors, as well as, kept up with mowing grass in the facilities and towers.
- Currently, as of October 25, 2024, the Falcon Reservoir water level is at 13.5% and the Amistad Reservoir water level is at 26.8%, respectively. The average of both water reservoir levels is at 20.15%.
- Operators performed daily and monthly water lab analysis, backwashed and cleaned required filters.
- Staff performed necessary water plant and reservoir adjustments; such as water influent, water effluent, water levels and chemical adjustments.
- Staff maintained grass trimmed at two treatment plants, reservoirs and distribution water towers.
- Initiated preventive maintenance on equipment as deemed necessary and exercised emergency generators weekly.

**Water Treatment Plants
2024-25 Raw & Finish Water
Million Gals. (MG)**



Wastewater Treatment Plant

Wastewater - Treatment Wastewater Plant staff treated 227.190 million gallons of Wastewater.

2024-25 Wastewater Million Gallons (MG)

Avg	Max	Min	October	FYTD 24-25	FY 23-24
7.3	8.6	6.6	227	227	2,719

Wastewater - Wastewater Plant Status Pending violations this month. Plant operated at 55.07% capacity; Plant is rated at 13.5 mgd; Yearly averaged 7.434 mgd. There was 1.7 inches of rainfall this month.

Wastewater - Risk Management Program As the City employee faces certain viruses and pathogens at the Wastewater Plant, the department has followed the suggested CDC Guidelines for COVID-19, as well as, all employees received Proper Protection Equipment when needed. All cleaning and disinfection are done by janitorial staff. Facilities Department checked all filters for all buildings with climate control systems and also checked equipment for fire hazard preparation and cleaned the filters for every air condition unit. Staff was instructed to inform authorities if unauthorized personnel were in the Plant after hours. Only authorized personnel may visit the Plant and visitors need to either sign in lobby or schedule an appointment with the department.

Wastewater - Staff Developments Eric Hernandez is a new employee and has started his training for process control and will be training for basic wastewater knowledge. He will soon be able to test and receive his TCEQ "D" Wastewater Plant License. The Plant has Ramiro Ortiz as Wastewater Plant Chief Operator. He will be responsible for the process control of the Plant and all processing of water samples and TCEQ compliances. This role is critical for all Wastewater Plant operations.

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

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

1. Odor control systems were monitored and adjusted to reduce malodorous emissions.
2. Operators continued routine cleaning of Clarifiers side walls to remove algae buildup.
3. Pumps at our Main Lift Station were exercised for better flow to our Screening System at head works.
4. Operators cleaned "Tea Cup" Grit System at head works on a weekly basis.
5. Maintenance Crew worked on the Lift Station pumps and exercised all pumps at the Main Lift Station.
6. Maintenance Operators worked on thickener pump leaks, repairs and adjustments.
7. Operators worked on Lift Station No. 2 pump maintenance.
8. Maintenance greased bearings on schedule.
9. Gate for holding tank number one was put out of service to have motor rewound.
10. Grounds keeping was done by all Operators.

Wastewater - Contract Work

City's Contracted out electricians worked on the following.

1. J&E worked on the RAS Pump No. 4.
2. Hill-Tex work done at the Plant was as follows.
 - Worked on RAS Pump Motor No. 3 and RAS Pump No. 5 west of the Plant.
 - Worked on lighting for UV area on west side of Plant.
 - Worked on Lift Station No. 1 and on pumps 5 and 6.

Wastewater - Other Contract Work

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

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

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

Pre-Treatment Four surface aerators and motors are operational. Clarifier at Pretreatment was cleaned up of debris on the surface. All industrial flows to the Plant continued to be accounted for by meter totalizers and truck tickets. The Lone Star Citrus Company transported 35 truckloads of 175,000 gallons of citrus wastewater to the Pretreatment System. Pretreatment flow of waste from Rio Grande Juice Company and MPI (Metal Plating Industry) totaled 2,770,300 million gallons. Total sludge hauled was 546 cubic yards equivalent to 39 roll off containers.

2024-25 Sludge Removal

Month	Roll Offs	Cu/Yds
October	39	546
FYTD 24-25	39	546
FY 23-24	530	7,365

Street Division - Benchmark Summary

Our Street Crews patched approximately 726 potholes; placed a total of 19 signs, 11 poles (cemented); inspected and repaired 90 traffic lights and street lamps; 1,662 street miles was swept; removed 280 tires; and street crews cleared right-of-way tree limb obstructions. There were 223 customers and a monetary Collection of Debris totaling \$6,299.

Street Improvement & Construction Projects

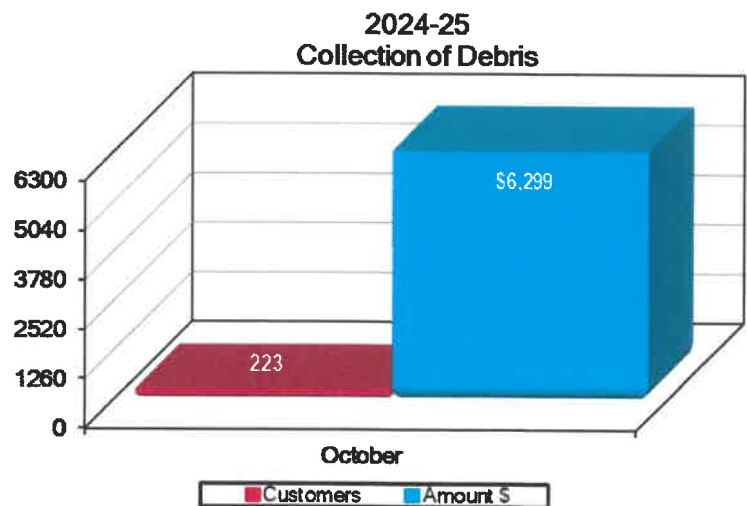
Project Name	Linear Feet	Construction % Completion	Current Status	Project Cost	Contractor
Patching Citywide	60 Tons	100%	Complete	\$ 4,410	Street Department

Collection of Debris

There were 223 customers with a collection of debris totaling \$ 6,299.

Collection of Debris

Month	Customers	Amount \$
Oct	223	\$ 6,299
FYTD 24-25	223	\$ 6,299
FY 23-24	2,582	\$ 71,496



City Pothole Maintenance

Street Crews filled a total of 726 potholes.

Month	FYTD 23-24	FYTD 24-25
October	767	726
Totals	767	726

City Street Miles Swept

Mr. Torres, Mr. Gutierrez, Mr. Medina, Sweeper Operators, cleaned 1,662 miles.

Month	FYTD 23-24	FYTD 24-25
October	1,048	1,662
Totals	1,048	1,662

Lot Maintenance / Demolished Home

There was no demolished home or lot maintenance.

Month	FYTD 23-24	FYTD 24-25
October	0	0
Totals	0	0

Sign Shop Output Measures

Crews installed 19 signs (5 stop signs) and 11 cemented poles.

2024-25 Sign Installation

Month	FYTD 23-24	FYTD 24-25	Posts
October	33	19	11
Totals	33	19	11

Street Light Maintenance

There were no Street Light inspections this month.

2024-25 Light Maintenance

Month	FYTD 23-24	FYTD 24-25
October	0	0
Totals	0	0

Traffic Signal Maintenance

Vexus Contractors damaged underground utility boxes, communications damaged wires for the Mayberry and 83 intersection. Crew had trench work done for street lamp.

Month	School Zone			Traffic Signals Light Changes							
	Light Bulb Replacement	Re-set Controller	School Maint	Green	Red	Amber	Walk / Don't Walk	Trouble shoot Controller	Reg Maint	Misc	Total
October	0	0	8	1	1	0	0	6	37	45	90
24-25	0	0	8	1	1	0	0	6	37	45	90
23-24	19	43	146	14	14	15	29	60	365	459	1164

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

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

Tire Removal Our Streets Crew removed 280 tires from the City this month.

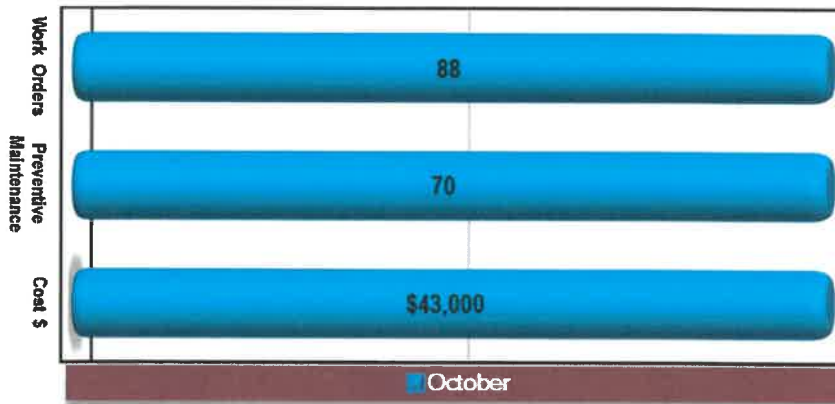
Tire Collection

Month	FYTD 23-24	FYTD 24-25
October	210	280
Totals	210	280

2024-25 Fleet Maintenance & Cost Summary

Charge Code	Work Orders	Preventive Maintenance	Cost \$
Oil Changes / PM	70	70	\$ 18,000
Repairs	18	0	\$ 25,000
October	88	70	\$ 43,000
FYTD 24-25	88	70	\$ 43,000
FY 23-24	1,012	717	\$ 492,800

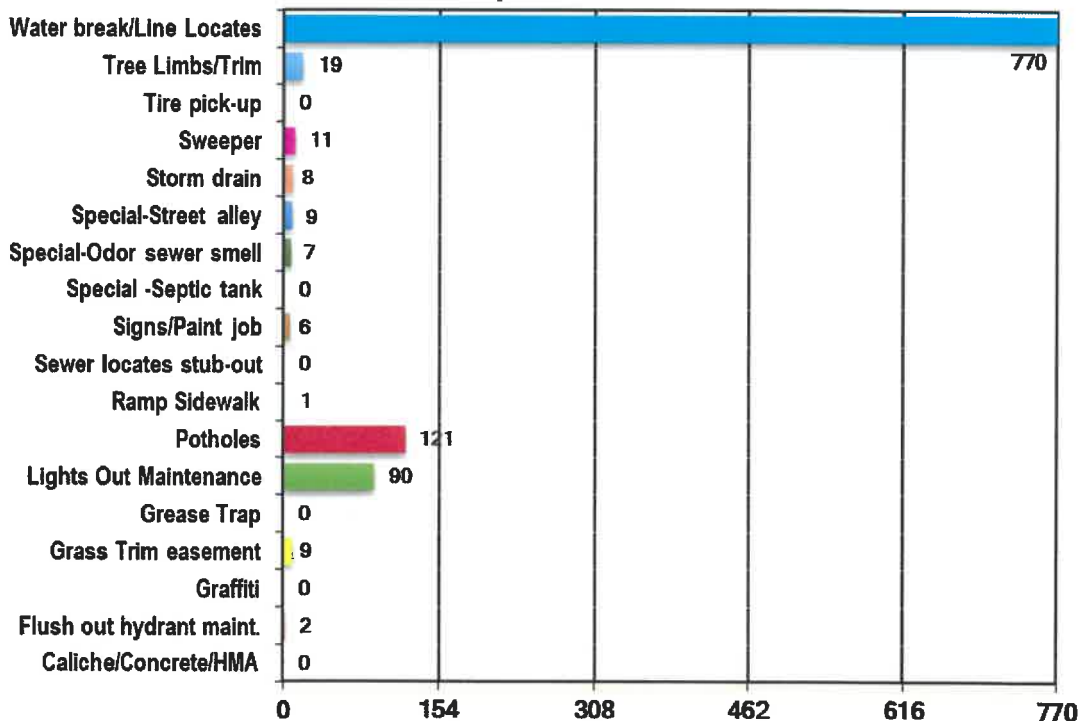
2024-25 Fleet Work Order Benchmark



Administration Request for Service Calls

Service Type	October	FYTD 24-25	FY 23-24
Caliche/Concrete/HMA	0	0	8
Flush Hydrant Maintenance	2	2	505
Graffiti	0	0	0
Grass Trim easement	9	9	115
Grease Trap	0	0	0
Lights Out Maintenance	90	90	1,164
Potholes	121	121	592
Ramp Sidewalk	1	1	11
Sewer locates stub-out	0	0	9
Signs/Paint job	6	6	43
Special -septic tank	0	0	0
Special-Odor smell	7	7	189
Special-Street alley	9	9	75
Storm drain	8	8	79
Sweeper	11	11	109
Tire pick-up	0	0	62
Tree Limbs/Trim	19	19	204
Water break/Line locates	770	770	8,214
Total	1,053	1,053	11,379

October 2024 Request for Service Calls

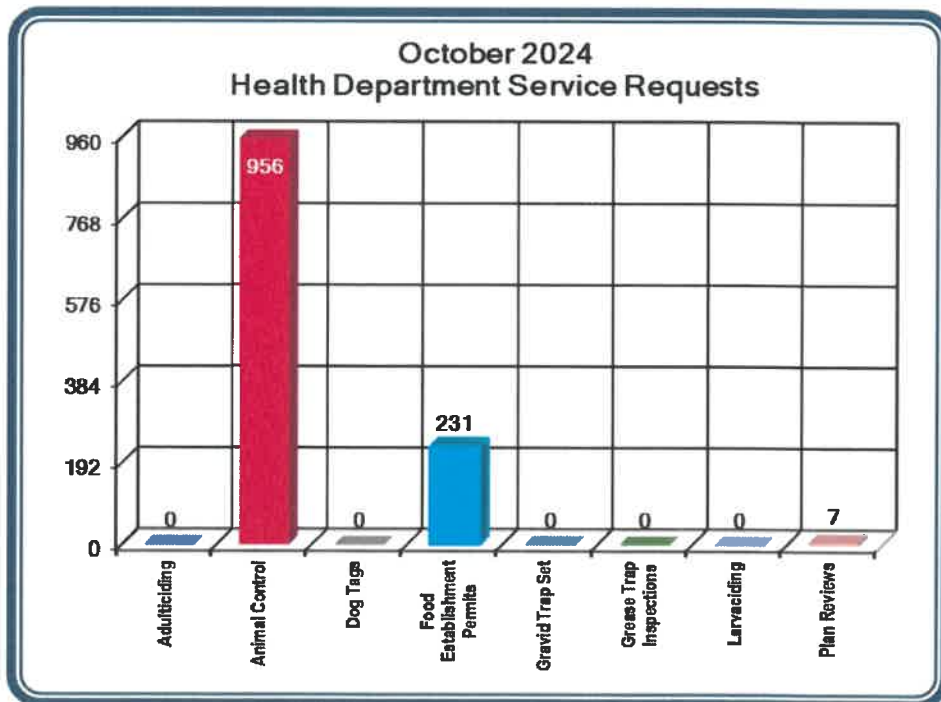


Health Department

Health Department Benchmark Summary

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

Service Type	October	FYTD 24-25	FY 23-24
Adulticiding	0	0	123
Animal Control	956	956	9,269
Dog Tags	0	0	33
Food Est. Permits	231	231	1,054
Gravid Trap Set	0	0	0
Grease Trap Inspections	0	0	0
Larvaciding	0	0	12
Plan Reviews	7	7	87
Total	1,194	1,194	10,578



Health Permits

A total of 231 Food Establishment permits were issued this month.

Food Establishment Permits		
Month	FY 23-24	FY 24-25
Oct	114	231
Totals	114	231

Animal Control Service Calls

Citizens called (956 calls) regarding Animal Control concerns.

Animal Control Calls		
Month	FYTD 23-24	FY 24-25
Oct	756	956
Totals	756	956

Health Department Animal Control

Our City's Animal Wellness Officers, Daniel, Ivan and Jesus reported the following Animal Control for October. The staff from Palmview and Alton are pending reporting for October. There were 181 requests for service orders completed by City staff this month.

Dogs

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	October	FY 24-25
Mission	65	4	0	14	0	0	83	83
Alton	0	0	0	0	0	0	0	0
Palmview	0	0	0	0	0	0	0	0
October	65	4	0	14	0	0	83	
FY 24-25	65	4	0	14	0	0		83
FY 23-24	1067	86	7	173	61	0		1048

Cats

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	October	FY 24-25
Mission	65	0	0	23	0	0	88	88
Alton	0	0	0	0	0	0	0	0
Palmview	0	0	0	0	0	0	0	0
October	65	0	0	23	0	0	88	
FY 24-25	65	0	0	23	0	0		88
FY 23-24	799	5	3	253	8	0		1068

Wildlife

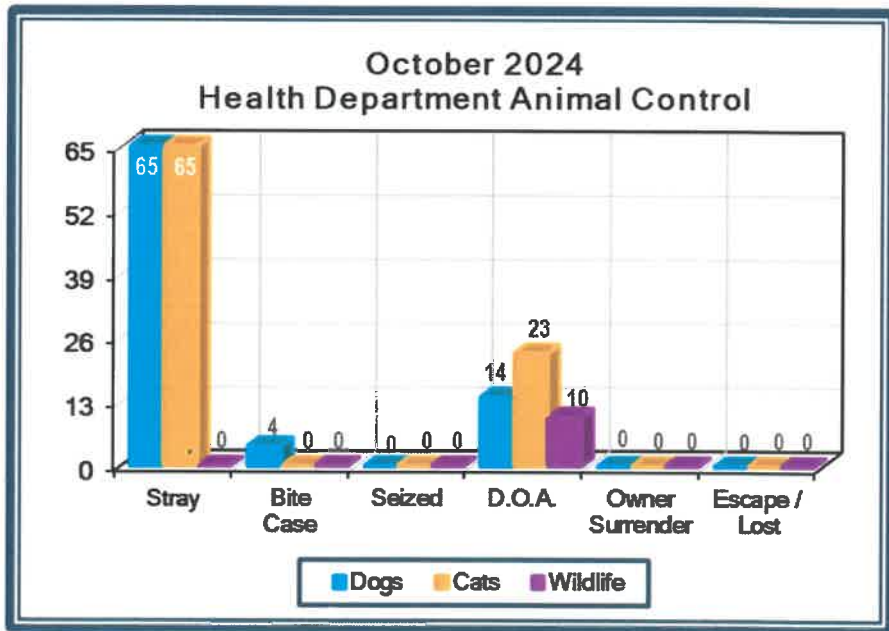
CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	October	FY 24-25
Mission	0	0	0	10	0	0	10	10
Alton	0	0	0	0	0	0	0	0
Palmview	0	0	0	0	0	0	0	0
October	0	0	0	10	0	0	10	
FY 24-25	0	0	0	10	0	0		10
FY 23-24	23	0	0	128	3	0		166

Health Department Animal Control Summary

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

October 2024 Health Department Animal Control

Animal Type	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape / Lost	Oct	FY 24-25
Dogs	65	4	0	14	0	0	83	83
Cats	65	0	0	23	0	0	88	88
Wildlife	0	0	0	10	0	0	10	10
Oct	130	4	0	47	0	0	181	
FY 24-25	130	4	0	47	0	0		181
FY 23-24	1,889	91	10	569	69	0		2,628





Information Technology

Departmental Report October 2024

Information Technology Department Overview

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

Equip new and existing units with new Technology

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

Multifactor Authentication

Purchase and configure Multi Factor Authentication to strengthen security posture. Implementation phase. Estimated completion End of November.

Work Orders

IT goal is to close tickets within 48 hours. Priority work orders are worked on first. 206 Work orders closed October 2024.

Windows 10 End of life

Windows 10 is reaching its end of life. All city computers need to be upgraded to windows 11. About 99% Complete.

Tyler Data Archive

Legacy public safety RMS servers and application are end of life. Data needs to be migrated to the hosted Tyler solution. Complete

Firewall

Replace current firewall. Implementation phase. Completion estimated 11/8/2024



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: November 12, 2024
PRESENTED BY: Susana De Luna, Interim Planning Director
AGENDA ITEM: Rezoning: Being a 0.97 acre tract of land, more or less, out of and forming a part of Lot 204, John H. Shary Subdivision, from (C-4) Heavy Commercial to (R-1T) Townhouse Residential, Lourdes Lerma, and Adoption of Ordinance#____ - De Luna

NATURE OF REQUEST:

On November 6, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located approximately 352.56' West of N. Shary Road along the south side of Mirabelle Street. There was public opposition during the P&Z Meeting. The concerns voiced were in regards to increased traffic and congestion, noise and disturbance, property value impact, privacy, security issues, overburdening local infrastructure, change in community character, proposed emergency exist will remove greenway and impede the traffic flow, and private drive will not allow the free flow of garbage collection. A petition reflecting 42% in opposition was submitted by the residents. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *MRP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING BEING A 0.97 ACRE TRACT OF LAND, MORE OR LESS, OUT OF AND FORMING A PART OF LOT 204, JOHN H. SHARY SUBDIVISION, (C-4) HEAVY COMMERCIAL TO (R-1T) TOWNHOUSE RESIDENTIAL

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of November 6, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Tuesday, November 12, 2024, in the Council Chambers of the City Hall to consider the following rezoning:

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

Legal Description	From	To
Being a 0.97 acre tract of land, more or less, out of and forming a part of Lot 204, John H. Shary Subdivision	C-4	R-1T

READ, CONSIDERED AND PASSED, this the 12th day of November, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



LOCATION SITE

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



No. _____

ITEM# 1.8

**TABLED
REZONING:**

Being a 0.97 acre tract of land, more or less, out of and forming a part of Lot 204, John H. Shary Subdivision C-4 to R-1T
Lourdes Lerma

REVIEW DATA

The subject site is located approximately 352.56' West of N. Shary Road along the south side of Mirabelle Street.

SURROUNDING ZONES:

N:	R-1	– Single Family Residential
E:	C-4	– Heavy Commercial
W:	R-1	– Single Family Residential
S:	R-3	– Multi-Family Residential

EXISTING LAND USES:

N:	Single Family Homes
E:	Commercial
W:	Single Family Homes
S:	Vacant
Site:	Commercial

FLUM:

General Commercial (GC)

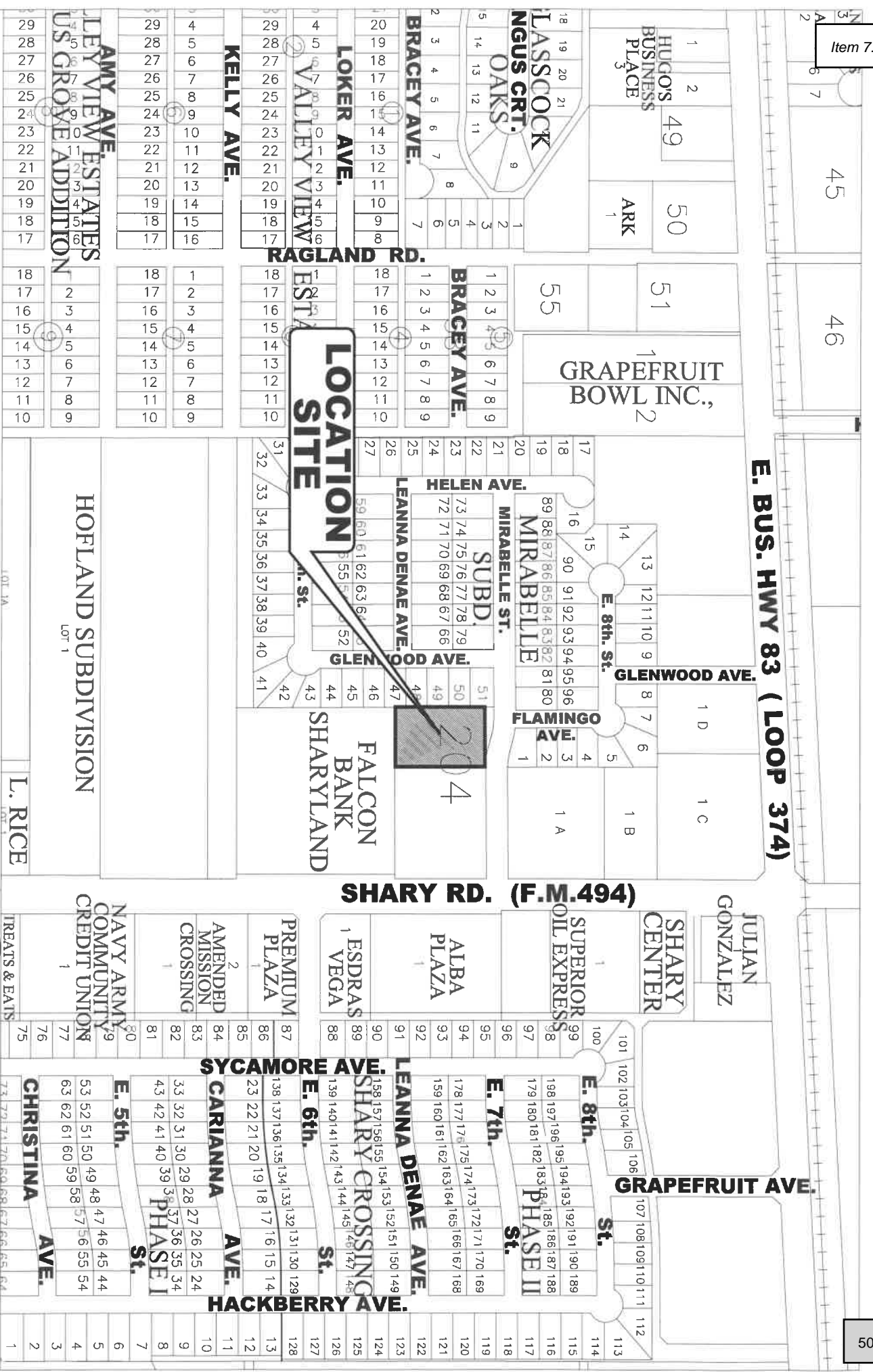
REVIEW COMMENTS: Staff notes that the proposed zone does not comply with the City’s Future Land Use Map nor surrounding land uses. A GC (General Commercial) classification includes professional and medical office uses in addition to retail business or service uses that are in conformance with the uses permitted in a C-1 and C-3 zone. Townhomes are usually found in a MD (Moderate Density) classification which includes two family residential, mobiles and townhomes. Staff notes that it is not uncommon to see townhomes abutting commercial properties.

Staff mailed out 26 notices to property owners within 200’ radius to get their input in regards to this request. Staff did receive a petition with 42% in opposition. The concerns voiced in the petition include: increased traffic and congestion, noise and disturbance, property value impact, privacy concerns, security issues, overburdening local infrastructure, change in community character, proposed emergency exit will remove greenway and impede the traffic flow, and the private drive will not allow the free flow of garbage collection.

RECOMMENDATION: Staff is recommending Approval.

Item 7.

50



CITY OF MISSION

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

No.

E. BUS. HWY 83 (LOOP 374)

GRAPEFRUIT OWL INC.,

SITE LOCATION

BRACEY AVE. 1 2 3 4 5 6 7 8 9

FALCON BANK 47 48 49 50

VALLEY VIEW ESTATES 10 11 12 13 14 15 16 17 18

ELLY AVE. 1 2 3 4 5 6 7 8 9

VIEW ESTATES 10 11 12 13 14 15 16 17 18

ROYE ADDITION 2 3 4 5 6 7 8 9

GLENWOOD AVE. 8 7 6 5 4 3 2 1

LEANNA DENAE AVE. 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44

SHARY RD. (F.M. 494)

SHARKYLAND 43 44 45 46 47 48 49 50

HOFLAND SUBDIVISION LOT 1

HOFLAND SUBDIVISION LOT 1

JULIAN GONZALEZ

SHARY CENTER

SUPERIOR OIL EXPRESS

ALBA PLAZA

ESDRAS VEGA

PREMIUM PLAZA

AMENDED MISSION CROSSING

NAVY ARMY COMMUNITY CREDIT UNION

GRAPEFRUIT AVE.

E. 8th St.

E. 7th St.

LEANNA DENAE AVE. 91 92 93 94 95 96 97 98 99 100

SHARY CROSSING 139 140 141 142 143 144 145 146 147 148

E. 6th St. 87 88 89 90 91 92 93 94 95 96 97 98 99 100

CARIANNA AVE. 33 34 35 36 37 38 39 40 41 42 43

E. 5th St. 53 54 55 56 57 58 59 60 61 62 63

HACKBERRY AVE.

200' RADIUS MAILOUT



CITY OF MISSION

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

No.

N. SHARY RD.

MIRABELLE ST.

GLENWOOD AVE.

LOCATION SITE



We believe these concerns underscore the need to			
Timestamp	Email Address	By signing below, I express my opposition to the re: Lot # or Street Address:	Full Legal Name:
9/27/2024 19:52:31		Sandra Velarde Gonzalez	Lot 37. 2210 E 6th St Missio
9/27/2024 20:00:50	pirates09@gmail.com	Isaac G. Pietrzak	Lot #90
9/27/2024 20:46:57	odwinleal@hotmail.com	Odwin Leal	2303 E 8th street
9/27/2024 20:47:13	tpatino1550@gmail.com	Teresa Fonseca	8th. Lote # 8
9/27/2024 20:48:58	valeria_deluna@icloud.c	VALERIE DE LUNA	606 glenwood ave mission te
9/27/2024 20:51:03	delunadrian@gmail.com	Adrian De Luna	606 Glenwood Ave Mission Tx
9/27/2024 20:51:23	treydeshazo@gmail.com	Robert DeShazo	Lot 47 - 610 Glenwood Ave
9/27/2024 20:52:11	josueduran16@gmail.co	Josue Duran	Lot 47- 610 Glenwood Ave.
9/27/2024 20:52:11	andreasachiw@gmail.co	ANDREA SALAZAR	704 Glenwood
9/27/2024 20:54:50	alexa32437@gmail.com	Alexandra Santos	2204 E 8th Street
9/27/2024 21:00:16	jclynst@gmail.com	Ana Tirado Sanchez	700 Glenwood Ave
9/27/2024 21:07:01	natfloreesp@gmail.com	Natalia g flores	81
9/27/2024 21:18:42	juanysayde@gmail.com	Juan Luis Flores Jr.	807 Helen Ave Mission, Tx 77
9/27/2024 21:28:58	damarisg.2024@gmail.c	Jesus Garcia	611 Helen Ave.
9/27/2024 21:31:59	ximenasm1207@gmail.c	Yeni Carol Morales	2215 Mirabelle St
9/27/2024 21:36:58	odahildatc1@gmail.com	Odahilda Torres	2214 E 6th St
9/27/2024 21:38:10	marcefloreshdz75@gma	Marcela Flores Hernandez	2213 Leanna Denae Ave
9/27/2024 21:39:50	lizbethdeleon7@gmail.c	Lizbeth De leon	96
9/27/2024 21:43:30	cmevents21@gmail.com	Carlos arnett	2207 E 8th St
9/27/2024 21:49:22	graciacindy@hotmail.cor	Luis Alberto Elizondo.	2211 E 6th St. Mission, Tx 785
9/27/2024 21:54:33	denisse7@gmail.com	Denisse Rodriguez	2203 Mirabelle St
9/27/2024 22:02:02	marisolayala.m@gmail.c	Marisol Ayala	2211 Leanna Denae
9/27/2024 22:05:28	mariolopz0781@gmail.c	Mario Lopez	2207 E. 6th St
9/27/2024 22:11:05	helenave956@gmail.com	Isaac Mendiola	808 Helen
9/27/2024 22:17:17	agr.cervantes@gmail.cor	Alejandra Rodriguez	Helen Ave
9/27/2024 22:57:23	janiegcia@hotmail.com	Sanjuanita Garcia	2205 Leanna Denae Ave
9/27/2024 23:24:45	cynthia.rosales.800@gm	Cynthia Rosales	2201 Mirabelle St
9/28/2024 2:56:36	cyliccano@gmail.com	Pedro Gonzalez Fraire	#64 2210 Leanna Denea Ave
9/28/2024 6:54:14	miriam092880@gmail.c	Miriam D Garza	2208 Leanna Denae Ave
9/28/2024 7:56:25	lindalopez0003@gmail.c	Rosalinda barreto	607 Helen ave
9/28/2024 9:52:25	2albertofonseca@gmail.	Alberto fonseca	Lot 8
9/28/2024 9:54:40	brendagarzadez@gmail.r	Hilda Brenda Garza	702 glenwood ave

We believe these concerns underscore the need to			
Timestamp	Email Address	By signing below, I express my opposition to the re: Lot # or Street Address:	
Full Legal Name:			
9/28/2024 9:54:51	zapaterofermin@gmail.c	Fermin Zapatero	702 Glenwood ave
9/28/2024 9:58:58	pumavin1@yahoo.com	David Vinalay	24
9/28/2024 10:03:02	joseglzgz84@gmail.com	Jose Gonzalez	37
9/28/2024 10:04:40	taylormaria2010@gmail.	Maria Taylor	2205 E 8th St
9/28/2024 10:11:51	cantug.vilmai24@gmail.c	Arnoldo Burgos	Lot 80 - 2219 Mirabelle St
9/28/2024 10:11:53	igar27@gmail.com	Isidro Garcia Sepulveda	2207 Leanna Danae Ave
9/28/2024 11:01:35	algarriдохuerta@gmail.c	Ana Lucia Garrido Huerta	#46
9/28/2024 11:24:30	jacquelinegarciarealtor@	Jacqueline Garcia	2204 Mirabelle St, Mission, Tx
9/28/2024 12:19:22	arq.droda@gmail.com	Diana Rodriguez	2202 Mirabelle st
9/28/2024 12:39:55	mariahallal1408@gmail.c	Maria Hallal	071
9/28/2024 13:00:42	martsoaca@gmail.com	Maria T Solis Cazares	Lot# 79 2212 Mirabelle St
9/28/2024 14:06:05	maura.salmac@gmail.cc	Maura Salinas	38
9/28/2024 14:41:51	cumana15@gmail.com	Julio C Cumana	2214 E 6th st, Mission Tx 785
9/28/2024 17:26:13	itze.y.gonzalez@gmail.cc	Itze Y. Gonzalez	2209 Leanna Danae Ave. Miss
9/28/2024 19:56:10	camelofg1954@gmail.cc	Gamaliel Florez	2200 E 6th St Mission, Tx, 785
9/28/2024 22:40:43	gilbertl1631@gmail.com	Juan Gilberto López	Leanna Danae ave
9/28/2024 23:16:44	hherdz79@gmail.com	Hennesys Hernandez	2216 E 6TH ST MISSION TX 7
9/29/2024 4:48:28	boricuasubwrxti@gmail	Erick Velazquez Menendez	804 Flamingo Ave
9/29/2024 9:17:26	andreadaligg@gmail.com	Andrea Dali Galvan	93
10/1/2024 17:25:54	jvtransport36@gmail.cor	Jose Villagran	2218 E 6th st Mission Tx 785

RECEIVED
10/2/24EZ

I, the undersigned in this petition, am opposed to the proposal to Rezone Lot 204, John H. Shary Subdivision, from (C-4) Heavy Construction to (R-1T) Townhouse Residential. Below are some of the reasons for this opposition.

1. Increased Traffic and Congestion: More residents in the area will inevitably increase traffic, leading to congestion in and around your subdivision. This could affect the ease of entering and exiting your private community, as well as overall road safety.
2. Noise and Disturbances: Apartments typically have higher densities of residents, which may result in increased noise levels from cars, gatherings, and daily activities, disturbing the quiet atmosphere of the subdivision.
3. Property Value Impact: The proximity of high-density housing, such as apartments, could potentially lower property values in the gated community due to concerns over noise, traffic, and changes in the neighborhood's overall character.
4. Privacy Concerns: The addition of a large residential complex could reduce the level of privacy enjoyed by the subdivision's residents, especially if the apartments have sightlines into private properties or communal areas.

These concerns collectively make a strong case for opposition, emphasizing the importance of maintaining the quality of life in your private, gated subdivision.

5. Security Issues: A gated community is typically valued for its security and controlled access. The construction of apartments nearby might increase foot traffic, which could raise concerns about unauthorized access or security risks for the subdivision.
6. Overburdening Local Infrastructure: More residents could put a strain on local infrastructure, including water, sewage systems, and public services, potentially affecting the quality of services available to your community.
7. Change in Community Character: A gated subdivision often appeals to residents for its exclusivity and quiet, family-friendly atmosphere. Adding apartments might shift the character of the neighborhood toward a more transient, high-density living situation.
8. The proposed emergency exit gate would interfere with our Shary exit gate and key Pad Area as well as remove our greenway along Lot 204 North boundary.



Lot #	Name of Owner	Signature	Contact Number
39	Maura Salinas	[Signature]	956 800 3150
2			
3			
4	Francisco	[Signature]	956 330 2813
5	Karim Gardens	[Signature]	956 290 9303
6			
7	John H. Shary	[Signature]	956 330 6673
8	John H. Shary	[Signature]	956 251 7598
9	Methan Chap	[Signature]	956 556 6872
10			
11	Carlos Alvarado	[Signature]	956 189 2261
12	Maria G. Alvarez	[Signature]	956 7689 3108
13			
14			
15			
16	Isaac M. H. J. L. H.	[Signature]	956 329 3500
17	R. J. S.	[Signature]	956 435 2314
18			
19			
20			
21			
22			
23			
24	DAVID VIVALDI	[Signature]	956 252 6075
25			
26			
27	ARMANDO CUNHA	[Signature]	956 292 9568
28	DAVID ALVAREZ	[Signature]	956 528 2499
29	JOHANNES BAPTIST	[Signature]	956 451 7461

#1

Lot #	Name of Owner	Signature	Contact Number
30	Alicandra Rdz	[Signature]	956 607 5177
31			
32	Guillermo Florez	[Signature]	956 387 2242
33			
34			
35	Alexis Barrios	[Signature]	956 500 0683
36			
37	Sandra Gonzalez	[Signature]	956 929 0337
38	Sergio Chavez	[Signature]	956 252 6989
39	EVELYN SELVIA	[Signature]	956 414 3466
40	JOSE VILLOGIN	[Signature]	956 333 8778
41	JOSE VILLOGIN	[Signature]	956 651 6925
42			
43			
44	Carolina Gonzalez	[Signature]	956 437 4114
45	Adrian Alvarez	[Signature]	956 491 2901
46	Ana Lucia Gonzalez	[Signature]	956 558 2618
47	Robert Desjardis	[Signature]	956 881 620 2134
48	Ana Sanchez	[Signature]	956 319 4120
49	FERNANDA GONZALEZ	[Signature]	956 511 0303
50	ANDREA SANCHEZ	[Signature]	956 590 3353
51	Lidia Anderson	[Signature]	956 706 4323
52			
53	Jose D. Florez	[Signature]	956 897 8359
54	ANITA MARENO	[Signature]	956 310 8063
55	ADRIANA LOPEZ	[Signature]	956 124 2430
56			
57			
58			

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Lot #	Name of Owner	Signature	Contact Number	Lot #	Name of Owner	Signature	Contact Number
59	Afredo Olivera		956 313 70 73	78	Maria T. Soto C.		956 2120359
60	Edward Arceles		956-445-1838	79	Arnoldo Burgos		956-658-3139
61	Nelson Dalfredo		956 400 5640	80	Eben Villegas		956-649-9023
62	NORTHLY AREA - NOMAD 4.		956-302 1430	81	Jeni Givis Morales		949-310-1959
63	WILY RAM BARRERA GARCIA		956 300 2107	82	Edmundo Jirca		956 229-5705
64	Pedro Gonzalez		956 21 5283	83	Julio Gonzalez		956 609-7547
65	Roberto Arceles		956-293-7441	84	Anthony Rosales		956 219-1585
66	MARISOL AYALA		956-293-7441	85	Alexandra Santos		956-603-6753
67	Rose Gonzalez		956-275 9001	86	Andrea Gulvan		956-563-7229
68	Anthony Serrano		956-221-7217	87	Carolina		956-284-9493
69	Antonio Serrano		956-400-2350	88	Chelise Polanco		956 215-5303
70	Pamela Garcia		915)356-0102	89	Carolina Polanco		
71	Marisol Garcia		956)3153540	90	Carolina Polanco		
72	Eduardo Garcia		956)309-3820	91	Carolina Polanco		
73	Karla Alvarez		956)512-4689	92	Carolina Polanco		
74	Maria Garcia		956-250-3589	93	Carolina Polanco		
75	Maria Garcia		29-9014	94	Carolina Polanco		
76	Maria Garcia			95	Carolina Polanco		
77	Maria Garcia			96	Carolina Polanco		

#C-4

Item 7.
 GARBAGE PICKUP :
 MONDAYS & THURSDAYS
 TRASH PICK UP:

4TH WEEK OF EACH MONTH
 BULK ITEMS CONTACT THE CITY

MIRABELLE OWNER ASSOCIATION

E. BUS. HWY 83 (LOOP 374)

204

Gate 900

~~MIRABELLE~~

GLENWOOD AVE

E. 8th. St.

13	2203
12	2205
11	2207
10	2209
9	2211
8	2201
7	2200
6	2202
5	2204
4	2206
3	2208
2	2210
1	2212
89	2201
88	2203
87	2205
86	2207
85	2209
84	2211
83	2213
82	2215
81	2217
80	2219

8	2301
7	2303
6	2305
5	808

1 D	2300
1 C	2308
1 B	805
1 A	801

FLAMINGO AVE

Gate 2300

51	706
50	704
49	702
48	700
47	610
46	608
45	606
44	604
43	602
42	600

N. SHARY RD. (F.M.494)

7	2113
8	2115
9	2117
7	2112
8	2114
9	2116
12	2113
11	2115
10	2117
7	2112
8	2114
9	2116

HELEN AVE.

LEANNA DENAE AVE.

MIRABELLE ST.

GLENWOOD AVE.

E. 6th. St.

26	611
27	609
28	607
29	605
30	603
31	601
32	2200
33	2202
34	2204
35	2206
36	2208
37	2210
38	2212
39	2214
40	2216
41	2218
42	2220
43	2222
44	2224
45	2226
46	2228
47	2230
48	2232
49	2234
50	2236
51	2238
52	2240
53	2242
54	2244
55	2246
56	2248
57	2250
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77	2290
78	2292
79	2294
80	2296
81	2298
82	2300
83	2302
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86	2308
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88	2312
89	2314

FALCON BANK
 SHARYLAND SUBD.

2400 A
 2400

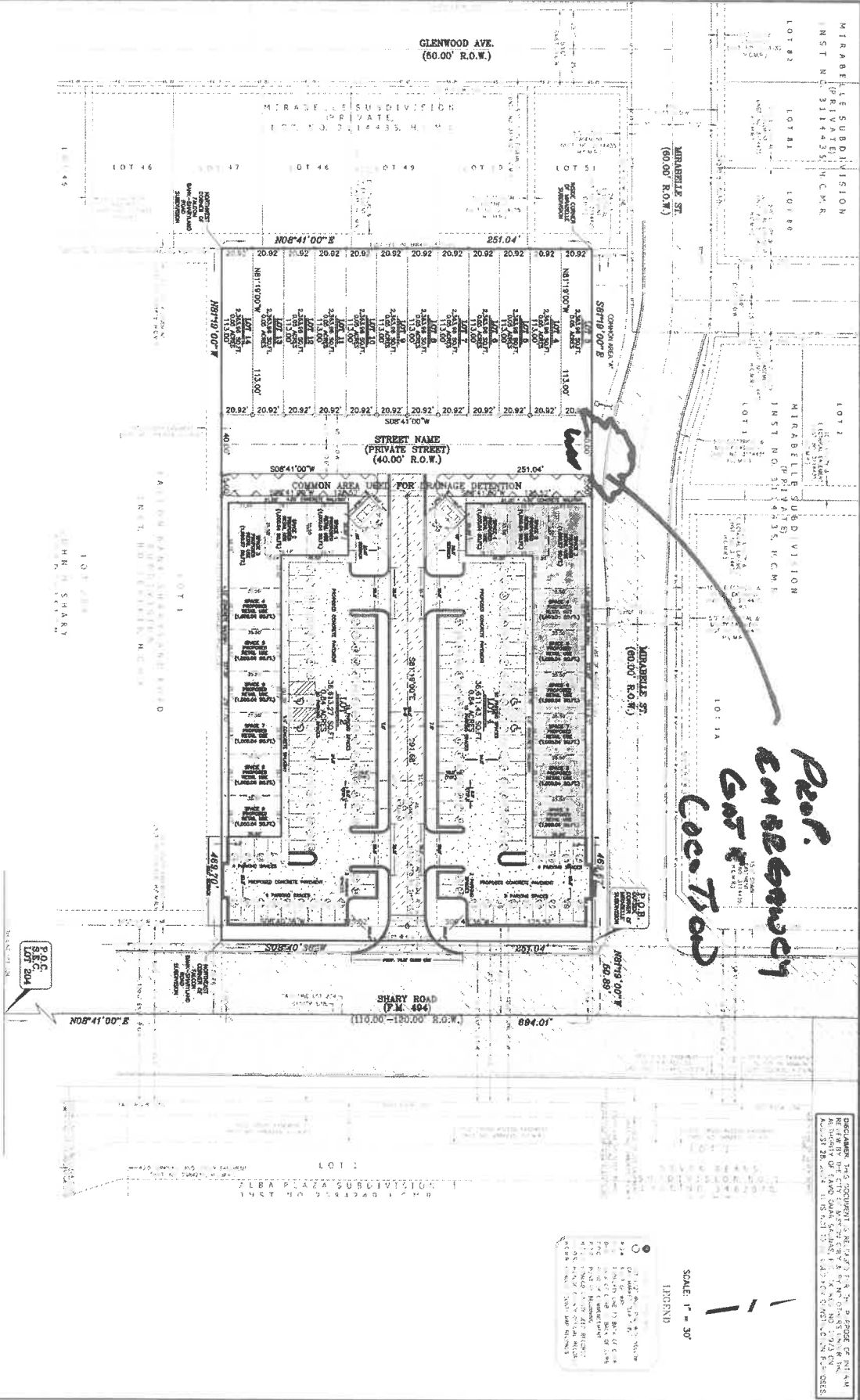
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DISCLAIMER: THIS DOCUMENT IS BELIEVED TO BE A TRUE AND CORRECT COPY OF THE ORIGINAL RECORD AS FILED IN THE PUBLIC RECORDS OF THE COUNTY OF SAN DIEGO, CALIFORNIA. THE ENGINEER HAS CONDUCTED A VISUAL INSPECTION OF THE ORIGINAL RECORD AND HAS FOUND IT TO BE A TRUE AND CORRECT COPY OF THE ORIGINAL RECORD.

LEGEND
 1. LOT AREA
 2. LOT PERCENTAGE
 3. LOT AREA TO PERCENTAGE RATIO
 4. LOT AREA TO PERCENTAGE RATIO
 5. LOT AREA TO PERCENTAGE RATIO
 6. LOT AREA TO PERCENTAGE RATIO
 7. LOT AREA TO PERCENTAGE RATIO
 8. LOT AREA TO PERCENTAGE RATIO
 9. LOT AREA TO PERCENTAGE RATIO
 10. LOT AREA TO PERCENTAGE RATIO
 11. LOT AREA TO PERCENTAGE RATIO
 12. LOT AREA TO PERCENTAGE RATIO
 13. LOT AREA TO PERCENTAGE RATIO
 14. LOT AREA TO PERCENTAGE RATIO

SCALE: 1" = 30'

DATE	DESCRIPTION
11/15/20	PREPARED FOR SALE
11/15/20	APPROVED FOR SALE
11/15/20	APPROVED FOR SALE
11/15/20	APPROVED FOR SALE
11/15/20	APPROVED FOR SALE
11/15/20	APPROVED FOR SALE
11/15/20	APPROVED FOR SALE
11/15/20	APPROVED FOR SALE
11/15/20	APPROVED FOR SALE
11/15/20	APPROVED FOR SALE
11/15/20	APPROVED FOR SALE

SHARY PLAZA SUBDIVISION
 SHEET PLANS
 11/15/20

SHARY PLAZA SUBDIVISION
 SITE PLAN

SEA
SALINAS ENGINEERING & ASSOCIATES, INC.
 (760) 343-7700 (TEL) (760) 343-7700 (FAX)
 CONSULTING ENGINEERS & SURVEYORS
 1001 S. MAIN ST. - SUITE 100 - SAN DIEGO, CA 92108
 1001 S. MAIN ST. - SUITE 100 - SAN DIEGO, CA 92108

S2950-00-000-0204-45 (685429)
 LERMA MIGUEL & LOURDES
 2426 E 21ST
 MISSION TX 78572

F1520-00-000-0001-00 (20827570)
 NEW MILLENNIUM L INVESTMENTS INC
 711 W NOLANA 104-A
 MCALLEN TX 78504

M4725-00-000-001A-00 (1308067)
 AURIEL INVESTMENTS LLC
 1200 AUBURN AVE STE 250
 MCALLEN TX 78504

M4725-00-000-0001-00 (1308066)
 SELVERA JUAN D
 800 RAMOS ST
 PHARR TX 78577

M4725-00-000-0002-00 (1308067)
 TREVINO JOSE ANGEL RAMIREZ & MARIA
 802 FLAMINGO AVE
 MISSION TX 78572

M4725-00-000-0003-00 (1308068)
 VELAZQUEZ ERICK
 804 FLAMINGO AVE
 MISSION TX 78572

M4725-00-000-0004-00 (1308069)
 VILLALOBOS EMERIO JOSE ARANZAZU
 2703 SAN ESTEBAN ST
 MISSION TX 78572

M4725-00-000-0044-00 (1308109)
 GONZALEZ GABRIELA
 604 GLENWOOD AVE
 MISSION TX 78572

M4725-00-000-0045-00 (1308110)
 DE LUNA ADRIAN & VALERIA INEZ
 606 GLENWOOD AVE
 MISSION TX 78572

M4725-00-000-0046-00 (1308111)
 HUERTA ANA LUCIA GARRIDO & MONICA
 608 GLENWOOD AVE
 MISSION TX 78572

M4725-00-000-0047-00 (1308112)
 DESHAZO ROBERT NEILL III
 610 GLENWOOD AVE
 MISSION TX 78572

M4725-00-000-0048-00 (1308113)
 SANCHEZ SEBASTIAN & ANA G TIRADO
 700 GLENWOOD AVE
 MISSION TX 78572

M4725-00-000-0049-00 (1308114)
 ZAPATERO FERMIN SALGADO & HILDA
 702 GLENWOOD AVE
 MISSION TX 78572

M4725-00-000-0050-00 (1308115)
 AVILES EDGAR ALEJANDRO CHIW &
 704 GLENWOOD AVE
 MISSION TX 78572

M4725-00-000-0051-00 (1308116)
 ANDERSHOCK LYDIA YESEL
 706 GLENWOOD AVE
 MISSION TX 78572

M4725-00-000-0052-00 (1308117)
 CHEN GUONING
 2305 COLALES ST
 MISSION TX 78573

M4725-00-000-0065-00 (1308130)
 FIGUEROA JORGE & MELISSA GARZA
 2212 LEANNA DENAE AVE
 MISSION TX 78572

M4725-00-000-0066-00 (1308131)
 OLVERA ALFREDO & MARCELA FLORES
 2438 LEANNA DENAE AVE
 MISSION TX 78572

M4725-00-000-0079-00 (1308144)
 LOPEZ JESUS MORA
 716 W IRIS AVE
 MCALLEN TX 78501

M4725-00-000-0080-00 (1308145)
 BURGOS ARNOLDO
 1721 N MCCOLL RD LOT 160
 EDINBURG TX 78541

M4725-00-000-0081-00 (1308146)
 VILLARREAL RUBEN ALEJANDRO & NAT
 2217 MIRABELLE ST
 MISSION TX 78572

M4725-00-000-0082-00 (1308147)
 MORALES YENI CAROL
 2215 MIRABELLE ST
 MISSION TX 78572

M4725-00-000-0083-00 (1308148)
 MACIAS SAMUEL
 2213 MIRABELLE ST
 MISSION TX 78572

M4725-00-000-0096-00 (1308161)
 RIVERA IRMA ISABEL PRUNEDA & LIZBE
 2214 E 8TH ST
 MISSION TX 78572

M4725-00-000-001D-00 (1308165)
 VALLEY BELL ENTERPRISES LLC
 101 E CHEROKEE ST
 JACKSONVILLE TX 75766

M4725-00-000-000A-00 (1308062)
 MIRABELLE OWNERS ASSOCIATION INC
 813 N MAIN ST STE
 MCALLEN TX 78501



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024

PRESENTED BY: Susana De Luna, Interim Planning Director

AGENDA ITEM: Conditional Use Permit: Single Family Dwelling within property, Zoned (R-4) Mobile Home and Modular District, 1508 Ragland Road, Being a 0.242 acre gross, 0.176 acre net, tract of land out of the north 206.28' out of Lot 31, Sharyland Orchards Subdivision (aka Lot 1, King Mobile Subdivision U/R), R-4, DSSG Investments, LLC, Adoption of Ordinance # _____ - De Luna

NATURE OF REQUEST:

On November 6, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located at the Northeast corner of Ragland Road and Pleasant Lane. 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 for life of use subject to: 1) Meeting all R-1 setbacks and/or obtaining a variance for the rear setback; 2) Relocating fire pit with yoga deck; and 3) Transferable to others.

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT FOR A SINGLE FAMILY DWELLING WITHIN PROPERTY ZONED (R-4) MOBILE HOME AND MODULAR DISTRICT, 1508 RAGLAND ROAD, BEING A 0.242 ACRE GROSS, 0.176 ACRE NET, TRACT OF LAND OUT OF THE NORTH 206.28' OUT OF LOT 31, SHARYLAND ORCHARDS SUBDIVISION (AKA LOT 1, KING MOBILE SUBDIVISION U/R)

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of November 6, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, November 12, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
1508 Ragland Road Being a 0.242 acre gross, 0.176 acre net, tract of land out of the north 206.28' out of Lot 31, Sharyland Orchards Subdivision (aka Lot 1, King Mobile Subdivision)	Single Family Dwelling within property Zoned (R-4) Mobile Home and Modular District	<ol style="list-style-type: none"> 1. Life of Use 2. Meeting all R-1 setbacks and/or obtaining a variance for the rear setback; 3. Relocating fire pit with yoga deck; and 4. CUP to be transferable to others

READ, CONSIDERED AND PASSED, this the 12th day of November, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.1

CONDITIONAL USE PERMIT: Single Family Dwelling within property
 Zoned (R-4) Mobile Home and Modular District
 1508 Ragland Road
 Being a 0.242 acre gross, 0.176 acre net, tract of
 Land out of the north 206.28' out of Lot 31,
 Sharyland Orchards Subdivision
 (aka Lot 1, King Mobile Subdivision U/R)
 R-4
 DSSG Investments, LLC

REVIEW DATA

The subject site is located at the Northeast corner of Ragland Road and Pleasant Lane. The lot's dimensions are 88.14'x87' for a total of 7,668 sq.ft.

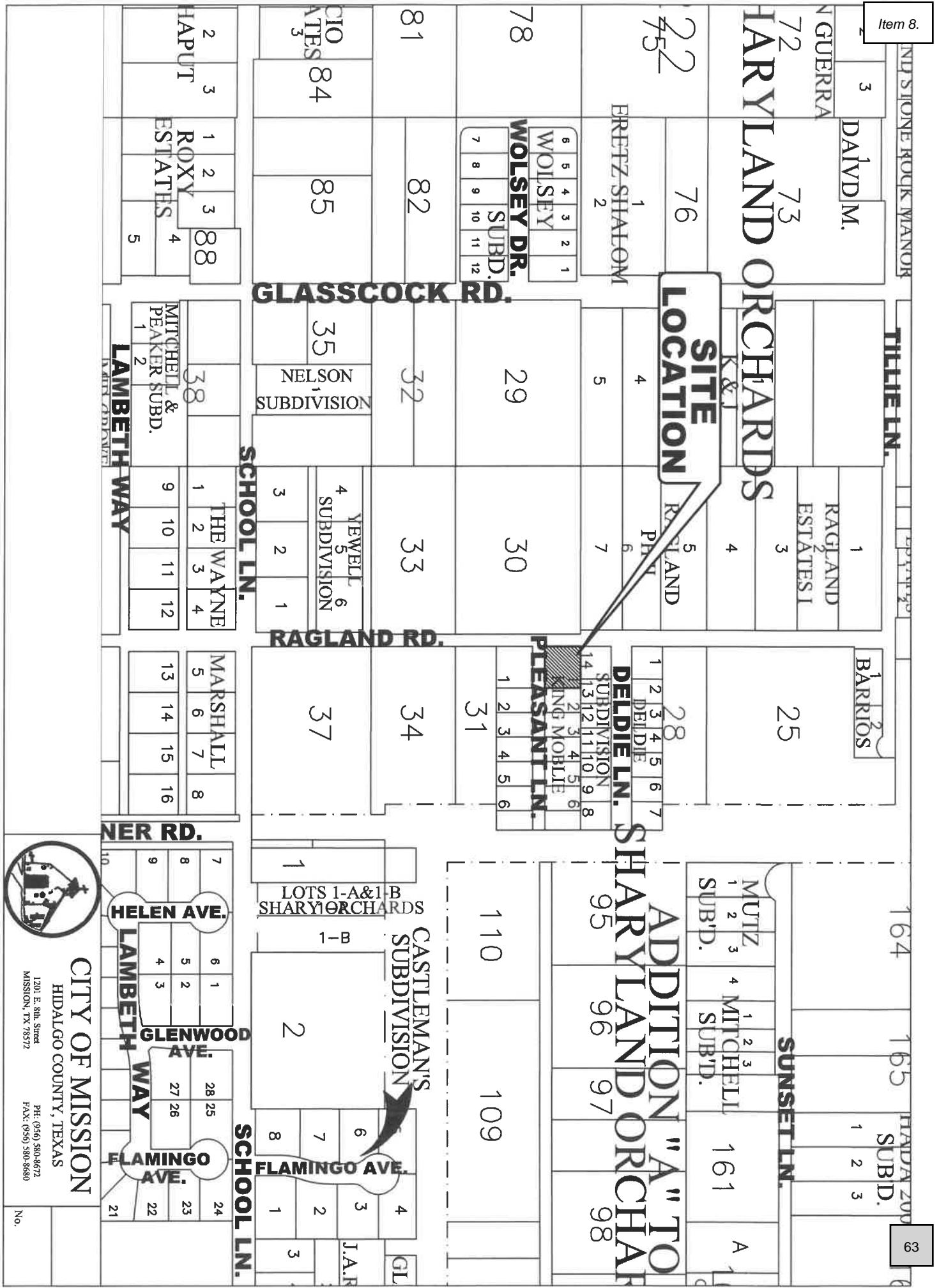
ZONING CODE: Section 1.40(3f) of the Mission Zoning Code under Conditional Uses allows for: "One single-family dwelling per lot. Structure must meet the requirements of the R-1 district." Based on the site plan, it is noted that the house will not be meeting the 10' rear setback, thus if CUP is approved, the applicant would need to seek a variance request through ZBA. Also, there is proposed fire pit area with a yoga deck being proposed on the 10' utility easement that would need to be relocated.

HISTORY: There are a total of 5 properties previously approved for residential use within King Mobile Subdivision.

REVIEW COMMENTS: Staff mailed out 28 notices to property owners within 200' radius and as of this write up staff has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval for life of use subject to:

- 1) Meeting all R-1 setbacks and/or obtaining a variance for the rear setback,
- 2) Relocating fire pit with yoga deck, and
- 3) CUP to be transferable to others.



**SITE
LOCATION**

DELIDIE LN.

**ADDITION "A" TO
SHARYLAND ORCHARDS**

GLASSCOCK RD.

RAGLAND RD.

SCHOOL LN.

LAMBETH WAY

NER RD.

HELEN AVE.

LAMBETH WAY

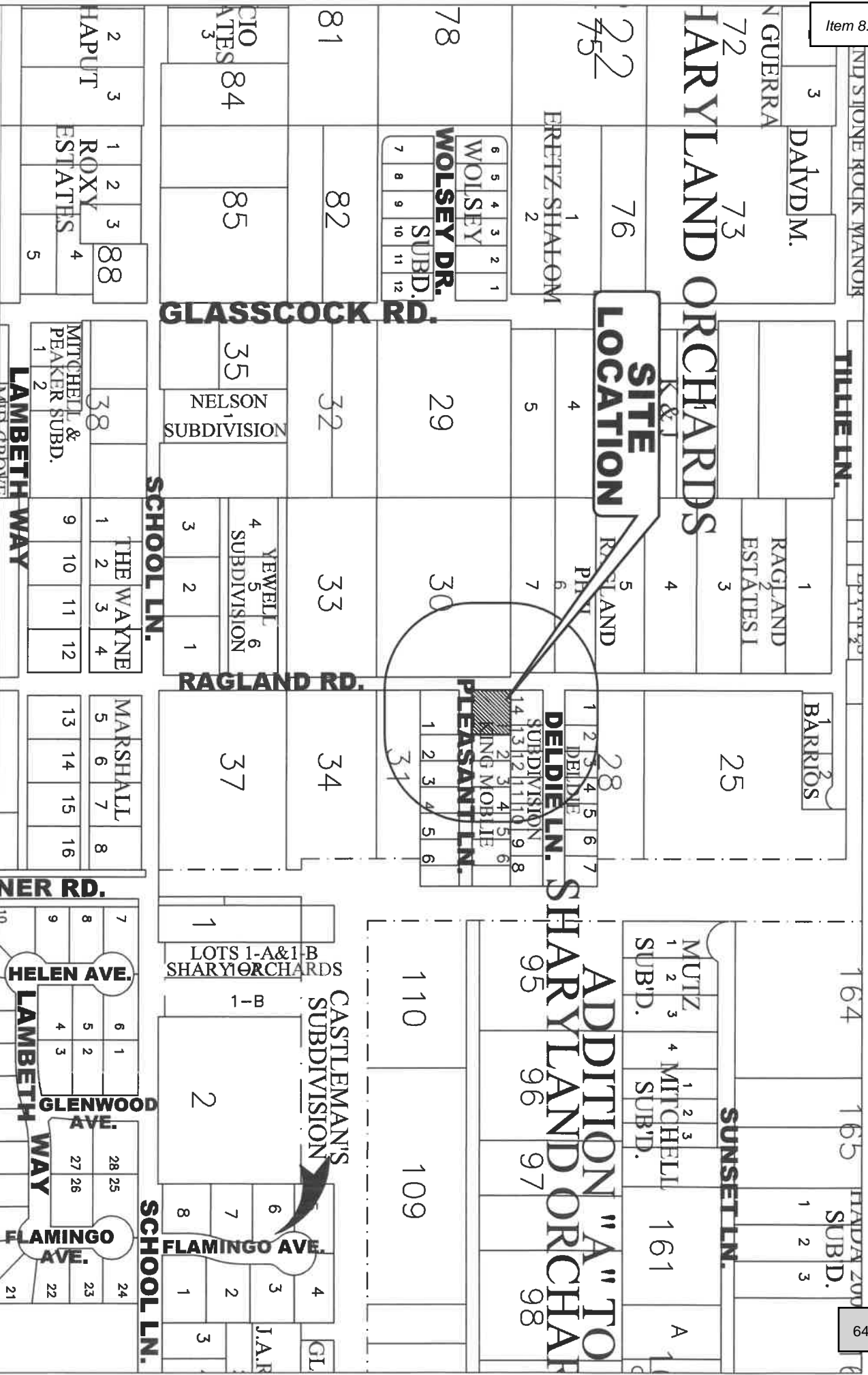
FLAMINGO AVE.

**CITY OF MISSION
HIDALGO COUNTY, TEXAS**

1201 E. 8th Street
MISSION, TX 75702

PH: (956) 386-8672
FAX: (956) 380-8680

No.



200' RADIUS MAILOUT MAP



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 880-8672
 FAX: (956) 880-8680

No.



LEGAL DESCRIPTION

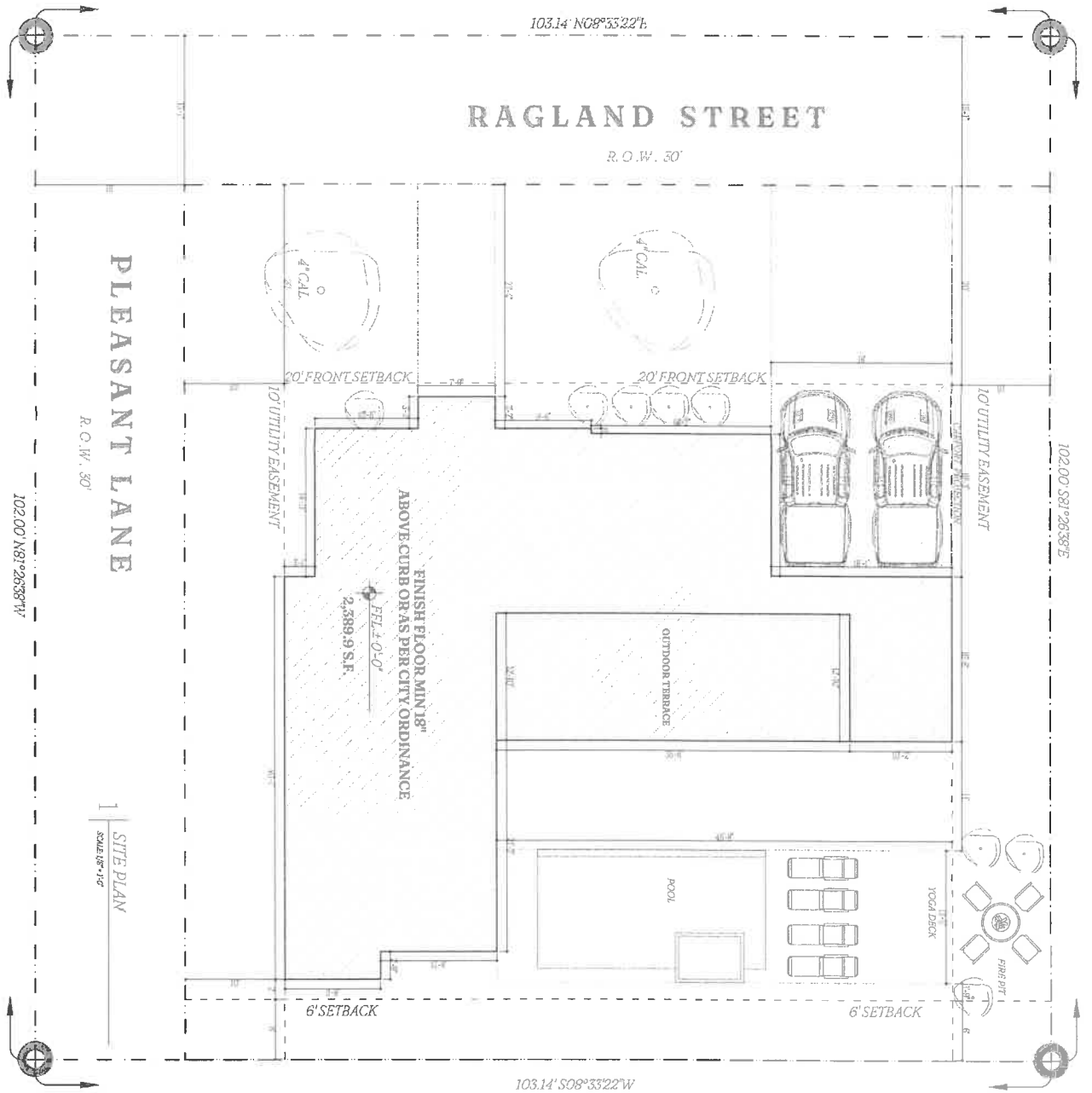
ADDRESS:
2101 PLEASANT LANE, MISSION, TX 78572
OWNER:
DSSG INVESTMENTS LLC
PLAT SHOWING:
A 0.242 ACRE GROSS, 0.178 ACRE NET OUT OF LOT 11, SHARPLAND ORCHARDS SUBDIVISION, AN ADDITION TO THE CITY OF MISSION, HIDALGO COUNTY, TEXAS AS PER MAP OF PLAT THEREOF RECORDED IN VOL. 1, PAGE 91, MAP RECORDS OF HIDALGO COUNTY, TEXAS.

CODE REVIEW

BUILDING CODE:
2021 INTERNATIONAL BUILDING CODE (IBC)
2021 INTERNATIONAL ENERGY CONSERVATION CODE
2018 INTERNATIONAL RESIDENTIAL CODE
2021 INTERNATIONAL PLUMBING CODE
2021 INTERNATIONAL MECHANICAL CODE

CONSTRUCTION SQUARE FEET		
LIVING AREA	1835.30	SQ. FT.
TERRACE AREA	454.80	SQ. FT.
CARPORT AREA	360.00	SQ. FT.
LOT AREA	10530.28	SQ. FT.
TOTAL SQ. FT.	5,596.88	SQ. FT.

LANDSCAPE		
PROVIDED LANDSCAPES	3889.06	SQ. FT.
4' CALIBER TREES PROVIDED	2	



DESIGN BY:
BOLD
INTERNATIONAL

CLIENT:
DAMIEL SALAZAR
DATE:
27/09/2024
PROJECT NO.:
2024-59
PROJECT:
SALAZAR AIRBNI

ADDRESS:
2101 PLEASANT LN, MISSION, TX, 78572
SHEET:
SITE PLAN

DESIGN BY:
BOLD DESIGN STUDIO
CONTACT:
jorge@perdevelopments.com
daniel@perdevelopments.com
(956) 533-2475

GENERAL NOTES:

COPYRIGHT PROTECTED
BOLD DESIGN STUDIO
SHEET NO.:





DESIGN BY: **BOLD STUDIO**
INTERNATIONAL

CLIENT: **DANIEL SALAZAR**
DATE: **27/09/2024**
PROJECT NO.: **2024-58**
PROJECT: **SALAZAR AIRBNB**

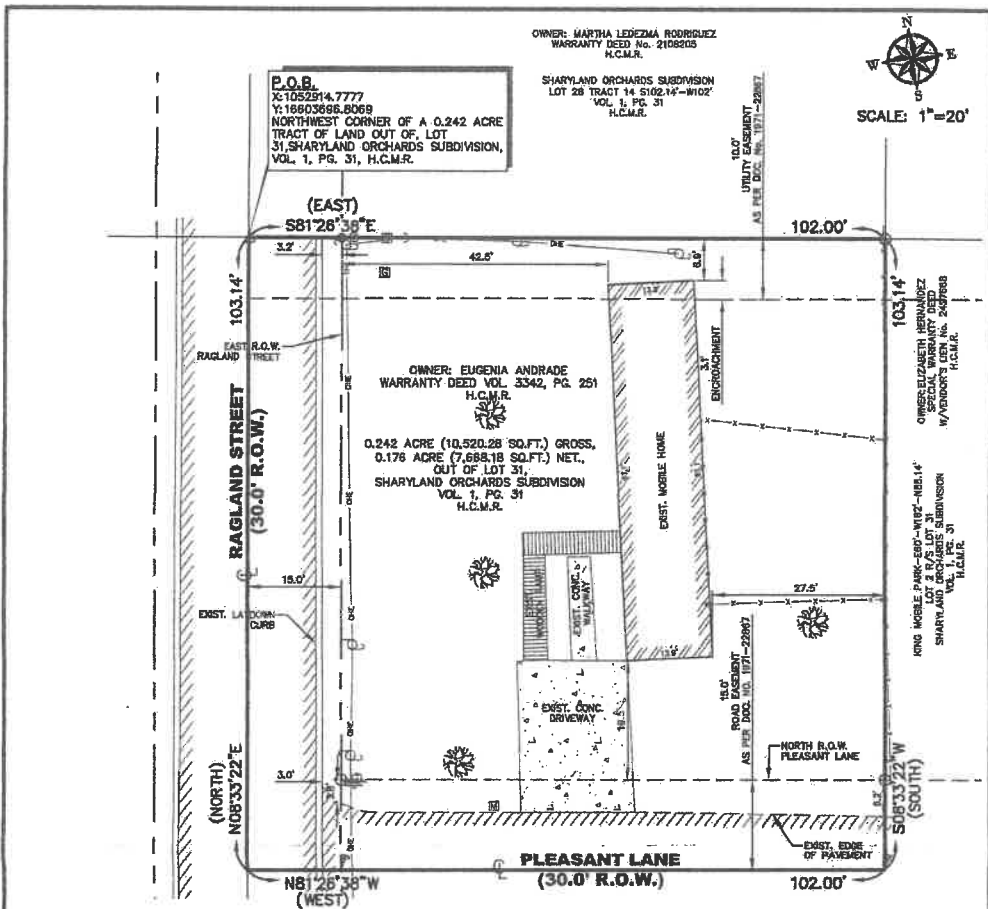
ADDRESS: **2101 PLEASANT LN, MISSION, TX 78572**
SHEET: **FLOOR PLAN**

DESIGN BY: **BOLD DESIGN STUDIO**
CONTACT: **bolddesignstudio@gmail.com**
(956) 853-2476

COPYRIGHT PROTECTED
BOLD DESIGN STUDIO
SHEET NO.:

A.102

NOT FOR CONSTRUCTION



LEGEND

⊙	- SET PK-NAIL	🌳	- TREE
●	- FND. 1/2" IRON ROD	EXIST.	- EXISTING
○	- SET 1/2" IRON ROD W/PLASTIC CAP STAMPED "SAMES"	CONC.	- CONCRETE
△	- FND. COTTON PICKER SPINDLE	ASPH.	- ASPHALT
⊕	- POWER POLE	CONC.	- CONCRETE
⊖	- GUY WIRE	BRICK	- BRICK
⊙	- TELEPHONE PEDESTAL	H.C.M.R.	- HIDALGO COUNTY MAP RECORDS
⊙	- GAS METER	H.C.D.R.	- HIDALGO COUNTY DEED RECORDS
⊙	- MAIL BOX	O.R.H.C.	- OFFICIAL RECORDS OF HIDALGO COUNTY
STOP SIGN	- STOP SIGN	R.O.W.	- RIGHT OF WAY
—○—	- OVERHEAD ELECTRIC LINE	FND.	- FOUND
-x-x-	- CHAINLINK FENCE LINE		

Parcel Line Table

Line #	Length	Direction
L1	15.00'	S81°26'38"E

GENERAL NOTES:
 ADDRESS: 2101 PLEASANT LANE, MISSION, TX 78572
 SURVEYED: JANUARY 17, 2020
 REQUESTED BY: DANIEL SALAZAR
 OWNER: EUGENIA ANDRADE
 FLOOD ZONE DESIGNATION: "ZONE X" - AREAS DETERMINED TO BE OUTSIDE 500-YEAR FLOOD PLAIN
 COMMUNITY-PANEL NUMBER: 450345 0005 C
 MAP REVISED: NOVEMBER 20, 1991

SURVEY NOTES:
 1. BASIS OF BEARING: THE NORTH LINE OF LOT 31, SHARYLAND ORCHARDS SUBDIVISION, AS PER THE MAP OR PLAT THEREOF RECORDED IN VOLUME 1, PAGE 31, MAP RECORDS OF HIDALGO COUNTY, TEXAS.
 2. BEARINGS SHOWN ARE BASED ON SHARYLAND ORCHARDS SUBDIVISION, AS PER THE MAP OR PLAT THEREOF RECORDED IN VOLUME 1, PAGE 31, MAP RECORDS OF HIDALGO COUNTY, TEXAS.
 3. ALL COORDINATES, BEARINGS, AND DISTANCES, ARE BASED ON THE TEXAS COORDINATE SYSTEM, (NAD 83), TEXAS STATE PLANES, SOUTH ZONE, US SURVEY FEET, GRS83. BEARINGS AND DISTANCES SHOWN IN PARENTHESES ARE BASED ON RECORDED DOCUMENT.
 4. ALL HORIZONTAL CONTROL ON THIS PROJECT WAS ESTABLISHED UTILIZING RTK GPS METHODS.
 5. THIS SURVEY WAS COMPLETED WITHOUT THE BENEFIT OF AN ABSTRACT OF TITLE. THERE MAY BE EASEMENTS OR OTHER MATTERS THAT ARE NOT SHOWN.
 THE FOLLOWING MATTERS AND ALL TERMS OF THE DOCUMENTS CREATING OR OFFERING EVIDENCE RE: THE MATTERS:
 6. SUBJECT TO THE SUBDIVISION RULES AND REGULATIONS OF THE COUNTY OF HIDALGO AND/OR ORDINANCES OR GOVERNMENTAL REGULATIONS OF THE CITY IN WHICH THE PROPERTY MAY BE LOCATED OR HOLDING EXTRA TERRITORIAL JURISDICTION OF SAID PROPERTY.

I, SAMUEL DAVID MALDONADO, CERTIFY THAT THE ABOVE PLAT IS AN ACTUAL SURVEY MADE ON THE GROUND UNDER MY SUPERVISION AND THAT THIS SURVEY CORRECTLY REPRESENTS THE FACTS FOUND AT THE TIME OF THE SURVEY AND MEETS THE MINIMUM SURVEY STANDARDS.



SAMUEL DAVID MALDONADO DATE
 REGISTERED PROFESSIONAL LAND SURVEYOR NO. 8027

JOB NUMBER	DRAWN BY	REVD BY	DATE
SUR 20,015	E.D.T.	S.D.M.	1/18/2020

SHEET 1 OF 2 SURVEY PLAT

PLAT SHOWING
 A 0.242 ACRE (10,520.28 SQ.FT.) GROSS, 0.178 ACRE (7,688.18 SQ.FT.) NET, OUT OF LOT 31, SHARYLAND ORCHARDS SUBDIVISION, AN ADDITION TO THE CITY OF MISSION, HIDALGO COUNTY, TEXAS, AS PER MAP OR PLAT THEREOF RECORDED IN VOLUME 1, PAGE 31, MAP RECORDS OF HIDALGO COUNTY, TEXAS.

SAMES SAM Engineering & Surveying
 200 S. 10TH STREET, SUITE 1200 TEL: (361) 760-8888
 BOULDER, TEXAS 75011 FAX: (361) 760-6999
 SURVEY PER REG. NO. 10141-01

K5700-00-000-0001-00 (204557)
DSSG INVESTMENTS LLC
1221 RAGLAND ST
MISSION TX 78572

K5700-00-000-0001-10 (204558)
VILLANUEVA EMIGDIO JR
PO BOX 943
MISSION TX 78573

K5700-00-000-0002-00 (204559)
HERNANDEZ ELIZABET
2103 PLEASANT LANE
MISSION TX 78572

K5700-00-000-0002-10 (204560)
HERNANDEZ PAULINE A/K/A PAULINE
2104 PLEASANT LANE
MISSION TX 78572

K5700-00-000-0003-00 (204561)
GONZALEZ YOLANDA HERNANDEZ
2103 PLEASANT LN
MISSION TX 78572

K5700-00-000-0003-10 (204562)
GONZALEZ IGNACIO
2108 PLEASANT LN
MISSION TX 78572

K5700-00-000-0004-00 (204563)
ESCOBEDO FRANCISCO J & LAURA E
2111 PLEASANT LN
MISSION TX 78572

K5700-00-000-0004-10 (204564)
ESQUIVEL FELIPE & MARIA D R
2112 PLEASANT LN
MISSION TX 78572

K5700-00-000-0005-00 (204565)
ESCOBEDO FRANCISCO J & LAURA E
2111 PLEASANT LN
MISSION TX 78572

K5700-00-000-0005-10 (204566)
MONTIEL GABRIEL
2116 PLEASANT LN
MISSION TX 78572

S3000-00-000-0028-00 (283390)
PEREZ OLGA MAYELA SARO
13111 BABBLING BRK
SAN ANTONIO TX 78232

S3000-00-000-0028-05 (283391)
REYNA MARIA L
2108 DELDIE LN
MISSION TX 78572

S3000-00-000-0028-15 (283393)
LOPEZ JOSE C & MARIA A
2107 DELDIE LN
MISSION TX 78572

S3000-00-000-0028-20 (283394)
LOPEZ JOSE CARLOS & MARIA ALMA
2107 DELIE LN
MISSION TX 78572

S3000-00-000-0028-25 (283395)
RAMIREZ ALAN HUMBERTO
2111 DELDIE LN
MISSION TX 78572

S3000-00-000-0028-30 (283396)
AVALOS ROMAN & LILIA M
2115 DELDIE LN
MISSION TX 78572

S3000-00-000-0028-50 (283399)
BARBA PABLO A
JOSEFINA BARBA
1516 RAGLAND ST
MISSION TX 78572

S3000-00-000-0028-58 (283401)
SANCHEZ MARIA I MARTINEZ
2116 DELDIE LN
MISSION TX 78572

S3000-00-000-0028-65 (283403)
CAZARES GONZALO & HORTENCIA
2112 DELDIE LN
MISSION TX 78572

S3000-00-000-0028-70 (283404)
QUIROZ JAVIER & NORMA DAVILA
2104 DELDIE LN
MISSION TX 78572

S3000-00-000-0028-75 (283405)
RODRIGUEZ MARTHA LEDEZMA
800 AZALIA
BOX 4802
HIDALGO TX 78557

S3000-00-000-0030-00 (283409)
SALAZAR DANIEL ALBERTO & OMEHEIRA
1221 RAGLAND RD
MISSION TX 78572

S3000-00-000-0030-10 (283410)
LOPEZ MAURICIO & KARLA MURILLO MANZOCARREJO REYNALDO JR & ANGELA
1223 RAFLAND ST
MISSION TX 78572

S3000-00-000-0030-20 (283411)
LOPEZ MAURICIO & KARLA MURILLO MANZOCARREJO REYNALDO JR & ANGELA
1219 RAGLAND ST
MISSION TX 78572

S3000-00-000-0031-00 (283412)
FLORES PAULA B
1218 RAGLAND ST
MISSION TX 78572

R0405-02-000-0005-00 (639472)
MORIN ARACELI
1519 RAGLAND ST
MISSION TX 78572

R0405-02-000-0006-00 (639470)
JUAREZ VICTOR M & ANGELICA M
1515 RAGLAND ST
MISSION TX 78572

R0405-02-000-0007-00 (639473)
ORTEGA MARIA FELICITA & ANA MARIA
LILIA MOLINA
1513 REGLAND RD
MISSION TX 78572



CITY OF
MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Susana De Luna, Interim Planning Director
AGENDA ITEM: Conditional Use Permit: Home Occupation – Z Galleria Antiques, 2401 Sunset Lane, Being the West 172’ of the South 120’ of The West 363’ of Lot 152, Sharyland Orchards Subdivision Addition “A”, R-1A, Elias Guajardo, Adoption of Ordinance #____ - De Luna

NATURE OF REQUEST:

On November 6, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located at the Northeast corner of Shary Road and Sunset Lane. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

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

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager’s Recommendation: Approval *MRP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT FOR A HOME OCCUPATION – Z GALLERIA ANTIQUES, 2401 SUNSET LANE, BEING THE WEST 172’ OF THE SOUTH 120’ OF THE WEST 363’ OF LOT 152, SHARYLAND ORCHARDS SUBDIVISION ADDITION “A”

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of November 6, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, November 12, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
2401 Sunset Lane Being the West 172’ of the South 120’ of The West 363’ of Lot 152, Sharyland Orchards Subdivision Addition “A”	Home Occupation – Z Galleria Antiques	<ol style="list-style-type: none"> 1. 1 year re-evaluation to continue to assess this operation; 2. Must comply with all City Codes (Building, Fire, Parking, etc.); 3. Acquisition of a Business License prior to occupy; and 4. CUP not transferable to others.

READ, CONSIDERED AND PASSED, this the 12th day of November, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.2

CONDITIONAL USE PERMIT: Home Occupation – Z Galleria Antiques
 2401 Sunset Lane
 Being the West 172’ of the South 120’ of
 The West 363’ of Lot 152, Sharyland
 Orchards Subdivision Addition “A”
 R-1A
 Elias Guajardo

REVIEW DATA

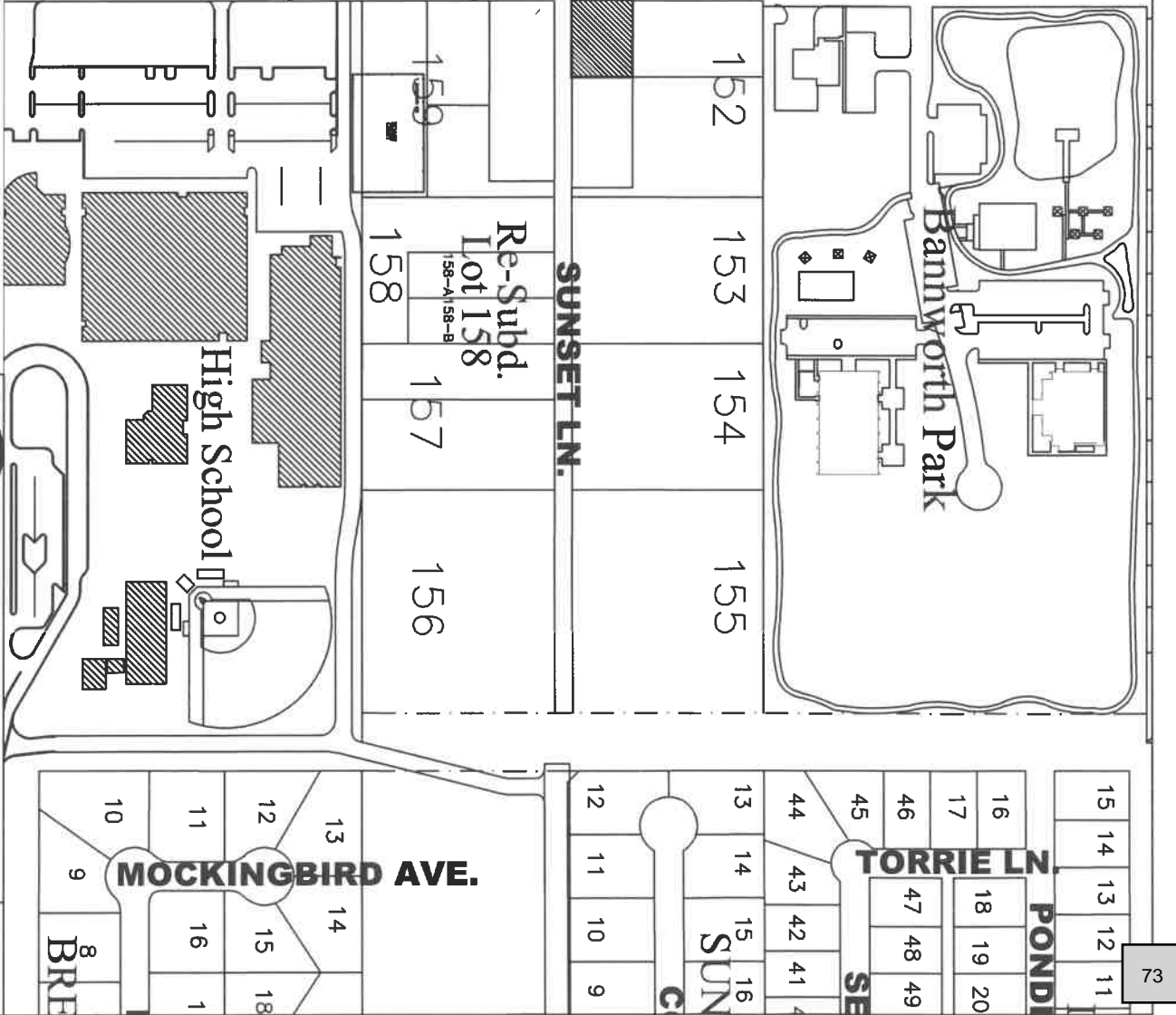
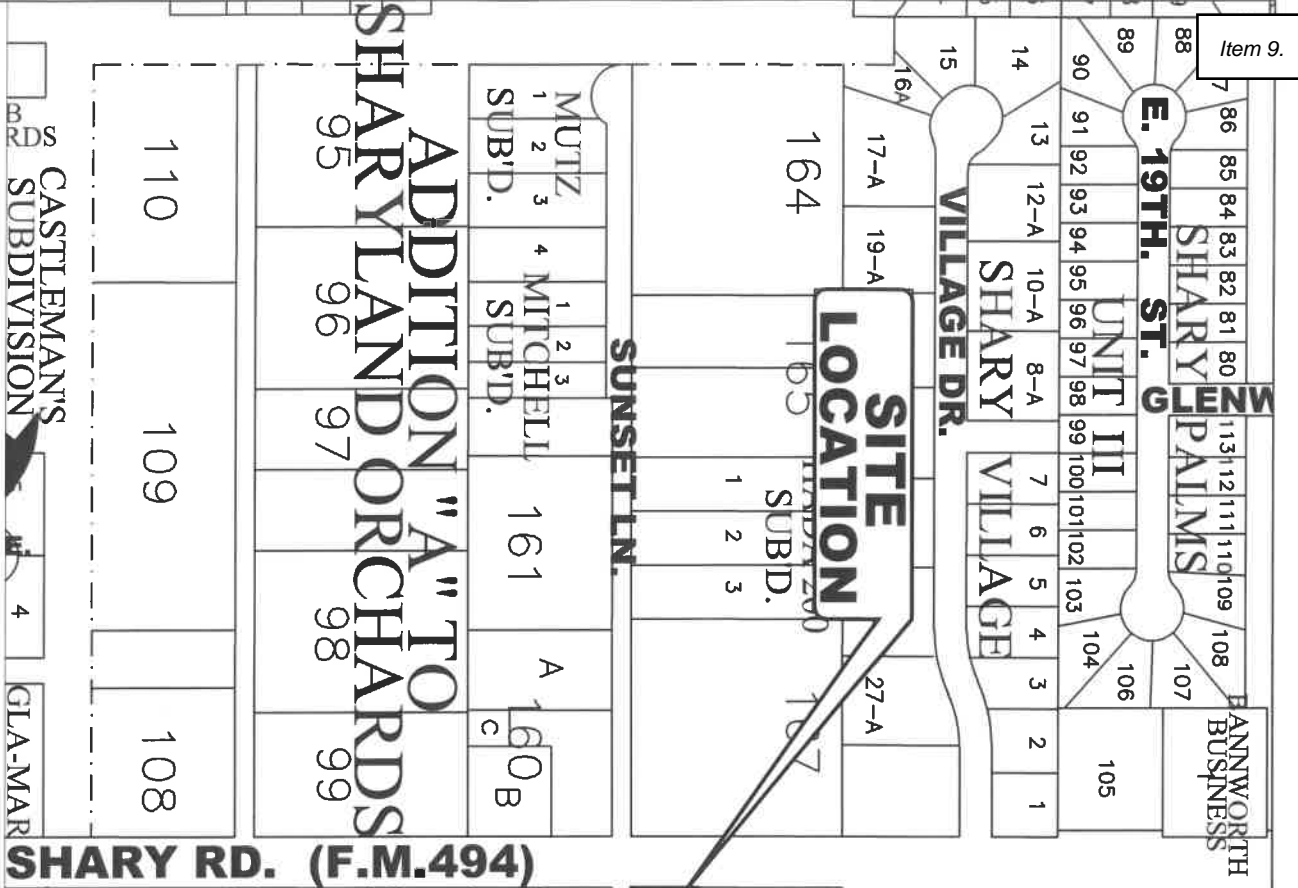
The subject site is located at the Northeast corner of Shary Road and Sunset Lane. The applicant would like to open an antique shop where customers could buy/sell gold and silver, antiques and collectibles, jewelry, customers could also consign items & purchase items. The applicant would designate a total of 658 sq.ft. within the home for the operation.

- **Days / Hours of operation:** Monday – Saturday from 9am – 5pm and Sunday –closed.
- **Staff:** 1 employee will man this operation.
- **Parking & Landscaping:** The house measures 1,432 sq. ft. Based on the size of designated for the home occupation, it will require 5 parking spaces, thus meeting code. Landscaping is meeting code.

REVIEW COMMENTS: Staff mailed out 14 notices to property owners within 200’ radius and as of this write up staff has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval subject to:

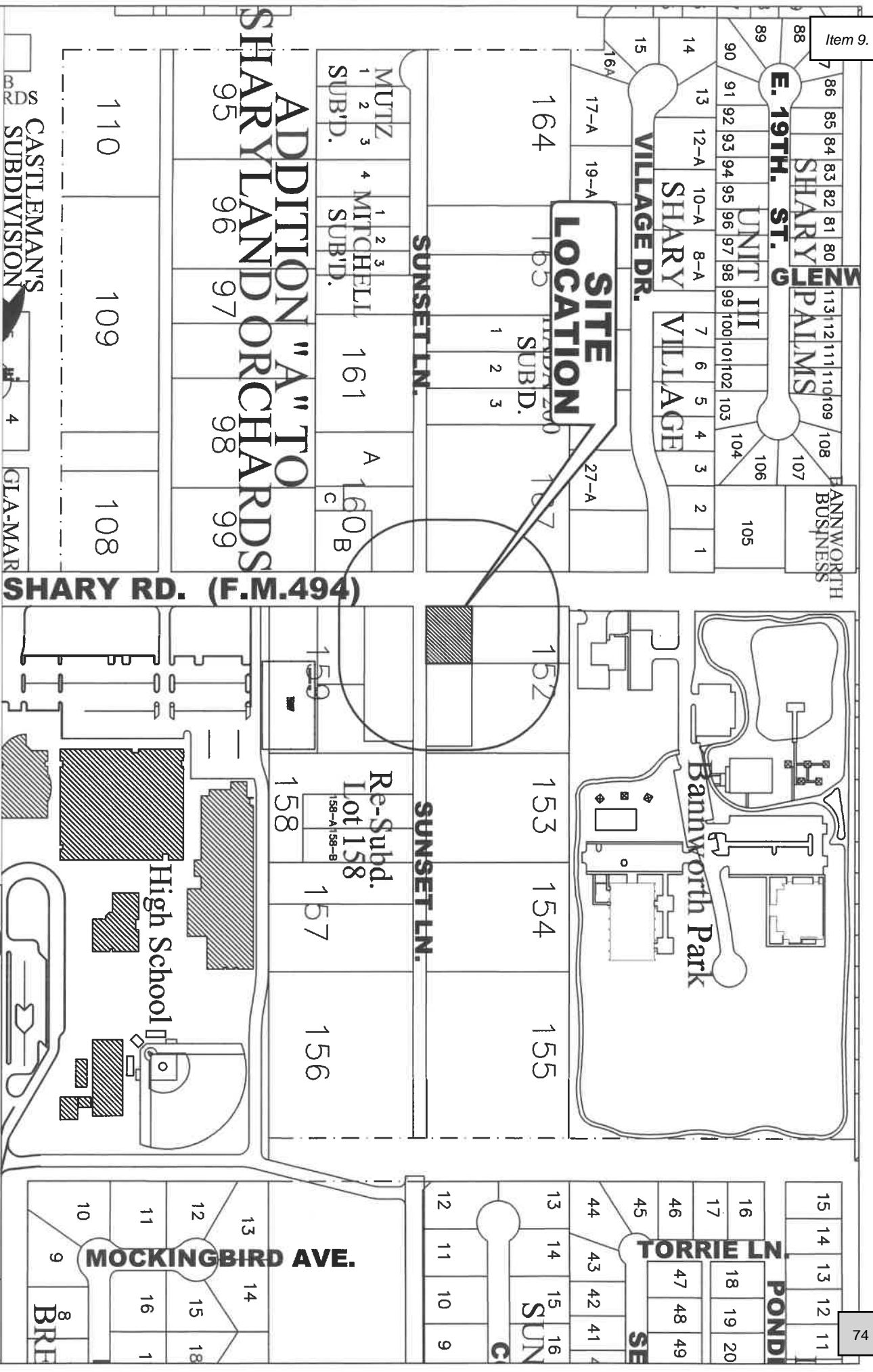
- 1) 1 year re-evaluation to continue to assess this operation,
- 2) Must comply with all City Codes (Building, Fire, Parking, etc.),
- 3) Acquisition of a business license prior to occupancy, and
- 4) CUP not transferable to others.



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

No.

Item 9.



200' RADIUS MAILOUT MAP

CASTLEMAN'S
SUBDIVISION

SHARY RD. (F.M. 494)

High School

MOCKINGBIRD AVE.



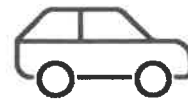
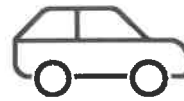
CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th Street
MISSION, TX 78572

PH: (351) 580-8672
FAX: (351) 580-8680

No.

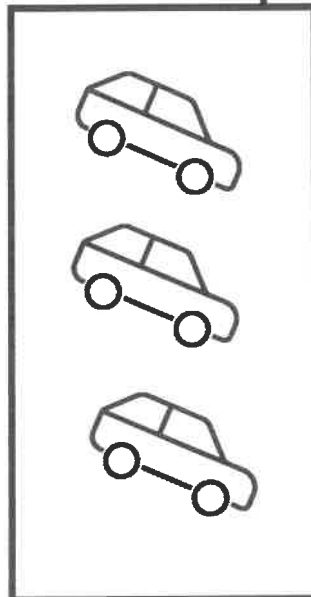


99 ft

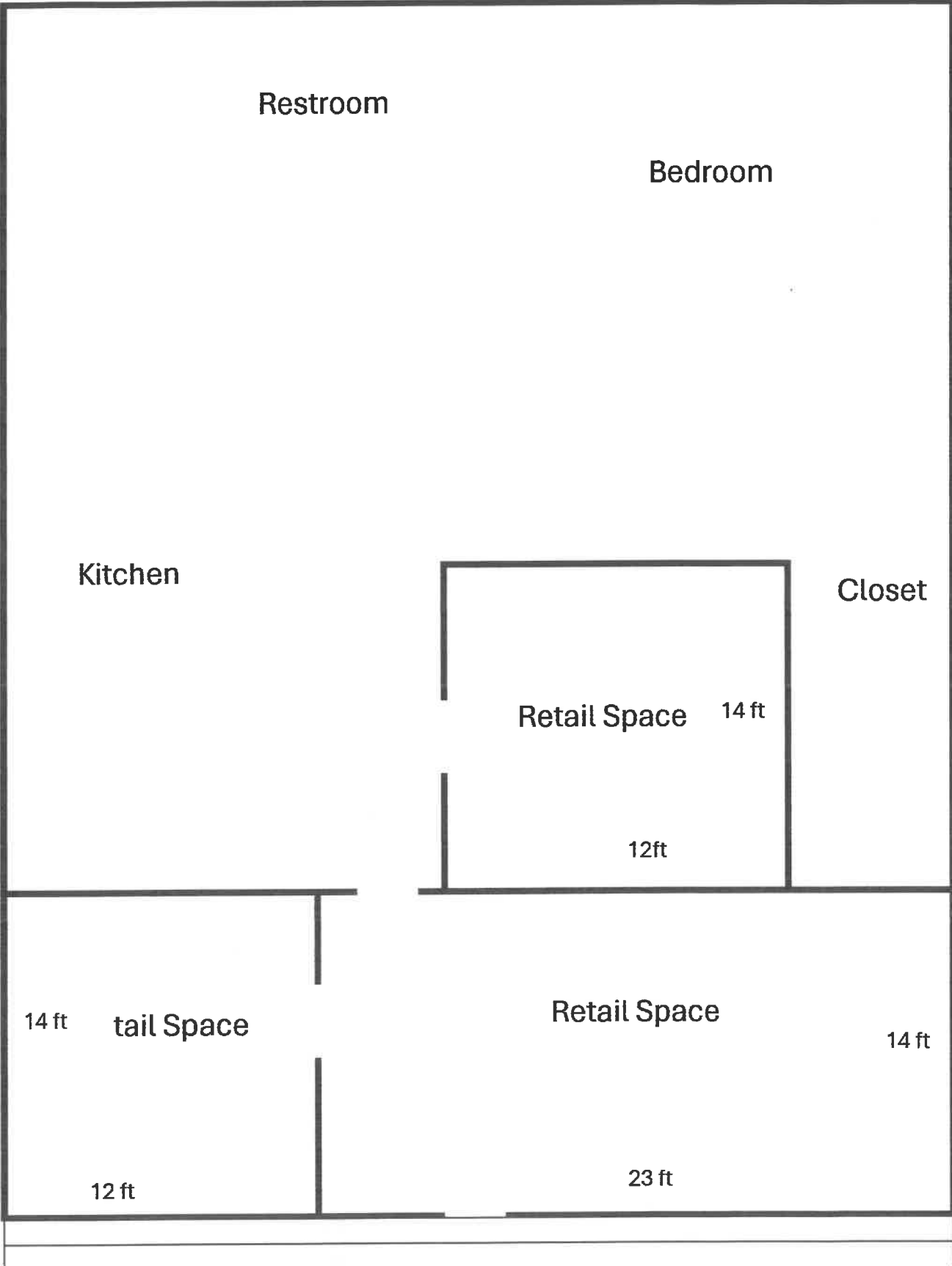


House

100ft



35 ft



431

35 ft

S3000-00-000-0152-00 (283545)
PERSAUD TULSIE
2405 SUNSET LN
MISSION TX 78572

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

S3000-00-000-0152-30 (283548)
SOLIZ RAMIRO & MARIA C
1606 N SHARY RD
MISSION TX 78572

S3000-00-000-0152-40 (283549)
GONZALEZ ALBERT
2121 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)
VILLARREAL MARTHA
1413 N SHARY RD
MISSION TX 78572

S3000-00-000-0160-20 (283575)
GOMEZ MARTHA VILLARREAL
1413 N SHARY RD
MISSION TX 78572

S3000-00-000-0167-10 (283584)
GONZALES ALBERT
2121 SUNSET LN
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



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024

PRESENTED BY: Susana De Luna, Interim Planning Director

AGENDA ITEM: Conditional Use Permit: To Keep a Portable Building for a Photography Studio, 1547 W. Business Highway 83, Being the East 25'x125' of the West 75'x125' and the Southwest 50'x125' of Lot 5, Mission Acres, C-3, Arlae Salinas, Adoption of Ordinance #_____ - De Luna

NATURE OF REQUEST:

On November 6, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located at the Northeast Corner of W. Business Highway 83 and Washington Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) 1 year re-evaluation to continue to assess this operation; 2) Must comply with all City Codes (Landscaping, maintenance of parking area, etc.); 3) The building must be skirted; 4) Acquisition of a business license prior to occupancy; and 5) CUP not to be transferable to others.

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO KEEP A PORTABLE BUILDING FOR A PHOTOGRAPHY STUDIO, 1547 W. BUSINESS HIGHWAY 83, BEING THE EAST 25'X125' OF THE WEST 75'X125' AND THE SOUTHWEST 50'X125' OF LOT 5, MISSION ACRES

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of November 6, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, November 12, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
1547 W. Business Highway 83 Being the East 25'x125' of the West 75'x125' and the Southwest 50'x125' of Lot 5, Mission Acres	To Keep a Portable Building for a Photography Studio	<ol style="list-style-type: none"> 1. 1 year re-evaluation to continue to assess this operation 2. Must comply with all City Codes (Landscaping, maintenance of parking area, etc.); 3. The Building must be skirted; 4. Acquisition of a business license prior to occupancy; 5. CUP not be transferable to others

READ, CONSIDERED AND PASSED, this the 12th day of November, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.3

CONDITIONAL USE PERMIT: To Keep a Portable Building
for a Photography Studio
1547 W. Business Highway 83
Being the East 25'x125' of the
West 75'x125' and the Southwest
50'x125' of Lot 5, Mission Acres
C-3
Arlae Salinas

REVIEW DATA

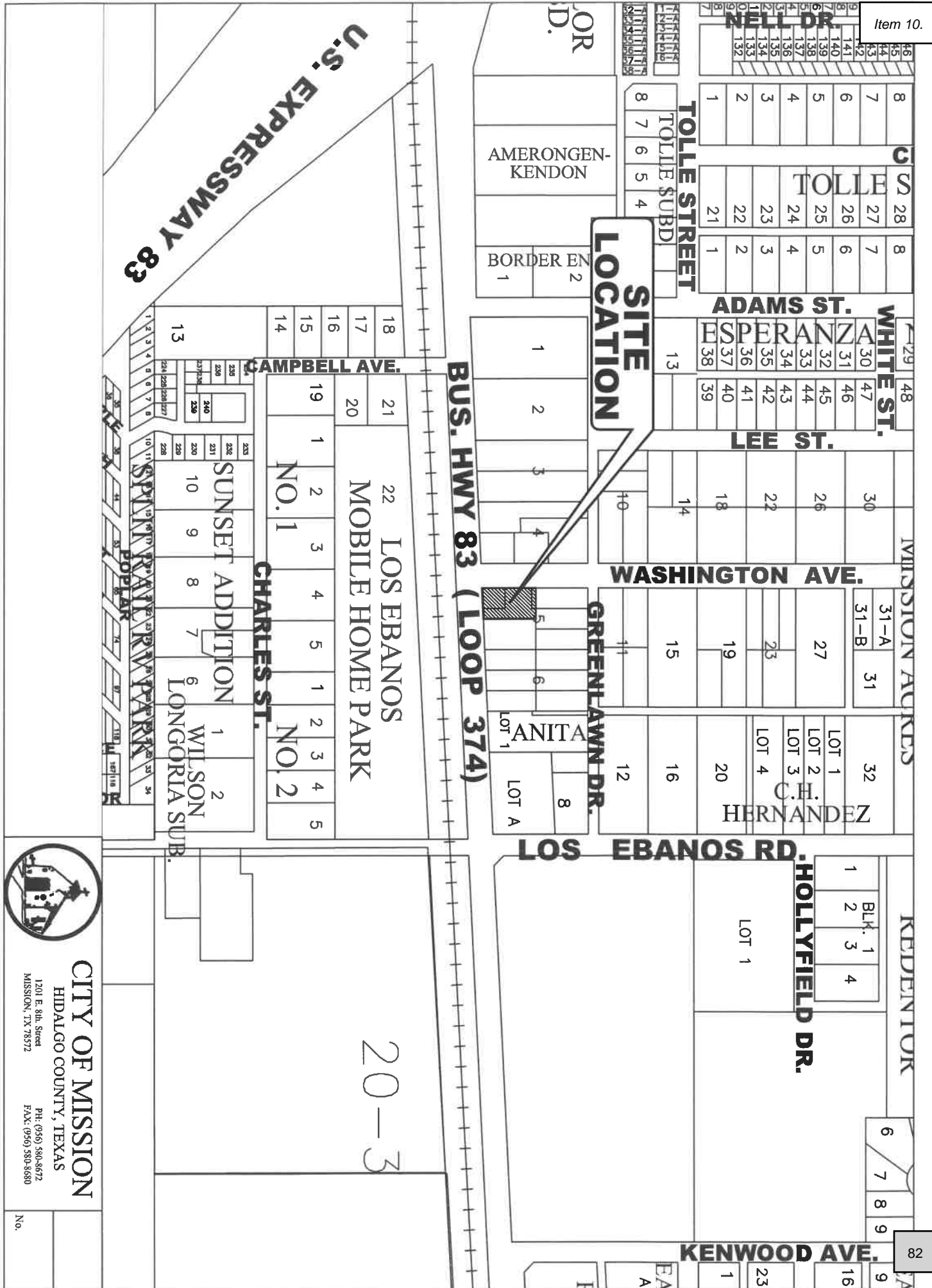
The site is located at the Northeast Corner of W. Business Highway 83 and Washington Street. The portable building measures 19.4'x23'. The applicant is requesting a conditional use permit to use the existing portable building for a Photography Studio. Access to the site is off of Washington Avenue.

- **Hours of Operation:** Tuesday – Sunday 10 a.m. to 7 p.m.
- **Staff:** 1 employee will operate the business
- **Parking & Landscaping:** The building requires a minimum 4 parking spaces. Staff notes there are 2 existing parking stalls. The applicant will need to add 2 additional parking stalls to have a minimum of 4 parking stalls. Landscaping will need to be added and maintain.

REVIEW COMMENTS: It is not uncommon to have portable buildings to be used as an office. Staff knows that having a portable building may not be a long-term desire of the City when considering aesthetics. Thus, perpetual (CUP) monitoring will be the norm where, one day the portable will need to be upgraded with an on-site built structure. Staff mailed out 19 notices to property owners within 200' radius and has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval subject to:

- 1.) 1-year re-evaluation to continue to assess this operation
- 2.) Must comply with all City Codes (Landscaping, maintenance of parking area, etc.)
- 3.) The building must be skirted,
- 4.) Acquisition of a business license prior to occupancy
- 5.) CUP not be transferable to others



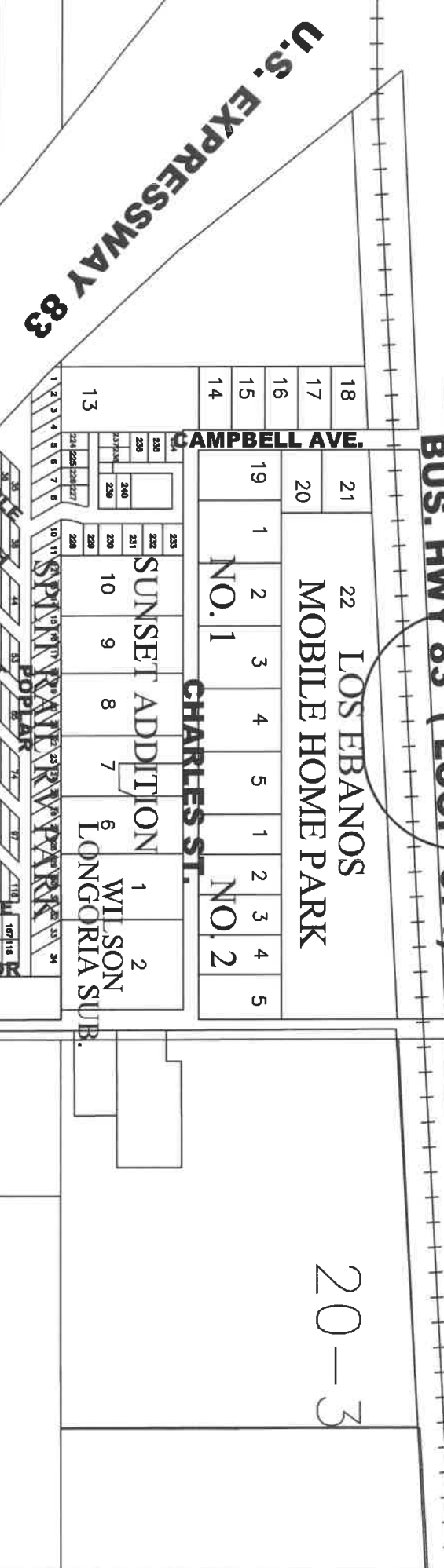
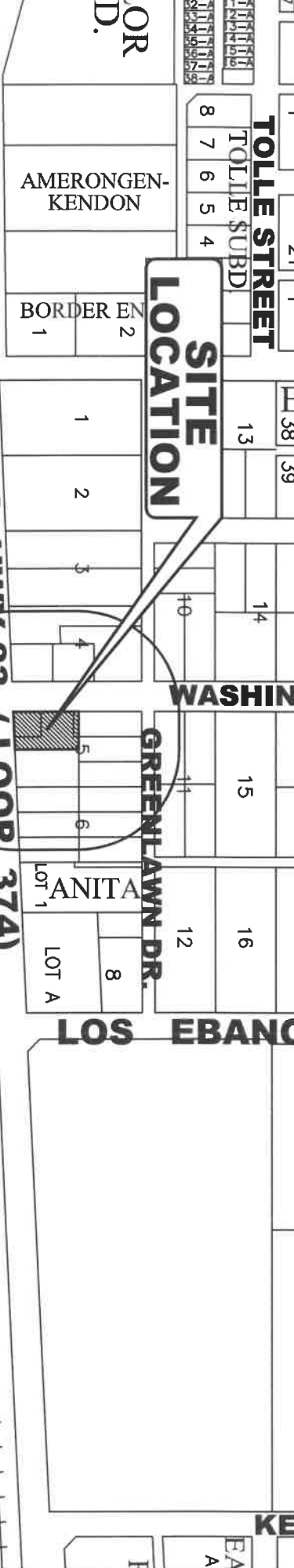
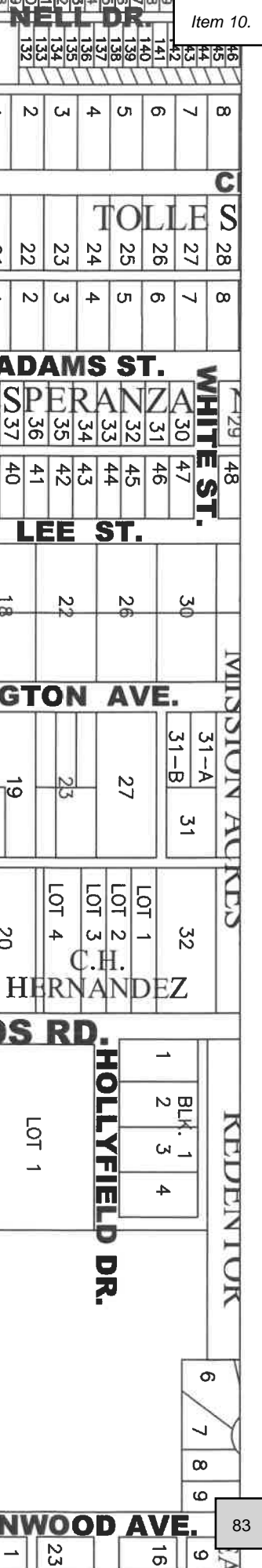
CITY OF MISSION
 HIDALGO COUNTY, TEXAS

1201 E. 8th Street
 MISSION, TX 78572

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

No.

Item 10.



200' RADIUS MAILOUT MAP



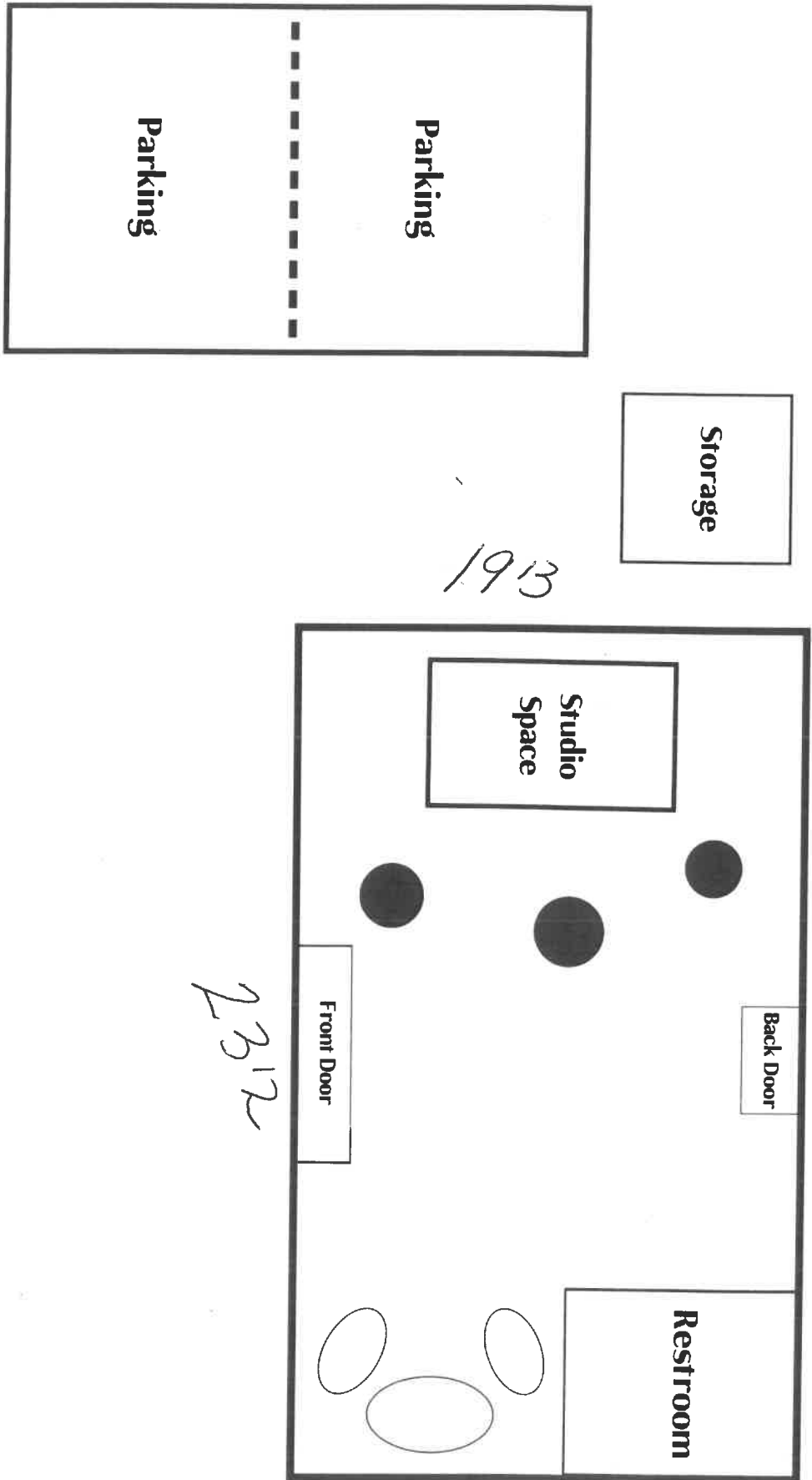
CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 580-8672
 FAX: (956) 580-8680

20-3

No.



Fotografafa D'Arfa Studio





M4900-00-000-0003-01 (237827)
MOLINA VENTURA HERNANDEZ
1608 W BUSINESS HIGHWAY 83
MISSION TX 78572

M4900-00-000-0004-00 (237829)
SILVA IVAN MENDOZA
SAN JUANA M SILVA
903 WASHINGTON ST
MISSION TX 78572

M4900-00-000-0004-01 (237830)
RAMIREZ LUIS LAURO
903 WASHINGTON AVE
MISSION TX 78572

M4900-00-000-0004-02 (237831)
GARCIA ANNA & REYNALDO JR
1106 MIRACLE LANE
MISSION TX 78572

M4900-00-000-0005-00 (237833)
AVENDANO CESAR
116 S OAXACA
ALTON TX 78573

M4900-00-000-0005-01 (237834)
AVENDANO CESAR
116 S OAXACA
ALTON TX 78573

M4900-00-000-0005-02 (237835)
DE LEON JESUS
900 WASHINGTON ST APT A
MISSION TX 78572

M4900-00-000-0005-03 (237836)
MOLINA MAIRA & MARIA L
906 LEE ST
MISSION TX 78572

M4900-00-000-0005-04 (237837)
GARCIA ISAURO
1404 INSPIRATION RD
MISSION TX 78572

M4900-00-000-0005-05 (237838)
MOLINA BENITO
906 LEE ST
MISSION TX 78572

M4900-00-000-0006-00 (237839)
OBREGON GILBERTO & EDELMIRA
1520 W BUSINESS HIGHWAY 83
MISSION TX 78572

M4900-00-000-0006-01 (237840)
GARCIA ISAURO & MARIA CRIS RODRIG
1404 N INSPIRATION RD
MISSION TX 78572

M4900-00-000-0006-02 (237841)
BELLISSIMO ENTERPRISES LLC
615 W 27TH ST
MISSION TX 78574

M4900-00-000-0006-03 (237842)
DE LEON JESS ALLON & TERESA
1527 GREENLAWN DR
MISSION TX 78572

M4900-00-000-0006-04 (237843)
PEREZ JESUS IVAN DAVILA & SAN JUA
703 LOS EBANOS RD TRLR 28
MISSION TX 78572

M4900-00-000-0010-03 (237855)
DELGADO MARIA IRMA
905 WASHINGTON AVE
MISSION TX 78572

M4900-00-000-0011-02 (237858)
MORALES WILLIE & LIZZETTE RUBY
1009 S ABRAM RD
PALMVIEW TX 78572

M4900-00-000-0011-03 (237859)
GARZA MELBA D
902 WASHINGTON AVE
MISSION TX 78572

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



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024

PRESENTED BY: Susana De Luna, Interim Planning Director

AGENDA ITEM: Conditional Use Permit: To Keep a Portable Building for Sales Office – Munoz Garden, 1911 S. Conway Avenue, Being a 15.07 Acre tract of land out of Lot 13-6, West Addition to Sharyland, I-1, Munoz Garden Center, Adoption of Ordinance #____ - De Luna

NATURE OF REQUEST:

On November 6, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located 4,653' South of Expressway 83 along the west side of S. Conway Avenue. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) 1 year re-evaluation to continue to assess this operation; 2) Must comply with all City Codes (Landscaping, maintenance of parking area, etc.) 3) The building must be skirted; 4) Acquisition of a business license prior to occupancy; and 5) CUP not transferable to others.

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT TO KEEP A PORTABLE BUILDING FOR
SALES OFFICE – MUNOZ GARDEN, 1911 S. CONWAY AVENUE, BEING A 15.07 ACRE
TRACT OF LAND OUT OF LOT 13-6, WEST ADDITION TO SHARYLAND**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of November 6, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, November 12, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
1911 S. Conway Avenue Being a 15.07 acre tract of land out of Lot 13-6, West Addition to Sharyland	To Keep a Portable Building for Sales Office – Munoz Garden	<ol style="list-style-type: none"> 1. 1 year re-evaluation to continue to assess this operation 2. Must comply with all City Codes (Landscaping, maintenance of parking area, etc.); 3. The Building must be skirted; 4. Acquisition of a business license prior to occupancy; 5. CUP not be transferable to others

READ, CONSIDERED AND PASSED, this the 12th day of November, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.4

CONDITIONAL USE PERMIT: To Keep a Portable Building
for Sales Office – Munoz Garden
1911 S. Conway Avenue
Being a 15.07 Acre tract of land out of
Lot 13-6, West Addition to Sharyland
I-1
Munoz Garden Center

REVIEW DATA

The site is located 4,653' South of Expressway 83 along the west side of S. Conway Ave. The portable building measures 30' x 60'. The applicant is requesting a conditional use permit to use the existing portable building as an office for a Nursery. Access to the site is off of Conway Avenue off of a 40' driveway.

- **Hours of Operation:** Monday – Saturday 8 a.m. to 6 p.m.
- **Staff:** 3 employees will operate the business
- **Parking & Landscaping:** The building requires a minimum 4 parking spaces. Staff notes there are a total of 121 parking stalls.

REVIEW COMMENTS: It is not uncommon to have portable buildings to be used as an office. Staff knows that having a portable building may not be a long-term desire of the City when considering aesthetics. Thus, perpetual (CUP) monitoring will be the norm where, one day the portable will need to be upgraded with an on-site built structure. Staff mailed out 6 notices to property owners within 200' radius and has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval subject to:

- 1.) 1-year re-evaluation to continue to assess this operation
- 2.) Must comply with all City Codes (Landscaping, maintenance of parking area, etc.)
- 3.) The building must be skirted,
- 4.) Acquisition of a business license prior to occupancy
- 5.) CUP not be transferable to others

14-4

14-5

14-6

SITE LOCATION

13-4

13-5

13-6

13-7

13-8

12-4

12-5

12-6

12-7

12-8



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

TRINITY RD.



14-7

14-8

VARMICON SUBD.



EXHIBIT
BUS. PARK XI

EXPR
L
BUSIN
PH

MAIN FLOODWATER PILOT CHANNEL

FLOODWAY LEVEE

OLEANDER
TRAILER
PARK



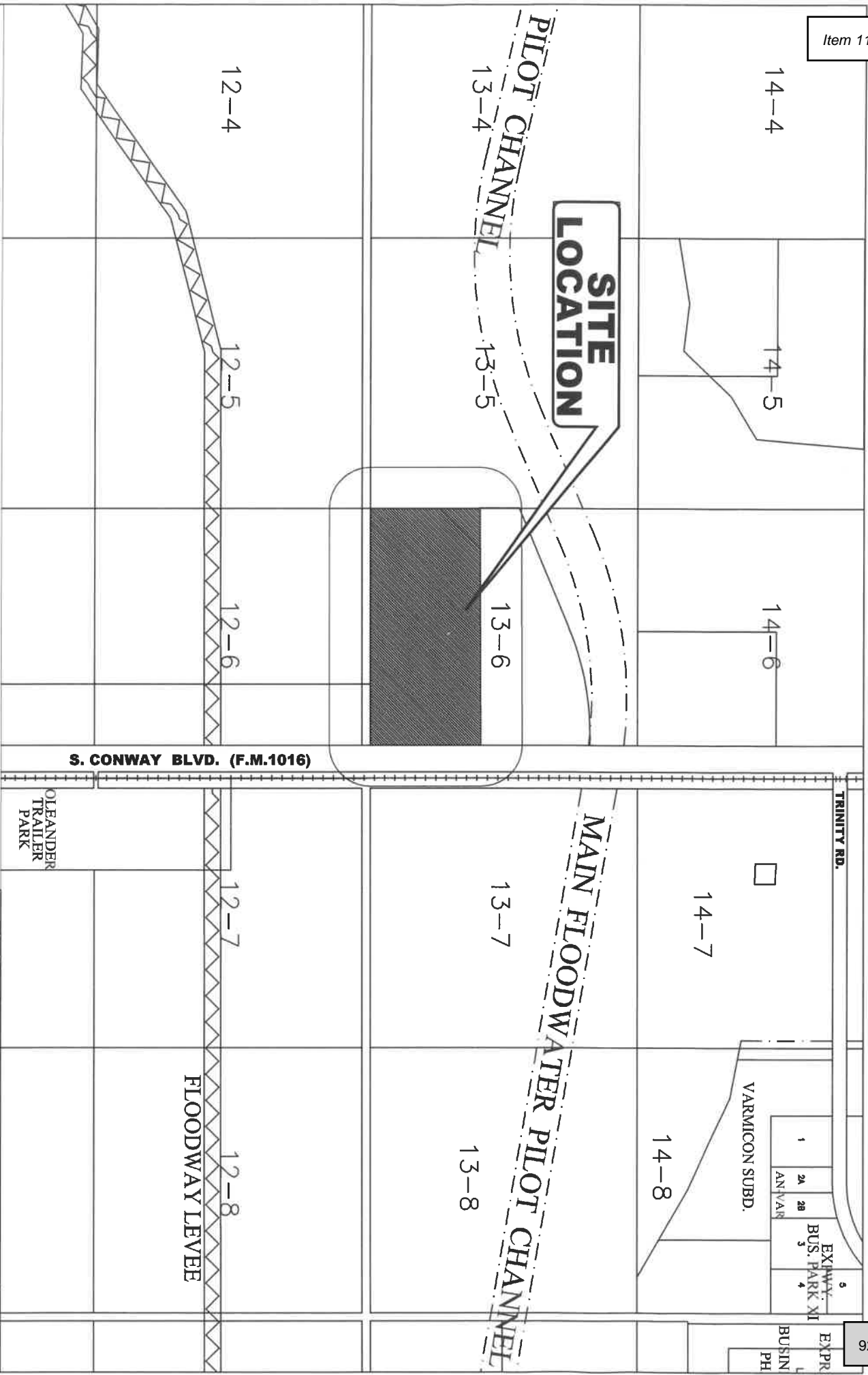
CITY OF MISSION

HIDALGO COUNTY, TEXAS

1201 E. 8th Street
MISSION, TX 78572

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

No.



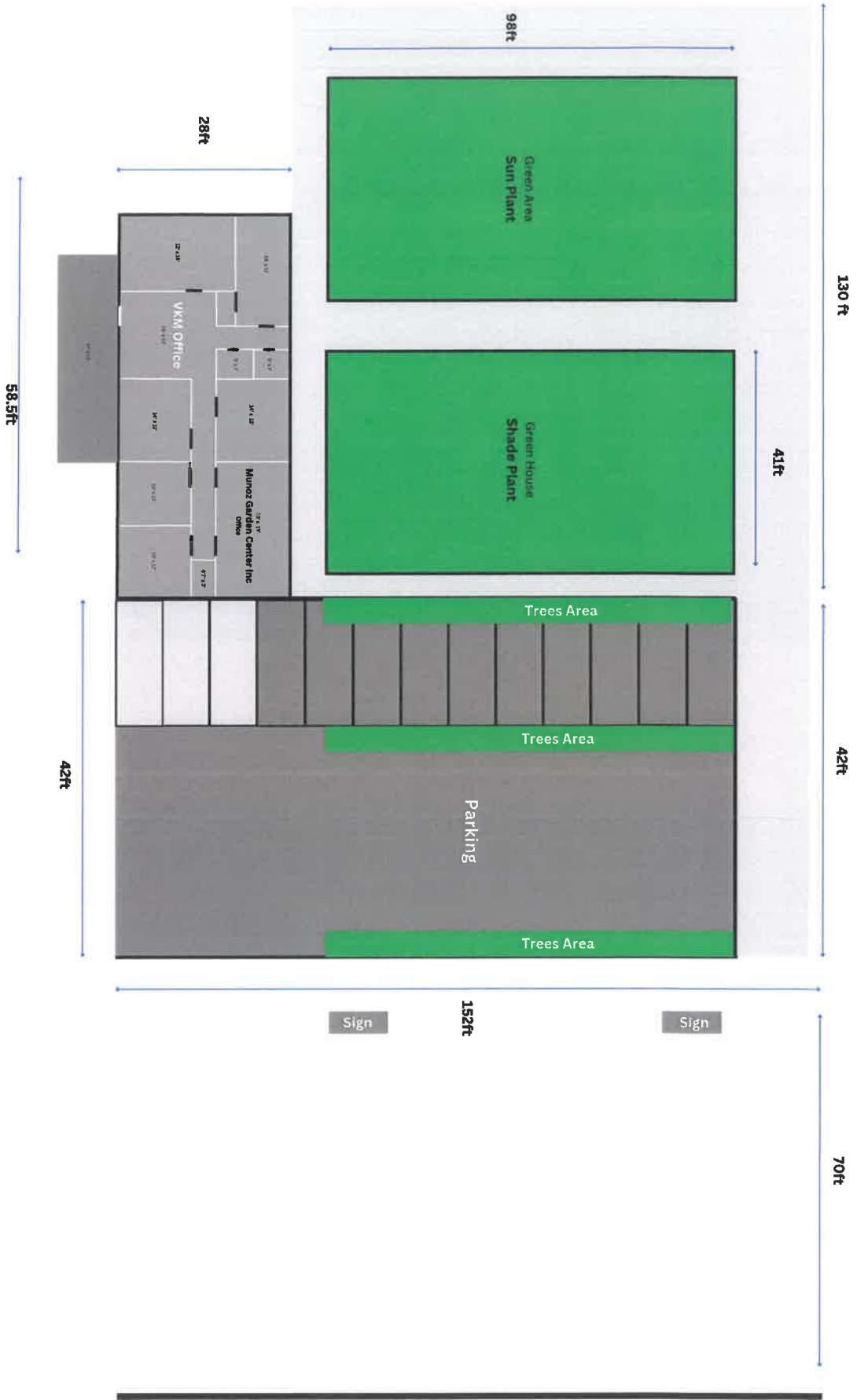
200' RADIUS MAILOUT MAP



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

No. _____











W0100-00-012-0006-00 (316476)
VALECO LLC
5608 N 5TH ST
MCALLEN TX 78504

W0100-00-012-0005-05 (705063)
ALIANZA DE LIMA LLC
2003 ROCHESTER ST
EDINBURG TX 78539

W0100-00-012-0006-03 (719395)
ALIANZA DE LIMA LLC
2003 ROCHESTER ST
EDINBURG TX 78539

W0100-00-013-0006-01 (1232730)
VMK SOUTH CONWAY SERIES A
SERIES OF VMK INVESTMENT GROUP LLC &
4600 TORONTO AVE
4600 TORONTO AVE
MCALLEN TX 78503

W0100-00-013-0006-02 (1242497)
VMK SOUTH CONWAY 2 SERIES OF VMK
4600 TORONTO AVE
MCALLEN TX 78503

W0100-00-013-0002-00 (316492)
NEVAREZ INVESTMENT FAMILY LIMITED
421 TYLER AVE
MCALLEN, TX 78503



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024

PRESENTED BY: Susana De Luna, Interim Planning Director

AGENDA ITEM: Conditional Use Permit: Drive-Thru Service Window – Taqueria Oviedo, 608 W. Griffin Parkway, Lot 2, Aziz No. 2 Subdivision, C-3 Taqueria Oviedo c/o Elizabeth Oviedo, Adoption of Ordinance #____ - De Luna

NATURE OF REQUEST:

On November 6, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located near the NE corner of W. Griffin Parkway and Holland Road along the north side of W. Griffin Parkway. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends denial.

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Denial *WRP*

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 DRIVE-THRU SERVICE WINDOW –
TAQUERIA OVIEDO, 608 W. GRIFFIN PARKWAY, LOT 2, AZIZ NO. 2 SUBDIVISION**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of November 6, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, November 12, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
608 W. Griffin Parkway Lot 2, Aziz No. 2 Subdivision	Drive-Thru Service Window – Taqueria Oviedo	1.

READ, CONSIDERED AND PASSED, this the 12th day of November, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.5

CONDITIONAL USE PERMIT: Construct a Drive-Thru Service Window
 - Taqueria Oviedo
 608 W. Griffin Parkway
 Lot 2, Aziz No. 2 Subdivision
 C-3
 Taqueria Oviedo
 c/o Elizabeth Oviedo

REVIEW DATA

The subject site is located near the NE corner of W. Griffin Parkway and Holland Road along the north side of W. Griffin Parkway. Taqueria Oviedo has been in business since 2015 at the above location serving authentic Rio Bravo Tacos and seafood delights. They understand the evolving needs of their valued customers and would like to address the challenge of customer convenience and safety, by constructing a drive-thru service window. They aim to provide a solution that allows customers to order and receive their food without leaving the comfort and safety of their vehicles. Access to the site will be provided off of W. Griffin Parkway through existing 26' driveways.

- **Days & Hours of Operation:** Monday – Sunday from 11:00 am to 12:00 am
- **Employees:** 7 employees in different shifts
- **Parking:** In reviewing the site plan, the applicant is proposing to install a 24' x 38' drive-thru service window and a 4' x 8' LED menu board. They are also proposing for their customers to come in through W. Griffin Parkway and place their order and exit thru the alley. The applicant is proposing to install One Way Signs to alert to patrons that they can no longer come in through the alley. Staff notes that the parking is held in common for this commercial plaza and they have a total of 60 parking spaces that are shared with other businesses.

REVIEW COMMENTS: Staff mailed out 20 notices to property owners within 200' radius and staff has not received any comments in favor or against the request. Staff notes that on June 28, 2012 the City Council adopted Ordinance No. 3782 prohibiting all drive-thru service window businesses from exiting or entering from an adjoining public alley where said alleys serve any adjoining residences. The purpose of this ordinance was to avoid having water meter damaged and having commercial vehicles blocking the alley. In this particular case, staff notes that the home directly north uses the alley as a driveway, which would create a conflict for that reason staff cannot support this request.

RECOMMENDATION: Staff recommends denial.

133

112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131

W. 25 TH ST.

58	95
59	94
60	93
61	92
62	91
63	90
64	89
65	88
66	87
67	86
68	85
69	84
70	83
71	82
72	81
73	80
74	79
75	78
76	77

CHAPARRAL HEIGHTS
W. 24 TH PLACE

20	55
21	54
22	53
23	52
24	51
25	50
26	49
27	48
28	47
29	46
30	45
31	44
32	43
33	42
34	41
35	40
36	
37	
38	
39	

W. 24 TH ST.

PARKWAY (F.M. 495)

SITE LOCATION

Elementary School

24-4

13	12
14	11
15	10
16	9

NEWPORT SQUARE
THE OAKS @ HOLLAND SUBD.
W. STACIE LN.

1	2	3	4	5	6	7	8	9	10	11	12	13	14
29	28	27	26	25	24	23	22	21	20	19	18		

SOLIS SUBD. LOT A

25-5

TROSPER GARDENS
24 TH PLACE

1	2	3	4	5	6	7	8	9	10
24	23	22	21	20	19	18	17	16	15

AZIZ SUBD. NO. 2

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

W. GRIFFIN PARKWAY (F.M. 495)

WEST VIEW Ph V
FRANELLA

DEPEDA 495

24-5
NORTHSIDE SUBDIVISION

10	A	B	C	A	B	C	D
9	9	10	9	9	9	10	9
8	8	9	10	8	8	9	10

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
---	---	---	---	---	---	---	---	---	----	----	----	----	----	----	----

PEACE AVE

No. 2	2
-------	---

STORAGE DEPOT

1	2
---	---

25-6

NORTH ST

RE-SUB MISSION PARK PLAZA

1-F	1-E	1-D	1-C
1	2	3	4
5	6	7	8
9	10	11	12
13	14	15	16

BEST LITTLE WAR

4	TREBOLE SUBD	1
3		2
2		3
1		4
5		6
6		7
7		8
8		9
9		10
10		11
11		12
12		13
13		14
14		15
15		16

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

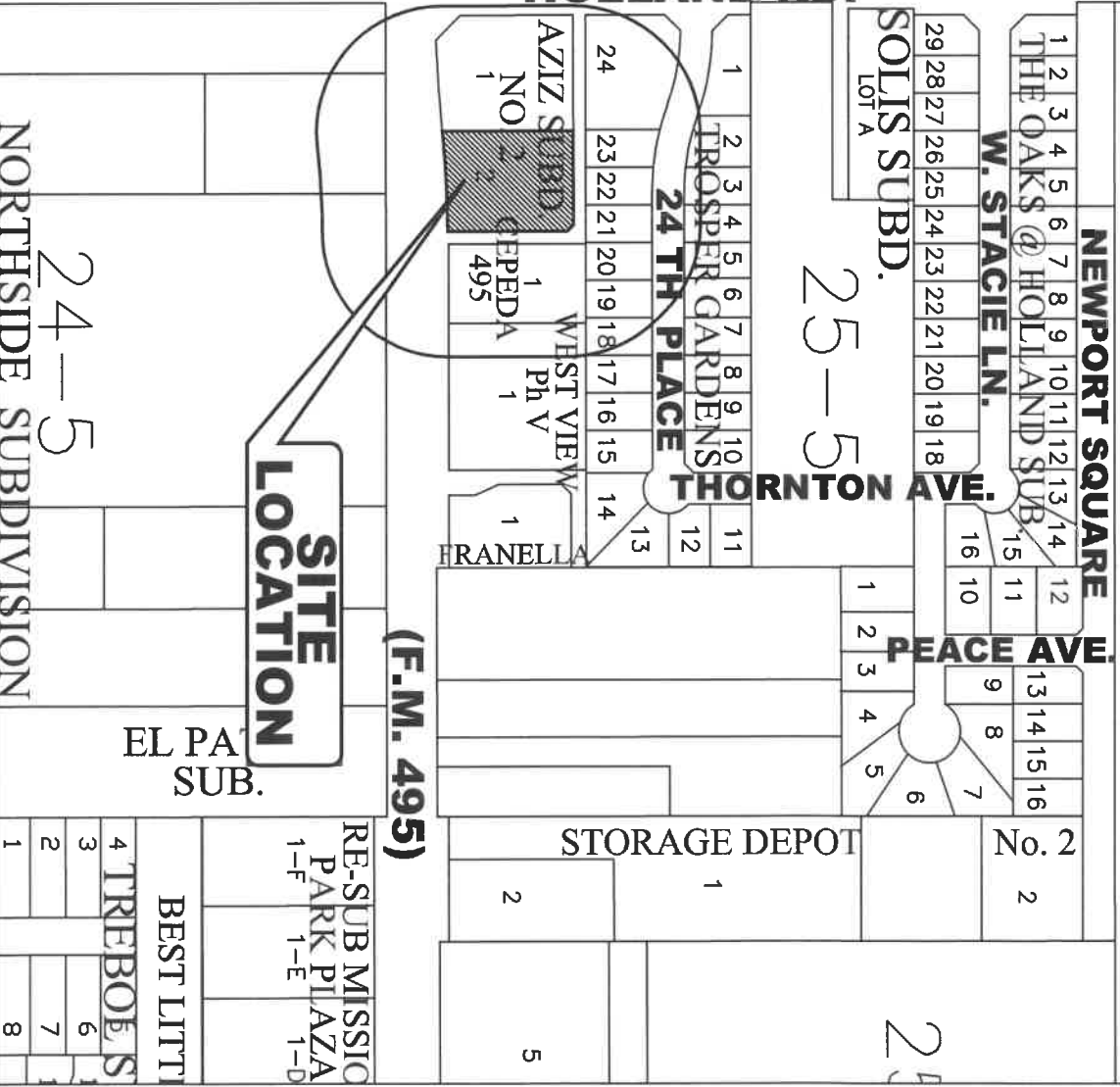
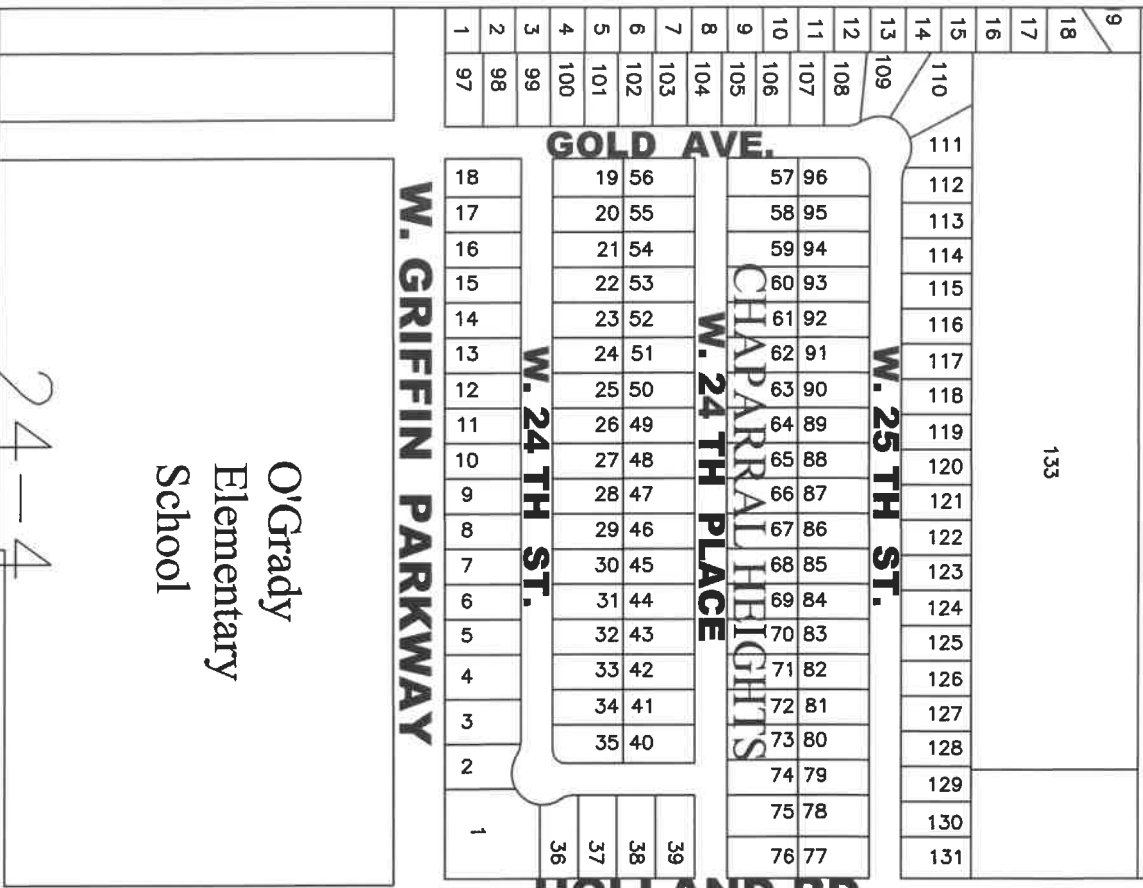
CITY OF MISSION
HIDALGO COUNTY, TEXAS



1201 E. 8th Street
MISSION, TX 78372
PH: (956) 580-8672
FAX: (956) 580-5680

200' H.C.I.D. No. 1

EDINBURG MAIN CANAL R.O.W.



200' RADIUS MAILOUT MAP



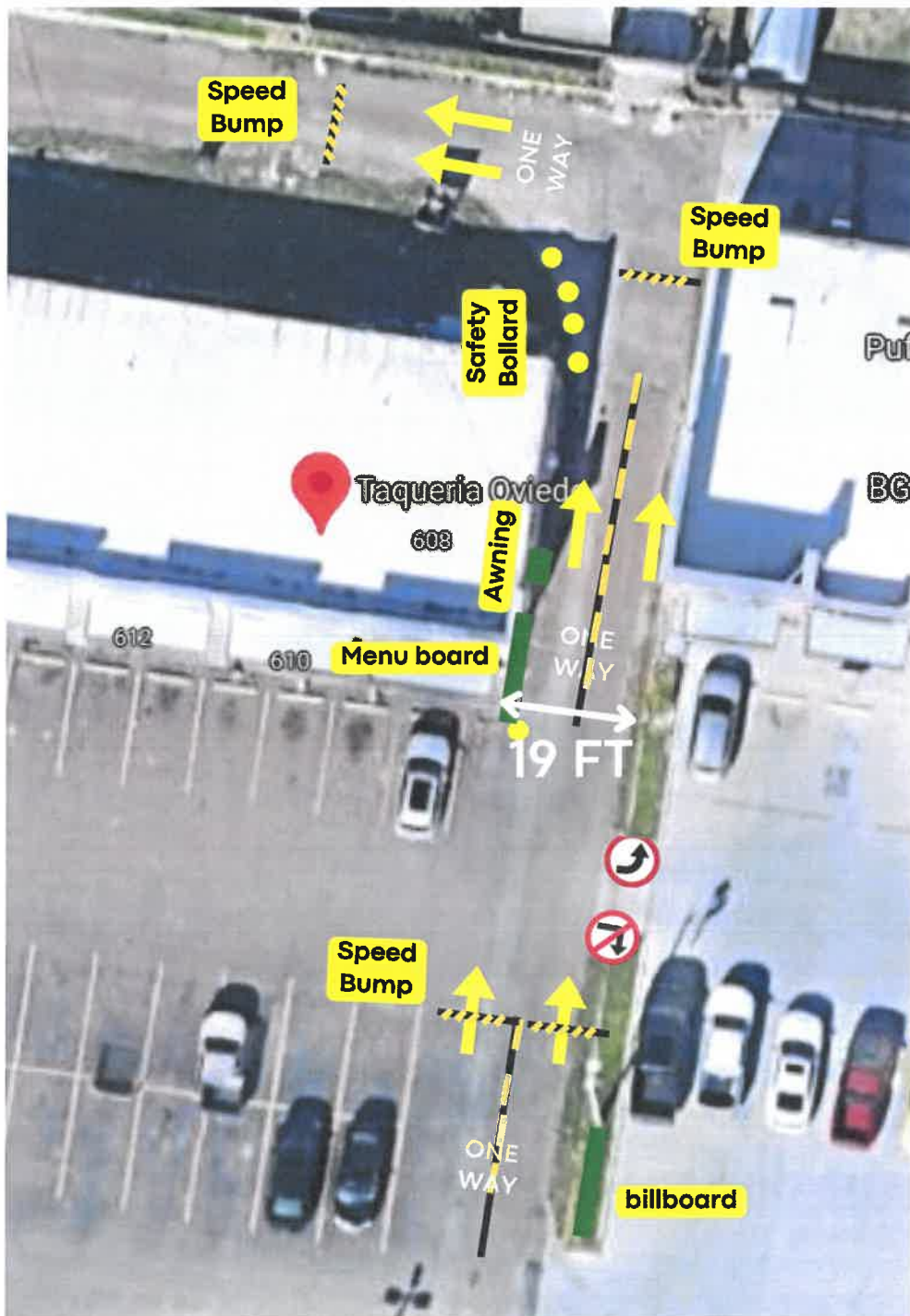
CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572

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

No.



Sketches & Plan Upper View AFTER(TAQUERIA LOCATION)





ENTRADAS

- FRIJOLES CON BISTEC Y QUESO AMARILLO (6 OZ).....\$2.25**
- PICO DE GALLO.....\$3.99**
- PICO DE GALLO CON AGUACATE\$5.49**

TACOS

ORDEN DE TACOS
 Orden de 5 tacos de Maiz o 4 de Harina, acompañados con cebolla cruda, cebolla asada, cilantro y frijoles charros.



MOLLEJA	\$9.49	FAJITA	\$10.49
BISTEC	\$9.49	DESHEBRADA	\$10.49
POLLO	\$9.49	MIXTA	\$10.99
TROMPO	\$9.49	TRIPA	\$10.99

BISTEC, TROMPO, MOLLEJA, POLLO
 MAIZ \$2.25 HARINA \$2.75

TACO INDIVIDUAL
 FAJITA Y DESHEBRADA
 MAIZ \$2.45 HARINA \$2.95

MIXTA Y TRIPA
 MAIZ \$2.60 HARINA \$3.25

HAZ TU ORDEN SUPREME!

AGUACATE y QUESO
 (QUESO FRESCO ó QUESO AMARILLO)

MEDIA ORDEN	\$1.50 c/u	FRIJOLES PREPARADOS	\$1.25
ORDEN COMPLETA	\$1.99 c/u	CHILE TOREADO	\$0.99
		EXTRA CEBOLLA ASADA	\$0.99
		FRIJOLES CHARROS 6 OZ	\$0.99

COMBO TACO



COMBO 1
 3 TACOS DE MAIZ Ó 2 TACOS DE HARINA
 1 PAPA CHICA y 1 SODA DE LATA

COMBO 2
 5 TACOS DE MAIZ Ó 4 TACOS DE HARINA
 1 PAPA CHICA Y 1 SODA DE LATA

BISTEC, TROMPO, MOLLEJA ó POLLO
 FAJITA ó DESHEBRADA
 MIXTA ó TRIPA

COMBO 1	\$ 10.99	COMBO 2	\$12.99
	\$ 11.99		\$13.99
	\$ 12.99		\$14.49

EXTRAS: CAMBIAR POR SODA MEXICANA O AGUA FRESCA + \$1.99

COMBO FAMILIAR
 3 ORDENES DE TACOS, 1 PAPA GRANDE SENCILLA,
 3 FRIJOLES CHARROS Y 3 SODAS DE LATA

BISTEC, TROMPO, MOLLEJA ó POLLO \$36.49
 FAJITA ó DESHEBRADA + \$.99 POR ORDEN
 TRIPA ó MIXTA + \$1.99 POR ORDEN

AGREGUE CARNE EN SU PAPA POR \$1.99





PAPAS ASADAS

Papa asada con mantequilla, queso y crema.

	sencilla	con carne
CHICA	\$4.49	\$4.99
GRANDE (incluye chips)	\$6.49	\$7.99



LOS FAVORITOS

MENUDO	\$10.99
CALDO DE POLLO.....	\$9.99
CALDO DE RES.....	\$11.99

HAMBURGUESAS Y ANTOJITOS



COMBO DE HAMBURGUESA \$ 8.99

Hamburguesa con carne, jamón, queso, lechuga, tomate, cebolla, pickles, aguacate, ketchup y mayonesa; acompañado con papas fritas y soda de lata.
CARNE EXTRA: \$1.99



SINCRONIZADA \$ 10.49

Tortilla de harina, rellena de bistec, frijoles, queso mozzarella, lechuga, tomate y aguacate.
CAMBIO DE CARNE \$1.99

ORDEN DE TOSTADAS \$ 9.99

3 Tostadas con selección de carne al gusto, frijoles, queso fresco, crema, lechuga, tomate y aguacate.

TOSTADA EXTRA \$ 3.99

COMBO TOSTADAS..... \$ 12.99

Incluye 1 Orden de Tostadas (3), arroz y 1 soda de lata.

COMBO TORTA

Torta con selección de carne al gusto, Queso fresco, lechuga, tomate, aguacate y mayonesa con 1 soda de lata y papas fritas.



BISTEC, TROMPO, MOLLEJA ó POLLO \$ 8.99

FAJITA ó DESHEBRADA \$ 9.49

MIXTA ó TRIPA \$ 11.99



COMBOS PESCADO

- 1** 3 chicharrones de pescado, papas fritas, 1 soda de lata y tres tortillas \$8.99
- 2** 3 chicharrones de pescado, papas fritas, ensalada, arroz, 1 soda de lata y 3 tortillas\$10.99
- 3** 3 chicharrones de pescado, arroz, Caldo de Pescado, 1 soda de lata y 3 tortillas.....\$12.99
- 4** 3 chicharrones de pescado, arroz, Caldo de Camarón, 1 soda de lata y 3 tortilla..... \$13.99
- 5** 3 chicharrones de pescado, arroz, Sopa de Marisco, 1 soda de lata y 3 tortilla\$14.99



COMBO FAMILIAR DE PESCADO\$33.99
 15 chicharrones de pescado con arroz, ensalada y papas fritas. 4 Caldos de verduras de 6 oz, 3 sodas de lata y 15 tortillas

CHICHARRON EXTRA \$1.99

COCKTELES Y CALDOS DE MAR

- COCTEL DE CAMARON**
 Acompañado de cebolla, cilantro y aguacate.
 Chico\$8.49 Mediano \$11.99
- CALDO DE PESCADO \$9.49**
- CALDO DE CAMARON \$10.99**
- SOPA DE MARISCOS..... \$10.99**



KIDS MENU

CHICKEN NUGGETS COMBO\$6.99
 6 CHICKEN NUGGETS, PAPAS FRITAS, REFRESCO DE LATA O JUGO.

BEBIDAS

- BOTELLA DE AGUA..... \$1.50**
- SODA DE LATA..... \$1.75**
- SODA MEXICANA MEDIO LITRO..... \$3.25**
- AGUAS FRESCAS 32 OZ.\$3.49**
 (NO REFILL)



W0100-00-024-0005-00 (316896)
 CANTU RAFAELA M
 WENCESLADO III GABRIEL A. & JOSUE
 2206 N HOLLAND AVE
 MISSION TX 78572

W0100-00-024-0005-02 (316898)
 3BU FAMILY LIMITED PARTNERSHIP
 533 NORTH ALAMO ROAD
 ALAMO TX 78516

T8030-00-000-0001-00 (693035)
 PINA JAIME & IDANIA
 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

T8030-00-000-0017-00 (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
 707 W 24TH PL
 MISSION TX 78574

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

W3910-05-000-0001-00 (1069238)
 LUBIN PROPERTIES LLC
 PO BOX 2978
 MCALLEN TX 78502

A6856-02-000-0001-00 (580349)
 7- ELEVEN INC
 ATTN AD VALOREM TAX 7- ELEVEN NO
 PO BOX 711
 DALLAS TX 75221

A6856-02-000-0002-00 (580350)
 CEPEDA FLUMENCIO
 6717 N BENTSEN RD
 MCALLEN TX 78504

C2697-00-000-0001-00 (1238559)
 CEPEDA FLUMENCIO JR & MARIA E &
 JOE J & ALEJANDRO CEPEDA
 6717 N BENTSEN RD
 MCALLEN TX 78504



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Susana De Luna, Interim Planning Director
AGENDA ITEM: Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – El Itacate, 301 N. Shary Road, Ste. 240, Lot 2, Shary Town Plaza, C-3 Las Pupusas Del Itacate, LLC, Adoption of Ordinance #____ - De Luna

NATURE OF REQUEST:

On November 6, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located approximately 450' north of 1st Street along the westside of Shary Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES
 _____ NAYS
 _____ DISSENTING _____

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR THE SALE & ON-SITE
CONSUMPTION OF ALCOHOLIC BEVERAGES – EL ITACATE, 301 N. SHARY ROAD,
STE. 240, LOT 2, SHARY TOWN PLAZA**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of November 6, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, November 12, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
301 N. Shary Road, Ste. 240 Lot 2, Shary Town Plaza	Sale & On-Site Consumption of Alcoholic Beverages – El Itacate	<ol style="list-style-type: none"> 1. 1 year re-evaluation to continue to assess this new operation; 2. Must comply with all City Codes (Building, Fire, etc.); 3. Acquisition of a business license prior to occupancy; 4. CUP not to be transferable to others.

READ, CONSIDERED AND PASSED, this the 12th day of November, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.6

CONDITIONAL USE PERMIT: Sale & On-Site Consumption of
Alcoholic Beverages – El Itacate
301 N. Shary Road, Ste. 240
Lot 2, Shary Town Plaza
C-3
Las Pupusas Del Itacate, LLC

REVIEW DATA

The subject site is located approximately 450' north of 1st Street along the westside of Shary Road. The applicant is leasing a 4,004 sq.ft. suite within a commercial plaza for a Mexican Restaurant. The applicant would like to offer alcohol with her meals. Access to the site will be off of two 30' driveways off of Shary Road.

- **Hours of Operation:** Monday to Sunday from 7:00 a.m. to 12:00 a.m.
- **Staff:** 15 employees in different shifts
- **Parking:** In reviewing the floor plan, there is a total of 113 seating spaces proposed, which require 38 parking spaces (113 seats/1 space for every 3 seats = 37.6 parking spaces). It is noted that the parking area is held in common (143 existing parking spaces) and are shared with other business within the commercial plaza.
- **Sale of Alcohol:** The restaurant includes a 'bar' component. Section 1.56(3a) of the Zoning code requires a minimum separation of 300' from the property line of any churches, school, publicly owned property, and residences. There are none of these land uses within the above radius (measured door to door for church or hospital; measured lot line to lot line for schools.)

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

RECOMMENDATION: Staff recommends approval subject to:

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

2	3	4	5	6	7	8	9
17	16	15	14	13	12	11	10
2	3	4	5	6	7	8	9
17	16	15	14	13	12	11	10

HOLLAND SUBDIVISION
Lot 1

SHARY STORAGE
SUBDIVISION No.2

L. RICE
Lot 1
SUB.

SITE LOCATION

JASON ST.

TWIN LAKES MOBILE
HOME SUBD. #2



ANGO 1

E. 1st ST.

NAMAR 2

SHARYLAND 1

DENNY'S @ SHARYLAND 1

SHARY RD. (F.M.494)

NAVY ARM
COMMUNITY
CREDIT UNION

TREATS & EATS
No. 2

E. 4th ST.

73	72	71	70	69	68	67	66	65	64
53	52	51	50	49	48	47	46	45	44
63	62	61	60	59	58	57	56	55	54
CHRISTINA AVE.									

HAIDAR 1
SUNDANCE CROSSING

EL LUGAR 1

NORTH SHARYLAND
COMMONS
LOTS 4, 5 & 6

RUBY RED BLVD.

MISSION
EVENT CENTER

RE-SUBDIVISION OF LOT 1
NORTH SHARYLAND
COMMONS

D.C. DIVISION
BLVD.

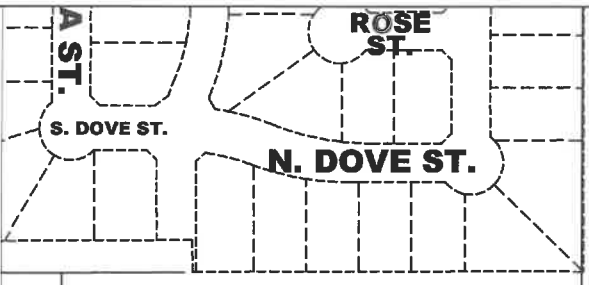
CITY OF MISSION
HIDALGO COUNTY, TEXAS

1201 E. 8th Street
MISSION, TX 78712
PH: (950) 580-8672
FAX: (950) 580-8660



Item 13.

2	3	4	5	6	7	8	9
17	16	15	14	13	12	11	10



HOFLAND SUBDIVISION
LOT 1

SHARY STORAGE
SUBDIVISION No.2

L. RICE
LOT 1
SUB.

SITE LOCATION

JASON ST.

TWIN LAKES MOBILE
HOME SUBD. #2

GUTIERREZ
AVAREZ
SOUTH SHARY
COMMERCIAL
TRES RIOS

SHARY TOWN
PLAZA

ANGO

E. 1st ST.

NAMAR

DENNY'S @
SHARYLAND

SHARYLAND

SHARY RD. (F.M.494)

NAVY ARMY
COMMUNITY
CREDIT UNION

TREATS & EATS
No. 2

74 75 76 77 78 79

E. 5th.									
53	52	51	50	49	48	47	46	45	44
63	62	61	60	59	58	57	56	55	54
CHRISTINA AVE.									
73	72	71	70	69	68	67	66	65	64

E. 4th ST.

195

SUNDANCE
CROSSING

EL LUGAR

ORTH SHARYLAND
COMMONS
LOTS 4,5 & 6

RUBY RED BLVD.

MISSION
EVENT CENTER

RE-SUBDIVISION OF LOT 1
NORTH SHARYLAND
COMMONS

D.C. DIVISION
BLVD.

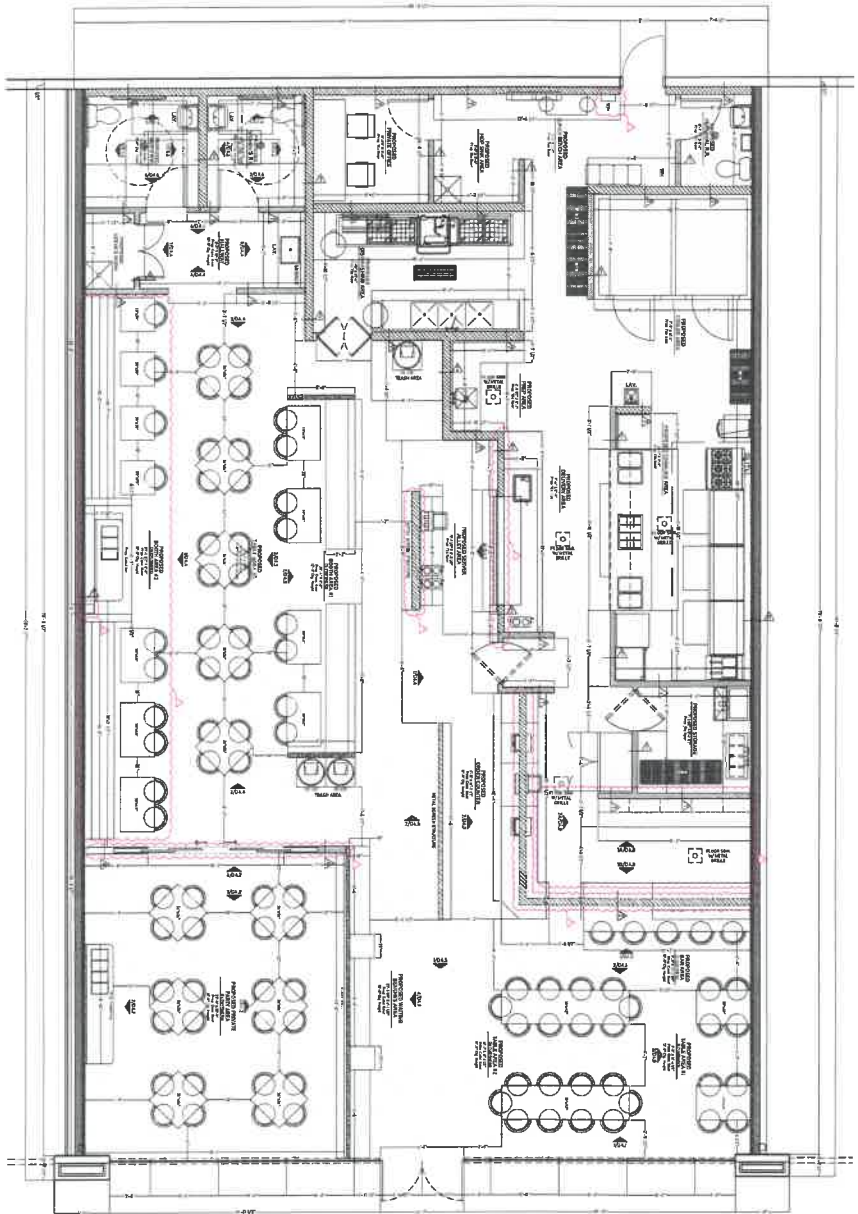
200' RADIUS MAILOUT MAP



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

No.

114



PROPOSED FLOOR PLAN

SC: 1/4"=1'-0"

SPACE FOR 113 CUSTOMERS

- HATCH LEGEND**
- KITCHEN AREA= 1,428.217 SQ. FT.
 - PUBLIC AREA= 2,571.7830 SQ. FT.

- WALL LEGEND**
- PROPOSED 5/8" GYPSUM BOARD, 3-5/8" 20 GA. STEEL STUDS, 16" O.C., 3-1/2" R-13 INSULATION.
 - PROPOSED 5/8" GYPSUM BOARD (MOISTURE RESISTANT @WET AREAS) 6" 20 GA STEEL STUDS @16 INCH O.C., SOUND BATT INSULATION.
 - PROPOSED 2 LAYERS 5/8" FIRE -SHIELD GYPSUM BOARD, 6" 20 GA STEEL STUDS @16 INCH O.C., FIRESTOP SEALANT.
 - PROPOSED 2 LAYERS 5/8" 6" 20 GA STEEL STUDS @16 INCH O.C., SPLIT STUDS, SPACE FOR POCKET DOORS.
 - PROPOSED DECORATIVE BLOCK WALL.
 - PROPOSED METAL SCREEN STRUCTURE.
 - PROPOSED GLASS WALL.

EL ITACATE

PLAN:
PROPOSED FLOOR PLAN

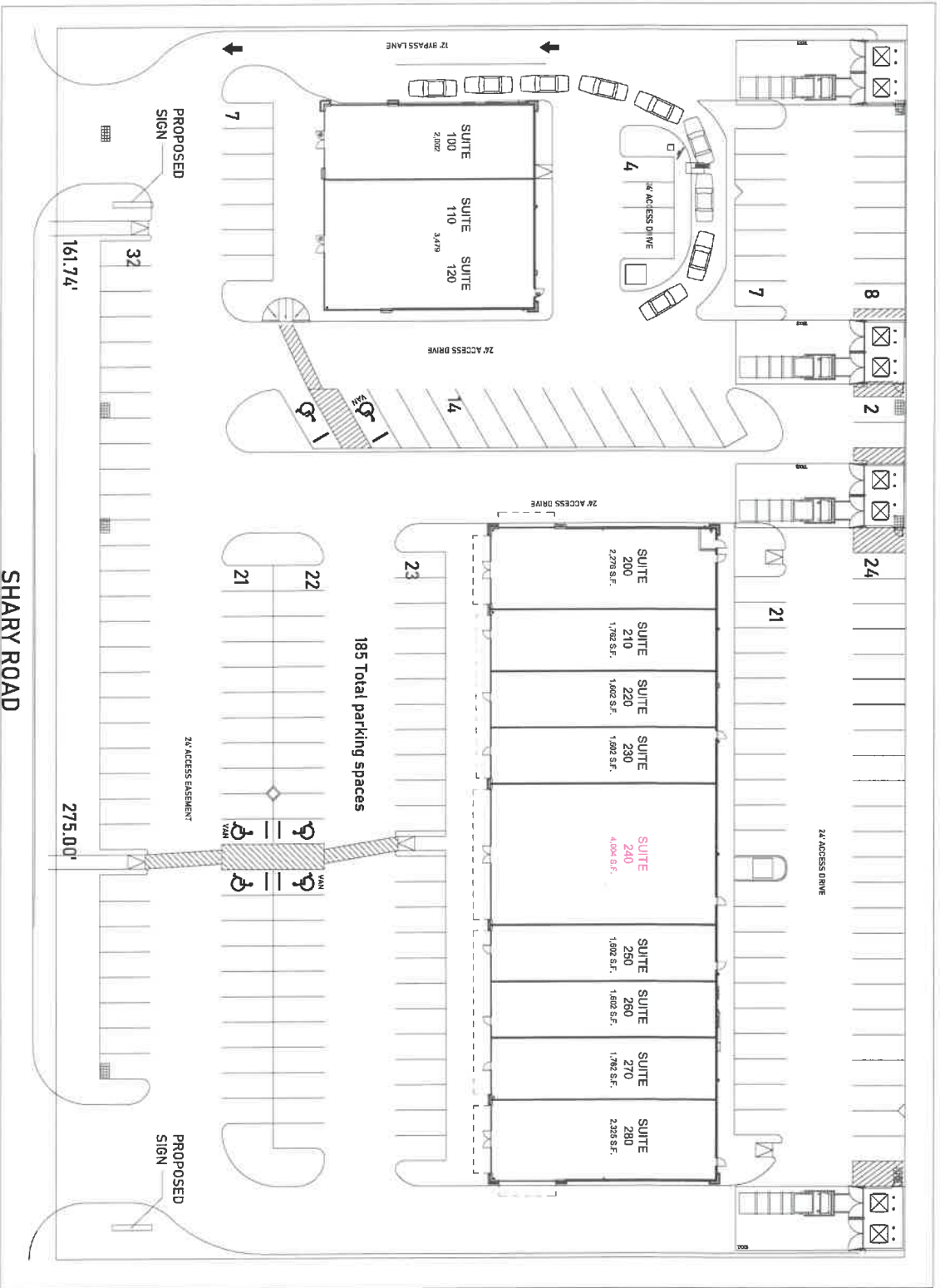
ADDRESS:

El Itacate Mexican Eatery #3, Mission, TX

PROJECT No. F24-032
 PHASE: CD
 ISSUE DATE: 10/16/2024
 DRAWN BY: LJ
 CHECKED BY: EF
 PLAN NUMBER: **ADD#1 10-15-2024**

D3.0

COPYRIGHT PROTECTED
FANTICH DESIGN BUILD



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

SHARRY ROAD

EL ITACATE



PROJECT NAME:

PLAN:

SITE PLAN

ADDRESS:

El Itacate Mexican Eatery #3, Mission, TX

PROJECT No. F24-032
 PHASE: CD
 ISSUE DATE: 10/16/2024
 DRAWN BY: LJ
 CHECKED BY: EF
 PLAN NUMBER: **ADD#1 10-15-2024**

D1.0

COPYRIGHT PROTECTED
 FANTICH DESIGN BUILD





Document reference ID : 423630

Licensing Application Summary

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

Application ID: 423630
Applicant Name: LAS PUPUSAS DEL ITACATE LLC
License Type applied for: Mixed Beverage Permit (MB)

Entity Information

Business Structure: Limited liability company
FEIN/SSN Number: 820945894
Member Managed or Manager Managed: Member Managed
Historically Underutilized Business: No
Veteran-owned business: No
Fraternal Owned: No
Secretary of State Filing Number: 802674529
Date Filed: 3/14/2017
Filing State: TX

Primary Business Entity Contact Information

Legal First Name: Claudia
Legal Middle Name: Bajos
Email Address: contact@elitacate.com
Phone Number: 425-285-8056



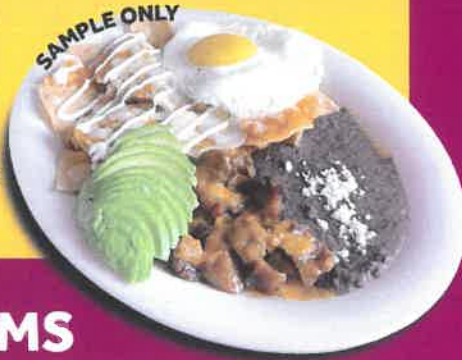
PUBLISHER'S AFFIDAVIT	
Name of newspaper	
City, County	
Dates notice published in daily/weekly newspaper (MM/DD/YYYY)	
<i>Publisher or designee certifies attached notice was published in newspaper stated on dates shown</i>	
Signature of publisher or designee	
Sworn to and subscribed before me on this date	
Signature of Notary Public	
S E A L	
ATTACH PRINTED COPY OF THE NOTICE	

Chilaquiles

starting at 6.99

chips, beans, cream & cheese with your choice of toppings:

- CHICHARRÓN** 3.49
- AVOCADO** 1.99
- PANELA** 1.99
- CHORIZO** 2.29
- CHICKEN** 1.99
- EGGS** 1.99
- PORK OR BEEF** 1.99

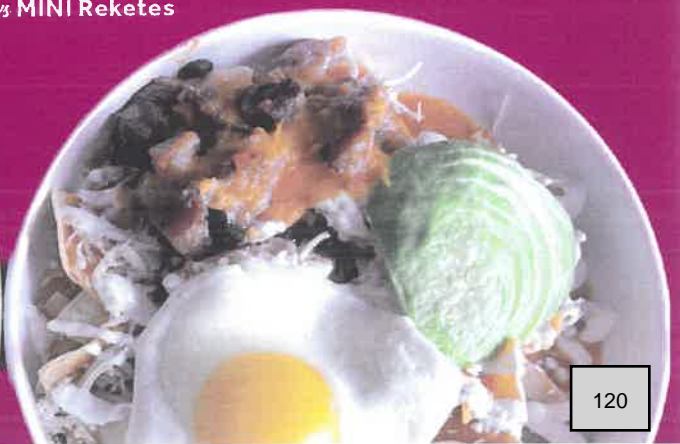


OTHER ITEMS

- PANCAKE PLATE** 9.99
3 pancakes & 2 bacon strips.
- QUESADILLAS FRITAS** 9.99
2 fried corn quesadillas topped with cream and a side of beans.
- MOLLETES** 6.99
bolillo with beans, cheese & cream.

SIGNATURE FAVORITES

- GALLITO** 10.99
2 Pancakes, 2 Eggs, 2 Bacon Strips & Chilaquiles.
- CHILAQUILES REKETES** *Our largest chilaquiles!*  AVAILABLE 14.99
Chilaquiles topped with your choice of salsa, cream, cheese, black beans, chicharron prensado, 2 eggs, shredded chicken and avocado.
- MINI REKETES** *Our top seller!* 11.99
Half portion of our Chilaquiles Reketes.



Reketes $\frac{1}{2}$ MINI Reketes

OMELETTES

served with toast & potatoes

- HOUSE** 10.49
ham, bacon, bell peppers, mushrooms, cheese, onion & tomatoes.
- LIGHT ** 10.99
egg whites, bell peppers, tomatoes, mushrooms, onion & panela cheese.
- MEAT LOVER'S** 10.99
ham, bacon, chorizo & cheese.
- HAM & CHEESE** 10.49

SCRAMBLES

starting at 7.99

2 eggs & **ADD** your choice of mix-ins. Served with beans and tortillas.

- MEATS** 1.79 ea
chorizo / ham / bacon
- VEGGIES** 0.99 ea
tomato / potato / onion / pepper / mushrooms
- CHEESE** 1.49 ea
mozzarella or cheese mix

Item 13.

Lunch Plates

PUPUSAS (3) 9.99
 pork, beans & cheese
 beef, beans & cheese
 chicharron, beans & cheese
 rajitas poblanas & cheese
 beans & cheese
 cheese

TACOS A LA PLANCHA (4) 9.99
 flour tortilla, beans, cheese, shredded beef
 topped with lettuce and avocado.

TACOS LLORARAS (3) 9.99
 handmade corn tortilla filled with beef guiso
 and topped with a *cheese-stuffed jalapeno*.

GORDITAS (4) 9.99
 pork *w/salad*
 beef *w/salad*
 beans & cheese
 chicharron en salsa (green or red)

TORTA & PAPAS 9.99
 shredded pork with lettuce, tomato, avocado
 and cream.

ENCHILADAS SAN MIGUEL 9.99
 5 red tortillas filled with queso fresco topped
 with our special salsa (made with dried
 red peppers and almonds), lettuce, potatoes
 and cream.

OVNIS (2) 6.99
 two flour tortillas filled with ground pork & beef,
 bacon, cream and cheese.

FLAUTAS & PAPAS 9.99
 beef or chicken.

ATACATE 9.99
 pupusa original
 pork gordita
 taco a la plancha
 taco lloraras

TACOS DE CHICHARRON (3) 10.99
 On handmade corn tortillas, topped with
 avocado, bacon and cilantro. *choose your salsa!*

Some items are available by the piece.

Item 13.

CALDOS

CALDO TLALPENO 10.99
 chicken & vegetable soup. Served with handmade
 corn tortillas a side of our special rice, lime and
 chipotle (on the side).

CARNE EN SU JUGO *friday & saturday only* 11.99
 jalisco-style beef stew with tomatillo, beans & bacon.
 Topped with cilantro and a fried serrano pepper.
 Served with handmade corn tortillas.

CAZUELAS

CAZUELA DE PANELA CHEESE 9.99
 grilled panela cheese topped with piquin alioli
 or with *salsa ranchera!*

CAZUELA DE CHICHARRON EN SALSA 10.99
 chicharron prensado en salsa, topped with avocado
 and served with handmade corn tortillas.

CAZUELA DE FRIJOLAS "CON VENENO" 7.99
 refried pinto beans mixed with chorizo. *yum!*

DESSERT

PAN DE ELOTE 9.99
 our warm flourless pan de elote is topped with
 vanilla ice-cream, pecans and cajeta.

GORDITAS DE AZUCAR 8.99
 our warm sweet gorditas come topped with
 vanilla ice-cream, pecans and cajeta.

All menu available all day.

TABLA \$48.99

- 3 PUPUSAS PORK, BEEF & POBLANO
- 3 TACOS LLORARAS
- 4 TACOS PLANCHA
- 1 CAZUELA CHICHARRON OR PANELA
- 2 OVNIS
- 1 SIDE FRIES
- 6 MINI FLAUTAS



S2950-00-000-0184-17 (346138)
 DRAGONFLY 6265 LLC
 305 A N SHARY RD
 MISSION TX 78572

S2950-00-000-0194-05 (281053)
 DRAGONFLY 6265 LLC
 305 A N SHARY RD
 MISSION TX 78572

S2950-00-000-0194-10 (281054)
 ELIZONDO DOLLY L
 305 N SHARY RD
 MISSION TX 78572

S2950-00-000-0194-15 (281055)
 DRAGONFLY 6265 LLC
 305 A N SHARY RD
 MISSION TX 78572

T9100-02-000-0001-00 (514708)
 DRAGONFLY 6265 LLC
 305 A N SHARY RD
 MISSION TX 78572

G9955-00-000-0001-00 (716978)
 MPJ GROUP LLC
 400 W NOLANA AVE STE N2
 MCALLEN TX 78504

M1455-00-000-0001-00 (711991)
 DEERFIELD ACQUISITION GROUP LLC
 305 N SHARY RD
 MISSION TX 78572

H0652-00-000-0001-00 (729298)
 HAIDAR PROPERTIES LTD
 1601 SOUTH CAGE BLVD SUITE B
 PHARR TX 78577

E4397-01-000-0001-00 (20829990)
 SARAM DEVELOPMENT LLC
 300 N SHARY RD
 MISSION TX 78572

S2950-00-000-0184-43 (1179904)
 MPJ GROUP LLC
 400 W NOLANA AVE STE H2
 MCALLEN TX 78504

N6761-00-001-0004-00 (1236067)
 WEINGARTEN SHARY NORTH JV
 PO BOX 924133
 HOUSTON TX 77292

N6761-00-001-0005-00 (1236070)
 MDC COASTAL 5 LLC
 7400 E ORCHARD ROAD 2605
 GREENWOOD VILLAGE CO 80111

S7035-00-000-0001-00 (1236061)
 GUERRERO JUAN DAVID & DARIELA G
 JESUS ARMANDO GUERRERO
 960 FALL CRK
 GRAPEVINE TX 76051

S2965-00-000-0002-00 (1569218)
 AURIEL INVESTMENTS LLC
 1200 AUBURN AVE STE 250
 MCALLEN TX 78504

S2965-00-000-0001-00 (1569217)
 AURIEL INVESTMENTS LLC
 1200 AUBURN AVE STE 250
 MCALLEN TX 78504



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Susana De Luna, Interim Planning Director
AGENDA ITEM: Conditional Use Permit: Elegancia Event Center, 3009 N. Conway Avenue, Ste. 5, Lot 1, J. Reyes Subdivision, C-3, Brandon Solis, Adoption of Ordinance #_____ - De Luna

NATURE OF REQUEST:

On November 6, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located approximately 1/4 of a mile south of W. Mile 2 Road along the west side of Conway Avenue. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) 1 year re-evaluation in order to assess this new business; 2) Must comply with all City Codes (Building, Fire, etc.); 3) Acquisition of a business license prior to occupancy; and 4) CUP not to be transferable to others.

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval MRP

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR ELEGANCIA EVENT CENTER, 3009
N. CONWAY AVENUE, STE. 5, LOT 1, J. REYES SUBDIVISION**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of November 6, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, November 12, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
3009 N. Conway Avenue, Ste. 5 Lot 1, J. Reyes Subdivision	Elegancia Event Center	<ol style="list-style-type: none"> 1. 1 year re-evaluation to continue to assess this new operation; 2. Must comply with all City Codes (Building, Fire, etc.); 3. Acquisition of a business license prior to occupancy; 4. CUP not to be transferable to others.

READ, CONSIDERED AND PASSED, this the 12th day of November, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.7

CONDITIONAL USE PERMIT: Elegancia Event Center
 3009 N. Conway Avenue, Ste. 5
 Lot 1, J. Reyes Subdivision
 C-3
 Brandon Solis

REVIEW DATA

SITE: The subject site is located approximately ¼ of a mile south of W. Mile 2 Road along the west side of Conway Avenue—see **vicinity map**. The applicant is leasing a 1,500 sq.ft. suite within a commercial plaza for a proposed Event Center. The applicant is proposing to host small scale events such as birthday parties, baby showers, baptisms, and graduations. Access to the site is off of a 30' driveway cut along Conway on the north side of the property.

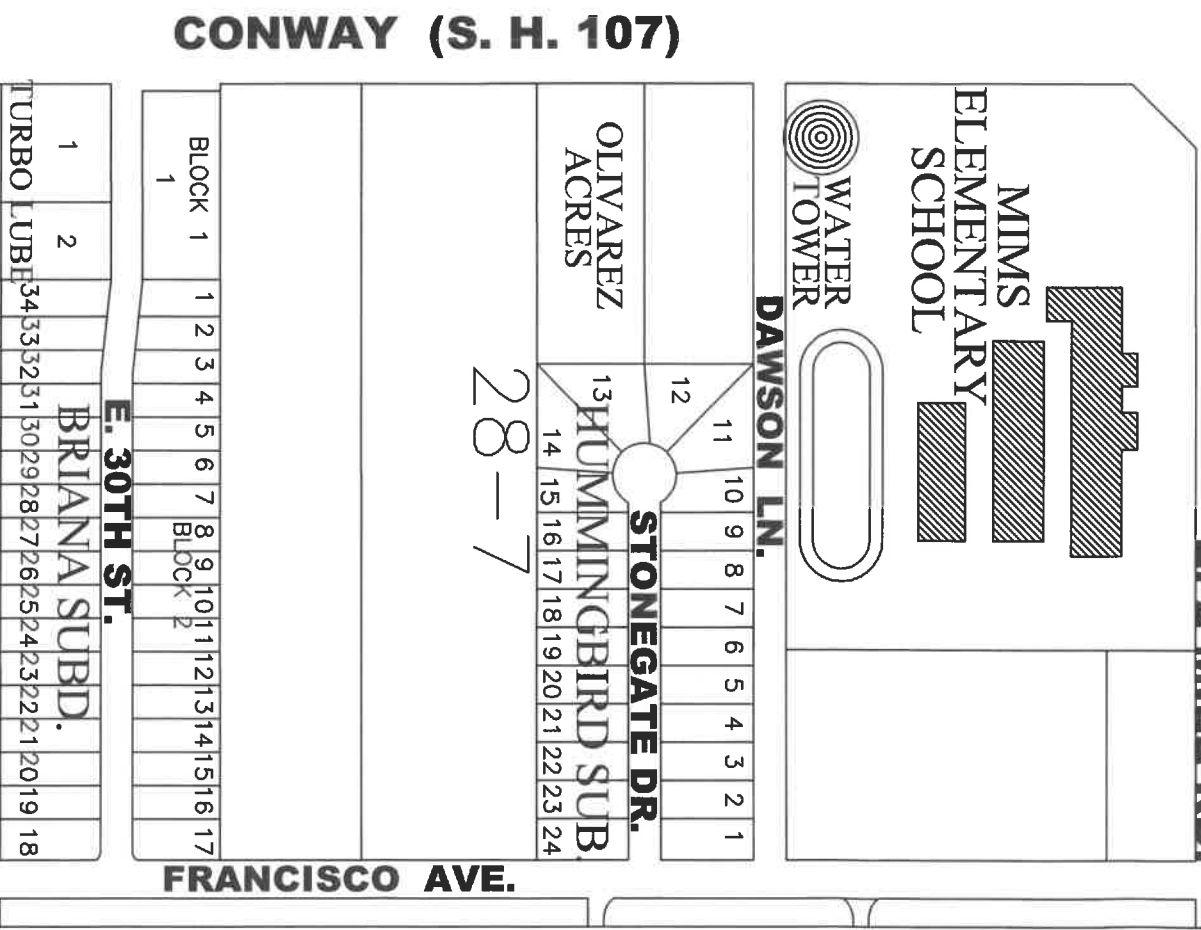
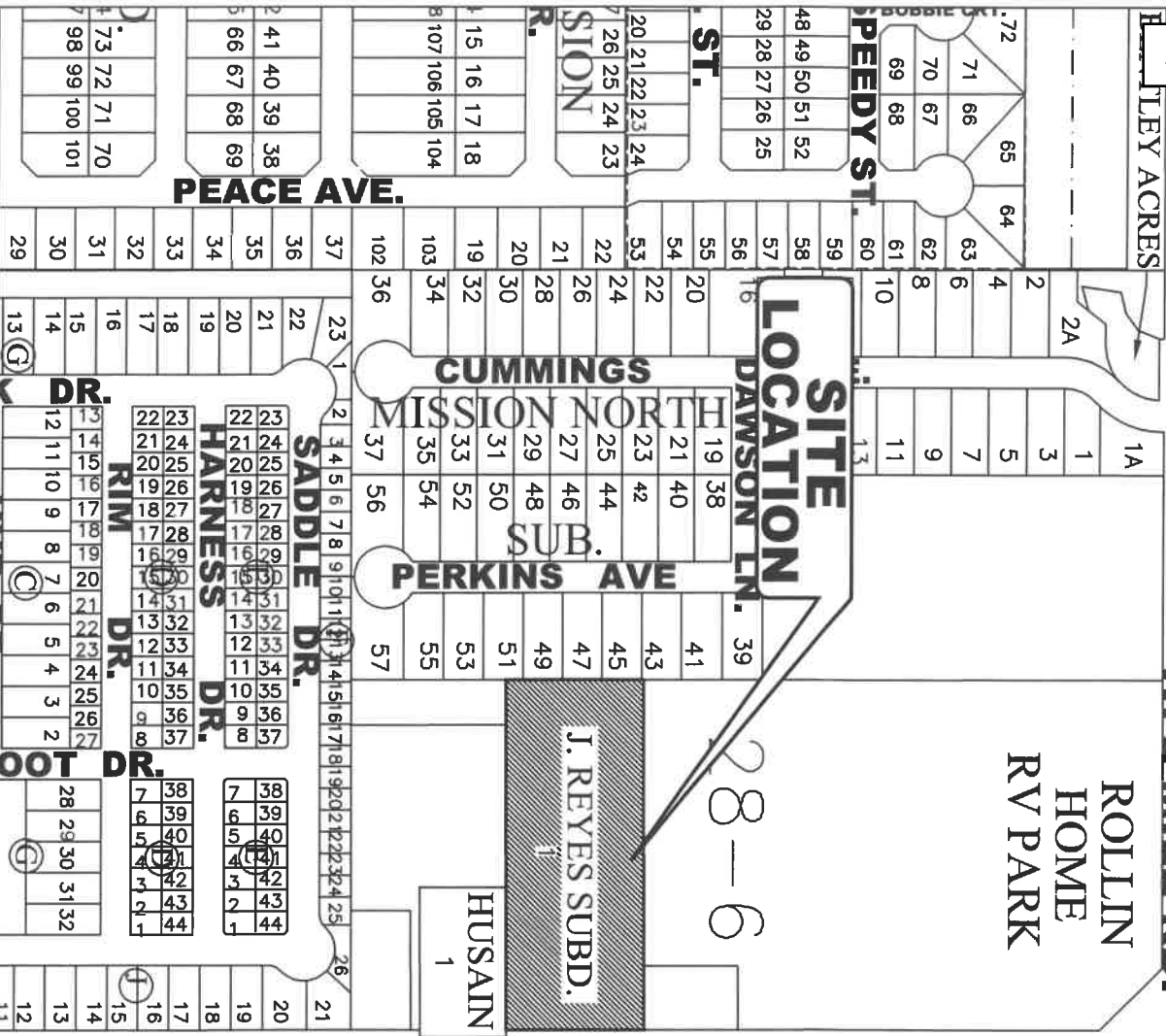
- **Hours of Operation:** Monday to Sunday from 9:00 a.m. to 12:00 a.m.
- **Staff:** 2 employees
- **Parking:** In reviewing the floor plan, there is a total of 70 seating spaces, which require 23 parking spaces (70 seats/1 space for every 3 seats = 23.3 parking spaces). It is noted that the parking area is held in common (70 existing parking spaces) and are shared with other business within the commercial plaza.

REVIEW COMMENTS: Staff mailed out 25 notices to property owners within 200' radius and staff has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval subject to:

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

Item 14.

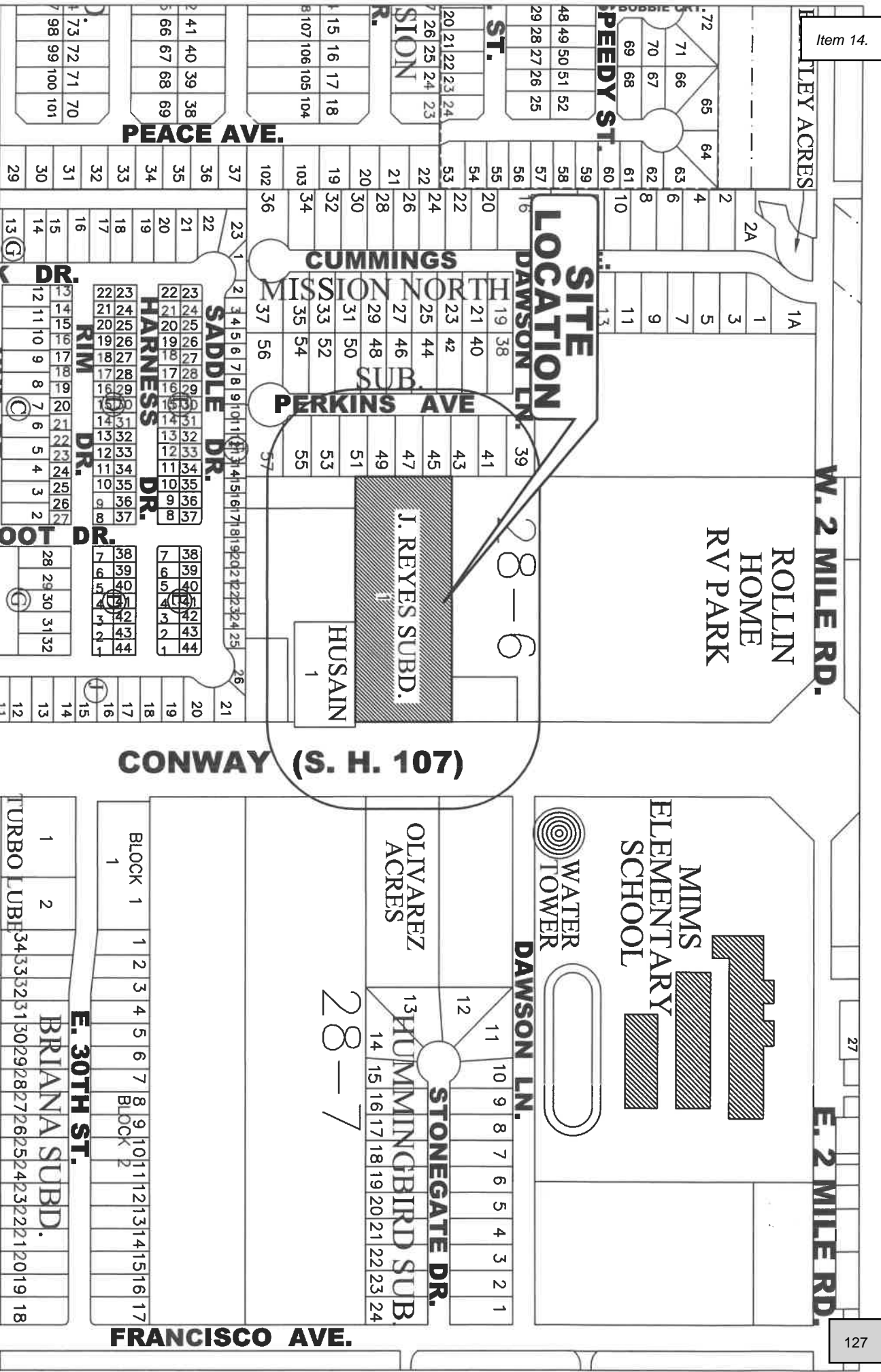


CITY OF MISSION

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

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

No.



200' RADIUS MAILOUT MAP



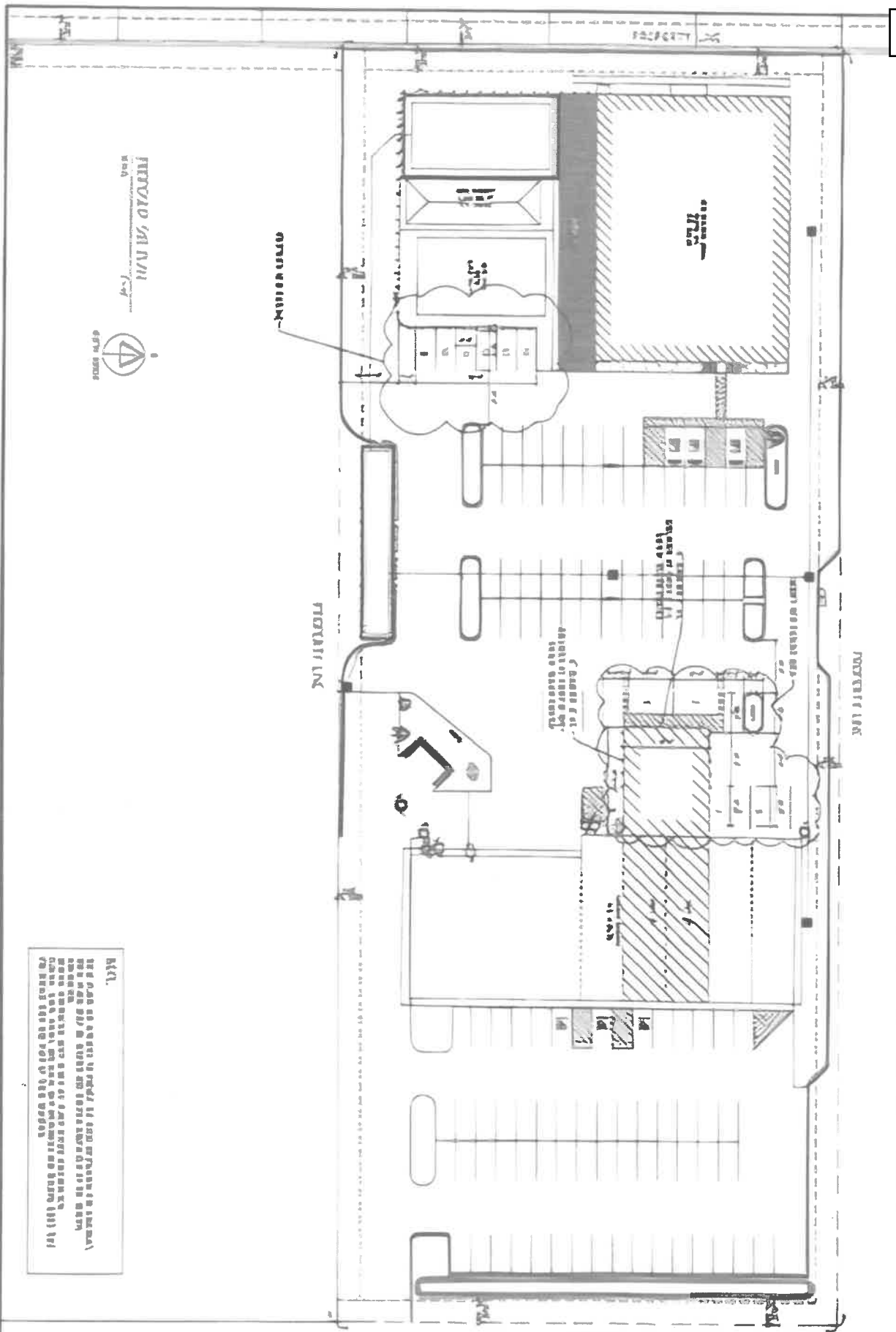
CITY OF MISSION

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

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

No.





NOT TO SCALE

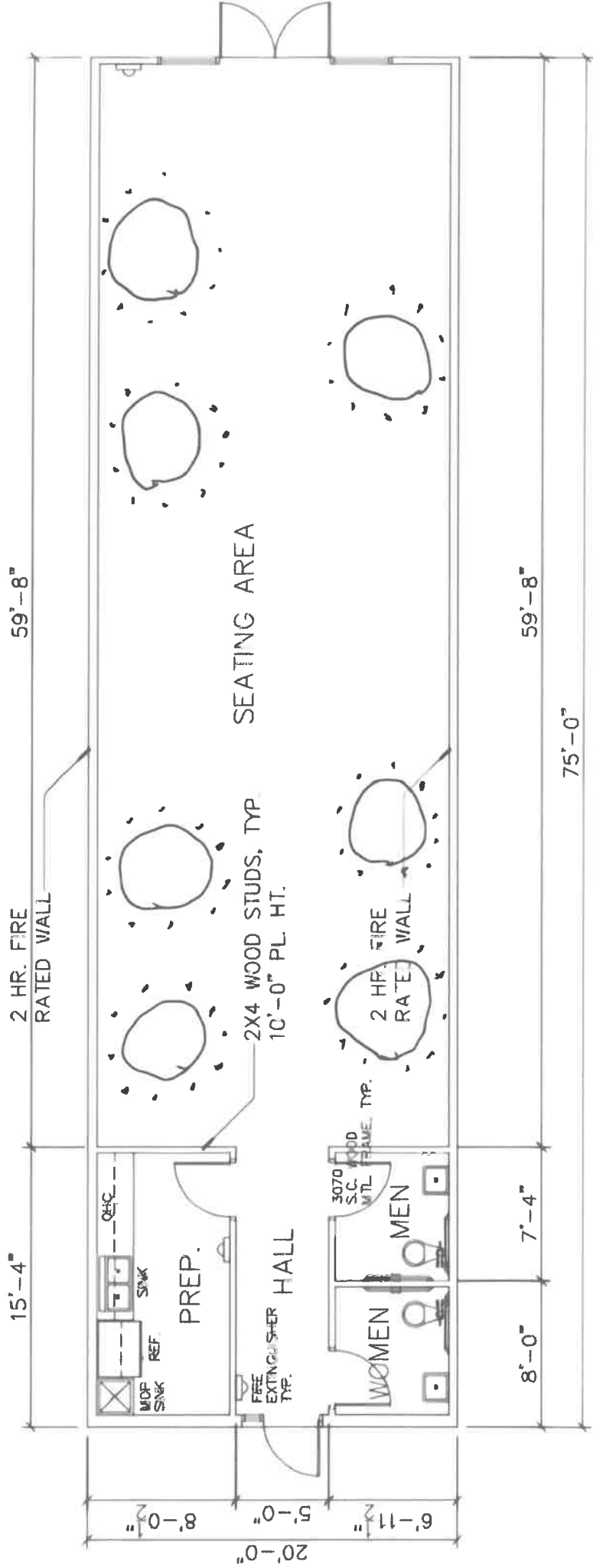
2
NEW CONSTRUCTION
3009 N. CONWAY AVE.
 MASON TEXAS

Consulting Services
 Project Supervision Management
 Construction Plans, Foundation
 Plans, Material, Recheck, Job
 City Permits.

CONSTRUCTION
PLAN

7-03-2015
 03:00:00
 03:00:00

N









M5150-00-000-0039-00 (238734)
 WYANT STANLEY
 3018 PERKINS AVE
 MISSION TX 78574

M5150-00-000-0040-00 (238735)
 MERCADO ADELAIDO G JR & YOLANDA
 3017 PERKINS AVE
 MISSION TX 78574

M5150-00-000-0041-00 (238736)
 WYANT STANLEY & JOHNICÉ
 3016 PERKINS AVE
 MISSION TX 78574

M5150-00-000-0042-00 (238737)
 CANTU MARIA REBECA
 AKA MARIA REBECA MCMAHAN
 101 E SIOUX RD UT 1478
 PHARR TX 78577

M5150-00-000-0043-00 (238738)
 GARCIA ROGELIO F & JUANITA
 PATRICIA GARCIA
 3014 PERKINS AVE
 MISSION TX 78574

M5150-00-000-0044-00 (238739)
 ZUNIGA RODOLFO & ANABEL
 3013 PERKINS AVE
 MISSION TX 78574

M5150-00-000-0045-00 (238740)
 CYFLY INVESTMENTS LLC
 9806 LAS PALMAS
 MCALLEN TX 78504

M5150-00-000-0046-00 (238741)
 GALVAN MARCOS JR
 CLAUDEMIRA SOLIS
 204 SOLAR DR
 MISSION TX 78574

M5150-00-000-0047-00 (238742)
 GUAJARDO MARIA M
 3010 PERKINS AVE
 MISSION TX 78574

M5150-00-000-0048-00 (238743)
 SANCHEZ YOLANDA G
 3009 N PERKINS AVE
 MISSION TX 78572

M5150-00-000-0049-00 (238744)
 FLORES JESUS A III & KATY ZAMORA
 3008 PERKINS AVE
 MISSION TX 78574

M5150-00-000-0050-00 (238745)
 ESTRADA RAUL FRANCISCO & MARTHA
 1302 E NOEMI ST
 PHARR TX 78577

M5150-00-000-0051-00 (238746)
 VILLEGAS SANTIAGO JR
 MARGARET G VILLEGAS
 3006 PERKINS AVE
 MISSION TX 78574

M5150-00-000-0052-00 (238747)
 LOPEZ DIANA S & SANTOS A MORENO JR
 3005 PERKINS AVE
 MISSION TX 78574

M5150-00-000-0053-00 (238748)
 PEREZ OSCAR J & LINDA
 3004 PERKINS AVE
 MISSION TX 78574

M5150-00-000-0055-00 (238750)
 SANCHEZ ELEAZAR Jr
 3002 PERKINS AVE
 MISSION TX 78574

M5150-00-000-0057-00 (238752)
 CHAVEZ JORGE I
 3000 PERKINS AVE
 MISSION TX 78574

O3200-00-000-0001-00 (587214)
 CAVAZOS BEN A
 915 W BUSINESS HIGHWAY 83
 MISSION TX 78572

W0100-00-028-0006-00 (317181)
 SYED HUSAIN FAMILY LP
 7020 N 1ST ST
 MCALLEN TX 78504

W0100-00-028-0006-03 (317183)
 YUCCA STREET INVESTMENTS LLC
 1301 E 8TH ST
 MISSION TX 78572

W0100-00-028-0006-05 (317185)
 LATIN AMERICAN DISTRICT CONFEREN
 THE MENNONITE BRETHERN CHURCH I
 301 W 2 MILE RD
 MISSION TX 78574

W0100-00-028-0007-00 (317190)
 GUAJARDO ELIA MONICA & GABRIELA
 2210 E 28TH ST
 MISSION TX 78574

W0100-00-028-0007-05 (317194)
 HEITSHUSEN ELMER
 JANNA L HEITSHUSEN ET AL
 1935 TRIWAY LN
 HOUSTON TX 77043

F3901-00-000-0002-00 (895250)
 SYED HUSAIN FAMILY LP
 7020 N 1ST ST
 MCALLEN TX 78504

J1845-00-000-0001-00 (1238657)
 REYES JUAN RAMON
 705 SINATRA DR
 EDINBURG TX 78542



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Approval of Minutes – Carrillo
 Regular Meeting – October 28, 2024
 Special Meeting – November 4, 2024

NATURE OF REQUEST:

See Attached Minutes

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE:

	APPROVED:	_____
	DISAPPROVED:	_____
	TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY COUNCIL REGULAR MEETING
MISSION CITY HALL
OCTOBER 28, 2024 at 4:30 PM

MINUTES

PRESENT:

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

ABSENT:

ALSO PRESENT:

Brenda Enriquez
 Jennifer Vasquez
 Everardo Villarreal
 Raul Sesin
 Esther Salinas
 Ever Villarreal, Commissioner
 Anibal Resendez
 Noel Salinas

STAFF PRESENT:

Anais Chapa, Assistant City Secretary
 Andy Garcia, Asst. City Manager
 Adrian Garcia, Fire Chief
 Steven Kotsatos, Health Director
 Vidal Roman, Finance Director
 Alex Hernandez, Assistant Planning Director
 Noemi Munguia, HR Director
 Abram Ramirez, IT Director
 Abel Bocanegra, P.E., City Engineer
 Yenni Espinoza, Library Director
 Brad Bentsen, Parks & Recreation Director
 Roel Mendiola, Sanitation Director
 Amy Tijerina, Community Events Director
 Jonathan Wehrmeister, Municipal Court Judge
 Jesse Mares, Facility Maintenance Supervisor
 Cynthia Lopez, Museum Director
 Michael Elizalde, Dir. of Grants & Strategic Dev.
 Joel Chapa, Police Officer
 Humberto Garcia, Media Relations
 Gabriel Ramirez, Subdivision Coordinator

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Gonzalez Garza called the meeting to order at 4:35 p.m.

INVOCATION AND PLEDGE ALLEGIANCE

Councilman Alberto Vela led the invocation and Pledge of Allegiance.

DISCLOSURE OF CONFLICT OF INTEREST

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

PRESENTATIONS

1. Proclamation - Municipal Court Week – Wehrmeister

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

2. Proclamation - National Code Compliance Month - De Luna

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

3. Proclamation - Community Planning Month - De Luna

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

4. Proclamation - Domestic Violence Awareness Month – Torres

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

5. Proclamation - Veteran's Day – Carrillo

Mayor Pro Tem Plata moved to approve the Proclamation – Veteran's Day. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

6. September 2024 Employee of the Month – Munguia

Noemi Munguia, Human Resources Director, recognized Mr. Jesse Mares Facility Maintenance Supervisor, as the Employee of the Month for the month of September. Mr. Mares, was nominated by Chief of Police Cesar Torres for his prompt attention to the department's needs. Mr. Mares responds to call for service as quickly as possible whether it's something that had been scheduled with time or if on short notice. Even though Mr. Mares attends to the needs of the entire city, he always performs maintenance as needed and gives feedback for possible issues.

7. Hidalgo County Precinct 3 Update on Drainage Projects – Terrazas

Hidalgo County Precinct 3 Commissioner Ever Villarreal Mr. Villarreal advised the council of a few projects that were approved which included Los Ebanos Road Expansion in which \$4M was approved by the Hidalgo County MPO in partnership with the City of Mission. The Hike and Bike Trail will be adjoining part of the subdivisions in Mission. A new clinic will be built on 495 and Moorefield Rd at no cost to the city of Mission or local tax dollars. A wellness sport complex center will also be constructed in the same area as the clinic. Hidalgo County Pavilion is getting a makeover to accommodate the citizens. Commissioner Villarreal introduced Raul Sesin, Hidalgo County Drainage District #1 General Manager reported on the 2018/2023 Drainage Bond Programs in the Precinct 3 area that had already been completed which included the 2018 Drainage Bond Project - 2 3/4 Mile road and Schuerbach Road, 2018 Drainage Bond Project 26 Mission Lateral - Phase I – 1/4 Mile West of Glasscock Road to Bentsen Road Project. Phase II – West of Glasscock Road to East of North Conway Avenue Project. Phase III – Bentsen Palm Drive to the West of Wagon City 2 Subdivision, project consisted of ditch widening based on hydraulic model. Ongoing projects included Phase IV - Regional Detention Facility (RDF) and road crossings would be constructed once right of way was acquired for the RDFs. Project was pending BRIC Grant award and TxDOT coordination. In House (Precinct 3) Regional Detention Facilities (RDFs) constructed at Moorefield Road and Inspiration Road.

2023 Drainage Bond Project 7 Palmview Lateral - Approximately 1.3 miles of channel improvements that included widening the Palmview Lateral within existing right of way from Minnesota Road to Abram Road. One Regional Detention Facility west of Minnesota Road to relieve area from flooding. Project had funding assistance from the 2018 – 2019 GLO Mitigation Grants. Tierra Dorada Drain Improvements - Schuerbach Road Crossing, Moorefield and Tierra Dorada & Perez Drain Crossing. 2023 Drainage Bond Project 12 Mission McAllen Drain Phases I-V - Approximately 5.3 miles of channel improvements that include widening the drain within existing right of way from SH 107 to 3 Mile North. Phase I - West of North Bentsen Road to Ware Road, estimated completion date is February 2025. Phase II – Between Mile 6 and Mile 7 west of Bentsen Road, pending award to Synergy Development and Construction, LLC. Phase III – between Taylor Road and Bentsen Road along the southern and northern sides of Mile 6, estimated completion date was March 2025. Phase IV – From Mile 3 Road (Buddy Owens) to Mile 6 Road North, estimated bidding date was March 2025. Phase V – Surveying Services for Phases I – IV, which was already completed.

8. Presentation by Mission Historical Museum – Lopez

Cynthia Lopez, Museum Director, spoke about the Mission Historical Museum's upcoming Dia De Los Muertos Folklife Festival on November 2 from 2 – 6 p.m. Merit Badges were presented to girl scouts Victoria Flores and Aleida Reyes.

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

Jennifer Vasquez, Rio Grande Valley Humane Society Interim Executive Director, gave an update on the overall operations of the shelter for the month of September. Return to home challenge with Best Friends was held in September over 40 animals were returned back to their homes a \$5,000 grant was received for this initiative. The save rate for the month of September was at 82.5%, a total of 133 animals were rescued, 75 animals were adopted, 16 were reclaimed, 16 transferred to rescue, 1 returned to field, 9 died in care and 15 were euthanized. 134 pets were served at the low-cost clinic. Six adoption events were planned for the month of October. November 23 will be the next low cost clinic.

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

Brenda Enriquez, Greater Mission Chamber of Commerce President, spoke about upcoming events such as: Ribbon Cutting Ceremonies for the month of November would be held for T-N-T Automotive Specialist, Serenity Flowers and Gifts, RGV Learning Institute, The Loretto, and Bluewave Car Wash. Annual Member Appreciation Breakfast would be held on November 21.

11. Departmental Reports – Perez

Mayor Pro Tem Plata moved to approve the departmental reports as presented. Motion was seconded by Councilman Alberto Vela and approved unanimously 5-0.

12. Citizen's Participation – Garza

None

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

13. Rezoning: A 1.020-acre tract of land, more or less, being all the existing 70-foot strip of United Irrigation District Canal Right-of-Way between Lot 40 and 41, Bell-Woods Company's Subdivision "C", from (AO-I) Agricultural Open Interim to (R-2) Duplex-

Fourplex Residential, DS3 Development, Dina Salinas, and Adoption of Ordinance#5560 - De Luna

On October 16, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located approximately 579' East of N. Troser Road between Lots 40 and 41 of Bell-Woods Company's Subdivision "C". There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

Mayor Pro Tem Plata moved to approve the Rezoning: A 1.020-acre tract of land, more or less, being all the existing 70-foot strip of United Irrigation District Canal Right-of-Way between Lot 40 and 41, Bell-Woods Company's Subdivision "C", from (AO-I) Agricultural Open Interim to (R-2) Duplex-Fourplex Residential, DS3 Development, Dina Salinas, and Adoption of Ordinance#5560. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5560

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

14. Conditional Use Permit: To Place a Mobile Food Truck – Café Allegro, 1001 E. Griffin Parkway, Being a 0.54 of an acre tract of land being a portion of Lot 25-10, West Addition to Sharyland, C-1, Jonathan Morales, Adoption of Ordinance #5561 - De Luna

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

Staff and City Manager recommended approval.

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

There were no comments.

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: To Place a Mobile Food Truck – Café Allegro, 1001 E. Griffin Parkway, Being a 0.54 of an acre tract of land being a portion of Lot 25-10, West Addition to Sharyland, C-1, Jonathan Morales, Adoption of Ordinance #5561. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5561

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

CONSENT AGENDA

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

15. Approval of Minutes – Carrillo

Regular Meeting – October 14, 2024

16. Acknowledge Receipt of Minutes – Perez

Keep Mission Beautiful – August 20, 2024

Ambulance Board – July 17, 2024

Civil Service Commission – August 20, 2024, September 13, 2024

17. Requesting approval to enter into an Interlocal Cooperation Agreement between Hidalgo County and the City of Mission for The Annual South Texas Immunizations Coalition Conference. – A. Lerma

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

18. Authorization to accept the Texas Book Festival Grant and to purchase accessible audiobooks in an amount not to exceed \$2,500 – Espinoza

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

19. Authorization to use funds from McDonald's Trust Fund 1978 to purchase library materials in an amount not to exceed \$19,723.10 – Espinoza

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

20. Authorization to use funds from McDonald's Trust Fund 1978 to purchase furniture in the amount not to exceed \$7,753.52 – Espinoza

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

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

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

22. Authorization to purchase a firewall from Telepro Communications at a cost of \$29,894.96 for two years utilizing TIPS contract #230105- Ramirez

-Network Security, advanced malware protection, application control, URL, DNS and video filtering, antispam, 24X7 support, 4 hours hardware replacement, and two-year services.

-Replace current firewall which had yearly recurring service of about \$21,0000 (2X21,000=42,000)

-Savings of about \$12,105.04 on two-year period.

23. Authorization to extend Second Six-Month Renewal for Ready Mix Concrete for Public Works Department – Terrazas

Second Six-Month Renewal with 57 Concrete, LLC; this was the second of three renewal options. The contract term was for six (6) months with the option to renew for three additional six-month renewals. Recommendation was based solely on estimated quantities and orders would be placed on as needed basis. The agreement would extend Bid No. 24-042-10-30 November 15, 2024 through May 14, 2025.

Ready Mix Concrete price remained the same \$123/ per cubic yard of 3000 PSI Ready Mix Concrete with the Standard Fuel Surcharge per Load of \$25.00.

24. Approval of Interlocal Agreement between City of Mission and Mission Consolidated Independent School District (MCISD) – A. Garcia

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

25. Authorization to purchase uniforms for new and current personnel from Municipal Emergency Services via Sourcewell contract #011124 – A. L. Garcia

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

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

26. Approval of City of Mission Charity Care Policy for Ambulance Services - A.L. Garcia

Approval of City of Mission to authorize the Charity Care Policy for Ambulance Services. The purpose of this policy was to establish guidelines for patients who did not have means to pay for City of Mission ambulance services. It was not the intent of this policy to provide charity care to patients who had the ability to pay or patients who had private insurance, Medicare, Medicaid or other third-party coverage.

Upon approval of the policy, Emergicon, LLC would report costs for Charity Care, that would help the City of Mission realize revenue related to an Ambulance Services Supplemental Payment Program as administered by the State of Texas Health and Human Services Commission.

Mayor Pro Tem Plata moved to approve all consent agenda items 15 thru 26 as presented. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

APPROVALS AND AUTHORIZATIONS**27. Preliminary Plat Approval: Tanglewood at Bentsen Palm Phase V, A tract of land containing 11.688 acres being out of Lot 14, Del Monte Irrigation Co. Subdivision, PUD (R-1), Developer: Rhodes Enterprises, Inc., Engineer: Melden & Hunt, Inc., - De Luna**

On October 16, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Tanglewood at Bentsen Palm Phase V. The subject site was located approximately 150' East of the intersection of Falcon Drive & Kingfisher Lane with a continuation of Falcon Drive. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Preliminary Plat Approval: Tanglewood at Bentsen Palm Phase V, A tract of land containing 11.688 acres being out of Lot 14, Del Monte Irrigation Co. Subdivision, PUD (R-1), Developer: Rhodes Enterprises, Inc., Engineer: Melden & Hunt, Inc.. Motion was seconded by Councilman Vela and approved unanimously 5-0.

28. Authorization to enter a Memorandum of Understanding between the City of Mission Police Department and the Mission Doctors Group in the yearly amount of \$140,500.00 to be paid with the TxDOT Grant with in kind match from the city - Torres.

The Mission Police Department was requesting authorization to enter into a memorandum of understanding with the Mission Doctors Group, for the purpose of clarifying the registered nurse's role and expectations from the police department, as it applied to the blood search warrant process and grant activities for the newly awarded TXDOT grant. This agreement outlined the responsibilities and abilities for both agencies. This agreement would be in effect upon approval, for one year. Total Yearly Cost of \$140,500 to be paid for with the TxDOT grant. With an in kind match from the city.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to enter a Memorandum of Understanding between the City of Mission Police Department and the Mission Doctors Group in the yearly amount of \$140,500.00 to be paid with the TxDOT Grant with in kind match from the city. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

29. Authorization to Reject Bids for the Purchase and Installation of Golf Ball Protective Netting - Bentsen

On August 26, 2024, City Council authorized staff to solicit bids for the purchase and installation of Golf Ball Protective Netting for All-Inclusive Lions Park. The City of Mission had accepted and opened three (3) bid responses one (1) of which was deemed unresponsive, as they failed to provide all required documents. Staff was seeking authorization to reject all bids received due to being overbudget and instead award to G&G Contractor thru Change Order.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Reject Bids for the Purchase and Installation of Golf Ball Protective Netting. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

30. Approval of Change Order #1 for Lions Park Improvements Project and approval of respective budget amendment in the amount of \$101,120.27 – Bentsen

The City of Mission was seeking approval for Change Order #1 for Mission Lions Park Improvements RFP 23-218-02-520 with RG Enterprises, LLC dba G&G Contractors for the Lions Park Improvements Project. Change Order included additional scope of work requested by the City of Mission to include extension of electrical service per AEP at a cost of \$12,770.27; addition of ceramic wall tile to buildings A&C at a cost of \$11,200.00; Zipline Play item repairs at a cost of \$8,500.00 and Golf Protective Netting and installation at a cost of \$68,650.00 City Staff recommended Change Order #1 for the total amount of \$101,120.27 with an additional 45 calendar days with the Change Order.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Change Order #1 for Lions Park Improvements Project and approval of respective budget amendment BA-25-03 in the amount of \$101,120.27. Motion was seconded by Councilman Vela and approved unanimously 5-0.

31. Consideration and Approval of Resolution #1928 to use unspent Lease proceeds to prepay the 2021 Lease Purchase Agreement for the purpose of reducing its annual payments and all other costs associated with Government the transaction including paying any arbitrage rebate liabilities to the US– Roman

Resolution of the City Council of the City of Mission, authorizing the city to enter into a first amendment to public property finance act lease purchase agreement & escrow agreement. The City entered into a Public Property Finance Act Lease Purchase Agreement on March 25, 2021 with Performance Services, Inc. relating to the financing of the acquisition and installation of personal property for the city.

On March 25, 2021 the Initial Lessor assigned all of its rights, title and interest in and to the Lease Purchase Agreement, the Escrow Agreement, the Personal Property and the Acquisition Fund to First Security Finance, Inc. on March 31, 2021 First Security Finance assigned all of its rights, title and interest in and to the LPA, the Escrow Agreement, the Personal Property and the Acquisition Fund to Capital One Public Fund, LLC. The City and the Lessor desire to amend the LPA and the Escrow Agreement with the prior written consent of Build America Mutual Assurance Company.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Approval of Resolution #1928 to use unspent Lease proceeds to prepay the 2021 Lease Purchase Agreement for the purpose of reducing its annual payments and all other costs associated with Government the transaction including paying any arbitrage rebate liabilities to the US. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

RESOLUTION 1928

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AUTHORIZING THE CITY TO ENTER INTO A FIRST AMENDMENT TO PUBLIC PROPERTY FINANCE ACT LEASE PURCHASE AGREEMENT & ESCROW AGREEMENT; AND APPROVING CERTAIN ACTIONS IN CONNECTION WITH THE EXECUTION AND DELIVERY OF THE FIRST AMENDMENT TO PUBLIC PROPERTY FINANCE ACT LEASE PURCHASE AGREEMENT & ESCROW AGREEMENT AND RELATED TRANSACTIONS.

32. Authorization to cancel City Council meeting scheduled for November 25, 2024 - Carrillo

The office of the City Manager was requesting the cancellation of the second regular City Council meeting scheduled for November 25, 2024 to accommodate for the upcoming holiday. A special meeting would be held if the need arises.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to cancel City Council meeting scheduled for November 25, 2024. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

Mayor Pro Tem Plata moved to untable item 33. Motion was seconded by Councilman Vela and approved unanimously 5-0.

UNFINISHED BUSINESS

33. Tabled 10/14/2024 - Approval of Resolution # 1929 of the City Council of the City of Mission revoking Power of Attorney granted to Christopher Navarrete and Granting Power of Attorney to Jorge Joel Flores, Acting Deputy Chief for the Purchase of Narcotics for Fire-Based EMS Services – A.L. Garcia

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

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

Mayor Pro Tem Plata moved to approve Resolution 1929 revoking Power of Attorney granted to Christopher Navarrete and Granting Power of Attorney to Jorge Joel Flores, Acting Deputy Chief for the Purchase of Narcotics for Fire-Based EMS Services. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

RESOLUTION NO. 1929

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION REVOKING POWER OF ATTORNEY GRANTED TO CHRISTOPHER NAVARRETE AND GRANTING POWER OF ATTORNEY TO JORGE JOEL FLORES, ACTING DEPUTY CHIEF FOR THE PURCHASE OF NARCOTICS FOR FIRE-BASED EMS SERVICES

ROUTINE MATTERS

City Manager Comments - Halloween Bootiful Yard Contest Winner Announcement - via Social Media. Halloween Spooktacular would be held on Halloween at the Mission Event Center. Dia de los Muertos - Folklife Festival & Community Altar Exhibits Mission Historical Museum. Veterans Day Events included a Veterans Day 5K Run, Veterans Day Parade and Appreciation BBQ followed by a festival at the CEED.

City Council Comments – Councilwoman Ortega wished everyone a Happy Halloween and stressed the importance of voting.

Mayor's Comments – Met with the Police Department as a council and wished everyone a happy and safe Halloween.

At 5:44 p.m., Councilwoman Ortega moved to convene into Executive Session. Motion was seconded by Councilman Vela and approved unanimously 5-0.

EXECUTIVE SESSION

Upon conclusion of Executive Session at 7:05 p.m., Mayor Pro Tem Plata moved to reconvene the regular meeting. Motion was seconded by Councilman Vela and approved unanimously 5-0.

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

No Action

2. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to Black Diamond Developers, LP and CCC Operations, LLC v. City of Mission, Cause No. C-5276-23-D and approval of Resolution # 1930

Councilwoman Ortega moved to approve Resolution #1930 as discussed in executive session. Motion was seconded by Councilman Vela and approved 4-0 with Mayor Pro Tem Plata abstaining.

3. Closed session pursuant to Tex. Gov't Code Sections 551.071 (Consultation with Attorney), Section 551.072 (Real Property) related to Tolle #2 R/S Lot 22-1 U/R, Tolle SD #2 Lot 7 Blk 1 & Lot 2 Blk 2 and Lot 14, Nell Tolle

Mayor Pro Tem Plata moved to approve to proceed with appraisal for Lot 14, Nell Tolle. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ADDENDUM TO AGENDA**EXECUTIVE SESSION**

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

Councilwoman Ortega moved to proceed as discussed in executive session. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

ADJOURNMENT

At 7:08 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



MINUTES

PRESENT:

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

ABSENT:

ALSO PRESENT:

Alma Santos
Kristina Silva
Tim Brown
David Escalera
Polo Garza

STAFF PRESENT:

Mike Silva, Fire Department
Randy Cruz, Fire Department
Ruben Hernandez, Media Relations
Joel Magallan, IT Department
Noemi Munguia, HR Director
Kenia Gomez, Media Relations Director
Joel Florez, Fire Department
J. Garcia, Fire Department
J. Saenz, Fire Department
B. Sanchez, Fire Department
R. Villalon, Fire Department

SPECIAL MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Gonzalez Garza called the meeting to order at 4:07 p.m.

CITIZEN'S PARTICIPATION

Victor Fidel Navarro, 313 Saint Marie spoke about his concern of the recent turnover at the Fire Department in the position of Fire Chief.

At 4:11 p.m., Councilman Alberto Vela moved to convene into Executive Session. Motion was seconded by Councilwoman Marissa Gerlach and approved unanimously 4-0.

Mayor Pro Tem Ruben Plata joined the meeting at 4:14 p.m.

EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) and Section 551.074 (Personnel Matters) regarding the appointment, employment, duties, of Interim Fire Chief and related interviews

At 4:28 p.m. Councilwoman Ortega moved to reconvene into open session. Motion was seconded by Councilwoman Marissa Gerlach and approved unanimously 5-0.

City Manager Mike Perez stated he and City Attorney Patricia Rigney had interviewed the four Deputy Chiefs and Mike Silva and selected the top two candidates to be selected as Interim Fire Chief to be interviewed by the City Council. The process of hiring a fire chief would take from three to six months. He stated the need to continue to lead the fire department and continue to make progress on what was currently being worked on.

At 4:28 p.m., Mayor Pro Tem Plata moved to convene into Executive Session. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

Upon conclusion of Executive Session at 5:11 p.m., Mayor Pro Tem Plata moved to reconvene the regular meeting. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

AGENDA ITEM

1. Consideration and action, if any, related to the confirmation of appointment by City Manager under Tex. Local Gov't Code Section 143.013(a)(1) of the City of Mission's Interim Fire Chief - Perez

Confirmation was being requested on the appointment by City Manager of Interim Fire Chief Mike Silva as required by Section 143.013(a)(1) of the Texas Local Government Code, upon the confirmation Interim Fire Chief Silva will have all statutory authority contained in the civil service statute with regard to employment actions. Section 143.013 (a)(1) required not only appointment by the City Manager, but also confirmation by the City Council.

Councilman Vela moved to approve Confirmation of appointment by City Manager under Civil Service Law Section 143.013(a)(1) of Interim Fire Chief Mike Silva. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ADJOURNMENT

At 5:12 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024

PRESENTED BY: Mike R. Perez, City Manager

AGENDA ITEM: Acknowledge Receipt of Minutes – Perez
 Mission Economic Development Corporation – September 25, 2024
 Mission Economic Development Authority – August 28, 2024
 Mission Education Development Council – August 28, 2024
 Mission Increment Reinvestment Zone – September 24, 2024
 Mission Redevelopment Authority – September 24, 2024
 Civil Service Commission – October 4, October 21, 2024

NATURE OF REQUEST:

See attached minutes.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

**NOTICE OF REGULAR MEETING & PUBLIC HEARING
MISSION ECONOMIC DEVELOPMENT CORPORATION
SEPTEMBER 25, 2024 4:00 PM
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

PRESENT:

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

ABSENT:

ALSO PRESENT:

Greg Kerr, JGKL LLP

STAFF PRESENT:

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

1. Call to Order and Establish Quorum

After establishing a quorum of the Board of Directors, President Richard Hernandez called the special meeting to order at 4:07 PM.

2. Invocation: Mayor Norie Gonzalez Garza.

3. Pledge of Allegiance: Treasurer Estella Saenz.

4. Citizen's Participation: None.

5. Approval of Minutes: Regular Meeting & Public Hearing of August 28, 2024

There being no corrections or additions, Vice President Jose G. Vargas moved for approval. Motion was seconded by Carl Davis and approved 6-0.

6. Deliberation and possible action for acceptance of adjusted Financial Statement for August 2024.

Financial Officer Joe Salazar presented and recommended approval of the adjusted Financial Statement for the month of August 2024. Mr. Salazar began his report by saying that Total Revenues for this month were \$592,423.93. Total Transfers-In were \$950.00. Total Resources Available were \$18,507,115.85. Total Expenditures were \$1,915,732.87 with a Transfer-Out of \$1 million. Ending Fund Balance was reported at \$15,591,382.98. Total Fund Balance and Liabilities match at \$16,578,643.02. Long Term Debt amount totals \$7,522,800.56, but if we were to deduct -1256,565.34 (available in debt service), this would leave a balance of \$6,266,235.22. Mr. Salazar mentioned that we did meet the two-month reserve amount requirement of \$1,113,064.00. Mr. Salazar briefly mentioned entries on the Reconciliation Balance Sheet, Estimated Fund Balances, Capital Assets, and reported a total Estimated Net Position of \$15,267,867.00. Mr. Salazar also reported on Reserve Calculations for Debt Services related to Frost Bank and BBVA Banks and said he had met with legal counsel Greg Kerr to discuss reserve requirements and obligations. Mr. Kerr said that MEDC has met all the requirements.

Deborah Cordova left the meeting at 4:15 PM.

There being no corrections or additions, Mayor Norie Gonzalez Garza moved for approval of the adjusted Financial Statement for the month of August 2024. Motion was seconded by Vice President Jose G. Vargas and approved 5-0.

6. Deliberation and possible action for approval of Resolution No. 2024-08, A resolution of the Mission Economic Development Board of Directors regarding request of Fractal Polymers, LLC, for the issuance of one or more series of revenue bonds, authorizing the filing of an application for allocation of volume cap for private activity bonds with the Texas Bond Review Board, authorizing public hearings regarding the bonds, and authorizing other action related thereto.

Lee McCormick, President of Community Development Associates, presented this item by saying that Fractal Polymers LLC is a project this Board has already seen before. Fractal Polymers is requesting an inducement resolution for their plastic recycling facility, a 450,000 sq. ft. facility, which falls into the pollution control category in regard to private activity bonds. Their bond request allocation is in the amount of \$150 million. Mr. McCormick mentioned that Quintana Infrastructure & Development LLC has funded this project, engineering, and development costs of the facility to date. The company has spanned more than \$460 million of equity capital across 13 investments, for the manufacturing of pumps for internal combustion engines, saltwater management, disposal, and related logistics. Since the last resolution was approved more than 18 months ago, a new resolution is needed to apply to the Texas Bond Review Board for bond allocation. This project will be located in one or more of the following locations in Texas: Baytown, North Houston, or Cleveland. Bond counsel for this transaction is Bracewell LLP, and underwriter counsel is Orrick Herrington & Sutcliffe LLP.

Mr. McCormick said this is a conduit transaction for the MEDC. The borrower is responsible for repayment of the debt. Approval of this resolution does not impose any payment or obligation on MEDC or the City of Mission in connection with the financing. There is potential “reputational risk” if the borrower defaults since the MEDC name is included on the bonds.

Assuming a \$100 million initial transaction, MEDC is expected to receive approximately \$160,000 for serving as issuer of the bonds and an initial annual fee of \$25,000. Assuming a minimum of 10 years outstanding the annual fees will total an additional \$250,000. Mr. McCormick recommends adoption of the resolution to finance the proposed project.

Vice President Jose G. Vargas moved for approval of Resolution No. 2024-08 as presented. Motion was seconded by Treasurer Estella Saenz and approved 5-0.

Resolution No. 2024-08

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

- 8. Deliberation and possible action for approval of Resolution No. 2024-09, A resolution of the Mission Economic Development Board of Directors regarding request of Oberon Fuels, Inc., for the issuance of one or more series of revenue bonds, authorizing the filing of an application for allocation of volume cap for private activity bonds with the Texas Bond Review Board, authorizing public hearings regarding the bonds, and authorizing other action related thereto.**

Mr. McCormick presented this next item by saying he is requesting adoption of an inducement resolution for California-based Oberon Fuels, Inc., parent company of Titania DME, LLC. The company is on a mission to decarbonize the fuel and energy sectors through the commercialization of low carbon or carbon-negative fuels made from renewable resources or industrial byproducts. Oberon’s fuel is made from organic waste, such as food waste, agricultural waste, and cellulosic waste. With the world’s first commercial-scale plant and a pipeline of projects for hundreds of millions of gallons per year, Oberon aims to deliver major environmental benefits while energizing local communities with new plants and jobs, turning waste into value. The company is partnering with Cal-Maine Foods, the largest producer and distributor of shell eggs in the United States, which operates a farm near the project location. Poultry manure from Cal-Maine’s operating farm site will be fed to a newly constructed anaerobic digester to be sited near Cal-Maine’s complex. Oberon’s RNG will be injected into a nearby gas pipeline, producing an estimated 230K MMBtu of RNG per year. The project will be located on an approximately 23-acre sub-parcel located near the Cal Maine Food Farm Complex 2 and 2295 FM 1096, Wharton, Wharton County Texas 77488.

The company is applying for a \$100 million bond allocation with the Texas Bond Review Board. Bond issuer and counsel is Bracewell LLP, and the underwriter will be Morgan Stanley. The borrower’s counsel will be Latham & Watkins. As with the prior agenda item related to another bond resolution approval, Mr. McCormick said this is a conduit transaction

for the MEDC. The borrower is responsible for repayment of the debt. Approval of this resolution does not impose any payment or obligation on MEDC or the City of Mission in connection with the financing. There is potential “reputational risk” if the borrower defaults since the MEDC name is included on the bonds.

Assuming a \$100 million initial transaction, MEDC is expected to receive approximately \$160,000 for serving as issuer of the bonds and an initial annual fee of \$25,000. Assuming a minimum of 10 years outstanding the annual fees will total an additional \$250,000. Mr. McCormick recommends adoption of the resolution to finance the proposed project.

Carl Davis moved for approval of Resolution No. 2024-09 as presented. Motion was seconded by Mayor Norie Gonzalez Garza and approved 5-0.

Resolution No. 2024-09

Resolution of the Mission Economic Development Board of Directors regarding request of Oberon Fuels, Inc., for the issuance of one or more series of revenue bonds, authorizing the filing of an application for allocation of volume cap for private activity bonds with the Texas Bond Review Board, authorizing public hearings regarding the bonds, and authorizing other action related thereto.

- 9. **Deliberation and possible action for approval of Resolution No. 2024-10, A resolution of the Mission Economic Development Board of Directors regarding request of Waste Management, Inc., or one or more affiliates thereof for the issuance of one or more series of revenue bonds, authorizing the filing of an application for allocation of volume cap for private activity bonds with the Texas Bond Review Board, authorizing public hearings regarding the bonds, and authorizing other action related thereto.**

Julian Alvarez joined the meeting at 4:32 PM.

Mr. McCormick introduced this item by saying that Waste Management, Inc. (WM) is a Delaware corporation and North America’s leading provider of comprehensive waste management environmental services. Based in Houston, WM, through its subsidiaries, provides collection, transfer, recycling and resource recovery, and disposal services and is a leading developer, operator, and owner of landfill gas-to-energy facilities in the United States.

In order for the bonds to qualify as tax-exempt, certain federal and state tax law requirements must be met, including having a governmental entity/agency issue such bonds for the benefit of the Company. Therefore, the Company has requested the MEDC serve as the governmental issuer of these bonds. The bonds will be used to finance various facilities located throughout Texas and it is necessary to obtain consent from each jurisdiction where a facility to be financed is located. Additionally, public hearing notices were published in each jurisdiction where a portion of the project is located, and public hearings have been held to satisfy federal tax law requirements.

The company is applying for a \$200 million bond allocation with the Texas Bond Review Board. Bond issuer and counsel is Bracewell LLP, and the underwriter will be Bank of

America Securities, Inc. The borrower's counsel will be Locke Lord LLP. As with the prior agenda item related to another bond resolution approval, Mr. McCormick said this is a conduit transaction for the MEDC. The borrower is responsible for repayment of the debt. Approval of this resolution does not impose any payment or obligation on MEDC or the City of Mission in connection with the financing. There is potential "reputational risk" if the borrower defaults since the MEDC name is included on the bonds.

Based on an initial transaction of \$50 million, at closing the MEDC is expected to receive approximately \$92,500 for serving as the Issuer of the bonds and an annual fee of \$12,500 until maturity. Mr. McCormick recommends adoption of the resolution to finance the proposed project.

Vice President Jose G. Vargas moved for approval of Resolution No. 2024-10 as presented. Motion was seconded by Carl Davis and approved 6-0.

10. Deliberation and possible action for approval of Amendment to MEDC's Purchasing Policy.

No action was taken.

11. Public Hearing – MEDC Fiscal Year 2025 proposed project consideration related to an economic incentive for a facility to be located at 1405 Business Park Drive, Mission, Texas (Project Tiny).

At **4:40 PM**, President Richard Hernandez opened the public hearing for any comments.

There were no comments.

At **4:41 PM**, President Richard Hernandez closed the public hearing.

12. Deliberation and possible action related to the approval of an Economic Development Performance Agreement for Project Tiny.

CEO Tecló J. Garcia noted that on August 28, 2024, the MEDC Board authorized staff to negotiate an incentive agreement in an amount not to exceed \$120,000 related to an economic incentive for a facility to be located at 1405 Business Park Drive, Mission Texas (Project Tiny). The incentive is to be paid in one installment upon meeting certain requirements. The Economic Development Performance Agreement has been drafted and is being presented for approval consideration. Mr. Garcia mentioned that these tiny homes project is a \$10 million investment and that the company has already hired 19 employees. Mr. Garcia recommends approval.

Vice President Jose G. Vargas moved for approval of an Economic Development Performance Agreement for Project Tiny. Motion was seconded by Julian Alvarez and approved 6-0.

13. Deliberation and possible action to authorize staff to publish a Notice of Intention to Undertake a Project or Projects for Fiscal Year 2025 for Project Tiny.

Vice President Jose G. Vargas moved to authorize staff to publish a Notice of Intention to Undertake a Project or Projects for Fiscal Year 2025 for Project Tiny. Motion was seconded by Treasurer Estella Saenz and approved 6-0.

14. Deliberation and possible action to approval of a First Amendment to Economic Development Performance Agreement between Mission Economic Development Corporation and Haidar Properties LLC dba IHOP.

CEO Tecló J. Garcia presented this item by saying that on April 1, 2023, Mission EDC entered into an Economic Development Performance Agreement with Haidar Properties Inc. LLC dba IHOP in Mission, a project that was approved by the MEDC Board in October 2022. The company was to receive five annual payments of \$67,600 for a total of \$338,000 upon meeting certain requirements as follows: Open an IHOP in Mission; hire 60 employees; obtain a Certificate of Occupancy; become a member of the Mission Chamber, and donate to two non-profit organizations (\$3,000 each); all within 120 days of opening the restaurant. The company met all the requirements and the first installment of \$67,600 to Haidar Properties, Inc. was paid for on September 14, 2023. Isaac Garza, Director of Operations for IHOP has communicated to staff that the new IHOP location will be operating with approximately 40 employees for the remainder of the agreement's term, of which they are also committing to retaining. This adjustment comes in light of their inability to meet the original commitment of hiring 60 employees, prompting them to request an amendment to the performance agreement. Mr. Garcia recommends approval.

Carl Davis moved for approval of a First Amendment to Economic Development Performance Agreement between Mission Economic Development Corporation and Haidar Properties LLC dba IHOP. Motion was seconded by Julian Alvarez and approved 6-0.

15. Deliberation and possible action for the approval of a Professional Services Agreement between Mission Economic Development Corporation and IT Umbrella Group.

CEO Tecló J. Garcia said staff would like to renew a professional services agreement with IT Umbrella Group for technology assistance and support for MEDC staff and CEED. The detailed scope of work was attached for the Board's review. IT Umbrella was under contract for six months and has done a great job with IT work. They are very responsive even on weekends. MEDC has been pleased with the services provided by IT Umbrella Group and recommends an extension of their contract for one year. COO Belen Guerrero said the solicitation for proposals began a few months ago and one of the companies that submitted a proposal is not from Texas but from another state, their hours of service were limited, and they were proposing a two-year contract. IT Umbrella's hours are open, and they are always there to assist.

Secretary Deborah L. Cordova re-joined the meeting at 4:51 PM.

Julian Alvarez moved for approval of a Professional Services Agreement between Mission Economic Development Corporation and IT Umbrella Group in the amount of \$4,000 per month for 12 months beginning Oct. 1, 2024. Motion was seconded by Treasurer Estella Saenz and approved 7-0.

16. Deliberation and possible action for approval of a Contract for Professional Photography and Video Services between Mission Economic Development Corporation & RGV Photo Video.

Mr. Garcia introduced this item by saying that staff seeks to renew a one-year professional services agreement with RGV Photo Video for their exceptional coverage of various MEDC events, including grand openings, check presentations, and other social gatherings. A detailed scope of work was presented to the Board for their review. Due to the level of satisfaction with RGV Video Photo, MEDC would like to extend their contract for another year. Mr. Garcia noted that RGV Photo Video does video and photography services for MEDC, and their work has been showcased on our social media platforms. COO Belen Guerrero-Puente noted that RGV Video Photo is one of the very few companies that specializes in economic development projects. RGV Photo Video offers 20 hours of services each month, which may include photography, videography, or a combination of both. If additional hours are needed beyond the monthly allotment, a discounted rate of \$100 per hour will be billed. Other services are stipulated in the contract, which was provided to the Board for their review. President Richard Hernandez inquired about the contract's Cancellation Policy, which states "Cancellation for any other reason before the end of the one-year term will require the client to pay 50% of the remaining balance of the contract as a termination fee." He wanted to know if this was standard practice. Mr. Garcia proposed that we request the vendor to add a clause allowing the contract to terminate with or without cause provided a 30-day notice if given.

Julian Alvarez left the meeting at 5:06 PM.

Subject to the addition of a required 30-day notice to conclude the contract, Mayor Norie Gonzalez Garza moved for approval of a Contract for Professional Photography and Video Services between Mission Economic Development Corporation & RGV Photo Video in the amount of \$3,000 per month for 12 months beginning Oct. 1, 2024.

At **5:07 PM**, President Richard Hernandez announced that the Mission Economic Development Board of Directors were convening in closed session.

- 17. Closed Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001. Deliberation and possible action regarding economic development negotiations or prospects (as permitted under Tex. Gov't Code Sec. 551.087), including, but not limited to the following: Report from CEO as to potential prospect(s):**

A. Project Noodles

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

M.E.D.C. Land

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

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

Carl Davis left the meeting at 5:38 PM.

At **5:42 PM**, President Richard Hernandez announced that the Mission Economic Development Board of Directors were reconvening in open session.

Motions are as follows:

Project Noodles: Vice President Jose G. Vargas moved for approval of a LOI for Project Noodles under the condition that the prospect must break ground within six months after being funded and obtain a Certificate of Occupancy within 18-months upon finalization of an agreement. Motion was seconded by Secretary Deborah L. Cordova and approved 5-0.

M.E.D.C. Land: Vice President Jose G. Vargas moved to authorize land acquisition as discussed in executive session. Motion was seconded by Treasurer Estella Saenz and approved 5-0.

18. CEO Report on Economic Development.

Vice President Jose G. Vargas left the meeting at 6:02 PM.

The CEO's economic report involved a series of short video presentations related to small businesses that received \$25,000 grants as part of MEDC's Downtown Assistance Program. They are: The Border Theatre, The Hook Up Barber University, Joe's Barber Shop, The Drunken Chicken and Adan & Elvia Garcia, owners of a small upholstery business. Mr. Garcia briefly reported on the following: City of Mission's commercial permits; international trade discussions with Ireland's Consul General Robert Hull; TEDC Investor Meeting participation; MEDA's \$1.7 in Scholarship Fund since 2013 (998 Mission students awarded with 190 this year); IEDC Retail Live South Central team participation; and IEDC Denver team participation.

COO Belen Guerrero-Aguirre congratulated Board Secretary Deborah L. Cordova for being named Chairman of Teach for America RGV and Vice President Jose G. Vargas for being named Businessman of the Year by the Greater Mission Chamber of Commerce.

19. President Comments.

Mayor Norie Gonzalez Garza said that the Mission Event Center had a successful RGV Food Bank’s “Painting the Bowl of Giving” event September 24th, and mentioned that the RGV Food Bank is doing a great job at providing meals for over 400 families a week. Mayor Gonzalez Garza encouraged the Board to attend RGV Food Bank’s “Empty Bowls” event from 11:00 AM to 1:30 PM on October 22nd at the Bert Ogden Arena in Edinburg, the RGV Food Bank’s biggest event ever. Mr. Garcia mentioned that MEDC is a sponsor of the October 22nd event and if anyone is interested in participating please let staff know. Inviting area mayors, Mayor Gonzalez Garza also mentioned the possibility of a future visit to Mexico City to promote the Rio Grande Valley as a region.

CEO Tecló J. Garcia welcomed and introduced Ruben Ramos, MEDC Director of Business Development to the Board. Mr. Ramos introduced himself by saying that he was a banker for the past 21 years working for Morgan Chase Bank and PNC Bank. He is thankful for the opportunity to work with Mission EDC.

President Richard Hernandez thanked the Board for their time and service, and then wished Secretary Deborah L. Cordova a happy belated birthday (September 22nd).

20. Adjournment.

Treasurer Estella Saenz moved to adjourn the meeting. Motion was seconded by Secretary Deborah L. Cordova and approved 4-0. The meeting was adjourned at 6:19 PM.

Richard Hernandez, President

ATTEST:

Deborah L. Cordova, Secretary

**NOTICE OF SPECIAL MEETING
MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC.
AUGUST 28, 2024**

The Board of Directors of the Mission Economic Development Authority, Inc., held a special meeting on Wednesday, August 28, 2024, at 4:00 PM, in person, at the Center for Education and Economic Development, 801 N. Bryan Road, Mission, Texas 78572, to discuss the following agenda:

1. Call to order and establish quorum.
2. Citizen's Participation.
3. Approval of minutes: Minutes of July 24, 2024
4. Deliberation and possible action for the approval of Resolution No. 2024-01, adopting Mission Economic Development Authority, Inc.'s Fiscal Year 2025 Budget.
5. Deliberation and possible action for the adoption of MEDA Investment Policy.
6. Naming of Investment Officer.
7. Deliberation and possible action related to the approval of Resolution Authorizing Participation in the TexPool Investment Pools and Designating Authorized Representatives.
8. Deliberation and possible action related to the approval of TexPool Investment Pools Participation Agreement.
9. Adjournment.

Minutes are as follows:

PRESENT:

Richard Hernandez, Chair
Jose G. Vargas, Vice Chair
Deborah Cordova, Secretary
Estella Saenz, Treasurer
Mayor Norie Gonzalez Garza

ABSENT:

ALSO PRESENT:

Gene Vaughan JGKL LLP

STAFF PRESENT:

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

1. Call to order and establish quorum.

After establishing a quorum of the Board of Directors, Chair Richard Hernandez called the meeting to order at 6:10 PM.

2. Citizen's Participation: None.

3. Approval of minutes: Meeting of July 24, 2024

There being no changes or additions, Vice Chair Jose G. Vargas moved for approval of the meeting minutes of July 24, 2024 as presented. Motion was seconded by Mayor Norie Gonzalez Garza and approved 5-0.

4. Deliberation and possible action for the approval of Resolution No. 2024-01, adopting Mission Economic Development Authority, Inc.'s Fiscal Year 2025 Budget.

Financial Officer Joe Salazar presented Resolution 2024-01, adopting the Mission Economic Development Authority's Fiscal Year 2025 Budget. Mr. Salazar reported that total Available Resources were \$1,950,961.00, while total Appropriations were \$105,000.00. Unreserved Undesignated Fund Balance was reported at \$1,845,961.00. He recommends approval.

There being no corrections or additions, Secretary Deborah L. Cordova moved for approval of Resolution No. 2024-01, adopting the Mission Economic Development Authority's Fiscal Year 2025 Budget as presented. Motion was seconded by Treasurer Estella Saenz and approved 5-0.

5. Deliberation and possible action for the adoption of MEDA Investment Policy.

CEO Tecló J. Garcia presented the MEDA Investment Policy. He stated that this policy aligns with Mission Economic Development Corporation's investment policy with one exception of the name change to MEDA, and the removal of Multi-Bank Securities, Inc., as a participating bank. This indicates that MEDA will not participate in investment activities with this bank. Otherwise, all other provisions of the policy remain unchanged. Mr. Garcia recommends approval.

Secretary Deborah L. Cordova moved for the adoption of the MEDA Investment Policy as presented. Motion was seconded by Vice Chair Jose G. Vargas and approved 5-0.

6. Naming of Investment Officer.

CEO Tecló J. Garcia said that this item mirrors an item presented at the MEDC Board meeting, where MEDC Financial Officer Joe Salazar was named Investment Officer. However, he is proposing that both he and COO Belen Guerrero also be named Investment Officers by MEDA. Mr. Salazar noted that the Authority has the discretion to designate multiple officers and mentioned that Mr. Garcia and Ms. Guerrero will be certified in December as they have six months to obtain certification after their appointment.

Chair Jose G. Vargas moved to name Joe Salazar, Tecló J. Garcia, and Belen Guerrero MEDA Investment Officers. Motion was seconded by Treasurer Estella Saenz and approved 5-0.

7. Deliberation and possible action related to the approval of Resolution Authorizing Participation in the TexPool Investment Pools and Designating Authorized Representatives.

Chair Richard Hernandez mentioned that this resolution ties-in with Item #6, in relation to Investment Officers, and was necessary in order to begin MEDA's investment participation with TexPool Investment Pools with the designated authorized representatives as named in Item #6.

MEDA SP 8/28/2024, Pg. 3

Treasurer Estella Saenz moved for approval of a Resolution Authorizing Participation in the TexPool Investment Pools and Designating the following Authorized Representatives: Joe Salazar, Teclo J. Garcia, and Belen Guerrero. Motion was seconded by Vice Chair Jose G. Vargas and approved 5-0.

8. Deliberation and possible action related to the approval of TexPool Investment Pools Participation Agreement.

CEO Teclo J. Garcia that this agreement was a requirement by TexPool Investment Pools, in order for MEDA to participate in investments. He recommends approval.

Mayor Norie Gonzalez Garza moved for approval of the TexPool Investment Pools Participation Agreement. Motion was seconded by Vice Chair Jose G. Vargas and approved 5-0.

9. Adjournment.

At 6:18 PM, Mayor Norie Gonzalez Garza moved to adjourn the meeting. Motion was seconded by Vice Chair Jose G. Vargas and approved 5-0.

MINUTES OF THE MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC. BOARD OF DIRECTORS SPECIAL MEETING HELD ON AUGUST 28, 2024 WERE APPROVED ON THIS THE 30TH DAY OF OCTOBER, 2024.

Deborah L. Cordova, Secretary

**NOTICE OF SPECIAL MEETING
MISSION EDUCATION DEVELOPMENT COUNCIL, INC.
AUGUST 28, 2024**

The Board of Directors of the Mission Education Development Council, Inc., held a special meeting on Wednesday, August 28, 2024, at 4:00 PM, at The Center for Education and Economic Development, 801 N. Bryan Road, Mission, Texas, 78572, to discuss the following agenda:

1. Call to order and establish quorum.
2. Citizen's Participation.
3. Approval of Minutes – July 24, 2024.
4. Deliberation & possible action for approval of Resolution No. 2024-01, Adopting the Mission Education Development Council's Fiscal Year 2025 Budget.
5. Adjournment.

Minutes are as follows:

PRESENT:

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

ABSENT:

Julian Alvarez

ALSO PRESENT:

Eugene Vaughan, JGKL LLP

STAFF PRESENT:

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

1. Call to order and establish quorum.

Chair Richard Hernandez called the meeting to order at 6:20 PM.

2. Citizen's Participation: None.

3. Approval of Minutes: Meeting of July 24, 2024.

MEDC SP 8/28/2024, Pg. 2

Vice Chair Jose G. Vargas moved for approval of the meeting minutes of July 24, 2024 as presented. Motion was seconded by Secretary Deborah L. Cordova and approved 6-0.

4. Discussion and possible for approval of Resolution No. 2024-01, Adopting the Mission Education Development Council's Fiscal Year 2025 Budget.

CEO Teclo J. Garcia presented and recommended approval of Resolution No. 2024-01 related to the Mission Education Development Council's Fiscal Year 2025 Budget. Mr. Salazar reported that Total Appropriations were \$36,500.00. Unreserved Fund Balance was \$202,875.00. Mr. Garcia noted that the amount of award and grants on the budget was from local banks such as Texas Regional Bank and PNC Bank, with each donating \$10,000 grants. Not listed is another grant for \$10,000 from PNC Bank. This amount will be reflected in the next financial report ending September 30, 2024. The grants will be used for the Ruby Red Ventures competition.

Carl Davis moved for approval of **Resolution No. 2024-01** as presented, adopting the Mission Education Development Council's Fiscal Year 2025 Budget. Motion was seconded by and approved by Secretary Deborah L. Cordova and approved 6-0.

5. Adjournment.

Mayor Norie Gonzalez Garza asked about upcoming events related to the Downtown Assistance Program. COO Belen Guerrero Aguirre reported that check presentations are planned for recipients of the Downtown Assistance Program, featuring an Ed McMahon-style presentation of their awards. Brianna Casares, MEDC's Manager of Programs and Marketing, will be sending invitations to the Board for their involvement. Each recipient will be granted \$25,000, with a total of six businesses receiving awards. Mr. Garcia expressed his gratitude to the MEDC team for their excellent work in organizing meetings, phone calls, and logistics for this and all MEDC events.

The meeting was adjourned at 6:31 PM.

**MINUTES OF THE MISSION EDUCATION DEVELOPMENT COUNCIL, INC.
BOARD OF DIRECTORS SPECIAL MEETING HELD ON AUGUST 28, 2024
WERE APPROVED ON THE 30TH DAY OF OCTOBER, 2024.**

Deborah L. Cordova, Secretary

Mission Tax Increment Reinvestment Zone
Board of Directors Meeting
September 24, 2024

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission TIRZ #1, held a special meeting open to the public, by teleconference and in person, on September 24, 2024 at 801 N. Bryan Road, Mission, Texas and at 7:08 PM, the roll was called of the duly appointed members of the Board, to-wit:

- Martin Garza, Chairman
- Albert X. Chapa, Vice Chairman
- Aissa I. Garza, Secretary
- Efrain Reyna Jr.
- Hector Moreno
- Dennis Burleson
- Ricardo A. Perez

All the above were present except Directors Reyna and Perez. Participating via Zoom teleconference were Vidal Roman, Cristian Garza, Ezeiza Garcia, Frances Blake, and Armando Sandoval. Participating in person were J.P. Terrazas, Dr. Rolando Ortiz, Julio Cerda, Councilwoman Marissa Gerlach, Judy Vega, Joe Salazar, Mike Perez, Ruben Ramos, Andy Garcia, Romeo Barrera, Ruben James de Jesús, and Executive Director Tecló J. Garcia.

AGENDA

I. Consent Agenda

- A. Call meeting to order and establish quorum.
- B. Approve minutes of regular meeting of August 29, 2024, of the TIRZ #1.
- C. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the September 24, 2024, meeting.

Upon a motion made by Secretary Aissa I. Garza and seconded by Director Moreno, the Board unanimously approved the consent agenda and ratified all actions taken by the Mission Redevelopment Authority Board of Directors at the September 24, 2024 meeting.

II. Adjournment

As there was no further business for the board to consider, upon a motion made by Secretary Aissa I. Garza and seconded by Vice Chairman Chapa, the Board unanimously voted to adjourn the meeting at 7:09 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**Mission Redevelopment Authority
Board of Directors Meeting
September 24, 2024**

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, by teleconference and in person, on September 24, 2024, 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:

Martin Garza, Chairman
Albert X. Chapa, Vice Chairman
Aissa I. Garza, Secretary
Efrain Reyna Jr.
Hector Moreno
Ricardo A. Perez
Dennis Burleson

All the above were present except Director Reyna. Participating via Zoom teleconference were Vidal Roman, Cristian Garza, Ezeiza Garcia, Frances Blake, and Armando Sandoval. Participating in person were J.P. Terrazas, Dr. Rolando Ortiz, Julio Cerda, Councilwoman Marissa Gerlach, Judy Vega, Joe Salazar, Mike Perez, Ruben Ramos, Andy Garcia, Romeo Barrera, Ruben James de Jesús, and Executive Director Tecló J. Garcia.

1. Call Meeting to Order at 4:06 PM.

Chairman Martin Garza opened the meeting with a welcome to all. Chairman Garza also welcomed and thanked Councilwoman Marissa Gerlach for joining the meeting.

2. Citizen's Participation: None.

3. Approve minutes: July 23, 2024 & August 29, 2024, of the Mission Redevelopment Authority.

There being no corrections or additions, upon a motion made by Director Burleson and Secretary Aissa I. Garza, the Board unanimously approved both sets of minutes for July 23, 2024 and August 29, 2024, of the Mission Redevelopment Authority.

4. Acceptance of Project Reports.

Chairman Martin Garza recognized Armando Sandoval, P.E., with L&G Engineering to report on the **Inspiration Rd./Military Parkway Loop Ph. II and III Projects**. In the absence of P.E. Damien Tijerina, Mr. Sandoval reported on both Phases of this project by mentioning that the project is almost complete with ROW maps and design surveys completed. Mr. Sandoval recapped from last month's meeting where discussion took place related to the splitting of this project into two, one for Inspiration Road and one for Military Highway. Mr. Sandoval said that last month Mayor Norie Gonzalez Garza sent a letter to TxDOT requesting that the project is split in two. He noted that he and Assistant City Manager J.P. Terrazas met with TxDOT yesterday to discuss the request, and they were informed that TxDOT and the MPO are taking appropriate actions to split the project. Although estimated costs are not available at this meeting, L&G

Engineering continues to work on estimates and expects them to be ready within two weeks. Mr. Terrazas said that a proposal is also being prepared related to a re-evaluation of an environmental study that needs to be submitted as well. Chairman Garza asked if this was necessary (in terms of costs) since those tests had already been in place with the existing projects. Mr. Sandoval said it was necessary because they are new projects; however, the studies will not be as extensive since there is something already in place. He does not have a cost estimate for an environmental reassessment, but doesn't anticipate the cost will be significant and it may even be factored into current Work Authorization 34. Exec. Dir. Teclo Garcia asked why the projects needed to be split and Mr. Terrazas informed him that it was a standard requirement with TxDOT, for compliance purposes.

Upon a motion made by Secretary Aissa I. Garza and being seconded by Director Perez, the Board unanimously accepted the **Inspiration Road/Military Parkway Loop for both Phases** as presented.

Chairman Martin Garza recognized Julio Cerda, P.E., with South Texas Infrastructure Group LLC, to present the **Anzalduas Industrial Park Phase I Subdivision Project**. Mr. Cerda reported that all the water and sewer pipes for this project have been installed and said that due to the recent rain, the crew has not been able to work on streets. No further comments were made.

Upon a motion made by Director Burleson and seconded by Vice Chairman Chapa, the Board unanimously accepted the **Anzalduas Industrial Park Phase I Subdivision Project** report as presented.

Chairman Martin Garza recognized Ruben James de Jesus with Melden & Hunt Inc. (M&H) to report on the **Tierra Dorada Sanitary Sewer Improvements Project**. This project involves the design to eliminate existing Lift Stations No. 13 and 14 within Tierra Dorada Subdivision and construct a new proposed lift station to reroute sewer discharge into existing sanitary sewer trunkline along Los Ebanos Road. Mr. de Jesus provided pictures of where the gravity line will cross, but did mention that the installation has not started. Contractor RDH has completed 95% of the forcemain installation and they have mobilized on the gravity line portion of the project. They are also preparing the site along the ditch for installation of the pipe. Mr. Terrazas informed the Board that due to a request from the Hidalgo County Drainage District #1, a canal that is at close proximity to the project area will need to be realigned. This realignment of about 1,300 linear ft., will result in a forthcoming Change Order. The contractor was not aware of the need until his crew started excavating. Mr. Terrazas said he is in negotiations with the drainage district regarding the realignment and costs associated with it, which are unknown at this point. Mr. de Jesus said that there was an allowance of \$100,000 in the contractor's bid for contingencies, but there are other items that have not been addressed. He said many things can change between now and then and that we won't know how much will be left for other items. End of report.

Upon a motion made by Secretary Aissa I. Garza and seconded by Director Moreno, the Board unanimously accepted the **Tierra Dorada Sanitary Improvements Project** as presented.

Chairman Martin Garza recognized Mr. de Jesus with M&H to report on the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)**. This project ties in with the Tierra Dorada Sanitary Sewer Improvements Project. It involves the rerouting of Lift Station #10, located on Mile 2 & FM 495 to AGUA SUD lift station located on FM 364 by force main. Approximately 2 million gallons per day (MGD) of sewer flows will be alleviated from the Inspiration Road trunkline. Mr. de Jesus said that he continues to have discussions with AGUA SUD's General Manager regarding how to establish a proposed sewage pass-through rate. AGUA SUD's concerns are with electrical usage at their lift stations. Comparison of the established rates between Mission and AGUA SUD will be compared to the electrical cost and depreciation of pumps at the three downstream lift stations. An alternative project will be analyzed using an existing AGUA SUD easement. The alternative will be installing a gravity line parallel to the existing gravity line

running to the waste water treatment plant. Further discussion on the proposed agreement with AGUA SUD on rerouting Lift Station 10 will be presented to their Board in early October. No further comments were made.

Upon a motion made by Director Perez and seconded by Director Secretary Aissa I. Graza, the Board unanimously accepted the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)** report as presented.

Chairman Martin Garza recognized Mr. de Jesus with M&H to report on the **Walsh Road Expansion Project**. This project involves the design and survey to expand the road from Perez St. to Frontage Rd., approximately $\frac{3}{4}$ of a mile. Mr. de Jesus said that a final appraisal had been received for this project and that Melden & Hunt continues to work on a preliminary design. The proposed project will consist of a 60-ft ROW with a 36-ft back-to-back curb section. Plans are currently at 60% complete. Mr. de Jesus said he has reached to land owners, but negotiations continue on land acquisition. There are two owners, but he's negotiating with only one. One parcel is a dedicated ROW that has been recorded with no issues. Mr. Terrazas said he is negotiating with the second owner, who is out of the country. He and Mr. de Jesus will meet with him in hopes he accepts an offer since he will benefit from improvements at our expense. End of report.

Upon a motion made by Director Secretary Aissa I. Garza and seconded by Vice Chairman Albert X. Chapa, the Board unanimously accepted the **Walsh Road Expansion Project Report** as presented.

Chairman Martin Garza recognized Dr. Rolando Ortiz with Killam Development to report on Killam Development's **El Milagro Phase I Project**. Dr. Ortiz mentioned that an expense report for this project was submitted late and was not available for this meeting. He apologized to the Board and said he will need to present it next month. Dr. Ortiz said that weather permitting detention ponds will be completed by mid-October. He noted that El Milagro Phase I improvement completion has now been pushed out until December, and said that they are pending a line relocation from AEP on a section of Anzalduas at a red light on Los Indios. Dr. Ortiz said he will be meeting with AEP reps to coordinate a relocation plan. Issues being address are related to paving, curbs, and gutters but they are moving forward with solutions. He reported on what's been in place so far as follows: 27,000 linear ft. of sanitary sewer line; 2,300 linear ft. of storm sewer; 196 pin-lifts and manholes; 42,000 linear ft of PVC water lines; 135,000 square yards of flex space; 43,000 square yards of asphalt; 223,000 sq. ft of sidewalks, and 61,000 ft. of curb and gutters. Dr. Ortiz said that there has been a request for a tour of the project area and said he will gladly coordinate one if advised. He reported that 85% of the project has been completed and expects to request reimbursement in January 2025. No further comments were made.

Upon a motion duly made by Vice Chair Chapa and seconded by Director Perez, the Board unanimously accepted **Killam Development's El Milagro Phase I** report as presented.

Chairman Martin Garza recognized Asst. City Manager J.P. Terrazas to report on the **1st Street Extension (Dragonfly 6265 LLC)**. This project is in the vicinity of Glasscock & Shary Road and involves connectivity through 1st Street, which is perpendicular to Hoerner Street. The contractor is Riverside Contractors. In the absence of Developer Dolly Elizondo, Mr. Terrazas provided a report on this project and mentioned that Riverside Contractors are working on the installation of the lift station and dewatering it. They continue to work on the connection of 1st Street. Mr. Terrazas mentioned that they will be coordinating a ribbon cutting once the project is complete. The widening of Glasscock is also in progress and said the project should be completed by late October 2024. Nothing further was reported.

Upon a motion made by Director Perez and seconded by Director Moreno, the Board unanimously accepted the report for **1st Street Extension (Dragonfly 6265 LLC)** as presented.

Chairman Martin Garza recognized Romeo Barrera, P.E., with Halff Associates to report on the **Hoerner Street Project**. Total engineering costs for this project is \$98,000.00. Mr. Barrera reported that this project is 90% complete. Halff will coordinate with the City of Mission on final comments, and they expect to have a bid set out within the next month. End of report.

Upon a motion made by Director Burleson and seconded by Director Perez, the Board accepted the **Hoerner Street Project** report as presented.

5. Discussion of Western Hidalgo County Loop Project – Executive Director Tecló/City Manager Mike Perez.

The project involves the development of infrastructure to serve a population of approximately 800,000 residents, five international ports of entry, and an overweight corridor. Ass. City Mgr. Terrazas explained that Loop State Highway 365 is underway, but it is mainly to the east (Pharr and Donna). Discussions are underway with elected officials to start a Loop to the west, in the Mission area. Mr. Terrazas said this project is crucial because once completed, it will lessen traffic flow and congestion. Other sources of funding for this project are also being approached. The Hidalgo County Regional Mobility Authority is the lead for this project and a cost estimate of the entire project is estimated to be \$1,517,909,700.00, based on 2022 estimates. A cost breakdown on the project was provided by the HCRMA as a handout with three segment descriptions as follows:

365 Tollway Segment 4: 365 Toll Segments 1-3, from FM 396/Anzalduas Highway to US 281; 365 Toll Segment 4 will be from FM 1016/Conway Ave. to FM 396/Anzalduas Highway, total development cost \$96,400,000.00.

Section A (West): Involves Independent Env. Document (EIS), overweight payment design, toll collection system, and partially compensable utilities. Total development Cost: \$308,057,100.00.

Section C: Involves Independent Env. Document (EIS), overweight pavement design, toll collection system, and partially compensable utilities. Total development cost: \$1,113,452,600.00.

Mr. Terrazas said that ultimately, once these Loops are completed, they will connect the entire Rio Grande Valley highways and alleviate traffic.

This agenda item was for discussion only. No action was taken or required.

Exec. Dir. Tecló J. Garcia said that he will bring this item before the Board again next month either as a discussion item or for possible action.

At **4:56 PM**, Chairman Martin Garza announced that the Mission Redevelopment Authority Board reconvened in open session.

6. Executive Session Pursuant to V.T.C.A. Gov't Code Section 551.071, Section 551.072, Section 551.074, and Section 551.087.

Consultation with Attorney regarding:

A. Deliberation regarding real property.

- B. Deliberation regarding economic development negotiations or projects including, but not limited to the following: Report from Executive Director as to potential project(s).**
- C. Fourth Amendment to the Agreement for Administrative Services between the City of Mission and Mission Redevelopment Authority/TIRZ #1.**

The Mission Redevelopment Authority Board of Directors will reconvene in open session to take any actions necessary.

At **5:49 PM**, Chairman Martin Garza announced that the Mission Redevelopment Authority Board would be reconvening in open session. Upon a motion made by Secretary Aissa I. Garza and seconded by Director Moreno, the Board unanimously voted to reconvene in open session.

Motions are as follows:

Item A: No action.

Item B: No action.

Item C: Motion 1: Secretary Aissa I. Garza moved to approve a Fourth Amendment to the Agreement for Administrative Services between the City of Mission and Mission Redevelopment Authority/TIRZ #1 for a period not to exceed six months beginning October 1, 2024.

Motion 2: Secretary Aissa I. Garza moved for an agenda item to be placed at next month's MRA Board meeting for authorization to request RFQ's for a CEO position.

Motion 3: Secretary Aissa I. Garza moved for an agenda item to be placed at next month's MRA Board for the creation and approval of a Communications Policy.

Discussion ensued.

Chairman Martin Garza requested the Board to reconvene in closed session to further discuss Item 6 on this agenda.

Secretary Aissa I. Garza withdrew her motions.

At **5:57 PM**, Chairman Garza announced that the Mission Redevelopment Authority Board of Directors would be reconvening in closed session Pursuant to V.T.C.A. Gov't Code Section 551.071, Section 551.072, Section 551.074, and Section 551.087. Consultation with Attorney regarding Item 6. Upon a motion made by Secretary Aissa I. Garza and seconded by Director Moreno, the Board unanimously voted to reconvene in closed session.

At **6:22 PM**, Chairman Marin Garza announced that the Mission Redevelopment Authority Board of Directors reconvened in open session.

Chairman Martin Garza praised Exec. Director Teclo Garcia by saying he did an excellent job and was happy with his services. Motions are as follows:

Item A: No action.

Item B: No action.

Item C: Motion 1: Secretary Aissa I. Garza moved for the creation of an Information Committee composed of Director Moreno, Vice Chair Chapa and herself to report back to the Board regarding the scope of services between TIRZ #1 and the City of Mission, presently and historically. Motion was seconded by Director Moreno and approved unanimously.

Motion 2: Secretary Aissa I. Garza moved for an agenda item to be placed at next month's MRA Board for the creation and approval of an External Communications Policy. Motion was seconded by Director Moreno and approved unanimously.

Motion 3: Secretary Aissa I. Garza moved for the approval of a Fourth Amendment to the Agreement for Administrative Services between the City of Mission and Mission Redevelopment Authority/TIRZ #1 for a period not to exceed six months beginning October 1, 2024, in an amount not to exceed \$11,300 per month. Motion was seconded by Director Moreno and unanimously.

7. Discussion and possible action regarding the selection of a consulting firm to assist in updating the TIRZ #1 Projects and Finance Plan.

Exec. Dir. Tecló J. Garcia mentioned that two months ago, the Authority's Board of Directors authorized staff to solicit consulting firms for proposals related to the update of the TIRZ #1 Project and Finance Plan services. Staff reached out to three consulting firms that are well known in Texas and experienced in Tax Increment Reinvestment Zones. Conference calls were conducted with each firm and information was presented to them as well as services we were seeking. If interested, we requested proposals be submitted by Sept. 6, 2024. All three submitted proposals by the deadline. Mr. Garcia reviewed the proposals with Financial Officer Joe Salazar and Asst. City Mgr. Andy Garcia, and we agreed that TXP, Inc., of Austin, was the most qualified. Mr. Garcia said the other two firms that submitted proposals were David Pettit Economic Development of Dallas, and MuniCAP Inc., Public Finance of Irving, Texas. Firms he has worked with before; however, TXP Inc. stood out among the three. TXP Inc. offered the best proposal, has expertise in deep south Texas, exceptional working models, and very positive references. Mr. Garcia is recommending that the Board engage TXP Inc. for the job. TXP Inc.'s fees are \$29,500.00. David Pettit's fees were \$10,000 more than TXP Inc., and MuniCap's fees were \$1,000 less. TXP Inc.'s proposal does not include additional expenses of \$4,000 for travel or other services provided by third parties not related to their engagement. Mr. Garcia will bring the professional services agreement between the Authority and TXP Inc., for approval at the next meeting.

Upon a motion made by Secretary Aissa I. Garza and seconded by Director Moreno, the Board unanimously accepted staff's recommendation to engage TXP Inc. of Austin for the TIRZ #1 Project & Finance Plan Update in an amount not to exceed \$29,500, with an additional amount not to exceed \$4,000 for expenses such as travel, or independent third-party services not related to their engagement.

8. Discussion and possible action related to the approval of First Amendment to Reimbursement Agreement between the Mission Redevelopment Authority and Union Design Developers LLC related to the Anzalduas Industrial Park Phase I Subdivision Project, hereby amended to change from \$281,905.14 to \$323,402.49.

Exec. Dir. Tecló Garcia introduced this item by saying that last month the Board approved Change Order #1 related to the Anzalduas Industrial Park Phase I in the amount of \$41,497.35. The Change Order was related to an increase the capacity of the waterline from an 8" to a 12" in order to meet the demands of new upcoming developments once the infrastructure for this project is completed. The amendment is necessary for reimbursement. Assistant City Manager J.P. Terrazas said he presented this item last month for approval and was available if the Board had any questions. No questions were asked.

Upon a motion made by Secretary Aissa I. Garza and seconded by Director Moreno, the Board unanimously approved First Amendment to Reimbursement Agreement between the Mission Redevelopment Authority and Union Design Developers LLC related to the Anzalduas Industrial Park Phase I Subdivision Project, hereby amended to change from \$281,905.14 to \$323,402.49.

9. Discussion and possible action related to the approval of Amendment to the Authority's Fiscal Year 2025 Budget.

Investment Officer Joe Salazar introduced this item by saying that it was related to the first amendment to reimbursement agreement just approved by the Board related to the Anzalduas Industrial Park Phase I Subdivision Project, which was amended from \$281,905.14 to \$323,402.49. A budget amendment is necessary in order to include the expenditure in the Authority's 2025 budget. A transfer-out in the amount of \$41,497.35 will be made from the General Fund to the Capital Funds Project upon approval increasing the expenditure for this project in the same amount.

Upon a motion made by Secretary Aissa I. Garca and seconded by Director Moreno, the Board approved an Amendment to the Authority's Fiscal Year 2025 Budget as presented.

10. Discussion and possible action related to the approval of a Lease Agreement between Mission Redevelopment Authority and Mission Economic Development Corporation.

Exec. Dir. Teclo J. Garcia presented this item by saying that the existing three-year lease agreement between the Authority and Mission Economic Development Corporation (MEDC) expires September 30, 2024. He is proposing a one-year lease from October 1, 2024 through September 30, 2025, in the amount of \$6,500 for the year. Chairman Martin Garza asked for an update on the building that was purchased by the Authority recently and said that the initial idea was for TIRZ offices to move into the building. Mr. Garcia mentioned that renovations of the building were not done yet and it was not known how long it would take. He said that an elevator needed an update on that project was unknown. Mr. Garcia also said that he was unsure whether the building was conducive of public meetings. City Manager Mike Perez provided an update related to the building by noting that the City will be soliciting bids for the construction of an elevator and that other improvements such as moving walls, painting, restrooms renovations, etc. will be done in-house. Asst. City Manager J.P. Terrazas mentioned that CG5 Architects, the architects that did the elevator assessment and design, provided an estimate for remodeling of the building of \$700,000, but as Mr. Perez mentioned, the improvements would be more cost effective if done in-house. The estimate for the elevator construction was provided by CG5 Architects as well and it is estimated at \$200,000. City Manager Mike Perez said he would bring the design of the building to the Board for their review, but that the building was in a narrow shape, and that we may just need to continue holding meetings at CEED. Mr. Terrazas indicated that to create a larger meeting room at the TIRZ owned building, similar to this meeting room at CEED, several offices or walls will need to be removed to achieve the necessary balance and size. The building has a meeting room, but it is very small, and accommodates no more than six people. Director Burleson proposed that the lease agreement is approved as presented with the addition of a 30-day cancellation period. Section 19 of the lease agreement mentions provisions related to insurance, which were deemed not necessary. Legal counsel Frances Blake suggested that Section 19 of the lease agreement related to insurance is replaced with the following: "Upon the Tenant providing 30 days' written notice to the Landlord, the Tenant may terminate the lease."

Subject to the modification made by the Authority's legal counsel Frances Blake, that Section 19 of the lease agreement is replaced and modified to read as follows: "Upon the Tenant providing 30 days' written notice to the Landlord, the Tenant may terminate the lease," upon a motion made by Director Burleson and

seconded by Secretary Aissa I. Garza, the Board unanimously approved a Lease Agreement between Mission Redevelopment Authority and Mission Economic Development Corporation for one year beginning October 1, 2024 and ending September 30, 2024, in the amount of \$6,500 for the year, with the noted change.

11. Discussion and possible action for approval of Resolution for Corporate Credit Card Authorization from PlainsCapital Bank.

Exec. Dir. Tecló J. Garcia said he was presenting this item to the Board because for several years purchases related to TIRZ such as board meeting meals and office supplies have all been made using the Administrative Assistant's personal credit card or cash, of which she gets reimbursed. However, Mr. Garcia said this is not the best practice, and he'd like authorization to apply for a corporate bank with our existing financial institution, PlainsCapital Bank. Mr. Garcia expressed his desire to bring this item back to the Board again next month because he would also like to present a Purchasing Policy. He is requesting that no action is taken related to this matter.

No action was taken.

12. Acceptance of Financial Report for August 2024.

Investment Officer Joe Salazar presented the Financial Report for August 2024. Secretary Aissa I. Garza inquired about the TIRZ's audit report and asked if the auditors had submitted a client list of items needed for the audit. Mr. Salazar said they had already submitted it to staff. She noted that the auditor's committed to provide an audit report by the month of December 2024.

Exec. Dir. Tecló J. Garcia said that next month, staff will provide the Board with a graph describing property values and collections for the past five years.

There being no corrections or additions, upon a motion made by Secretary Aissa I. Garza and seconded by Director Bureson, the Board unanimously accepted the Financial Report for August 2024.

13. Approval of invoices for September 2024.

Investment Officer Joe Salazar presented the Invoices for the month of September 2024. Mr. Salazar noted that there was an invoice from MEDC for office space and rental of this facility in the amount of \$6,500 for Fiscal Year 2024. He explained that the way the lease is stipulated, the rental is due on an annual basis at the end of the lease's term.

There being no corrections or additions upon a motion made by Director Bureson and seconded by Secretary Aissa I. Garza, the Board unanimously approved all invoices for the month of September 2024.

14. Adjournment.

As there was no further business to discuss, upon a motion made by Vice Chair Chapa and seconded by Secretary Aissa I. Garza, the Board unanimously voted to adjourn the meeting at 7:07 PM.

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By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
October 4, 2024**

Commission-Present

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

Staff Present

**Jesse Lerma Jr-CS Director
Noemi Munguia-HR Director
Adrian Garcia-Fire Chief
Rey Perez- Asst Chief of Police
Frank Chairez-Deputy Chief
Abel Trevino-ENG Fire
Patricia Rigney-City Atty**

Call to Order

Mr. Polo Garza called the meeting to order at 9:00 a.m.

Pledge of Allegiance

Mr. Garza led the Pledge of Allegiance

Approval of Minutes-September 13, 2024

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

Approval to Change Date of Entry Level Examination for the Mission Police Department from November 7, 2024 to November 21, 2024.

Mr. Lerma advised the Commission that Chief Torres was requesting the change of date to take advantage of a job fair being conducted by the city on November 18, 2024. After a brief discussion, Mr. Delgadillo made a motion to change the date to November 21, 2024. Mr. Saenz seconded the motion. Motion was approved unanimously.

Approval and Appointment of Physician Pursuant to Chapter 143.081 Section (c) Texas Local Government Code, on a pending fitness for duty evaluation of current employee firefighter

Mr. Lerma advised the Commission that Chief Garcia had submitted a fitness for duty concern on ENG Abel Trevino and as required by law the Commission had to appoint a physician to comply with Chapter 143. After a brief discussion Chief Garcia, Eng Trevino, and Mrs. Rigney, Mr. Delgadillo made a motion to go into executive session. Mr. Saenz seconded the motion. Motion was approved unanimously at 9:10 a.m. At 9:25 a.m., Mr. Delgadillo made a motion to come out of executive session and to reconvene. Mr. Saenz seconded the motion. Motion was approved unanimously.

After a brief discussion, Mr. Delgadillo made a motion to appoint Nova Clinic to conduct the fitness for duty evaluation. Mr. Saenz seconded the motion. Motion was approved unanimously.

Pending Business

None

Adjourn

Meeting was adjourned at 9:30 a.m.

**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
October 21, 2024**

Commission-Present

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

Staff Present

**Jesse Lerma Jr-CS Director
Noemi Munguia-HR Director
Adrian Garcia-Fire Chief
Mike Silva-FF Union President
Frank Chairez-Deputy Chief
Abel Trevino-ENG Fire
Patricia Rigney-City Atty
Joey Flores-CPT**

Call to Order

Mr. Polo Garza called the meeting to order at 9:15 a.m.

Pledge of Allegiance

Mr. Garza led the Pledge of Allegiance

Approval of Minutes-October 4, 2024

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

Approval and Appointment of a Three-Member Board of Physicians Pursuant to Chapter 143.081 Section (d) Texas Local Government Code, on a pending fitness for duty evaluation of current employee firefighter

Mr. Lerma advised the Commission that we had received the report from the physician as requested pertaining to ENG Trevino's fit for duty evaluation. The report indicated that he was not fit for duty. Mr. Lerma presented a list of physicians to be considered as required to comply with Chapter 143 and to complete the fit for duty evaluation. After a brief discussion, Mr. Delgadillo made a motion to appoint the following physicians to the three-member board:

1. Marion Anzaldua
2. Paul Kinde
3. Hector Munoz

Mr. Garza seconded the motion. Motion was approved unanimously.

Approval of Mission Fire Department Examination Schedule for DC

Mr. Lerma advised the Commission that DC Chris Navarette had retired on October 18, 2024 so we needed to start the process to fill the position. Mr. Lerma was recommending the following schedule for approval:

1. Post Resource List-October 21, 2024
2. 30 Day Notice-December 20, 2024
3. Deadline to submit MOI-January 15, 2024
4. Date of Examination-January 23, 2024

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

Approval of Mission Fire Department Examination Resource List for DC

Mr. Lerma advised the Commission that Chief Garcia was recommending the following resources for approval:

1. Management in the Fire Service, 5th Edition
2. Leadership Challenge, 6th Edition
3. Chief Officer, 3rd Edition

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

Pending Business

None

Adjourn

Meeting was adjourned at 9:40 a.m.

CITIZEN'S ADVISORY COMMITTEE
September 24, 2024
Regular Meeting

Members Present

Lorenzo Garza, Chairman
 Zoreida Lopez- Vice Chair
 Roxanne Méndez
 Monika Rosales-Flores
 Emigdio Villanueva, Jr.
 Ruben Davila Lozano

Members Absent

Francisco Cadena
 Marsha Terry
 Alma Garcia

Staff Present

Michael J. Elizalde
 Esther G. Rivera

Call Regular Meeting to Order to Establish Quorum

Chairman Lorenzo Garza called the Regular Meeting to order at 5:46 pm. Esther G. Rivera conducted roll call. She stated that six members were present, therefore there was a quorum.

Citizens Participation

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

Discussion and Recommendation to Approve Minutes for Regular Meeting held on August 27,2024

Ms. Rivera asked the members if they had reviewed the minutes of the Regular Meeting held on August 27,2024. She inquired if there were any questions or comments. After a brief discussion, Chairman Garza asked for a motion to approve the minutes as presented. Vice-Chair Lopez motioned to approve the minutes as presented. Ms. Mendez seconded the motion. Motion carried (6-0).

Presentation on Status of Housing Assistance Program (HAP) Phase 23-I

Ms. Esther Rivera presented the construction status of the Housing Assistance Program (HAP) Phase 23-I. She indicated the percentage of completion for each home as follows: 408 E. Melba Carter Street (Hardship Case) 95% complete; 1047 Los Ebanos Road 100% complete; 222 N. Slabaugh Avenue 50% complete; 615 N. Francisco Avenue 79% complete; 3731 Garza Street 90% complete; and 305 N. Slabaugh Avenue 95% Complete. Chairman Garza thanked Ms. Rivera for the Presentation on the Status of the Housing Assistance Program (HAP) Phase 23-I and continued with the next item.

Discussion and Recommendation on Housing Assistance Program Guidelines Updates

Mr. Elizalde presented the recommended changes to the Housing Assistance Program Guidelines. To include amending the maximum award assistance for rehabilitation programs from \$25,000 to \$45,000. Mr. Villanueva recommended the removal of the guidelines home value threshold from its current 50% cap due to the unforeseen values of applicant homes. After further discussion, Mr. Villanueva motioned to table the item until recommended changes were reviewed and amended. Mr. Davila seconded the motion. Motion carried (6-0).

Discussion and Review on Options for Housing Assistance Program Letter

Mr. Elizalde presented the Housing Assistance Program Letter that was recommended to be sent to all applicants on the housing waiting list. Mr. Villanueva asked if the letters would be mailed out in both English and Spanish. Mr. Elizalde confirmed that an English and Spanish version would be mailed out to all applicants. Chairman Garza requested a motion. Ms. Flores motions to make the change as recommended. Ms. Mendez seconded the motion. Motion carried (6-0).

Other Business

A. Progress Report: CDBG-August

Ms. Rivera presented August Unofficial Progress Reports for CDBG expenditures received to date for the agencies, housing and administration. After a brief discussion on corrections needed to be made on the CDBG progress report presented, recommended to follow up with agencies with outstanding balances before the end of the fiscal year. Ms. Mendez motioned to approve the Progress Reports as presented. Vice Chair Lopez seconded the motion. Motion carried (6-0).

B. Progress Report: CDBG-CV August

Ms. Rivera presented August Unofficial Progress Reports for CDBG-CV expenditures received to date for the agencies, housing and administration. After a brief discussion Chairman Garza asked for motion to approve the progress reports as presented. Vice Chair Lopez motioned to approve the Progress Reports as presented. Mr. Lozano seconded the motion. Motion carried (6-0).

B. Chairman's Comments

Chairman Garza expressed his concerns regarding a vehicle that is blocking his ability to exit his drive way. He was inquiring who he needs to contact to discuss local ordinances that would assist in providing a remedy to this issue.

C. Committee Member's Comments

Mr. Villanueva requested an update on Paint Mission Beautiful program. Mr. Elizalde gave a brief update and suggested he would follow up with sanitation department. No other CAC members had comments at this time.

D. Director's Comments

No comments at this time.

Adjourn

Chairman Garza asked for a motion to adjourn the meeting. Ms. Mendez motioned to adjourn the meeting. Vice-Chair Lopez seconded the motion. Motion carried (6-0). The meeting was adjourned at 6:20 p.m.

Lorenzo Garza, Chairman



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Rick Venecia, Boys and Girls Club Director
AGENDA ITEM: Authorization to extend first and final one-year renewal option with My Rival Gear for the purchase of Boys and Girls Club Athletic League Uniforms in the amount of \$31,742.50 - Venecia

NATURE OF REQUEST:

Authorization to extend the first and final one-year renewal option with My Rival Gear for Athletic League Uniforms. Renewal option is at a zero increase in price for a total amount of \$31,742.50. This will extend Bid 24-061-11-08 thru November 28, 2025.

BUGETED: Yes **FUND:** B&G Club **ACCT. #:** 32-47?-64270

BUDGET: \$39,852 **EST. COST:** \$ 31,742.50 **CURRENT BUDGET BALANCE:** \$ 38,227

BID AMOUNT: \$ 31,742.50

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

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

_____ AYES
_____ NAYS
_____ DISSENTING _____



1009 W. Bowe
Pharr, Tx 78577
956-784-4643

My Rival Gear would like to continue to do buisness with the City of Mission Boys & Girls Club with a ZERO % increase. Appreciate the buisness and hope we can continue in the future. Thank you!

Bid Number	Description	Renewel Term
24-061-11-08	Athletic Uniforms	11/29/24 to 11/28/25

OWNER:
REY SALINAS

A handwritten signature in black ink, appearing to read 'Rey Salinas', written over a horizontal line.

DATE:

10/16/24

BID NAME/NUMBER: 24-061-11-08 / Athletic League Uniforms

OPEN DATE: November 08, 2023 2:00 PM CST



Vendor Name:	Fyre Marketing	Digital Dash Creative, LLC.	PSG Ventures, LLC.	My Rival Gear	American Soccer Company, Inc.	Alamo Tees / Bankson Group	MCM Sporting
Street address:	13115 3rd Street, East #1B	1019 Main St. # 1079	115 Pasadena Fwy	1009 W. Bowe	726 E. Anaheim St.	12814 Cogburn Avenue	622 North Conway
City, State:	Madeira Beach, FL 33708	Bridgeport, CT 06604	Pasadena, TX 77506	Pharr, TX 78577	Wilmington, CA 90744	San Antonio, TX 78249	Mission, TX 78572
Phone:	(813) 439-9638	(917) 659-9810	(713) 477-7151	(956) 784-4643	(800) 626-7774	(210) 699-3800	(956) 581-1632
Fax:							
Contact:	Humberto Arguello, CEO	David Williams	Jessica Gordon	Rey Salinas	Sherilyn Cajigal	John Lawson	Norma L. Garza
Email:	bids@fyremarketingadvisors.com	DigitalDashCreative@gmail.com	sales@team-psg.com	myrivalgear@gmail.com	scajigal@scoresports.com	john@alamotees.com	mcmspots@yahoo.com

DESCRIPTION: Base Bid	UOM	Est. Qty.	Unit Price	Ext. Price	Unit Price	Ext. Price	Unit Price	Ext. Price	Unit Price	Ext. Price	Unit Price	Ext. Price	Unit Price	Ext. Price	Unit Price	Ext. Price
1 FLAG FOOTBALL: T-Shirt Player Sizes: Youth – Adult Extra Large	EA	350	\$4.99	\$1,746.50	\$5.50	\$1,925.00	\$19.50	\$6,825.00	\$6.65	\$2,327.50	\$15.95	\$5,582.50	\$17.40	\$6,090.00	\$8.95	\$3,132.50
2 FLAG FOOTBALL: T-Shirt Coach Sizes: Adult Sm. – XXL	EA	100	\$4.99	\$499.00	\$6.00	\$600.00	\$21.50	\$2,150.00	\$6.65	\$665.00	\$15.95	\$1,595.00	\$17.40	\$1,740.00	\$9.00	\$900.00
Total Base Amount for Line Items 1-2				\$2,245.50		\$2,525.00		\$8,975.00		\$2,992.50		\$7,177.50		\$7,830.00		\$4,032.50
3 FALL VOLLEYBALL: T-Shirt Player Sizes: Youth – Adult Extra Large	EA	400	\$4.99	\$1,996.00	\$5.50	\$2,200.00	\$19.00	\$7,600.00	\$6.65	\$2,660.00	\$15.95	\$6,380.00	\$17.40	\$6,960.00	\$8.95	\$3,580.00
4 FALL VOLLEYBALL: T-Shirt Coach Sizes: Adult Sm. – Adult XXL	EA	100	\$4.99	\$499.00	\$6.00	\$600.00	\$21.00	\$2,100.00	\$6.65	\$665.00	\$15.95	\$1,595.00	\$17.40	\$1,740.00	\$9.00	\$900.00
Total Base Amount for Line Items 3-4				\$2,495.00		\$2,800.00		\$9,700.00		\$3,325.00		\$7,975.00		\$8,700.00		\$4,480.00
5 SOCCER: T-Shirt Player Sizes: Youth – Adult Extra Large	EA	600	\$4.99	\$2,994.00	\$5.50	\$3,300.00	\$19.00	\$11,400.00	\$6.65	\$3,990.00	\$15.95	\$9,570.00	\$17.40	\$10,440.00	\$8.95	\$5,370.00
6 SOCCER: T-Shirt Coach Sizes: Adult Sm. – Adult XXL	EA	150	\$4.99	\$748.50	\$6.00	\$900.00	\$21.00	\$3,150.00	\$6.65	\$997.50	\$15.95	\$2,392.50	\$17.40	\$2,610.00	\$9.00	\$1,350.00
Total Base Amount for Line Items 5-6				\$3,742.50		\$4,200.00		\$14,550.00		\$4,987.50		\$11,962.50		\$13,050.00		\$6,720.00
7 BASKETBALL: T-Shirt Player Sizes: Youth – Adult Large	EA	600	\$4.99	\$2,994.00	\$5.50	\$3,300.00	\$19.00	\$11,400.00	\$6.65	\$3,990.00	\$15.95	\$9,570.00	\$17.40	\$10,440.00	\$8.95	\$5,370.00
8 BASKETBALL: T-Shirt Coach Sizes: Adult XL – XXL	EA	150	\$4.99	\$748.50	\$6.00	\$900.00	\$21.00	\$3,150.00	\$6.65	\$997.50	\$15.95	\$2,392.50	\$17.40	\$2,610.00	\$9.00	\$1,350.00
Total Base Amount for Line Items 7-8				\$3,742.50		\$4,200.00		\$14,550.00		\$4,987.50		\$11,962.50		\$13,050.00		\$6,720.00
9 BASEBALL/SOFTBALL: T-Shirts-Player Sizes: Youth – Adult Large	EA	800	\$4.99	\$3,992.00	\$5.50	\$4,400.00	\$18.50	\$14,800.00	\$6.65	\$5,320.00	\$13.45	\$10,760.00	\$17.40	\$13,920.00	\$8.95	\$7,160.00
10 BASEBALL/SOFTBALL: T-Shirts-Coach Sizes: Adult XL – XXL	EA	200	\$4.99	\$998.00	\$6.00	\$1,200.00	\$20.50	\$4,100.00	\$6.65	\$1,330.00	\$13.45	\$2,690.00	\$17.40	\$3,480.00	\$9.00	\$1,800.00
11 BASEBALL/SOFTBALL Caps: Youth Size Adjustable	EA	600	\$2.99	\$1,794.00	\$10.38	\$6,228.00	\$12.00	\$7,200.00	\$9.50	\$5,700.00	\$8.85	\$5,310.00	\$9.95	\$5,970.00	\$10.00	\$6,000.00
12 BASEBALL/SOFTBALL Caps: Adult Size Adjustable	EA	150	\$2.99	\$448.50	\$10.38	\$1,557.00	\$12.00	\$1,800.00	\$7.75	\$1,162.50	\$8.85	\$1,327.50	\$9.95	\$1,492.50	\$10.00	\$1,500.00
13 BASEBALL/SOFTBALL Visors: Youth Size Adjustable	EA	200	\$2.99	\$598.00	\$7.82	\$1,564.00	\$12.00	\$2,400.00	\$7.75	\$1,550.00	No Bid	\$11.25	\$2,250.00	\$10.00	\$2,000.00	
14 BASEBALL/SOFTBALL Visors: Adult Size Adjustable	EA	50	\$2.99	\$149.50	\$7.82	\$391.00	\$12.00	\$600.00	\$7.75	\$387.50	No Bid	\$11.25	\$562.50	\$10.00	\$500.00	
Total Base Amount for Line Items 9-14				\$7,980.00		\$15,340.00		\$30,900.00		\$15,450.00		\$20,087.50		\$27,675.00		\$18,960.00
Total Base Amount for Line Items 1-14				\$20,205.50		\$29,065.00		\$78,675.00		\$31,742.50		\$59,165.00		\$70,305.00		\$40,912.50
Number of Days for Delivery				30 Days		14 Days		15 Days		14 Days		15-20 Days		20 Days		7-14 Days
ADDENDUMS				Yes		NO		NO		Yes		NO		Yes		Yes
1st. Yr. Renewal				3.0%		0.0%		0.0%		0.0%		3.0%		0.0%		0.0%

Lowest Responsible Responsive Bidder: My Rival Gear

Note: **Numbers in Bold and Italics have been adjusted due to calculation**
 Digital Dash Creative, PSG Ventures, American Soccer Company are found non-response for failure to submit all required forms
 Fyre Marketing's Delivery time is twice the time requested, and is out of state.

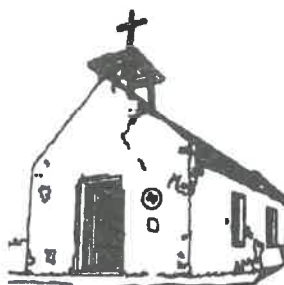
BID NAME/NUMBER: 24-061-11-08 / Athletic League Uniforms

OPEN DATE: November 08, 2023 2:00 PM CST



Vendor Name:	Fyre Marketing	Digital Dash Creative, LLC.	PSG Ventures, LLC.	My Rival Gear	American Soccer Company, Inc.	Alamo Tees / Bankson Group	MCM Sporting
Street address:	13115 3rd Street, East #1B	1019 Main St. # 1079	115 Pasadena Fwy	1009 W. Bowe	726 E. Anaheim St.	12814 Cogburn Avenue	622 North Conway
City, State:	Madeira Beach, FL 33708	Bridgeport, CT 06604	Pasadena, TX 77506	Pharr, TX 78577	Wilmington, CA 90744	San Antonio, TX 78249	Mission, TX 78572
Phone:	(813) 439-9638	(917) 659-9810	(713) 477-7151	(956) 784-4643	(800) 626-7774	(210) 699-3800	(956) 581-1632
Fax:							
Contact:	Humberto Arguello, CEO	David Williams	Jessica Gordon	Rey Salinas	Sherilyn Cajigal	John Lawson	Norma L. Garza
Email:	bids@fyremarketingadvisors.com	DigitalDashCreative@gmail.com	sales@team-psg.com	myrivalgear@gmail.com	scajigal@scoresports.com	john@alamotees.com	mcmpots@yahoo.com

DESCRIPTION of FORMS:									
	Solicitation Signed		Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Terms & Conditions Included		Yes	Yes	Yes	Partial	Yes	Yes	Yes
	Non-Collusive		Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Pricing Schedule		Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Addenda(s)		Yes	NO	NO	Yes	NO	Yes	Yes
	Gen. Business Questionare		Yes	Yes	Yes	Yes	Yes	Yes	Yes
	References		Yes	Yes	Yes	Yes	Yes	Yes	Yes



CITY OF MISSION

"Home of the Grapefruit"

Rey Salinas, Owner
My Rival Gear
1009 W. Bowe
Pharr, Texas 78577

Subject: Notice of Award– Bid No: 24-061-11-08 Athletic League Uniforms

Dear Mr. Salinas:

You are hereby notified that you have been awarded City of Mission Bid No: 24-061-11-08 Athletic League Uniforms. Please use this bid number on any correspondence to the City of Mission.

The term of the contract shall be one (1) year from the contract award date.

Renewal Terms: The City of Mission shall reserve the option to renew this order for an additional one (1) year period at the end of the service period.

Contract Term: November 29, 2023 through November 28, 2024.

To facilitate the discharge of this contract, the Technical Representative (TR) for the contract is Rick Venecia, Boys & Girls Club of Mission Executive Director, who can be reached at (956) 585-3606. The Technical Representative will perform the following duties during the term of this contract:

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

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

The following actions are specifically reserved for the Purchasing Agent.

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

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

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

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

If you have any questions, please contact the Procurement Department at the phone number or address listed below.

City of Mission
1201 E. 8th Street
Mission, TX 78592
956/580-8667

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

Sincerely,



Crissy Cantu
Procurement Buyer

11.29.2023
Date



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Joe Enriquez, Utility Billing & Collection Manager
AGENDA ITEM: Reclassify Utility Accounts for Fiscal Year 2021 - 2022 - Enriquez

NATURE OF REQUEST:

Attached for your review and approval is a summary of the Utility account receivable to be reclassified for the amount of \$92,681.04 to Bad Debt (Uncollectible). These amounts are for the fiscal year 2021-2022

BUGETED: N/A **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____

BAD DEBT WRITE OFF

BILLING YEAR	WATER	SEWER	GARBAGE	TOTAL
FY 2021- 2022	\$ 12,974,540	\$ 7,474,380	7,931,027	28,379,948
TOTAL BILLING BY SERVICE	<u>\$ 12,974,540</u>	<u>\$ 7,474,380</u>	<u>\$ 7,931,027</u>	<u>\$ 28,379,948</u>
WRITE-OFF FOR				
FY 2021 - 2022	\$ 36,790	\$ 24,828	\$ 31,064	\$ 92,681
TOTAL BAD DEBT FOR FY 2021-22	<u>\$ 36,790</u>	<u>\$ 24,828</u>	<u>\$ 31,064</u>	<u>\$ 92,681</u>
Bad Debt % (Uncollectible)	<u>0.3%</u>	<u>0.3%</u>	<u>0.4%</u>	<u>0.3%</u>

10-28-2024 03:08 PM
G/L POSTING DATE: 9/30/2024
PACKET: 48783
POSTING TYPE: BOTH
COMMENT CODE: B DEB-BAD DEBT
FLAG ACCOUNT: NO

WRITE OFF AUDIT REGISTER
** TRANSFER TO BAD DEBT **

ACCOUNT NO	NAME	BALANCE LAST BILL							
98-0080-01-0	LUNA, ISIDRO	37.63	104-WATER	1.37	300-GARBAG	28.47	500-BRUSH	5.03	
	** LAST PAYMENT MADE: 10/01/2021	3/30/2022	700-SALES	2.76					
98-0102-03-0	LOPEZ, ROLANDO JR	14.11	103-WATER	0.61	300-GARBAG	10.59	500-BRUSH	1.88	
	** LAST PAYMENT MADE: 2/28/2022	6/30/2022	700-SALES	1.03					
98-0104-01-0	PEREZ, ANA Y	10.85	104-WATER	0.50	300-GARBAG	8.14	500-BRUSH	1.43	
	** LAST PAYMENT MADE: 0/00/0000	10/29/2021	700-SALES	0.78					
98-0242-02-0	VELA, MARIA	165.64	104-WATER	3.11	300-GARBAG	127.62	500-BRUSH	22.55	
	** LAST PAYMENT MADE: 8/31/2020	10/29/2021	700-SALES	12.36					
98-9904-03-0	DURAN, ELSA A	426.87	104-WATER	4.05	300-GARBAG	332.00	500-BRUSH	58.67	
	** LAST PAYMENT MADE: 0/00/0000	10/29/2021	700-SALES	32.15					
98-9912-01-0	RODRIGUEZ, ALEJANDRO JR	225.13	104-WATER	3.46	300-GARBAG	174.05	500-BRUSH	30.76	
	** LAST PAYMENT MADE: 0/00/0000	10/29/2021	700-SALES	16.86					
98-9928-02-0	MENDIOLA, HOMERO	108.84	104-WATER	2.60	300-GARBAG	83.42	500-BRUSH	14.74	
	** LAST PAYMENT MADE: 1/04/2021	10/29/2021	700-SALES	8.08					
TOTALS NUMBER OF ACCOUNTS: 751			92,681.04	100-WATER	36,045.71	103-WATER	515.90	104-WATER	699.63
			105-NSF FE	135.10	106-NSF RE	4.81	200-SEWER	21,712.82	
			300-GARBAG	16,968.16	310-GARCOM	8,621.90	400-DRAINAGE	3,114.89	
			500-BRUSH	2,997.38	700-SALES	2,476.06	996-Unappl	106.23-	
			999-Refund	505.09-					

ACCOUNT	SOURCE NAME	AMOUNT
02 -10000	IFT CLAIM ON CASH	106.23CR
02 -11100	A/R WA & SW CONTROL	59,113.97CR
02 -11110	UNAPPLIED CREDITS -(OVERPAYMT)	106.23
02 -11400	ALLOWANCE FOR BAD DEBTS	58,608.88
02 -20050	DEPOSIT REFUNDS PAYABLE	505.09
05 -10000	IFT CLAIM ON CASH	106.23
05 -11100	ACCOUNTS RECEIVABLE - GARBAGE	25,590.06CR
05 -11110	ACCOUNTS RECEIVABLE - BRUSH	2,997.38CR
05 -11300	ACCOUNTS RECEIVABLE - SALES TA	2,476.06CR
05 -11400	ALLOWANCE FOR BAD DEBTS	30,957.27
16 -10400	ACCOUNTS RECEIVABLE-DRAINAGE	3,114.89CR
16 -11400	ALLOWANCE FOR BAD DEBT	3,114.89
99 -25020	IFT EQUITY UTILITY FUND	106.23
99 -25050	IFT EQUITY - SOLID WASTE	106.23CR

WARNINGS: 0
ERRORS: 0

** END OF REPORT **



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Andy Garcia, Assistant City Manager
AGENDA ITEM: Authorization to Solicit Proposals and qualifications for Utility Bill Printing and Mailing Services for the City of Mission - Garcia

NATURE OF REQUEST:

Staff is seeking authorization to solicit proposals from qualified professional companies to provide Utility Bill Printing and Mailing Service for the City of Mission. Some services to include printing, folding, and stuffing mailing utility bills, statements, cancellation notices, rate increase announcements, and more. Outsourcing utility bill printing and mailing can simplify the workload for staff, allowing them to focus on other tasks and potential cost saving over all.

BUGETED: _____ **FUND:** _____ **ACCT. #:** _____

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

BUGETED: _____ **FUND:** _____ **ACCT. #:** _____

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

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____

**City Of Mission
Scope of Services**

Bid Name/No.: “Utility Bill Printing and Mailing Services” / 25-xxx-xx-xx

- I. Scope of Work:** The City of Mission is accepting bids for Utility Bill Printing and Mailing Services.
- II. Scope of Service:** The following scope of service describes Utility Bill Printing and Mailing Services. Some services to be included are: printing, folding, and stuffing mailing utility bills, statements, cancellation notices, rate increase announcements, and more.
Outsourcing utility bill printing and mailing can simplify the workload for staff, allowing them to focus on other tasks and potential cost saving over all.
- III. Services:**
- Pick up the mail on a daily basis at City Hall
 - Preparation and processing of pre sort mail
 - If our postage machine is not working they add the postage to all of the mail pieces if needed
 - Provide the bins to place the mail in.
 - Printing of the double sided color letters, folding, inserting, sealing addressing, preparing of the mailing, include postage, and taking to the post office for mailing.

DRAFT



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Juan Avila, Fleet Director
AGENDA ITEM: Approval of Resolution # _____ to surplus and trade-in machinery & equipment – Avila

NATURE OF REQUEST:

The Surplus Resolution attached lists items staff has determined is no longer of use to the city. Three fire surplus items will be traded in to purchase three new vehicles for the Fire Department. One Utility vehicle will be turned into D&M Leasing to lease a newer vehicle. Finance Department is requesting authorization to surplus the attached list of machinery and equipment.

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

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

_____ AYES
 _____ NAYS
 _____ DISSENTING _____

RESOLUTION NO. ____

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

WHEREAS, the City of Mission, as a home-rule municipality, may “lease, grant, or convey” personal property in accordance with the Texas Constitution and state law; and

WHEREAS, included among the management responsibilities of public property is the authority and duty to declare property determined to be of no further use to the City to be surplus; and,

WHEREAS, surplus property is personal property that is not needed or required for an entity’s foreseeable needs but still has some usefulness for the purpose it was originally intended; and

WHEREAS, the City is authorized to dispose of personal property that is found to be surplus in any manner that does not violate the Constitution; and

WHEREAS, the City has determined that the disposition of property seen in Exhibit A of this resolution would be beneficial to the City and serve a public purpose.

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

Section 1. The City Council of the City of Mission, Texas hereby declares the property listed in the attached **Exhibit A** as surplus, authorizes the listing and sale of such property via online auction and/or disposal if the property is determined to have no resale value, and authorizes the City Manager and their staff to execute all necessary documents to complete the transfer of said property in accordance with the forgoing legislative findings.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND APPROVED this 12th day of November, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

INVENTORY TO SURPLUS FY 2024-2025

Machinery/Equipment	Identifier	Asset Tag No.	Department
2008 CHEVY SILVERADO	1GCEC1 9078E178783	006948	FIRE PREVENTION
2007 CHEVY SILVERADO	1GCEC190372636018	006947	FIRE PREVENTION
2008 CHEVY SILVERADO	1GCEC190X8E179409	007015	FIRE PREVENTION
2019 NISSAN FRONTIER	1N6DD0CU7KN797161	016419	UTILITIES



CITY OF MISSION

CAPITAL ASSET DISPOSITION FORM

Responsible Department: Mission Fire Prevention

Asset Identification # (AIN): _____ Serial/VIN # (if applicable): 1GCEC190X8E179409

Unit # (if applicable): FDB-79 License Plate # (if applicable): 82L-SZ5

Asset Description: 2008 Chevy Silverado

Method of Disposal (Check One):

- Surplus
- Auction
- Thrown
- Lost/Stolen
- Interlocal Disposition
- Other: Trade-In

IT and Vehicle Dispositions Only (Check if Applicable):

- IT Director Memo Attached (*IT Disposition*)
- Fleet Director Memo Attached (*Vehicle Disposition*)

Reason for Disposal (Check One):

- Asset is obsolete or no longer useable and deemed to have no market value.
- Asset was lost, stolen, or otherwise disappeared (explain): _____
- Asset is broken or was destroyed (explain): _____
- Other (explain): Trade In to replace with new vehicles

[Signature]
Dept. Head Signature

10/8/24
Date

[Signature]
Finance Dept. Signature

11-1-24
Date

[Signature]
City Manager Signature

11/1/2024
Date



CITY OF MISSION

CAPITAL ASSET DISPOSITION FORM

Responsible Department: Mission Fire Prevention

Asset Identification # (AIN): _____ Serial/VIN # (if applicable): 1GCEC190X8E179409

Unit # (if applicable): FDB-78 License Plate # (if applicable): BZ6-3523

Asset Description: 2008 Chevy Silverado

Method of Disposal (Check One):

- Surplus
- Auction
- Thrown
- Lost/Stolen
- Interlocal Disposition
- Other: Trade-In

IT and Vehicle Dispositions Only (Check If Applicable):

- IT Director Memo Attached (*IT Disposition*)
- Fleet Director Memo Attached (*Vehicle Disposition*)

Reason for Disposal (Check One):

- Asset is obsolete or no longer useable and deemed to have no market value.
- Asset was lost, stolen, or otherwise disappeared (explain): _____
- Asset is broken or was destroyed (explain): _____
- Other (explain): Trade In to replace with new vehicles

AL Garcia
Dept. Head Signature

10/8/24
Date

[Signature]
Finance Dept. Signature

11-1-24
Date

[Signature]
City Manager Signature

11/1/24
Date



CITY OF MISSION

CAPITAL ASSET DISPOSITION FORM

Responsible Department: Mission Fire Prevention

Asset Identification # (AIN): _____ Serial/VIN # (if applicable): 1GCEC190372636018

Unit # (if applicable): _____ License Plate # (if applicable): 122-3168

Asset Description: 2007 Chevy Silverado

Method of Disposal (Check One):

- Surplus
- Auction
- Thrown
- Lost/Stolen
- Interlocal Disposition
- Other: Trade-In

IT and Vehicle Dispositions Only (Check If Applicable):

- IT Director Memo Attached (*IT Disposition*)
- Fleet Director Memo Attached (*Vehicle Disposition*)

Reason for Disposal (Check One):

- Asset is obsolete or no longer useable and deemed to have no market value.
- Asset was lost, stolen, or otherwise disappeared (explain): _____
- Asset is broken or was destroyed (explain): _____
- Other (explain): Trade In to replace with new vehicles

AL Garcia
Dept. Head Signature

12/8/24
Date

[Signature]
Finance Dept. Signature

11-1-24
Date

[Signature]
City Manager Signature

11/1/24
Date



CITY OF
MISSION

CAPITAL ASSET DISPOSITION FORM

Responsible Department: Fleet

Asset Identification # (AIN): 016419 Serial/VIN # (if applicable): 1N6DD0CU7KN797161

Unit # (if applicable): R103 License Plate # (if applicable): _____

Asset Description: 2019 Nissan Frontier

Method of Disposal (Check One):

- Surplus
- Auction
- Thrown
- Lost/Stolen
- Interlocal Disposition
- Other: Turned in for re-lease

IT and Vehicle Dispositions Only (Check If Applicable):

- IT Director Memo Attached (*IT Disposition*)
- Fleet Director Memo Attached (*Vehicle Disposition*)

Reason for Disposal (Check One):

- Asset is obsolete or no longer useable and deemed to have no market value.
- Asset was lost, stolen, or otherwise disappeared (explain): _____
- Asset is broken or was destroyed (explain): _____
- Other (explain): Vehicle is to be turned in to D&M Leasing to lease a newer vehicle for the Utility department

[Signature]
Dept. Head Signature

11/6/24
Date

[Signature]
Finance Dept. Signature

11-6-24
Date

[Signature]
City Manager Signature

11/6/24
Date



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024

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

AGENDA ITEM: Authorization to submit a grant application to the JIREH K9 Training Academy for the Police K9 Grant Program for the acquisition of a trained K9 and no match requirement – Elizalde

NATURE OF REQUEST:

The Mission Police Department is seeking authorization to submit a grant application to the JIREH K9 Training Academy for the Police K9 Grant Program. The grant program will allow the department to acquire a trained K9 officer that will serve as a narcotic detector to assist the department. The program has no match requirement.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Juan Pablo "JP" Terrazas, P.E., Asst. City Manager
AGENDA ITEM: Authorization to solicit bids for the construction and installation of elevator at 1301 E. 8th Street - Terrazas

NATURE OF REQUEST:

The Mission Redevelopment Authority/TIRZ #1 Board acquired the building located at 1301 E. 8th Street, and executed a contract with CG5 LLC on May 13, 2024, to assess the structure and determine the feasibility of installing an elevator and other accessibility requirements in order to meet the American with Disabilities Act (ADA) standards. The city's procurement process for the related work would be followed, therefore staff is requesting to solicit bids for the construction and installation of elevator.

BUGETED: _____ **FUND:** _____ **ACCT. #:** _____
BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Susana De Luna, Interim Planning Director
AGENDA ITEM: Authorization to Execute 2nd and final renewal option with CVQ Land Surveyors, LLC for Land Surveying Services – De Luna

NATURE OF REQUEST:

On October 24, 2022, the City of Mission entered into a contractual agreement with CVQ Land Surveyors, LLC for Land Surveying Services. Surveys would be on “as needed basis” to include topographic, boundary, platting preliminary and all other necessary land surveying tasks. The term of this contract is for one year with two one-year options renewal options. Per attached renewal letter, there will be no changes to the original proposal for CVQ Land Surveyors, LLC. Staff is seeking authorization to extend contract for the 2nd and final renewal option with CVQ Land Surveyors, LLC.

BUDGETED: Yes **FUND:** General **ACCT. #:** 01-414-94810
BUDGET: \$90,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$67,021

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval.

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

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

_____ AYES
_____ NAYS
_____ DISSENTING _____



November 5, 2024

City of Mission
Planning Department
Susie De Luna – Planning Director
1201 E. 8th Street
Mission, TX 78572

Ref.: Land Surveying Services Contract No.: 22-541-09-01

Dear Susie

CVQ Land Surveyors, LLC would like to exercise the 2nd of two 1 year extensions from our current contract#22-541-09-01 for Land Surveying Services with the City of Mission for an additional year.

If you Have any questions please do not hesitate to call me at (956) 618-1551 or Fax (956) 618-1547.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Carlos Vasquez'.

Carlos Vasquez, R.P.L.S.
President

ORDINANCE NO. 5239

AN ORDINANCE CREATING A KEEP MISSION BEAUTIFUL BEAUTIFICATION COMMITTEE; SPECIFYING THE TERMS OF OFFICE; SPECIFYING THE QUALIFICATIONS FOR MEMBERSHIP; AND ORDAINING OTHER PROVISIONS RELATED TO THE SUBJECT MATTER THEREOF.

13. Authorization to accept grant award FY22 Better Cities for Pets Grant Program

The City of Mission had been awarded the FY22 Better Cities for Pets Grant Program. The city was amongst four other nationally selected programs for awarding. The grant would allow the city to assist low-income families with pet rental deposit assistance. The grant funds would afford to assist about 70 families with rental deposit for their pets. The total grant award was in the amount of \$20,000 and did not required a match.

14. Authorization to purchase maintenance, repair, operating supplies, industrial supplies, and related products from Home Depot utilizing US Communities Contract # 16154

The City of Mission, Purchasing Dept., was seeking authorization to purchase maintenance, repair, operating supplies, industrial supplies and related products and service from Home Depot via US Communities Contract #16154 (Omnia Contract Number: 16154) for FY 2022-2023.

Annual spending is estimated to be \$90,000 exceeding the \$25,000 threshold requiring City Council approval.

15. Authorization to Award Contract for Land Surveying Services

The City of Mission had accepted bid responses for Land Surveying Services. Staff recommended awarding to CVQ Land Surveyors, LLC the lowest responsible bidder meeting all specifications. Surveys would be on an "as needed" basis to include topographic, boundary, platting preliminary, and all necessary land surveying tasks, as specified by the City.

16. Authorization to Award Contract for Property Appraisal Services

The City of Mission had accepted bid responses for Property Appraisal Services. Staff recommended awarding to Leonel Garza Jr. & Associates, LLC the lowest responsible bidders meeting all specifications. Appraisal services would be on an "as needed" basis and were required for the purpose of determining fair market values associated with land purchases, for temporary or permanent easement acquisition for the construction of improvements, and for right-of-way for road construction.

17. Authorization to Execute First One-Year Renewal Option with Conde's Landscaping, OCL Enterprises, LLC, and TDL Properties for Weedy Lot Abatement

On November 23, 2021, the City of Mission entered into a contractual agreement with Conde's Landscaping, OCL Enterprises, LLC and TDL Properties for weedy lot abatement. The terms for the contract were for one year with two one-year renewal options. Per renewal letters, there would be no increase to the original proposal for Conde's Landscaping, OCL Enterprises, LLC and TDL Properties, LLC. Staff was seeking authorization to extend contract for first one-year renewal option.

18. Approval to Purchase Lawn Maintenance Equipment via State Approved Buy Board Contract

Lawn Maintenance Equipment would include: three (3) Tiger Cat 48" Velocity Plus Kawasaki Zero Turn Mowers, one (1) Tiger Cat II 52" Yamaha Zero Turn Mower and one (1) Scag Tiger



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Susana De Luna, Interim Planning Director
AGENDA ITEM: Authorization to Execute 2nd and Final Renewal Option with Leonel Garza Jr. & Associates, LLC for Appraisal Services – De Luna

NATURE OF REQUEST:

On October 24, 2022, the City of Mission entered into a contractual agreement with Leonel Garza Jr. & Associates, LLC for Appraisal Services. The appraisals would be on “as needed basis” and would be required for the purpose of determining fair market values with land purchases, for temporary or permanent easement acquisition for the construction of improvements, and for right-of-way for road construction. The term of this contract is for one year with two one-year renewal options. Per attached renewal letter, there will be no changes to the original proposal for Leonel Garza Jr. & Associates, LLC. Staff is seeking authorization to extend contract for the 2nd and final renewal option with Leonel Garza Jr. & Associates, LLC.

BUDGETED: Yes **FUND:** General **ACCT. #:** 01-414-94810
BUDGET: \$90,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$67,021

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval.

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

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

_____ AYES
 _____ NAYS
 _____ DISSENTING _____



REAL ESTATE APPRAISAL SERVICES
1419 DOVE AVENUE, McALLEN, TEXAS 78504

November 5, 2024

City of Mission
Susie De Luna
Interim Planning Director
1201 E. 8th Street, Mission, Texas 7857
Office: 956-580-8671

Subject: Contract Extension Request – Contract #22-542-09-01

Mrs. De Luna:

Leonel Garza Jr. & Associates, LLC would like to formally exercise the second of two one-year extension options for our current contract, #22-542-09-01, for Property Appraisal Services with the City of Mission. This extension will allow us to continue providing appraisal services for an additional year as outlined in the original contract terms.

Thank you for the opportunity to continue our service, and we look forward to maintaining our valued relationship with the City of Mission.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Leonel Garza III', is written over a horizontal line.

Leonel Garza III
General Real Estate Appraiser
License: TX-1328375-G

ORDINANCE NO. 5239

AN ORDINANCE CREATING A KEEP MISSION BEAUTIFUL BEAUTIFICATION COMMITTEE; SPECIFYING THE TERMS OF OFFICE; SPECIFYING THE QUALIFICATIONS FOR MEMBERSHIP; AND ORDAINING OTHER PROVISIONS RELATED TO THE SUBJECT MATTER THEREOF.

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On November 23, 2021, the City of Mission entered into a contractual agreement with Conde's Landscaping, OCL Enterprises, LLC and TDL Properties for weedy lot abatement. The terms for the contract were for one year with two one-year renewal options. Per renewal letters, there would be no increase to the original proposal for Conde's Landscaping, OCL Enterprises, LLC and TDL Properties, LLC. Staff was seeking authorization to extend contract for first one-year renewal option.

18. Approval to Purchase Lawn Maintenance Equipment via State Approved Buy Board Contract

Lawn Maintenance Equipment would include: three (3) Tiger Cat 48" Velocity Plus Kawasaki Zero Turn Mowers, one (1) Tiger Cat II 52" Yamaha Zero Turn Mower and one (1) Scag Tiger



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Juan C. Avila, Fleet Director
AGENDA ITEM: Authorization to extend the lease for two (2) 2019 Nissan Frontier King Cab 4x2 SV and lease one (1) 2024 Ford Maverick 2WD SuperCrew XLT from D&M Leasing Company (Buyboard #744-24) in the amount of \$50,897.41 – Avila

NATURE OF REQUEST:

The Mission Utility Billing Department is seeking authorization to extend the lease for two (2) 2019 Nissan Frontier King Cab 4x2 SV from D&M Leasing Company (Buyboard contract #744-24) to be used by its meter readers. The two (2) 2019 Nissan Frontiers would be leased for an extended 12-month term. Monthly debt service (including principal and interest) would be \$1,053.90. The Utility Billing Department is also seeking authorization to lease a 2024 Ford Maverick 2WD SuperCrew XLT, replacing an existin D&M lease for another 2019 Nissan Frontier. The Maverick will be leased for a 60-month term at a monthly debt service (including principal and interest) of \$562.01. The total purchase capitalized cost for the two lease extensions and lease of the Maverick amount to \$50,897.41.

BUGETED: <u>Yes</u>	FUND: <u>Utility</u>	ACCT. #: <u>02-417-84800</u>
BUDGET: <u>\$964,616</u>	EST. COST: <u>\$</u>	CURRENT BUDGET BALANCE: <u>\$915,220</u>
BUGETED: <u>Yes</u>	FUND: <u>Utility</u>	ACCT. #: <u>02-417-84820</u>
BUDGET: <u>130,173.00</u>	EST. COST: <u>\$50,897.41</u>	CURRENT BUDGET BALANCE: <u>115,878.00</u>

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____



Open-End (Equity) Lease Quote

Quote: 26839

Prepared For: City of Mission, TX

Date: 11/05/2024

Unit#: 26839

Unit: 2019 Nissan Frontier King Cab 4x2 x 3 units

Order Type: Ordered Term: 12 State: TX

Customer#: 6606

Schedule#: 174.00

\$ 8,589.33	Capitalized Cost of Vehicle ¹
\$ 0.00	Up Front Sales Tax Rate <u>6.25%</u> State <u>TX</u>
\$ 123.50	Initial License and Registration Fees
\$ 0.00	Added Equipment (See Page 2)
\$ 250.00	Acquisition Fee
\$ 650.00	Other Capitalized Fees Tax
\$ 0.00	on Gain on Prior Vehicle
\$ 0.00	Inventory Tax Extended
\$ 0.00	Service Contract <i>Gross</i>
\$ 9,612.83	<i>Capitalized Cost</i> LESS:
\$ 0.00	Cash Down
\$ 0.00	Trade Equity
\$ 0.00	Rebate
\$ 9,612.83	Total Capitalized Cost (Delivered Price)

All language and acknowledgements contained in the signed quote apply to all vehicles ordered under this signed quote

Order Information	
Driver	
Ext Color	WHITE
Int Color	
License	
GVWR	0



Contract # **744-24**

\$ 464.01	Depreciation Reserve @ <u>4.827%</u>
\$ 62.94	Monthly Lease Charge (Based on Rate - Subject to a Floor) ²
\$ 526.95	Total Monthly Rental Excluding Additional Services
Additional Fleet Management and Services	
\$ 0.00	Full Maintenance Program ³
\$ 0.00	Miscellaneous
\$ 0.00	Additional Services Sub Total

Contract Miles 0 Over Mileage Charge \$ 0.0000 / Mile
Incl: #Brake Sets (1 set = 1 axle) 0 #Tires 0 Loaner Vehicle Not Incl

Monthly Insurance Premiums and Disclosures	
<u>\$ 0.00</u>	Commercial Liability Enrollment (Estimate Only)
<u>\$ 0.00</u>	Physical Damage (Estimate Only)
Liability Limit	<u>\$ 0.00</u>
Comprehensive/Collision Deductible:	<u>\$ 0.00 / \$ 0.00</u>

\$ 0.00	Monthly Sales Tax <u>0.00%</u>
\$ 0.00	Total Monthly Insurance
\$ 526.95	Total Monthly Rental Including Additional Services
\$ 4,044.66	Reduced Book Value at <u>12</u> Months
\$ 250.00	Service Charge Due at Lease Termination

Quote based on estimated annual mileage of 15,000 and a Security Deposit of \$ 0.00

(Current market and vehicle conditions may also affect value of vehicle)

(Quote is Subject to Customer's Credit Approval)

Terms:

Commercial Vehicle Leasing, L.L.C., d/b/a D&M Leasing Commercial (Lessor) will be the owner of the vehicle(s) covered by this Quote, and shall have all rights and remedies arising under the Master Lease. By signing below, Lessee authorizes Lessor to order the vehicle(s), and Lessee agrees to accept delivery and lease the vehicle(s) pursuant to the Master Lease. In the event Lessee fails or refuses to accept delivery of the vehicle(s), Lessor shall have the right to recover from Lessee any damages (whether actual, general consequential, special, incidental or otherwise) and seek any other available relief, at law or in equity, arising from such failure or refusal. The terms of the Master Lease are referenced and incorporated herein. Lessee acknowledges and agrees that Lessor makes no promises, representations or warranties concerning the manufacture or delivery date for the vehicle(s). Lessee certifies that it intends for more than 50% of the use of the vehicle is to be in a trade or business of Lessee. **ALL TAX AND LICENSE FEES TO BE BILLED TO Lessee AS THEY OCCUR.**

LESSEE City of Mission, TX

BY _____ TITLE _____ DATE 11/05/2024

* INDICATES ITEMS TO BE BILLED ON DELIVERY.

1 Capitalized Cost of Vehicle may be adjusted to reflect final manufacturer's invoice. Lessee hereby assigns to LESSOR any Manufacturer Rebates and/or Manufacturer incentives intended for the Lessee, which Rebates and/or incentives have been used by LESSOR to reduce the Capitalized Cost of the Vehicle.

2 Monthly Lease Charge will be adjusted to reflect the Interest Rate on the Delivery Date (Subject to a Floor).

3 The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of the Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule /Quote] all such maintenance services are to be performed by LESSOR and all such maintenance fees are payable by Lessee solely for the account of LESSOR pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and LESSOR; provided that such maintenance fees are being billed by LESSOR and are payable at the direction of LESSOR solely as an authorized agent for collection on behalf of LESSOR.



Open-End (Equity) Lease Quote

Quote: 26680

Prepared For: City of Mission, TX

Date: 10/25/2024

Unit#: 26680

Unit: 2024 Ford Trucks MAVERICK 2WD SuperCrew XLT

Order Type: Ordered

Term: 60

State: TX

Customer#: 6606

Schedule#: 0.00

\$ 31,650.00	Capitalized Cost of Vehicle ¹
\$ 0.00	Up Front Sales Tax Rate <u>6.25%</u> State <u>TX</u>
\$ 21.75	Initial License and Registration Fees
\$ 750.00	Added Equipment (See Page 2)
\$ 0.00	Acquisition Fee
\$ 0.00	Other Capitalized Fees Tax
\$ 0.00	on Gain on Prior Vehicle
\$ 0.00	Inventory Tax Extended
\$ 0.00	Service Contract <i>Gross</i>
<hr/>	
\$ 31,671.75	<i>Capitalized Cost</i> LESS:
\$ 0.00	Cash Down
\$ 0.00	Trade Equity
\$ 0.00	Rebate
<hr/>	
\$ 31,671.75	Total Capitalized Cost (Delivered Price)

All language and acknowledgements contained in the signed quote apply to all vehicles ordered under this signed quote

Order Information
Driver
Ext Color
Int Color
License
GVWR 0

\$ 411.26	Depreciation Reserve @ <u>1.299%</u>
\$ 150.75	Monthly Lease Charge (Based on Rate - Subject to a Floor) ²
<hr/>	
\$ 562.01	Total Monthly Rental Excluding Additional Services
	Additional Fleet Management and Services
\$ 0.00	Full Maintenance Program ³
\$ 0.00	Miscellaneous
\$ 0.00	Additional Services Sub Total

Contract Miles 0 Over Mileage Charge \$ 0.0000 / Mile
 Incl: #Brake Sets (1 set = 1 axle) 0 #Tires 0 Loaner Vehicle Not Incl

Monthly Insurance Premiums and Disclosures
<u>\$ 0.00</u> Commercial Liability Enrollment (Estimate Only)
<u>\$ 0.00</u> Physical Damage (Estimate Only)
Liability Limit <u>\$ 0.00</u>
Comprehensive/Collision Deductible: <u>\$ 0.00</u> / <u>\$ 0.00</u>

\$ 0.00	Monthly Sales Tax <u>0.00%</u>
\$ 0.00	Total Monthly Insurance
<hr/>	
\$ 562.01	Total Monthly Rental Including Additional Services

\$ 6,996.00	Reduced Book Value at <u>60</u> Months
\$ 250.00	Service Charge Due at Lease Termination

Quote based on estimated annual mileage of 15,000 and a Security Deposit of \$ 0.00

(Current market and vehicle conditions may also affect value of vehicle)

(Quote is Subject to Customer's Credit Approval)

Terms:

Commercial Vehicle Leasing, L.L.C., d/b/a D&M Leasing Commercial (Lessor) will be the owner of the vehicle(s) covered by this Quote, and shall have all rights and remedies arising under the Master Lease. By signing below, Lessee authorizes Lessor to order the vehicle(s), and Lessee agrees to accept delivery and lease the vehicle(s) pursuant to the Master Lease. In the event Lessee fails or refuses to accept delivery of the vehicle(s), Lessor shall have the right to recover from Lessee any damages (whether actual, general consequential, special, incidental or otherwise) and seek any other available relief, at law or in equity, arising from such failure or refusal. The terms of the Master Lease are referenced and incorporated herein. Lessee acknowledges and agrees that Lessor makes no promises, representations or warranties concerning the manufacture or delivery date for the vehicle(s). Lessee certifies that it intends for more than 50% of the use of the vehicle is to be in a trade or business of Lessee. **ALL TAX AND LICENSE FEES TO BE BILLED TO Lessee AS THEY OCCUR.**

LESSEE City of Mission, TX

BY	TITLE	DATE	10/25/2024
----	-------	------	------------

* INDICATES ITEMS TO BE BILLED ON DELIVERY.

1 Capitalized Cost of Vehicle may be adjusted to reflect final manufacturer's invoice. Lessee hereby assigns to LESSOR any Manufacturer Rebates and/or Manufacturer Incentives Intended for the Lessee, which Rebates and/or incentives have been used by LESSOR to reduce the Capitalized Cost of the Vehicle.

2 Monthly Lease Charge will be adjusted to reflect the Interest Rate on the Delivery Date (Subject to a Floor).

3 The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of the Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule /Quote] all such maintenance services are to be performed by LESSOR and all such maintenance fees are payable by Lessee solely for the account of LESSOR pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and LESSOR; provided that such maintenance fees are being billed by LESSOR and are payable at the direction of LESSOR solely as an authorized agent for collection on behalf of LESSOR.



Vendor Contract Information Summary

Vendor	Commercial Vehicle Leasing LLC dba D&M Leasing Commercial
Contact	Ed Cain
Phone	214-412-1656
Email	ecain@dmautoleasing.com
Vendor Website	https://www.dmfleets.org/
TIN	90-0996325
Address Line 1	1400 W. 7th Street, #200
Vendor City	Fort Worth
Vendor Zip	76102
Vendor State	TX
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	Payment terms are net 30.
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Common Carrier
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	Yes
Women Owned	No
Certificate Number	1900996325700
Certifying Agency	The Texas Comptroller of Public Accounts
National	Yes
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	All Texas Regions
States	All States
Contract Name	Vehicle & Bus Fleet Leasing & Management Services
Contract No.	744-24
Effective	10/01/2024
Expiration	09/30/2027
Accepts RFQs	Yes
Service Fee Note	Vehicle purchase orders are subject to a \$400 service fee



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024

PRESENTED BY: Noemi Munguia, Human Resources Director

AGENDA ITEM: Approval of Ordinance # _____ Amending Personnel Policy Manual pursuant to Texas S.B. No. 1893, implementing a policy prohibiting the use of any TikTok or any other application governed by Chapter 620 of the Texas Government Code on City devices or for official City-related activities - Munguia

NATURE OF REQUEST:

Pursuant to Texas S.B. 1893, the City hereby adopts a policy prohibiting the installation or use of TikTok or any application covered by Chapter 620 of the Texas Government Code on any device owned or leased by the City and requiring removal of the application from those devices if already installed. The City shall also adopt a policy prohibiting the employee use of those application for City-related business. TikTok may be installed and used to the extent necessary for providing law enforcement or developing or implementing information security measures, and used in in compliance with documented measures to mitigate risks to the security of governmental entity information

BUGETED: N/A **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Information Technology

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS,
AMENDING ORDINANCE NO. 5399 TO AMEND AND RESTATE THE PERSONNEL
POLICY MANUAL FOR EMPLOYEES OF THE CITY OF MISSION, TEXAS;
PROVIDING FOR A PUBLICATION CLAUSE AND AN EFFECTIVE DATE**

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

1. Ordinance No. 5399 of the City of Mission, Texas, is hereby amended to provide that the Personnel Policy Manual for the City of Mission, Texas, shall read as provided in the Exhibit attached hereto and made a part hereof for all purposes.
2. The caption of this ordinance shall be published in the City's official newspaper according to law.
3. This ordinance shall be effective on November 12, 2024.
4. It is hereby found and determined that the meeting at which this ordinance was passed was open to the public and that the advance public notice of the time, place and purpose of said meeting was given as required by law.

READ, CONSIDERED AND APPROVED ON NOVEMBER 12, 2024.

Norie Gonzalez-Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

Policy: Social Networking/Prohibited
Technologies

Policy No. 300.17

Chapter: 300.00 Employee Conduct & Welfare

Effective Date: 11/12/2024

*****TO BE COMBINED WITH OUR SOCIAL NETWORKING POLICY NO. 300.17*****

STATEMENT OF PURPOSE:

Pursuant to Texas S.B. 1893, the City hereby adopts a policy prohibiting the installation or use of TikTok or any application covered by Chapter 620 of the Texas Government Code on any device owned or leased by the City and requiring removal of the application from those devices if already installed. The City shall also adopt a policy prohibiting the employee use of those application for City-related business. TikTok may be installed and used to the extent necessary for providing law enforcement or developing or implementing information security measures, and used in in compliance with documented measures to mitigate risks to the security of governmental entity information. In addition to the State-directed prohibited technologies, City of Mission may add other software and hardware products with security concerns to this policy. Throughout this policy, "Prohibited Technologies" shall refer to the list under Addendum A.

APPLICABILITY:

This policy applies to all City of Mission full and part-time employees, including, paid or unpaid volunteers, and/or any user of the city's network. All City of Mission employees are responsible for complying with the terms and conditions of this policy.

PROCEDURES:

A. CITY-OWNED DEVICES

The download and/or use of prohibited technologies is prohibited on all city-owned devices, including cell phones, tablets, desktop and laptop computers, and other internet capable devices.

The City of Mission shall identify, track, and control city-owned devices to prohibit the installation of or access to all prohibited technologies.

The City of Mission shall restrict access to "app stores" or non-authorized software repositories to prevent the install of unauthorized applications and shall deploy secure baseline configurations, for mobile devices, as determined by City Manager.

The Information Technology Department shall inventory City devices to identify prohibited hardware/equipment manufacturers are in use by the City and report to City Manager with options to transition from these devices.

B. NETWORK RESTRICTIONS

The City of Mission shall configure all firewalls to block access to prohibited technologies, including local networks (LAN), internet access (WAN), virtual private networks (VPN) and on public Wi-Fi operated by the City. This block of network traffic applies to City-owned devices, personal devices of employees and personal devices of the public who use city public Wi-Fi.

COMPLIANCE:

- A. All employees shall acknowledge and confirm their understanding of this policy as a part of the City's Personnel Policy Manual review.
- B. Compliance with the policy will be verified through various methods, including but not limited to, IT/security system reports and feedback to leadership.
- C. An employee found to have violated this policy may be subject to disciplinary action, up to and including termination of employment.

EXCEPTIONS:

- A. Exceptions to the ban on prohibited technologies may only be approved by City Manager.
- B. Exceptions to the policy will only be considered when the use of prohibited technologies is required for a specific city business need, such as enabling criminal or civil investigations or for sharing of information to the public during an emergency. To the extent practicable, exception-based use should only be performed on devices that are not used for other city business and on non-city networks.

ADDENDUM A - PROHIBITED TECHNOLOGIES:

The up-to-date list of prohibited technologies is published at <http://dir.texas.gov/information-security/prohibited-technologies>. The following list is current as of November 12, 2024.

Prohibited Software/Applications/Developers:

- Alipay
- ByteDance Ltd.
- CamScanner
- Kaspersky
- QQ Wallet
- SHAREit
- Tencent Holdings Ltd.
- TikTok

- VMate
- WeChat
- WeChat Pay
- WPS Office
- Any subsidiary or affiliate of an entity listed above.

Prohibited Hardware/Equipment/Manufacturers:

- Dahua Technology Company
- Huawei Technologies Company
- Hangzhou Hikvision Digital Technology Company
- Hytera Communications Corporation
- SZ DJI Technology Company
- ZTE Corporation
- Any subsidiary or affiliate of an entity listed above.



MEETING DATE: November 12, 2024
PRESENTED BY: Yenni Espinoza, Library Director
AGENDA ITEM: Authorization to purchase from Library Interiors of Texas, LLC via BuyBoard Contract 667-22 for Flooring Turnkey service...

NATURE OF REQUEST:

The Speer Memorial Library is seeking authorization to purchase from Library Interiors of Texas, LLC via BuyBoard Contract 667-22 for Flooring Turnkey service...

Table with 2 columns listing locations: Main Entrance, Circulation Desk, Kids Gallery, Cafe Area, Community Training Room, I.T. Office and Storage Areas, Computer Meeting Room, Main Offices, South Wing Hallways.

BUDGETED: Yes FUND: General ACCT. #: 01-464-64360
BUDGET: \$220,000 EST. COST: \$199,749.84 CURRENT BUDGET BALANCE: \$220.000

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval MRP

RECORD OF VOTE: APPROVED: DISAPPROVED: TABLED:

AYES

NAYS

DISSENTING



LIBRARY INTERIORS OF TEXAS, LLC
3503 Wild Cherry Drive Building 4
Lakeway, TX 78738
P: 888-689-5489 (LITX)
F: 888-690-5489 (LITX)

Library Interiors - TX Project ID: Q45213-1

Issued By: Dave Martinez
 956 328 6139
 dave.m@li-tx.com

Date: 10/21/24

Buyboard #: 667-22

Bill-to: Speer Memorial Library
 1201 E. 12th St.
 Mission, Texas 78572

Ship-to: Speer Memorial Library
 1201 E. 12th St.
 Mission, Texas 78572

Terms: Net 30 Days

Contact: Mrs. Yenni Espinoza
Phone: 956-580-8650

Contact: Mrs. Yenni Espinoza
Phone: 956-580-8650

Item #	Colors/Finishes	Quantity	Description	Unit Net	Ext Net
BuyBoard - Furniture for School, Office, Science, Library, & Dormitory, Contract # 667-22				\$	\$
Item 1	Flooring Color Selections: TBD	1	Turnkey service, including all material, labor & equipment, for complete re-flooring 28,000 sqft of the Speer Memorial Library. Scope includes; , removal & disposal of all existing flooring in designated areas listed below, plus installation of new flooring material: -Main Offices. -Main Entrance. -Circulation Desk, Storage -Kids Gallery/ Kids Area Directors Office/ Circ Desk Area - Cafe Area -Community training Room - I.T. Officer and Storage -Computer Meeting Room. -South Wing Hallways	199,749.84	199,749.84
Total, supplied, delivered, and installed:					199,749.84



LIBRARY INTERIORS OF TEXAS, LLC – TERMS AND CONDITIONS OF SALE

Please read these terms and conditions carefully. All orders for goods and any related services ("Products") by any buyer ("you") from Library Interiors of Texas, LLC ("LI-TX") are governed by these terms and conditions.

- 1. Exclusive Terms.** LI-TX AGREES TO SELL ITS PRODUCTS ONLY ON THESE TERMS AND CONDITIONS. LI-TX EXPRESSLY OBJECTS TO ANY ADDITIONAL OR DIFFERENT TERMS IN YOUR PURCHASE ORDER OR SIMILAR DOCUMENT. No action by LI-TX shall be construed as an acceptance of any additional or different terms. You shall be deemed to have accepted these terms and conditions by any written indication of acceptance, by submitting an order in response to a quotation, by any action affirming your order without objection to these terms and conditions, by accepting any whole or partial shipment of Products, or by making any whole or partial payment to LI-TX.
- 2. Price.** Unless LI-TX agrees otherwise in writing, you agree to pay LI-TX's price in effect at the time an order is accepted by LI-TX for all products and services ordered. Prices do not include freight, insurance, installation, export fees, storage, duties, or sales, use, or excise taxes, any special processing, handling, packaging, or other special treatment, or any other charges, fees, or taxes, all of which are your responsibility; provided, however, that the price shall include ocean freight, duties, and other costs incurred, if any, to bring the Products to the United States. LI-TX reserves the right, by giving you notice at any time before delivery, to increase the price of the Products to reflect any increase in the manufacturing or production cost to LI-TX, any change to delivery dates, quantities or specifications for the Products requested by you, or any delay caused by your instructions or your failure to give LI-TX adequate information or instructions.
- 3. Cancellation of Orders.** You may not cancel an order, in whole or in part, without the written consent of LI-TX. No cancellation will be accepted by LI-TX except on terms that will fully indemnify and reimburse LI-TX against loss, including recovery of all costs incurred by LI-TX, and including indirect and overhead charges and profit.
- 4. Delivery.** You acknowledge that shipment dates and delivery dates are estimates only. LI-TX agrees to use reasonable efforts to meet the estimated shipping date subject to your prompt provision of all necessary specifications and information; however, LI-TX will not be held responsible for any failure to meet an estimated date. If you request a delay in shipment, LI-TX shall have the right to (i) bill you for the Products at the initial requested delivery date, and (ii) bill you for any storage charges incurred. In the case of delivery of Products by installments, you agree that you will not treat the delivery of faulty Products in any one installment or the late delivery or non-delivery of any one installment as a repudiation of the whole contract. Unless special shipping instructions are received and accepted by LI-TX before the shipment date, LI-TX shall, in its sole judgment, determine the means and routing of shipment, or store the Products at your expense until you provide shipping instructions.
- 5. Risk and Title to Products.** Unless otherwise expressly agreed by LI-TX, all shipments are F.O.B. point of shipment. "Point of shipment" shall be, as applicable: LI-TX's dock; for drop shipments, manufacturer's or distributor's dock; for international Products, the United States point of entry. LI-TX will select the origin of all shipments, and all delivery destinations will be subject to LI-TX's approval. Title to and risk of loss for Products will pass at the F.O.B. point.
- 6. Exclusion of Warranties.** You acknowledge that LI-TX is not the manufacturer of the Products, and therefore (a) LI-TX MAKES NO EXPRESS OR IMPLIED WARRANTIES OF ANY KIND WITH RESPECT TO THE PRODUCTS, and (b) LI-TX EXPRESSLY DISCLAIMS ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. All Products are warranted only to the extent of the manufacturer's warranties, which LI-TX will provide to you at your request.
- 7. Limitation of Remedies and Damages.** LI-TX's liability and your remedies under this Agreement will be limited solely to replacement or credit, at LI-TX's option, with respect to Products for which LI-TX has received, within thirty (30) days after your receipt of the Products, evidence satisfactory to LI-TX of defective or incorrect Products. LI-TX'S LIABILITY WILL IN NO EVENT BE GREATER IN AMOUNT THAN THE PURCHASE PRICE OF THE PRODUCTS. LI-TX WILL NOT BE LIABLE, UNDER ANY CIRCUMSTANCE, FOR CONSEQUENTIAL, INCIDENTAL, SPECIAL, OR PUNITIVE DAMAGES, INCLUDING, BUT NOT LIMITED TO, LABOR COSTS OR LOST PROFITS RESULTING FROM THE USE OF OR INABILITY TO USE THE PRODUCTS OR FROM THE PRODUCTS BEING INCORPORATED IN OR BECOMING A COMPONENT OF ANY OTHER ARTICLE. NEITHER PARTY WILL HAVE ANY NEGLIGENCE OR OTHER TORT LIABILITY TO THE OTHER, OR TO ANY THIRD PARTY, ARISING FROM ANY BREACH OF THIS AGREEMENT.
- 8. Variations.** Any minor shortages or defects that do not materially affect the use for which the Products are intended will not affect the terms of payment. Products, specifications, and colors may differ slightly from those illustrated in LI-TX's literature and samples. Any typographical or clerical omission in any sales literature, price list, quotation, acceptance of offer, invoice or other document or other information issued by LI-TX shall be subject to correction without any liability on the part of LI-TX.

9. Claims. LI-TX's responsibility for shipment shall cease upon delivery to the carrier. Any claims for loss or loss occurring in shipment shall be made by you directly to the carrier. All other claims for damages, loss, shortages, or incorrect Products must be made within fourteen (14) days after receipt of the Products, unless otherwise agreed by the parties in writing. YOUR FAILURE TO MAKE ANY CLAIM WITHIN THE SPECIFIED TIME PERIOD WILL RESULT IN THE UNCONDITIONAL WAIVER OF THAT CLAIM. LI-TX reserves the right to accept or reject any claim in whole or in part. LI-TX shall not be responsible for any defects caused by your willful or negligent acts, incorrect storage or installation of the Products, or normal wear and tear. Any claim based on a manufacturer's warranty shall be made within the period prescribed by the warranty.

10. Credit Report and Payment. You hereby give LI-TX permission to make all reasonable inquiries into your credit history. Following such reviews, LI-TX will notify you of the payment terms for your orders, which will be one of the following:

- (a) *Net 30 Days.* All amounts for the Products ordered are due within 30 days of date of LI-TX's invoice for the Products.
- (b) *25% Down, Net 30 Days.* You must pay 25% of the order amount upon notice from LI-TX of the terms of payment, and the remaining balance is due within 30 days of date of LI-TX's invoice for the Products.
- (c) *50% Down, Net 30 Days.* You must pay 50% of the order amount upon notice from LI-TX of the terms of payment, and the remaining balance is due within 30 days of date of LI-TX's invoice for the Products.
- (d) *100% Down or Payment Bond.* The full price of all orders must be paid upon notice from LI-TX of the terms of payment. Alternatively, you may provide a payment bond or other security acceptable to LI-TX.

If you are required to make a down payment under the preceding payment terms, LI-TX may not process your order for Products under this contract until such down payment is received by LI-TX. If payment is not made in full by the due date, LI-TX may charge interest at a rate of up to 1 ½% per month [18% per year compounded monthly] on the amount outstanding until its is paid in full. You agree that you will not withhold payment of any amount due because of any other claims or set-off you may have against LI-TX.

11. Collection and Other Fees. You agree to pay LI-TX all costs, including reasonable attorneys fees, incurred by LI-TX in collecting amounts you owe to LI-TX or in otherwise enforcing, asserting, or defending these terms and conditions.

12. Indemnity. If the Products are to be manufactured or any process is to be applied to the Products in accordance with a specification submitted by you, you hereby indemnify LI-TX to the extent allowed by law against all loss, damages, costs and expenses awarded against or incurred by LI-TX in connection with or paid or agreed to be paid by LI-TX in settlement of any claim whatsoever including, but not limited to, infringement of any patent, copyright, design, trademark or other intellectual property rights of any other person that results from LI-TX's use of your specification.

13. No Installation. These terms and conditions do not govern the installation of any Products purchased from LI-TX. Please refer to your installation agreement for the terms relating to installation.

14. Force Majeure. LI-TX shall not be responsible for any failure or delay in the performance of any of its obligations due to causes beyond its control, including, without limitation, fire, storm, flood, freeze, accident, customs or other acts of government, labor disputes, failure or delays of energy, wars, acts of terrorism, riots, public disorders and acts of God.

15. Disputes. Any disputes relating to these terms and conditions shall be decided in accordance with the laws of the State of Texas without reference to conflicts of laws principles. Exclusive jurisdiction and venue of any lawsuit relating to this contract shall lie in the state and federal courts of Hidalgo County, Texas.

16. Miscellaneous. The invalidity or unenforceability of any of these Terms and Conditions shall not affect the validity or enforceability of any other Terms and Conditions. Any delay or failure by LI-TX in enforcing its rights shall not be construed as a waiver of those rights. This Agreement shall inure to the benefit of and be binding upon each of the parties hereto and their respective heirs, executors, administrators, legal personnel, representatives, successors and assigns, but shall not be assignable by you without the written consent of LI-TX. This Agreement constitutes the entire agreement between the parties on the subject matter hereof and supersedes all prior agreements, representations, warranties, statements, promises, arrangements, and understandings, whether written or oral, expressed or implied with respect thereto. Any changes or amendments to these Terms and Conditions must be agreed in writing by both parties.



Vendor Contract Information Summary

Vendor Library Interiors of Texas, LLC
 Contact Michael Taylor
 Phone 512-921-8506
 Email michael@li-tx.com
 Vendor Website www.li-tx.com
 TIN 26-0684851
 Address Line 1 3503 Wild Cherry Drive, Ste 4
 Vendor City Lakeway
 Vendor Zip 78738
 Vendor State TX
 Vendor Country USA
 Delivery Days 10
 Freight Terms FOB Destination
 Payment Terms Net 30 days
 Shipping Terms Freight prepaid by vendor and added to invoice
 Ship Via Best Way
 Designated Dealer No
 EDGAR Received Yes
 Service-disabled Veteran Owned No
 Minority Owned No
 Women Owned Yes
 Certificate Number HUB State of Texas #1260684851800
 Certifying Agency NCTRCA, City of Austin & State of Texas
 National No
 No Foreign Terrorist Orgs Yes
 No Israel Boycott Yes
 MWBE Yes
 ESCs All Texas Regions
 States Alabama, Arizona, Arkansas, Colorado, Georgia, Louisiana, Mississippi, New Mexico, Oklahoma, Texas
 Contract Name Furniture for School, Office, Science, Library and Dormitory
 Contract No. 667-22
 Effective 04/01/2022
 Expiration 03/31/2025
 Accepts RFQs Yes
 Quote Reference Number QXXXX



Vendor Contract Information Summary

Item 27.

Return Policy Returns are subject to prior agreement and may be subject to a return fee



CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Approval of Resolution # _____ Establishing the City's Legislative Priorities for 2025 – Carrillo

NATURE OF REQUEST:

Identify and secure sustainable water sources in collaboration with state and local agencies to safeguard long-term water access.
Seek funding for water infrastructure ensuring that it meets current and future needs of the community.
Preserve local water rights, advocating for policies that prevent external acquisition and ensure that water rights remain under local jurisdiction.
Seek funding for transportation infrastructure to support regional connectivity.
Support legislative action to move the City of Mission municipal elections from May to November, as supported by the voters through a referendum, to lessen the cost to taxpayers, enhance voter convenience by decreasing the frequency of elections, reducing potential voter fatigue, and encouraging broader public input in local government; the consolidation of election dates can increase voter turnout by aligning local elections with higher-profile state and federal elections held in November, thereby fostering greater civic engagement. The reduction of costs
Support legislation that mandates right-of-way permitting for fiber installation projects, thus allowing the city to coordinate and manage infrastructure in a way that protects both public resources and residents' interests.
Support property tax relief for homeowners and businesses.

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval MRP

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

_____ AYES
_____ NAYS
_____ DISSENTING _____

RESOLUTION # _____

CITY OF MISSION RESOLUTION ON STATE LEGISLATIVE PRIORITIES FOR 2025

WHEREAS access to sustainable water sources is critical to the health, safety, and economic stability of our community;

WHEREAS, funding is essential to maintain sustainable water necessary to meet growing demand and ensure high-quality, reliable water services for all residents; and

WHEREAS, retaining water rights is vital to maintaining control over our local water resources for the benefit of our residents and future generations; and

WHEREAS, funding for transportation infrastructure is essential for improving regional connectivity, reducing traffic congestion, promoting economic growth and trade from the Anzalduas Bridge to regional areas; and

WHEREAS, moving the City of Mission municipal elections from May to November will increase voter turnout, lower costs, and align with broader electoral schedules, promoting civic engagement and resource efficiency; and

WHEREAS certain fiber internet companies have pursued installations without adequate municipal oversight or input, resulting in concerns related to safety, property integrity, and city planning; and

WHEREAS, supporting the reduction of property taxes as most Texans face some of the highest property tax rates in the nation and fiscal responsibility is a major tenant of municipal government.

NOW, THEREFORE, be it resolved that the City Council of the City of Mission will pursue legislative efforts to:

1. Identify and secure sustainable water sources in collaboration with state and local agencies to safeguard long-term water access.
2. Seek funding for water infrastructure ensuring that it meets current and future needs of the community.
3. Preserve local water rights, advocating for policies that prevent external acquisition and ensure that water rights remain under local jurisdiction.
4. Seek funding for transportation infrastructure to support regional connectivity.
5. Support legislative action to move the City of Mission municipal elections from May to November, as supported by the voters through a referendum, to lessen the cost to taxpayers, enhance voter convenience by decreasing the frequency of elections, reducing potential voter fatigue, and encouraging broader public input in local government; the consolidation of election dates can increase voter turnout by aligning local elections with higher-profile state and federal elections held in November, thereby fostering greater civic engagement. The reduction of costs
6. Support legislation that mandates right-of-way permitting for fiber installation projects, thus allowing the city to coordinate and manage infrastructure in a way that protects both public resources and residents' interests.
7. Support property tax relief for homeowners and businesses.

Approved on this the ____ day of November, 2024.

Norie Gonzalez Garza, Mayor

Attest:

Anna Carrillo, City Secretary

Legislative Priorities - City of Mission

Date/Location: October 25, 2024, City of Mission CEEDs building

Attendees: City Council, City Manager, Rene Ramirez, Rigo Villarreal, Caso Law Firm, and other City Staff

These were set out as the priorities, in ranked order:

1. **Water Supply Study**
 - **Priority:** Secure \$2 million for a study on treating groundwater as Rio Grande River water levels decline.
2. **Water Plant and ETJ Water Rights**
 - **Priority:** \$40 million funding for a new water plant.
 - **Issue:** Landowners developing within Mission's ETJ must pledge water rights to the City of Mission.
 - **Proposal #1:** Seek funding for water plant.
 - **Proposal #2:** Enforce water rights donation in ETJ areas receiving city water.
3. **Western Loop Project**
 - **Priority:** Continue Western Loop along Military Highway for commercial/residential growth, connecting Anzalduas Bridge to regional areas.
4. **May Elections Cost Reduction**
 - **Issue:** May elections are costly; residents prefer November elections.
 - **Proposal:** Shift to November to align with other elections and reduce expenses.
5. **Regulation of Fiber Internet Companies**
 - **Issue:** Fiber companies are installing lines without city oversight, disrupting landscaping, lacking coordination, and avoiding franchise fees.
 - **Proposal:** Require coordination with the city to ensure oversight and allow cities to recover costs for managing these activities effectively.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024

PRESENTED BY: Anna Carrillo, City Secretary

AGENDA ITEM: Approval of Resolution # _____ distributing 150 authorized votes for the election of Appraisal District Board of Directors for 2025-2027 – Carrillo

NATURE OF REQUEST:

The City of Mission may cast all of their 150 authorized votes for one candidate or distribute the votes among any number of candidates. The candidates are as follows: Eddy Betancourt, Albert Cardenas, Fernando Castillo, Pete Garcia, Richard A. Garza, Christina Jaramillo, Joe D. Olivarez and Amador Requenez

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Seeking Council Direction

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION,
TEXAS DISTRIBUTING 150 AUTHORIZED VOTES FOR THE ELECTION OF
APPRAISAL DISTRICT BOARD OF DIRECTORS FOR 2025-2027**

WHEREAS, the Chief Appraiser of Hidalgo County Appraisal District has called for the election of the Hidalgo County Appraisal District Board of Directors; and

WHEREAS, the City of Mission is entitled to cast a total amount of 150 votes in said election; and

WHEREAS, ballots must be returned before December 15, 2024 which is the deadline for accepting votes.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Mission that the City hereby casts its votes as follows for Hidalgo County Appraisal District Board of Directors.

READ, CONSIDRED AND APPROVED on this the 12th day of November, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

HIDALGO COUNTY APPRAISAL DISTRICT

Albert D. Cardenas
 Joe D. Olivarez
 Amador Requenez
 Richard A. Garza
 Eddy Betancourt

Chairman
 Vice-Chairman
 Secretary
 Member
 Member



Pablo "Paul" Villarreal, Jr. Member
 Place 1 Erica E. Canales Member
 Place 2 Veronica "Ronnie" Ontiveros Member
 Place 3 Karina Cardoza Member
 Rolando Garza Chief Appraiser

PO Box 208
 Edinburg, TX 78540-0208
 (956) 381-8466 (956) 565-2461
www.hidalgoad.org

Hidalgo County Appraisal District 4405 S. Professional Drive PO Box 208 Edinburg TX 78540-0208 OFFICIAL BALLOT Election 2025-2027 Appraisal District Board of Directors	
Entity: City of Mission	Authorized Votes: 150
Nominee	# of Votes
Betancourt, Eddy	
Cardenas, Albert	
Castillo, Fernando	
Castillo, Yolanda	
Garcia, Pete	
Garza, Richard A.	
Jaramillo, Christina	
Olivarez, Joe D.	
Requenez, Amador	

 Date Resolution Passed (attach resolution)

 Authorized Representative



CITY OF
MISSION

**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: November 12, 2024

PRESENTED BY: Mike Silva, Interim Fire Chief

AGENDA ITEM: Authorization to Enter into a Facilities Use Agreement for Public Safety Agencies between South Texas College (STC) and Mission Fire Department – Silva

NATURE OF REQUEST:

Authorization for a Facilities Use Agreement between South Texas College (STC) and the Mission Fire Department. This agreement would allow the Mission Fire Department to utilize STC's Fire Training Facility for public safety training purposes, fostering collaboration between the college and local emergency response agencies.

The agreement outlines the roles of the two parties involved. South Texas College, as the owner of the Fire Training Facility, would provide access to the Mission Fire Department for specific fire safety training exercises. These exercises could include firefighter training, emergency simulations, drills, or other preparedness activities essential for the Mission Fire Department's personnel.

BUGETED: _____ **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

SOUTH TEXAS COLLEGE
 Regional Center for Public Safety Excellence
Facilities Use Agreement for Public Safety Agencies

This Facilities Use Agreement for Law Enforcement Agencies (“Agreement”) is made this 1st day of November, 2024, by and between South Texas College (hereinafter “STC”) and City of Mission, Texas, a home-rule municipality, (hereinafter the “Agency”), and shall continue in full force and effect until the 31st day of December 2024, unless earlier terminated or extended pursuant to the terms of this Agreement or by operation of law. The Agreement shall renew automatically each year for a one-year period unless one party, prior to the end of the period, notifies the other in writing of its intention to terminate the Agreement. In addition, each party has the right to terminate this Agreement for any reason, or no reason, at any time, by giving to the other party thirty (30) days’ advance written notice of its intention to terminate. The initial term and any renewal term of this Agreement are referred to herein as the “Term.”

Notwithstanding anything to the contrary in any purchase order or other document provided by the Agency, any product or service provided by STC in connection with a purchase order related to this Agreement is conditioned upon the Agency’s acceptance of the terms and conditions of this Agreement. Any additional, conflicting or different terms proffered by the Agency in a purchase order or otherwise shall be deemed null and void. Each of the individuals executing this Agreement represents and warrants that he or she is authorized to execute the Agreement on behalf of STC or the Agency as applicable.

I. DESCRIPTION OF FACILITIES

STC owns and operates certain facilities and equipment located at the Regional Center for Public Safety Excellence, 3901 S. Cage Blvd., Pharr, Texas (the “Facilities”). The Facilities include the following components and capabilities: i) Classrooms with Technology; ii) Firearms Scenario-Based Simulator Training; iii) Driver Skills Pad; iv) Driver Simulator Training; v) Emergency Vehicle Operation Course; and vi) Target Range Qualifier Simulator Training, and vii) Two-Story Residential Fire-Training Structure. These components and capabilities are available, individually or collectively, in any combination, for use by the Agency pursuant to the terms of this Agreement.

II. USE OF FACILITIES AND EQUIPMENT, FEE SCHEDULE, PAYMENT

STC agrees that it shall reserve for the use of the Agency those components and capabilities of the Facilities for the purposes of training and/or educational activities to be conducted by the Agency for the benefit of the Agency’s participants (hereinafter the “Training”), on the terms and conditions specified in this Agreement, including the following Fee Schedule:

Facilities	Rate
Firearms Scenario-Based Simulator Training	NA

Target Range Qualifier Simulator Training	NA
Driving Simulator Training	NA
Car Fire Simulator Training	NA
Emergency Vehicle Operations Course (EVOC)	NA
Skills Pad	NA
Classroom with Technology	NA
Two-Story Residential Fire-Training Structure	No user fee

Agency shall pay STC a fee, if any, for the use of the Facilities, or a portion thereof, in accordance with the Fee Schedule. Full payment is due within thirty (30) days of Agency’s receipt of STC’s invoice. Agency shall reimburse STC for the actual or estimated expenses incurred by STC in connection with Agency’s use of the Two-Story Residential Fire-Training Structure including, without limitation, the cost of propane and liquid smoke.

III. RELEASE AND WAIVER

All persons using the Facilities in connection with the Training, or any portion thereof, including, without limitation, the Training participants and the Agency’s employees and agents, must complete, sign and deliver to STC, prior to using the Facilities, a release and waiver (the “Release”) in the form attached hereto as Exhibit “A.”

IV. RESERVATION OF FACILITIES

At any time during the Term of this Agreement, the Agency, acting through an authorized agent, may request from STC a reservation to use the Facilities, or any portion thereof, for a Training for a period of time occurring prior to the expiration of the Term. All reservation requests shall be directed to the Director of the Regional Center for Public Safety Excellence via email or telephone or in person and shall include, without limitation, the date(s) and time periods requested, the components and capabilities of the Facilities to be used, and an estimate of the number of participants in the Training. Depending upon availability and other potential conflicts, including STC’s need for the Facilities to carry out its educational mission, and at STC’s sole discretion, STC may agree to allow the Agency to use the Facilities for the Agency’s Training pursuant to this Agreement. Confirmation of the reservation will be provided to the Agency, in writing, via email or otherwise, and shall contain the date(s) and times of the reservation as well as an estimate of the total fees for use based on the information provided by the Agency.

V. CONFIRMATION OF CHARGES

Following the use of the Facilities in connection with one or more Training activities, an authorized representative of the Agency shall sign a Confirmation Form, in the form attached hereto as Exhibit “B,” through which the Agency will confirm the total amount due and owing to STC for the use of the Facilities, if anything, as well as the amount due to reimburse STC for costs incurred in connection with Agency’s use of the Facilities as described in the Confirmation Form.

VI. GENERAL TERMS AND CONDITIONS

1. All additions to and deletions from this Agreement must be initialed and dated by both parties in order to be a valid part of this Agreement. This Agreement may only be changed in accordance with a written amendment hereto, signed by STC and the Agency, and if required by law or STC policy, by STC's Board of Trustees. Time shall be of the essence for this Agreement, and the period of time granted to the Agency shall not be extended for occupancy or use of the Facilities or for installation or removal of equipment or personal property without written permission from STC.
2. The Agency may not assign any part of this Agreement to any other party without the prior written consent of STC whose consent may be withheld at its sole discretion. STC will not be responsible for any agreement(s) made by the Agency to the Training participants or any other party unless such agreements are expressly made part of this Agreement.
3. The parties agree that this Agreement shall be governed by and construed in accordance with the laws of the State of Texas. If any action is instituted in connection with any controversy arising out of this Agreement, the exclusive jurisdiction shall be the courts of Hidalgo County, Texas. The prevailing party shall, to the extent allowed by law, be entitled to recover, in addition to costs, such sum as the court may adjudge reasonable as attorney's fees in such action, and on any appeal from any judgment or decree entered therein.
4. STC shall not be required to observe or comply with any rules, regulations, or policies of the Agency that are not specifically stated and agreed to as part of this Agreement.
5. The Agency shall comply with all applicable rules, policies and procedures promulgated by STC governing the use of the Facilities. STC policies and procedures will be made available to the Agency upon request. The Agency shall at all times comply with and observe all federal and state laws, local laws, ordinances, and regulations that are in effect during the period of this Agreement which in any manner affect its conduct or its use of the Facilities including, without limitation, the Americans with Disabilities Act (ADA) and Title IX of the Education Amendments 1972.
6. The Agency shall be responsible for the conduct of the participants and anyone else in attendance at the Training, excluding employees and agents of STC, and shall, at the Agency's expense, provide for the necessary personnel, as determined by STC, to provide adequate and appropriate supervision of these attendees and participants in accordance with and adherence to all STC policies and procedures including, but not limited to, the use of alcoholic beverages, consumption of food, and the prohibition of smoking in all STC facilities. Any security services required by STC policy and/or the general statutes of the state of Texas shall be arranged by STC's Police Department at no cost to the Agency unless otherwise agreed by STC and the Agency in writing.

7. In permitting the use of the Facilities, STC does not relinquish control or custody thereof and does hereby specifically retain the right to enforce any and all rules and regulations applicable to the use of the Facilities. All parts of the Facilities will at all times be under the charge and control of STC. STC's representative may enter upon the Facilities at reasonable times to make inspections and to ensure compliance with this Agreement. STC may revoke the privilege of any attendee to use the Facilities, or any STC facility, if, in the sole opinion of STC, the attendee displays behaviors that are injurious or potentially injurious to themselves, others or property of STC. The Agency accepts the risk of loss or damage to its equipment or other personal property brought to or installed in the Facilities during the term of the Agreement. STC shall not be responsible for safeguarding the Agency's property, and shall not be liable for any damage done to the Agency's property by the negligent or intentional acts of any person. Nothing in this section shall operate to bar the Agency from seeking recovery for any losses caused by those individuals responsible for any theft or damage of equipment.
8. The Agency shall utilize only the parking areas designated for all automotive parking of the Training participants, the Agency's employees and agents, and guests, if any, and agrees to instruct all Training participants, employees, guests and other attendees to comply with this requirement.
9. The Agency shall use only its own cellular phone(s) to conduct any business while using the Facilities, unless there is an emergency.
10. The Agency shall not permit the vending or distribution of any merchandise and/or service in the Facilities or on STC premises.
11. STC shall not be responsible for providing, for use of the Agency, any spaces or venues that are not subject to this Agreement. If the Agency should decide not to utilize the Facilities, or any portion thereof, that have been reserved for the Agency at the Agency's request, STC shall not be obligated to reduce or deduct any fees corresponding to their use.
12. The Agency shall not over-subscribe the Training in such a way as to exceed the legal fire capacity of the Facilities. If requested, the Agency shall provide to STC a list of participants as well as any guests of the Training to verify that no such over-subscriptions have occurred.
13. Any additional custodial overtime services, additional technical assistance, additional security services, or any other unforeseen and unavoidable expenses, resulting from the Training and that are not part of the estimated costs, shall be borne by the Agency.
14. Any equipment provided to or rented by the Agency from STC as part of this Agreement is for use only in the Facilities herein contracted and under the supervision, and operation where appropriate, of STC personnel. The Agency shall ensure that any equipment provided by STC pursuant to this Agreement shall be used appropriately and returned in good working order to its proper location

following use each day. Under no circumstances shall any equipment be moved from the Facilities and/or removed from campus without the express written approval of STC. The Agency agrees that equipment not specified as part of this Agreement shall not be used by the Agency or Training participants.

15. The Agency shall ensure that all refuse and waste will be deposited in proper receptacles each day.
16. The Agency shall complete an STC accident report for any incident requiring administration of first aid. Said accident reports shall be provided to STC within twenty-four (24) hours of any incident.
17. The Agency agrees that if, because of any "act of God," riot, war, public emergency or calamity, fire, flood, weather related college closing, earthquake, epidemic, labor disturbance or strike, any act of public authority, or any other cause similar or dissimilar beyond STC's control, STC is unable to provide any of the Facilities and/or services herein contracted on the date(s) specified, performance of this Agreement, with the exception of monies already due and owing, shall be suspended and excused to the extent commensurate with such interrupting occurrence, and STC shall not be liable for any damages that the Agency, its representatives, or the participants in the Training might suffer.
18. To the fullest extent permitted by Texas or federal law, the Agency shall be responsible for any and all loss of, or damage or injury to, any property owned by STC resulting from the negligent and/or intentional acts of its officers, employees, agents, Training participants, or other attendees.
19. All written materials or advertising materials to be utilized by the Agency that refer in any way to STC must be reviewed and approved by STC prior to publication. Under no circumstances shall the Agency use the name of STC and/or any of its institutional insignia or logos without STC's prior written consent.
20. Except as specifically provided in this Agreement, STC hereby disclaims with respect to all services, equipment, Facilities or other deliverables provided hereunder, all express or implied warranties, including implied warranties of merchantability, quality, or fitness for a particular purpose.
21. If the Agency fails to perform, keep or observe any of the terms, covenants or conditions of this Agreement, STC shall give notice of default. If the default is not remedied to the satisfaction and approval of STC within the time specified in the notice, the Agency may be declared in default, and all of the Agency's rights hereunder shall terminate. At the direction of STC, the Agency shall forfeit all rights under this Agreement to any monies paid to STC in the form of deposits, advance payments, etc., and be further responsible for any additional monies owed which STC deems necessary to cover expenses incurred due to the cancellation of the Agency's event.
22. To the fullest extent permitted by Texas or federal law, the Agency agrees to indemnify, defend and hold STC, its officers, employees and agents, harmless from

any and all costs, losses, damages, claims, suits or any liability whatsoever, including attorneys' fees, resulting from injury, including death, to person or damage to property arising out of, or in any manner connected with the Agency's use of the Facilities or any other property belonging to STC.

- 23. Nothing contained herein is intended or shall be construed as a waiver of either party's right to assert, in connection with any claim, demand or legal action arising under this Agreement, any privilege, immunity or defense conferred upon or otherwise available to the party as a state or federal governmental entity or agency or as a political subdivision of the State of Texas.
- 24. This Agreement and the performance of the services described herein does not create any agency, partnership, or joint venture between STC and the Agency. This Agreement does not confer any benefits on any third party unless it expressly states that it does.
- 25. The Agency agrees that all electrical connections must be made by STC personnel and all STC equipment must be operated by STC personnel. Further, the Agency agrees that no equipment, device or fixture may be used which, in STC's opinion, endangers the structural integrity of the Facilities.
- 26. This Agreement may be executed in separate counterparts, each of which when so executed shall be an original, but all of such counterparts shall together constitute but one and the same instrument. This Agreement constitutes the entire agreement between the parties relating to use of the Facilities and supersedes any previous agreements or understandings. If any provision of this Agreement, or the application of any provision to any party or circumstance, is found to be invalid, unenforceable or illegal in any respect, the remainder of the Agreement, and the application of the provision to other parties or circumstances, shall remain valid and in full force and effect. Any failure of STC, at any time, to enforce or require the strict keeping and performance of any of the terms and conditions of the Agreement shall not constitute a waiver of such terms, conditions, or rights, and shall not affect or impair same, or the right of STC at any time to avail itself of same.

Executed as of the date first above written.

STC:	AGENCY:
South Texas College	City of Mission Fire Department
Signature:	Signature:
Dr. Ricardo J. Solis	Mike Silva

President

Interim Fire Chief

Exhibit A
Participant Release and Waiver

I, the undersigned, hereby release, waive, discharge and covenant not to sue South Texas College, including its officers, trustees, agents, volunteers, and employees, collectively referred to as the "Releasees," from or for all liability to the undersigned for any and all loss, liability damage, or cost, or any claim or demands therefor, on account of injury to the person of the undersigned, whether caused by the negligence of the Releasees or otherwise, while the undersigned is in or upon the property of South Texas College, including the Facilities.

I, the undersigned, hereby agree to indemnify and save and hold harmless the Releasees from any and all loss, liability, damage, or cost that the Releasees, or any one of them, may incur due to or in connection with the presence of the undersigned in or upon the property of South Texas College including the Facilities, regardless of whether such loss, liability, damage, or cost was caused by the negligence of the Releasees.

I, the undersigned, hereby assume full responsibility for and risk of bodily injury due to the negligence of the Releasees or otherwise while in or upon the property of South Texas College including the Facilities.

I, the undersigned, agree that any dispute related to this Participant Release and Waiver will be governed by the laws of the State of Texas and will be adjudicated exclusively in the state courts of Hidalgo County, Texas.

I, the undersigned, acknowledge and agree that the activities that take place on the property of South Texas College, including the Facilities, are very dangerous and involve the risk of serious injury and/or death, and that I have read and signed this Participant Release and Waiver voluntarily.

I have read the above statements and understand the contents.

PRINT NAME _____

SIGNATURE _____

AGENCY (if applicable) _____

DATE _____/_____/_____

Exhibit B

Confirmation of Reimbursable Expenses

Propane - per gallon at current market cost

Liquid Smoke – per gallon at current market cost



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Mike Silva, Interim Fire Chief
AGENDA ITEM: Approval for the purchase of two (2) 1500 Full Size Crew Cab Trucks, and One (1) 2500 HD Full Size Truck for Fire Prevention Bureau from vendor Caldwell Country Chevrolet via Buyboard contract #724-23 in the amount of \$140,420 - Silva

NATURE OF REQUEST:

The Mission Fire Department is seeking approval for the purchase of three (3) 2024 Chevrolet Silverado pickup trucks for Fire Prevention Bureau from vendor Caldwell Country Chevrolet via Buyboard contract #724-23.

Two (2) 1500 Full Size Crew Cab Trucks, One (1) 2500 HD Full Size Truck

BUDGETED: yes **FUND:** Machinery & Equipment **ACCT. #:** 01-432-74950

BUDGET: 244,000.00 **EST. COST:** 140,420.00 **CURRENT BUDGET BALANCE:** 244,000.00

BID AMOUNT: _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

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

_____ AYES
_____ NAYS
_____ DISSENTING _____

CALDWELL COUNTRY CHEVROLET

800 HWY. 21 E. CALDWELL, TEXAS 77836

Item 31.

Customer: City of Mission - Fire Prevention Unit
Contact: Captain Joel Saenz
Phone/email: 956.434.7863/jaenz@missiontexas.us
Contract: BuyBoard 724-23

Sales Rep: Jake Schobinger QT# JS10424-3
Phone: 979.429.8847
Date: Friday, October 4, 2024
email: jake@usaautomotivepartners.com

Product Description: Chevrolet Silverado 1500 Full Size Crew Cab Truck

A. Bid Series: 14

A. Base Price: \$ **34,100.00**

B. Published Options

Code	Options	Bid Price	Code	Options	Bid Price
2024 Chevrolet Silverado 1500 (CK10543) 4WD Crew Cab 147" Work Truck			Z82	Trailer Package	INCL
			CTT	Hitch Guidance	INCL
1WT	Work Truck Equipment Group	INCL	K34	Cruise Control	INCL
G7C	Red Hot	INCL	KW7	Alternator, 170 Amps	INCL
L84	Engine, 5.3L EcoTec3 V8	INCL	DLF	Power/Heat Adjustable Mirrors	INCL
MHT	Transmission, 10 Speed Automatic	INCL	VK3	Front License Plate Bracket	INCL
H2G	Jet Black, Vinyl Seat Trim	INCL		Power Windows	INCL
AZ3	Seats, Front 40/20/40 Split bench	INCL		Power Door Locks	INCL
GU5	Rear Axel, 3.23 Ratio	INCL		Vinyl Flooring	INCL
RD6	Wheels, 17" x 8" Silver Painted Steel	INCL		Trailer Brake Controller	INCL
QBN	Tires, 255/70R17 All-Season	INCL		HD Rear Vision Back-up Camera	INCL
Total of B. Published Options:					\$ 12,450.00

C. Unpublished Options [Itemize each below, not to exceed 25%]

Disclaimer	Order Summary	Bid Price
PRICES AND AVAILABILITY CAN CHANGE AT ANY TIME WITHOUT FURTHER NOTICE DUE TO SUPPLY CHAIN CHALLENGES. REVERIFY PRICING BEFORE ISSUING A PURCHASE ORDER. FINAL PRICE IS NOT CONFIRMED UNTIL VEHICLE ORDER IS ACCEPTED BY THE MANUFACTURER. ACKNOWLEDGE BY EMAIL RECEIPT THAT THE PURCHASE ORDER WAS RECEIVED BY USA AUTOMOTIVE PARTNERS, LLC. (CALDWELL COUNTRY CHEVROLET, ROCKDALE COUNTRY FORD dba CALDWELL COUNTRY FORD, CAMERON COUNTRY CDJR)	Stock Unit - RZ185610	
	Total of C. Unpublished Options:	

D. Upfitter: _____	\$ -
E. Floor Plan Interest (for in-stock and/or equipped vehicles): _____ <i>*Floor Plan Interest will not be applied if the Chassis is paid for upon arrival at the Upfitter. \$800/Month</i>	\$ -
F. Lot Insurance (for in-stock and/or equipped vehicles): _____ <i>*Lot Insurance will not be applied if the Chassis is paid for upon arrival to the Upfitter. \$800/Month</i>	\$ -
G. Contract Price Adjustment: _____	\$ -
H. Additional Delivery Charge: <input style="width: 50px;" type="text"/> miles	\$ -
I. Subtotal: _____	\$ 46,550.00
J. Quantity: <u>1</u> x K = _____	\$ 46,550.00
K. Trade in: 2008 Chevrolet Silverado 1500 LS - 1GCEC190X8E179409	\$ (950.00)
L. BuyBoard Fee Per Purchase Order _____	\$ 400.00
M. TOTAL PURCHASE PRICE WITH BUYBOARD FEE (PRICES AND AVAILABILITY ARE SUBJECT TO CHANGE WITHOUT NOTICE)	\$ 46,000.00

CALDWELL COUNTRY CHEVROLET

800 HWY. 21 E. CALDWELL, TEXAS 77836

Item 31.

Customer: City of Mission - Fire Prevention Unit
Contact: Captain Joel Saenz
Phone/email: 956.434.7863/jaenz@missiontexas.us
Contract: BuyBoard 724-23

Sales Rep: Jake Schobinger QT# JS10424-3
Phone: 979.429.8847
Date: Friday, October 4, 2024
email: jake@usaautomotivepartners.com

Product Description: Chevrolet Silverado 1500 Full Size Crew Cab Truck

A. Bid Series: 14 **A. Base Price:** \$ **34,100.00**

B. Published Options

Code	Options	Bid Price	Code	Options	Bid Price
2024 Chevrolet Silverado 1500 (CK10543) 4WD Crew Cab 147" Work Truck			Z82	Trailer Package	INCL
			CTT	Hitch Guidance	INCL
1WT	Work Truck Equipment Group	INCL	K34	Cruise Control	INCL
G7C	Red Hot	INCL	KW7	Alternator, 170 Amps	INCL
L84	Engine, 5.3L EcoTec3 V8	INCL	DLF	Power/Heat Adjustable Mirrors	INCL
MHT	Transmission, 10 Speed Automatic	INCL	VK3	Front License Plate Bracket	INCL
H2G	Jet Black, Vinyl Seat Trim	INCL		Power Windows	INCL
AZ3	Seats, Front 40/20/40 Split bench	INCL		Power Door Locks	INCL
GU5	Rear Axel, 3.23 Ratio	INCL		Vinyl Flooring	INCL
RD6	Wheels, 17" x 8" Silver Painted Steel	INCL		Trailer Brake Controller	INCL
QBN	Tires, 255/70R17 All-Season	INCL		HD Rear Vision Back-up Camera	INCL
Total of B. Published Options:					\$ 12,450.00

C. Unpublished Options [Itemize each below, not to exceed 25%]

Disclaimer	Order Summary	Bid Price
PRICES AND AVAILABILITY CAN CHANGE AT ANY TIME WITHOUT FURTHER NOTICE DUE TO SUPPLY CHAIN CHALLENGES. REVERIFY PRICING BEFORE ISSUING A PURCHASE ORDER. FINAL PRICE IS NOT CONFIRMED UNTIL VEHICLE ORDER IS ACCEPTED BY THE MANUFACTURER. ACKNOWLEDGE BY EMAIL RECEIPT THAT THE PURCHASE ORDER WAS RECEIVED BY USA AUTOMOTIVE PARTNERS, LLC. (CALDWELL COUNTRY CHEVROLET, ROCKDALE COUNTRY FORD dba CALDWELL COUNTRY FORD, CAMERON COUNTRY CDJR)	Stock Unit - RZ185610	
	Total of C. Unpublished Options:	

- D. Upfitter:** _____
- E. Floor Plan Interest (for in-stock and/or equipped vehicles):** _____ \$ -
**Floor Plan Interest will not be applied if the Chassis is paid for upon arrival at the Upfitter. \$800/Month*
- F. Lot Insurance (for in-stock and/or equipped vehicles):** _____ \$ -
**Lot Insurance will not be applied if the Chassis is paid for upon arrival to the Upfitter. \$800/Month*
- G. Contract Price Adjustment:** _____ \$ -
- H. Additional Delivery Charge:** _____ miles \$ -
- I. Subtotal:** _____ \$ **46,550.00**
- J. Quantity:** 1 x **K =** _____ \$ **46,550.00**
- K. Trade in:** 2008 Chevrolet Silverado 1500 - 1GCEC19078E178783 \$ **(1,000.00)**
- L. BuyBoard Fee Per Purchase Order** \$ **400.00**
- M. TOTAL PURCHASE PRICE WITH BUYBOARD FEE (PRICES AND AVAILABILITY ARE SUBJECT TO CHANGE WITHOUT NOTICE)** \$ **45,950.00**

CALDWELL COUNTRY CHEVROLET

800 HWY. 21 E. CALDWELL, TEXAS 77836

Item 31.

Customer: City of Mission - Fire Prevention Unit
Contact: Captain Joel Saenz
Phone/email: 956.434.7863/jsaenz@missiontexas.us
Contract: BuyBoard 724-23

Sales Rep: Jake Schobinger QT# JS10424-2
Phone: 979.429.8847
Date: Friday, October 4, 2024
email: jake@usaautomotivepartners.com

Product Description: Chevrolet Silverado 2500HD Full Size Truck

A. Bid Series: 15

A. Base Price: \$ **37,665.00**

B. Published Options

Code	Options	Bid Price	Code	Options	Bid Price
2024 Chevrolet Silverado 2500HD (CK20743) 4WD Crew Cab 159" Work Truck			JL1	Integrated Trailer Brake Controller	INCL
			UD7	Rear Park Assist	INCL
1WT	Work Truck Equipment Group	INCL	K34	Cruise Control	INCL
G7C	Red Hot	INCL	ZLQ	WT Fleet Convenience Package	INCL
L8T	Engine, 6.6L V8 Gas	INCL	GT4	Rear Axle, 3.73 Ratio	INCL
MKM	Transmission, Allison 10 Speed Auto	INCL	CGN	Chevytec Spray-On Bed Liner	INCL
H2G	Jet Black, Vinyl Seat Trim	INCL	VK3	Front License Plate Bracket	INCL
AZ3	Seats, Front 40/20/40 Split Bench	INCL		Power Windows	INCL
JGD	GVWR, 10,450 lbs.	INCL		Power Door Locks	INCL
PYT	Wheels, 18" Painted Steel	INCL		Vinyl Flooring	INCL
QHQ	Tires, LT245/75R17E All-Season	INCL		HD Rear Vision Back-up Camera	INCL
Total of B. Published Options:					\$ 11,355.00

C. Unpublished Options [Itemize each below, not to exceed 25%]

Disclaimer	Order Summary	Bid Price
PRICES AND AVAILABILITY CAN CHANGE AT ANY TIME WITHOUT FURTHER NOTICE DUE TO SUPPLY CHAIN CHALLENGES. REVERIFY PRICING BEFORE ISSUING A PURCHASE ORDER. FINAL PRICE IS NOT CONFIRMED UNTIL VEHICLE ORDER IS ACCEPTED BY THE MANUFACTURER. ACKNOWLEDGE BY EMAIL RECEIPT THAT THE PURCHASE ORDER WAS RECEIVED BY USA AUTOMOTIVE PARTNERS, LLC. (CALDWELL COUNTRY CHEVROLET, ROCKDALE COUNTRY FORD dba CALDWELL COUNTRY FORD, CAMERON COUNTRY CDJR)	Stock Unit - R1229949	
	Total of C. Unpublished Options:	

D. Upfitter: _____	\$ -
E. Floor Plan Interest (for in-stock and/or equipped vehicles): _____ <i>*Floor Plan Interest will not be applied if the Chassis is paid for upon arrival at the Upfitter. \$800/Month</i>	\$ -
F. Lot Insurance (for in-stock and/or equipped vehicles): _____ <i>*Lot Insurance will not be applied if the Chassis is paid for upon arrival to the Upfitter. \$800/Month</i>	\$ -
G. Contract Price Adjustment: _____	\$ -
H. Additional Delivery Charge: <input style="width: 50px;" type="text"/> miles	\$ -
I. Subtotal: _____	\$ 49,020.00
J. Quantity: <u>1</u> x K = _____	\$ 49,020.00
K. Trade in: <u>2007 Chevrolet Silverado 1500 LS - 1GCEC19037Z636018</u>	\$ (950.00)
L. BuyBoard Fee Per Purchase Order	\$ 400.00
M. TOTAL PURCHASE PRICE WITH BUYBOARD FEE (PRICES AND AVAILABILITY ARE SUBJECT TO CHANGE WITHOUT NOTICE)	\$ 48,470.00

Vendor Caldwell Country Chevrolet
Contact AVERYT KNAPP
Phone 979-567-1500
Email averyt@caldwellcountry.com
Vendor Website www.caldwellcountrychevrolet.com
TIN 87-3266036
Address Line 1 800 E Highway 21
Vendor City Caldwell
Vendor Zip 77836
Vendor State TX
Vendor Country USA
Delivery Days 10
Freight Terms FOB Destination
Payment Terms NET 30
Shipping Terms Freight prepaid by vendor and added to invoice
Ship Via Common Carrier
Designated Dealer No
EDGAR Received Yes
Service-disabled Veteran Owned No
Minority Owned No
Women Owned No
National No
No Foreign Terrorist Orgs Yes
No Israel Boycott Yes
MWBE No
ESCs All Texas Regions
States All States
Contract Name Vehicles, Police Motorcycles, Parts, and Maintenance Repair Services
Contract No. 724-23
Effective 12/01/2023
Expiration 11/30/2026
Accepts RFQs Yes
Service Fee Note Vehicle purchase orders are subject to a \$400 service fee



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024

PRESENTED BY: Mike Silva, Interim Fire Chief

AGENDA ITEM: Authorization to Enter a Participation Agreement for Overdose Detection Mapping Application Program (ODMAP) Between Washington/Baltimore High Intensity Drug Trafficking Area (W/B HIDTA) And Mission Fire Department - Silva

NATURE OF REQUEST:

The Mission Fire Department is seeking approval to enter into a participation agreement with the Washington/Baltimore High Intensity Drug Trafficking Area (W/B HIDTA) to access the Overdose Detection Mapping Application Program (ODMAP). ODMAP is a web-based service that enables first responders to report suspected fatal and non-fatal overdose incidents in real time through a smartphone or computer. This collaboration would allow the department to collect and monitor overdose data more effectively, improving response times and enabling data-driven decisions. Additionally, participation in ODMAP would foster collaboration with other agencies in the area, supporting a coordinated response to the opioid crisis. Access to timely overdose data would also help the department allocate resources efficiently, potentially preventing future incidents through targeted interventions. Approval of this agreement is recommended to strengthen community response efforts and enhance public safety. The Mission Fire Department requests authorization for the necessary signatures to formalize this partnership.

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

**Participation Agreement
For
Overdose Detection Mapping Application
Program (ODMAP)
Between
Washington/Baltimore High Intensity Drug
Trafficking Area (W/B HIDTA)
And
Mission Fire Department**

This Agreement is made and entered into between the Washington/Baltimore High Intensity Drug Trafficking Area (W/B HIDTA), which is responsible for coordinating the Overdose Detection Mapping Application Program (ODMAP) system and the Mission Fire Department (Agency) hereinafter referred to as the Agency.

ODMAP Overview

Substance use disorder is a disease that has affected every region of the United States. Many parts of the nation have recently witnessed a dramatic increase in heroin and other opioids, and as a result, rates of fatal and non-fatal opioid overdoses have exponentially increased to crisis levels. Combating this issue requires aggressive detection and surveillance of this disease. In an effort to detect a sudden increase in drug overdoses, the W/B HIDTA created ODMAP.

ODMAP uses a web service accessible through a smart phone or computer to allow first responders to report suspected fatal and non-fatal overdose incidents. The location, date, and time of the incidents are transmitted to the W/B HIDTA secure map server and plotted on an electronic map. The electronic map allows participating agencies to visualize overdose incidents. ODMAP data can be filtered using location, date, time, incident type and user information to give participating agencies the ability to identify overdose spikes not only in their jurisdiction, but also in other jurisdictions.

ODMAP data resides on secure servers located in Baltimore, Maryland.

Goals of ODMAP

To provide a near real-time drug overdose surveillance of known and suspected overdose events occurring nationwide using a specialized program (ODMAP) accessed by mobile devices and computers to collect overdose event information.

To collect and upload the approximated geographic locations of known and suspected overdose events to ODMAP so Participating Agencies can use this data to identify overdose occurrences and spikes in near real-time.

To provide liaison, coordination, and resource assistance in the collection, storage, exchange, dissemination, and analysis of ODMAP data for Participating Agencies.

To enable Participating Agencies to develop effective strategies for addressing overdose incidents occurring in their jurisdictions.

To enhance the development of regional strategies designed to prevent the spread of substance use disorders resulting in overdose incidents.

Purpose

To give approved Participating Agencies technology that will allow them to report overdose incidents in near real time.

To enable Participating Agencies to develop effective strategies for addressing overdose incidents occurring in their jurisdictions

To enhance the development of regional strategies designed to prevent the spread of substance use disorders resulting in overdose incidents

Access

Natinoal Map

Agency administrator(s) will determine those personnel within their Agency authorized access to the National Map feature of ODMAP. Access allows authorized personnel to view the entire National Map, and filter event data to

identify overdose spikes, patterns, and trends.

ODMAP Administrator

The Agency head, or their designee, will designate an ODMAP Administrator(s) for their Agency. The ODMAP Administrator(s) will be responsible for monitoring ODMAP Users for the Agency, communicating with W/B HIDTA on behalf of the Agency, and helping to ensure the Agency complies with the ODMAP Policies and Procedures. The ODMAP Administrator will be responsible for ensuring new users read, agree and abide to this user agreement and any further policies made by the W/B HIDTA.

ODMAP User

ODMAP Users are personnel authorized by the Agency Administrator(s) to submit event information to ODMAP. ODMAP users serve the interests of public health and public safety, and many are licensed first responders, such as police, EMS, and fire department personnel, who would typically be among the first to arrive at an overdose scene. Agency administrator(s) will determine authorized ODMAP Users among Agency personnel and be responsible for users complying with this agreement.

Other Participating Agencies

Agency grants access to all other Participating Agencies, and their authorized personnel, to view the entire National Map.

The W/B HIDTA Hereby Agrees to:

Establish and maintain ODMAP and ensure that information in ODMAP is stored and transmitted in accordance with the standards set forth in the ODMAP Policies and Procedures and ODMAP Participation Agreement.

Provide the Agency with access to ODMAP.

Provide training in the use of ODMAP.

Use ODMAP data to create analytical products.

Remove incorrect data and duplicate entries.

Remove improper and/or unauthorized Users.

Agency Agrees to:

Ensure that Agency and its Users follow the ODMAP Policies and Procedures and ODMAP Participation Agreement.

Ensure that its Users contribute to ODMAP by submitting Event data on all known or suspected overdoses to which Agency's Users respond.

Use the information in ODMAP to develop a strategy to combat fatal and non-fatal overdoses in Agency's area of responsibility.

Designate an ODMAP Administrator for Agency.

Ensure that information submitted to ODMAP meets all applicable federal, state, and local laws, rules and regulations pertaining to collection, storage, and dissemination of overdose event data.

Ensure that only approved Users enter data into ODMAP, use ODMAP, and all actions related to ODMAP comply with this agreement.

Ensure that ODMAP use is in accordance within the guidelines of established jurisdictional MOUs.

Only grant National Map Access to proper personnel.

Assume responsibility that the data entered into ODMAP is accurate, timely, and properly obtained. Agency will promptly notify W/B HIDTA if it discovers that its data does not meet this standard. This includes duplicate/multiple entries for the same event.

Assume responsibility for restricting the dissemination of information obtained

from ODMAP within the Agency to authorized personnel with a need to know the information.

Item 32.

Users of ODMAP are responsible for protecting the information and will log out of ODMAP website after use to ensure that there is not unauthorized disclosure of data in ODMAP.

Users shall not share any data from ODMAP with those who do not have a need to know. A need to know is established when a set of facts supports the legitimacy of access to a specific individual with a right to know. This need to know shall be pertinent and necessary in the performance of a specific responsibility of this individual's job.

Supply the ODMAP Project Manager with a list of personnel to include their name, position, email address and phone number from Agency's authorized Users. This information is used to assign and track ODMAP accounts.

Furthermore

The Parties hereto acknowledge and agree that all information submitted to ODMAP is the property of the submitting Agency. Agency hereby grants permission to the HIDTA to use its ODMAP data as the HIDTA sees fit pursuant to the goals of ODMAP. This includes, but is not limited to, combining Agency's data with ODMAP data from other Participating Agencies, combining Agency's information with data from other databases that the HIDTA manages, analyzing the information to create law enforcement products, public health products, academic research and sharing the information with law enforcement and public health agencies.

Indemnification

Each Party to this Participation Agreement shall be responsible for liability arising from its own conduct and retain immunity and all defenses available to it pursuant to applicable laws.

Termination

This Participation Agreement will become effective upon signature by both Parties,

and will remain effective unless terminated by either of the parties. If a party wishes to terminate this contract, they need to provide a written notice to the other party and the agreement will be terminated immediately upon receipt of written notice.

IN WITNESS WHEREOF, the parties hereto caused this Participation Agreement to be executed by the proper officers and officials:

Signatory Initials

[Empty dashed box for Signatory Initials]

Signature Date

10/04/2024

W/B Representative

Jeff Beeson

Signature Date

10/04/2024

On Behalf of Mission Fire Department

Adrian L. Garcia

Fire Chief

Deputy Director

W/B HIDTA

[Empty dashed box for Sign Agreement]

Sign Agreement



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Mike Silva, Interim Fire Chief
AGENDA ITEM: Authorization to purchase Type 1 Ambulance from Siddons-Martin Emergency Group, LLC in the amount of \$401,470.00 via HGAC contract AM10-23 – Silva

NATURE OF REQUEST:

The Mission Fire Department is seeking authorization to purchase ambulance with maintenance package from Siddons-Martin Emergency Group, LLC utilizing ARPA Funds for a 2025 Demers Ford-450, Type 1 Ambulance, through an emergency purchase due to unit chassis availability. The total purchase cost is \$401,470.00, via HGAC AM10-20 (EMS).

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

BUDGET: \$ _____ **EST. COST:** \$ 401,470.00 **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE:

	APPROVED:	_____
	DISAPPROVED:	_____
	TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Siddons Martin Emergency Group, LLC
3500 Shelby Lane
Denton, TX 76207
GDN P115891
TXDOT MVD No. A115890



November 7, 2024

Chief Silva
MISSION FIRE DEPARTMENT
415 W TOM LANDRY ST
MISSION, TX 78572

Proposal For: 2025 Mission FD Demers MXP170

Siddons-Martin Emergency Group, LLC is pleased to provide the following proposal to MISSION FIRE DEPARTMENT. Unit will comply with all specifications attached and made a part of this proposal. Total price includes delivery FOB MISSION FIRE DEPARTMENT and training on operation and use of the apparatus.

Description	Amount
<p>Qty. 1 - 117573 - Demers Ford F 450 Type 1 (Unit Price - \$405,470.00) Delivery within 6-7 months of order date QUOTE # - SMEG-0008647-1</p>	<p>Vehicle Price \$405,470.00</p>
<p>Pre-pay Discount (\$5,000.00)</p>	<p>117573 - UNIT TOTAL \$400,470.00</p>
	<p>SUB TOTAL \$400,470.00</p>
	<p>HGAC AM10-23 (EMS) \$1,000.00</p>
	<p>TOTAL \$401,470.00</p>

Price guaranteed until 11/27/2024

Additional: This unit has an anticipated completion of May-June 2025. In order to reserve this build slot, pre-payment is required within 60 days of pre-payment invoice being sent. This pricing includes a Stryker Power Load, Paint and Graphics.

'Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.
 Persistent Inflationary Environment Notification: If the Producer Price Index of Components for Manufacturing [www.bls.gov

Series ID: WPUID6112] (the "PPI") has increased at a compounded annual growth rate greater than 5.0% from the date of acceptance of this proposal letter (the "Order Month") and 14 months prior to the anticipated Ready for Pickup Date (the "Evaluation Month"), then the proposal price may be increased by an amount equal to any increase exceeding 5.0% for the time period between the Order Month and the Evaluation Month. Siddons Martin and Pierce will provide documentation of such increase and the updated price for the customer's approval before proceeding with completion of the order along with an option to cancel the order.'

Taxes: Tax is not included in this proposal. In the event that the purchasing organization is not exempt from sales tax or any other applicable taxes and/or the proposed apparatus does not qualify for exempt status, it is the duty of the purchasing organization to pay any and all taxes due. Balance of sale price is due upon acceptance of the apparatus at the factory.

Late Fee: A late fee of .033% of the sale price will be charged per day for overdue payments beginning ten (10) days after the payment is due for the first 30 days. The late fee increases to .044% per day until the payment is received. In the event a prepayment is received after the due date, the discount will be reduced by the same percentages above increasing the cost of the apparatus.

Cancellation: In the event this proposal is accepted and a purchase order is issued then cancelled or terminated by Customer before completion, Siddons-Martin Emergency Group may charge a cancellation fee. The following charge schedule based on costs incurred may be applied:

- (A) 10% of the Purchase Price after order is accepted and entered by Manufacturer;
- (B) 20% of the Purchase Price after completion of the approval drawings;
- (C) 30% of the Purchase Price upon any material requisition.

The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. Siddons-Martin Emergency Group endeavors to mitigate any such costs through the sale of such product to another purchaser; however, the customer shall remain liable for the difference between the purchase price and, if applicable, the sale price obtained by Siddons-Martin Emergency Group upon sale of the product to another purchaser, plus any costs incurred by Siddons-Martin to conduct such sale.

Acceptance: In an effort to ensure the above stated terms and conditions are understood and adhered to, Siddons-Martin Emergency Group, LLC requires an authorized individual from the purchasing organization sign and date this proposal and include it with any purchase order. Upon signing of this proposal, the terms and conditions stated herein will be considered binding and accepted by the Customer. The terms and acceptance of this proposal will be governed by the laws of the state of Texas. No additional terms or conditions will be binding upon Siddons-Martin Emergency Group, LLC unless agreed to in writing and signed by a duly authorized officer of Siddons-Martin Emergency Group, LLC.

Sincerely,

Chris Navarette

I, _____, the authorized representative of MISSION FIRE DEPARTMENT, agree to purchase the proposed and agree to the terms of this proposal and the specifications attached hereto.

Signature & Date



Ambulances, EMS, and Other Special Service Vehicles

Contract Information

Contract Number

AM10-23

Effective Dates

10/01/2023 - 09/30/2027

Contract Details

Ambulances; Light & Medium EMS/Rescue Vehicles, Mobile & Urban Command Vehicles; Mobile Command Centers. Many variations, options and accessories are available thru the HGACBuy contracts.

[View Contacts \(/contracts/contact-information?contractid=131\)](/contracts/contact-information?contractid=131)

[View Documents \(/contracts/documents?contractid=131\)](/contracts/documents?contractid=131)

[Return to Products & Services \(/products-and-services?contractid=131\)](/products-and-services?contractid=131)

All Products

Search Products <input type="text" value=""/>			
Description	Code	Manufacturer	Price
Ford Expedition MAX, EMS Response Vehicle, Console, Rear Storage Cabinet, LED Lighting Package (/products-and-services/view-product?productid=33101)	10-75-SUV-ERS-EXMAX	10-75 Emergency Vehicles	
GM Suburban, EMS Response Vehicle, Console, Rear Storage Cabinet, LED Lighting Package (/products-and-services/view-product?productid=33102)	10-75-SUV-ERS-SUB	10-75 Emergency Vehicles	
(Base) Ford Transit 350HR AWD 148" Chassis, Mobile TOC (/products-and-services/view-product?productid=31015)	Trident	FLYMOTION, LLC	
(Base) Mercedes-Benz Sprinter 170" Chassis, Mobile TOC (/products-and-services/view-product?productid=31013)	Trident	FLYMOTION, LLC	
(Fully Loaded) Ford Transit 350HR AWD 148" Chassis, Mobile TOC (/products-and-services/view-product?productid=31014)	Trident	FLYMOTION, LLC	

HGACBuy	CONTRACT PRICING WORKSHEET For MOTOR VEHICLES Only	Contract No.:	AM10-23	Date Prepared:	11/07/24
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This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.

Buying Agency: City of Mission (FD)	Contractor: Siddons-Martin Emergency Group
Contact Person: Michael Silva	Prepared By: Gretchen Peters
Phone: 956-929-8704	Phone: 832-942-1712
Fax:	Fax:
Email: Msilva@missiontexas.us	Email: gpeters@siddons-martin.com

Product Code:	MXP170E-F450	Description: Type I, MXP170E FORD V8 P-up F450 4x2, 170"L x 95"W x 72" HR Multiplex, Ecosmart, Autoboost
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	\$247,182.00
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B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
Subtotal From Additional Sheet(s):			\$152,371.00
Subtotal B:			\$152,371.00

C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary

Description	Cost	Description	Cost
Subtotal From Additional Sheet(s):			\$5,917.00
Subtotal C:			\$5,917.00

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). For this transaction the percentage is: 1.48%

D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)

Quantity Ordered:	1	X Subtotal of A + B + C:	405470	=	Subtotal D:	\$405,470.00
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E. H-GAC Order Processing Charge (Amount Per Current Policy)	Subtotal E:	\$1,000.00
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F. Trade-Ins / Other Allowances / Special Discounts / Freight / Installation

Description	Cost	Description	Cost
Pre-pay Discount	-\$5,000.00		
Subtotal F:			-\$5,000.00

Delivery Date: May-June 2025	G. Total Purchase Price (D+E+F):	\$401,470.00
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Option Number	Qty	Description	Published Options	Unpublished Options
B-101	1	Rear Suspension - Upgrade	\$17,901.00	
B-106	1	4x4 Chassis, ILO 4x2	\$5,058.00	
B-116	1	Security system, ign	\$1,065.00	
B-117	1	Additional AC compressor	\$9,222.00	
B-134	1	LED scene and load lighting	\$5,464.00	
B-144	1	Emergency Lighting Upgrade Package A	\$7,892.00	
B-156	1	Back up/patient compartment	\$2,756.00	
B-164	1	Inverter, Xantrex	\$3,477.00	
B-180	1	Premium HVAC system	\$17,400.00	
B-181	1	Front mount condenser	\$4,176.00	
B-212	1	Floor, non-wood	\$1,972.00	
B-216	1	Compartment Lights, LED	\$2,163.00	
B-233	6	Interior Modification (each)	\$10,860.00	
B-245	1	Clock, above rear doors	\$1,006.00	
B-249	1	Stryker Power Load system	\$39,440.00	
B-280	1	Module Paint, upgrade	\$3,828.00	
B-281	1	Cab paint, upgrade	\$3,216.00	
B-284	1	Rear Chevron, DOT High reflective	\$5,628.00	
B-287	1	Custom Lettering B	\$9,847.00	
		Emergency Lighting - Emergency Warning Upgrades		\$5,917.00
		Amb turn sigs, LED / Mid-ht arrow, brake rev, LED / ION fr grill		

Base Bid	\$247,182.00	
Published Options	\$152,371.00	
Total Published Options	\$399,553.00	
Unpublished Options	\$5,917.00	1.48%
Total Options w/o HGAC Fee	\$405,470.00	



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Vidal Roman, Finance Director
AGENDA ITEM: Acceptance of Quarterly Report of Investments for the Quarter ending September 30, 2024 and including interest earned. -Roman

NATURE OF REQUEST:

Acceptance of quarterly report required by the Public Funds Investment Act Section 2256.023 of the Texas Government Code on the total investments for the quarter ending September 30, 2024. The total increases to investment balances for the period were \$0 and total decreases were \$249,000.00, leaving a total of \$6,906,453.16 in outstanding investments for the quarter ending September 30, 2024. The total interest earned on all funds year to date was \$397,072.53.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: None

Advisory Board Recommendation: N/A

City Manager’s Recommendation: *MRP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

City of Mission, Texas
Quarterly Investment Report-Summary
For the Quarter Ending September 2024

	<u>TEXPOOL</u> <u>(Detail Attached)</u>	<u>Agencies</u> <u>(Detail Attached)</u>	<u>Total</u>
Market Value			
Beginning of Period	\$ 5,379,846.33	\$ 2,733,000.00	\$ 8,112,846.33
Change during Period	\$ (957,393.17)	\$ (249,000.00)	\$ (1,206,393.17)
End of Period	<u>\$ 4,422,453.16</u>	<u>\$ 2,484,000.00</u>	<u>\$ 6,906,453.16</u>
Book Value			
Beginning of Period	\$ 5,379,846.33	\$ 2,683,626.64	\$ 8,063,472.97
Change during Period	\$ (957,393.17)	\$ (219,352.30)	\$ (1,176,745.47)
End of Period	<u>\$ 4,422,453.16</u>	<u>\$ 2,464,274.34</u>	<u>\$ 6,886,727.50</u>
Net Change during Period			
Purchases	\$ -	\$ -	\$ -
Maturities	\$ 1,000,000.00	\$ 249,000.00	\$ 1,249,000.00
Increase (Decrease) in Accrued Interest	\$ 42,606.83	\$ 29,647.70	\$ 72,254.53
Net Change during Period	<u>\$ (957,393.17)</u>	<u>\$ (219,352.30)</u>	<u>\$ (1,176,745.47)</u>

Prepared By: Vidal Roman
Vidal Roman, Finance Director

Approved By: Ezeiza Garcia
Ezeiza Garcia, Assistant Finance Director

Approved By: Mike Perez
Mike Perez, City Manager

CITY OF MISSION, TEXAS
OUTSTANDING INVESTMENTS BY FUND
AS of September 30, 2024

	<u>SECURITY NUMBER</u>	<u>TYPE</u>	<u>DATE PURCHASED</u>	<u>MATURITY DATE</u>	<u>DAYS INVESTED</u>	<u>INTEREST RATE</u>	<u>AMOUNT INVESTED</u>
1	07371AH89	Agencies	10/6/23	4/2/25	544.00	2.2000	247,000.00
2	336460DN7	Agencies	11/3/23	2/3/26	823.00	0.1000	249,000.00
3	39573LCG1	Agencies	1/14/22	1/14/25	1,096.00	1.0000	249,000.00
4	3130AQT37	Agencies	8/28/23	2/28/25	550.00	1.5000	250,000.00
5	05600XQB9	Agencies	11/6/23	5/8/26	914.00	4.6000	244,000.00
6	50625LAY9	Agencies	3/30/22	3/31/25	1,097.00	2.2000	249,000.00
7	3130AQT37	Agencies	8/28/23	2/28/25	550.00	1.5000	250,000.00
8	254673E69	Agencies	11/24/23	5/27/25	550.00	3.1000	246,000.00
9	3130AQT0	Agencies	8/28/23	2/28/25	550.00	1.5500	500,000.00
10							
11							
31							
Subtotal							2,484,000.00
	Texpool	Year to Date					2,145,741.95
	Texpool	Year to Date					170,016.77
	Texpool	Year to Date					126,558.74
	Texpool	Year to Date					29,037.05
	Texpool	Year to Date					180,495.85
	Texpool	Year to Date					104,575.66
	Texpool	Year to Date					34,103.11
	Texpool	Year to Date					4,875.88
	Texpool	Year to Date					1,299,844.78
	Texpool	Year to Date					327,203.37
Subtotal							4,422,453.16
	Total	9.00			6,674.00		6,906,453.16
AVERAGE INVESTMENT PERIOD					741.56 DAYS		
AVERAGE YIELD					1.97 PERCENT		
AVERAGE INVESTMENT AMOUNT					767,383.68		
TOTAL AMOUNT INVESTED (PRINCIPLE PLUS ACCURED INTEREST)							6,965,810.72

***TEXPOOL investments are paid out interest on a monthly basis.**

Interest Earned for the Quarter Ending on September 2024-YTD

Fund Number	Fund Description	Interest On Investments	Interest On Demand Accounts	Total Interest
01	General Fund	\$ 129,387.16	\$ 1,051.21	\$ 130,438.37
02	Utility Fund	37,062.88	25,269.95	\$ 62,332.83
05	Solid Waste Fund	-	-	\$ -
10	Police Dept. Special Fund	1,767.04	57.36	\$ 1,824.40
15	ARPA Designated Purpose Fund	-	12,302.99	\$ 12,302.99
16	Drainage Assessment Fund	5,249.10	-	\$ 5,249.10
19	Group Health -Employee	252.68	-	\$ 252.68
24	Hotel/Motel Tax Fund	355.09	500.92	\$ 856.01
30	PEG Capital Fund	478.62	734.19	\$ 1,212.81
41	MEDC Debt Service Fund	4,067.56	470.80	\$ 4,538.36
75	2018 CO	92,997.45	2,968.42	\$ 95,965.87
76	2021 CO	74,643.54	7,455.57	\$ 82,099.11
Total All Funds		\$ 346,261.12	\$ 50,811.41	\$ 397,072.53

Approved By: _____
Mike Perez, City Manager

Approved By:  _____
Ezeiza Garcia, Assistant Finance Director

Approved By: _____
Vidal Roman, Finance Director

CITY OF MISSION, TEXAS
 OUTSTANDING INVESTMENTS BY FUND
 AS of September 30, 2024

	<u>SECURITY NUMBER</u>	<u>TYPE</u>	<u>DATE PURCHASED</u>	<u>MATURITY DATE</u>	<u>DAYS INVESTED</u>	<u>INTEREST RATE</u>	<u>AMOUNT INVESTED</u>
1	07371AH89	Agencies	10/6/23	4/2/25	544.00	2.2000	247,000.00
2	336460DN7	Agencies	11/3/23	2/3/26	823.00	0.1000	249,000.00
3	39573LCG1	Agencies	1/14/22	1/14/25	1,096.00	1.0000	249,000.00
4	3130AQT37	Agencies	8/28/23	2/28/25	550.00	1.5000	250,000.00
5	05600XQB9	Agencies	11/6/23	5/8/26	914.00	4.6000	244,000.00
6	50625LAY9	Agencies	3/30/22	3/31/25	1,097.00	2.2000	249,000.00
7	3130AQT37	Agencies	8/28/23	2/28/25	550.00	1.5000	250,000.00
8	254673E69	Agencies	11/24/23	5/27/25	550.00	3.1000	246,000.00
9	3130AQTTO	Agencies	8/28/23	2/28/25	550.00	1.5500	500,000.00
10							
11							
31							
<hr/>							
	Subtotal						2,484,000.00
	Texpool	Year to Date					2,145,741.95
	Texpool	Year to Date					170,016.77
	Texpool	Year to Date					126,558.74
	Texpool	Year to Date					29,037.05
	Texpool	Year to Date					180,495.85
	Texpool	Year to Date					104,575.66
	Texpool	Year to Date					34,103.11
	Texpool	Year to Date					4,875.88
	Texpool	Year to Date					1,299,844.78
	Texpool	Year to Date					327,203.37
<hr/>							
	Subtotal						4,422,453.16
	Total	30.00			6,674.00		6,906,453.16

AVERAGE INVESTMENT PERIOD

222.47 DAYS

AVERAGE YIELD

0.59 PERCENT

AVERAGE INVESTMENT AMOUNT

230,215.11

TOTAL AMOUNT INVESTED (PRINCIPLE PLUS ACCURED INTEREST)

6,965,810.72

*TEXPOOL investments are paid out interest on a monthly basis.

<u>SECURITY NUMBER</u>	<u>TYPE</u>	<u>DATE PURCHASED</u>	<u>MATURITY DATE</u>	<u>DAYS INVESTED</u>	<u>INTEREST RATE</u>	<u>AMOUNT INVESTED</u>	<u>INTEREST @ MATURITY</u>	<u>INVESTMENT ACCOUNT NO.</u>	
PERIOD ENDING SEPTEMBER 30, 2024									
Total Matured	Investments								
649447UT4	Agency	06/30/23	07/01/24	367	0.3500	249,000.00	876.28	41-10250	Jul
449/7895300011	TexPool					1,000,000.00			Aug



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Vidal Roman, Finance Director
AGENDA ITEM: Approval of September 2024 Unaudited Financial Statements – Roman

NATURE OF REQUEST:

September 2024 Unaudited Financials (attached)

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 *MRP*

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

_____ AYES
_____ NAYS
_____ DISSENTING _____

CITY OF MISSION, TEXAS
GENERAL FUND
FINANCIAL STATEMENTS FOR THE YEAR ENDING 9/30/24
(UNAUDITED)

	September Totals	FY 23-24 Year to Date
Adjustment to Prior Year Fund Balance	-	-
Adjusted Fund Balance	\$ 6,343,625.54	\$ -
Revenues:		
Property Taxes	142,171.71	26,285,650.32
Sales Taxes	4,941,880.15	20,746,965.45
Other Taxes	389,932.00	2,887,856.14
Licenses and permits	80,888.74	1,098,844.52
Intergovernmental Revenues	893,777.01	2,049,837.53
Charges for Services	564,683.95	2,632,196.96
Fines and Forfeits	68,922.89	912,869.75
Interest Earned	9,831.14	130,438.37
Miscellaneous	27,770.77	533,968.36
Special Assessments	-	-
Total Revenues:	7,119,858.36	57,278,627.40
Transfers In: Utility Fund		3,208,791.00
Transfers In: Solid Waste Fund	1,100,000.00	1,100,000.00
Total Resources Available:	14,563,483.90	61,587,418.40
Expenditures:		
Legislative	2,171.94	16,493.42
Executive	95,870.51	1,021,107.98
Finance	205,812.80	1,088,416.88
Municipal Court	82,153.66	699,218.56
Planning	131,133.27	1,146,186.79
Facilities Maintenance	172,899.30	1,258,622.47
Fleet Maintenance	76,795.05	1,054,822.31
Organizational	97,963.30	2,746,486.23
Purchasing	23,456.60	232,041.08
City Secretary	45,139.42	419,359.31
Risk Management	21,700.51	641,543.19
Elections	-	71,904.19
Civil Service	16,528.00	184,373.60
Human Resources	41,519.60	365,795.80
Information Technology	116,937.16	1,256,040.94
Media Relations	37,088.31	325,920.59
Legal	95,242.75	662,782.03
Police	2,224,192.04	19,829,372.00
Fire	1,563,261.49	12,078,707.65
Fire Prevention	96,457.17	846,729.48
Streets	583,192.11	4,435,333.94
Health	44,480.67	396,279.68
Animal Control	58,829.18	637,620.76
Museum	29,781.01	306,609.93
Parks and Recreation	30,210.42	268,268.14
Parks	264,321.84	2,615,577.87
Recreation	21,167.88	278,589.25
Library	149,213.78	1,366,431.38
Bannworth Pool	22,211.32	196,966.14
Mayberry Pool	21,553.76	282,696.55
Total Expenditures:	6,371,284.85	56,730,298.14
Transfers - Out:	4,157,922.00	4,157,922.00
Net Income	(2,309,348.49)	(2,509,592.74)
Ending Fund Balance: (adjusted)	\$ 4,034,277.05	\$ 699,198.26

CITY OF MISSION, TEXAS
GENERAL FUND
FINANCIAL STATEMENTS FOR THE YEAR ENDING 9/30/24
(UNAUDITED)

	<u>September Totals</u>
Assets:	
Cash:	3,853,812.42
Investments:	2,373,545.06
Prepaid items	65,773.32
Receivables:	
Taxes - Current	5,140,259.12
Taxes Delinquent	1,824,659.77
Accounts	1,887,111.60
Less: allowance for uncollectibles	-
Taxes	(950,743.63)
Weedy lots	(741,007.00)
Other accounts	(82,575.08)
Accrued interest receivable	-
Due from other governments	335,711.01
Due from other funds - Utility Fund	6,045,934.52
Due from other funds	74,846.28
Due from component unit	-
Long-term receivable	3,200.00
Inventory	12,863.91
Restricted assets	-
Total Assets:	<u>19,843,391.30</u>
Liabilities and Fund Balance:	
Accounts Payable	1,191,334.53
Accrued interest payable	-
Other liabilities	98,454.21
Payable from restricted assets:	
Retainage payable	-
Other liabilities	-
Accrued payroll	971,670.97
Due to other funds	2,326,870.63
Deferred Revenue	1,622,250.43
Total Liabilities	<u>6,210,580.77</u>
Net Assets:	
Nonspendable	81,837.23
Restricted	7,570,762.01
Committed	524,437.02
Unassigned	5,455,774.27
Total Fund Balance	<u>\$ 13,632,810.53</u>

CITY OF MISSION, TEXAS
UTILITY ENTERPRISE FUND
FINANCIAL STATEMENTS FOR THE YEAR ENDING 09/30/24
UNAUDITED

	Total Utility Funds 02	Utility Fund	Utility Reserve & Ext Funds	Utility I&S Funds	Utility Capital Project Fund
Beginning Adjusted Retain Earnings	\$ 1,422,000.53	\$ (1,781,914.57)	\$ 748,900.06	\$ 2,283,349.42	\$ 171,665.62
Adjustment to Prior Year Retain Earnings	-	-	-	-	-
Revenues:					
Charges for Services	21,879,647.73	21,879,647.73	-	-	-
Reimbursements	1,360,712.50	1,360,712.50	-	-	-
Interest Earned	62,332.83	62,332.83	-	-	-
Miscellaneous	435,744.30	435,744.30	-	-	-
Sale of Assets	18,097.74	18,097.74	-	-	-
Special Assessments	-	-	-	-	-
Total Revenues:	23,756,535.10	23,756,535.10	-	-	-
Transfers In:	-	-	-	-	-
Total Resources Available:	25,178,535.63	21,974,620.53	748,900.06	2,283,349.42	171,665.62
		-			
Expenditures:					
Administration	948,610.69	948,610.69	-	-	-
Water Distribution	3,442,390.55	3,442,390.55	-	-	-
Water Treatment	2,413,865.57	2,413,865.57	-	-	-
Wastewater Treatment	3,614,682.00	3,614,682.00	-	-	-
Industrial Pre-Treatment	269,656.16	269,656.16	-	-	-
Utility Billing and Collecting	708,385.03	708,385.03	-	-	-
Organizational Expense	3,631,032.00	3,631,032.00	-	-	-
Meter Readers	549,196.30	549,196.30	-	-	-
North Water Plant	3,138,949.45	3,138,949.45	-	-	-
2014 TWDB Bond	52,500.00	52,500.00	-	-	-
Bond Payments & Fees	-	-	-	-	-
Total Expenditures:	18,769,267.75	18,769,267.75	-	-	-
Transfers - Out:	3,208,794.00	3,208,794.00	-	-	-
Net Income	1,778,473.35	1,778,473.35	-	-	-
Ending Retain Earnings: (adjusted)	\$ 3,200,473.88	\$ (3,441.22)	\$ 748,900.06	\$ 2,283,349.42	\$ 171,665.62

**CITY OF MISSION, TEXAS
UTILITY ENTERPRISE FUND
FINANCIAL STATEMENTS FOR THE YEAR ENDING 09/30/24
UNAUDITED**

Item 35.

	Total Utility Funds 02	Utility Fund	Utility Reserve & Ext Funds	Utility I&S Funds	Utility Capital Project Fund
Beginning Adjusted Retain Earnings	\$ 1,422,000.53	\$ (1,781,914.57)	\$ 748,900.06	\$ 2,283,349.42	\$ 171,665.62
Assets:					
Cash:	3,775,582.33	3,775,582.33	-	-	-
Cash: Operating Reserve	2,919,602.97	2,919,602.97	-	-	-
Investments:	596,409.32	596,409.32	-	-	-
Prepaid items	6,100.00	6,100.00	-	-	-
Receivables:					
Accounts	2,031,275.58	2,031,275.58	-	-	-
Less: allowance for uncollectibles	(357,905.85)	(357,905.85)	-	-	-
Due from other governments	-	-	-	-	-
Due from other funds	522,660.39	522,660.39	-	-	-
Inventory	349,508.94	349,508.94	-	-	-
Total Current Assets	<u>9,843,233.68</u>	<u>9,843,233.68</u>	<u>-</u>	<u>-</u>	<u>-</u>
Non-Current Assets					
Restricted Assets:					
Cash and cash equivalents	16,347,278.25	13,467,370.00	690,141.01	2,017,605.70	172,161.54
Investments	456,159.57	197,640.23	94,537.25	163,982.09	-
Accrued interest	-	-	-	-	-
Deferred charges	1,479,707.88	1,479,707.88	-	-	-
Capital Assets:					
Land, water rights, and construction in progress	34,864,174.61	34,864,174.61	-	-	-
Other capital assets, net of accumulated depreciation	60,503,982.97	60,503,982.97	-	-	-
Total Non-current assets	<u>113,651,303.28</u>	<u>110,512,875.69</u>	<u>784,678.26</u>	<u>2,181,587.79</u>	<u>172,161.54</u>
Total Assets:	<u><u>123,494,536.96</u></u>	<u><u>120,356,109.37</u></u>	<u><u>784,678.26</u></u>	<u><u>2,181,587.79</u></u>	<u><u>172,161.54</u></u>
Liabilities:					
Accounts Payable	609,351.69	609,351.69	-	-	-
Retainage payable	149,567.00	149,567.00	-	-	-
Accrued interest payable	232,949.29	232,949.29	-	-	-
Other liabilities	41,402.15	41,402.15	-	-	-
Note Payable					
Compensated absences	194,832.15	194,832.15	-	-	-
Accrued payroll	153,348.14	153,348.14	-	-	-
Due to other funds	5,982,240.84	5,982,240.84	-	-	-
Customer deposits	3,037,096.03	3,037,096.03	-	-	-
Deferred Revenue	201,387.30	201,387.30	-	-	-
Current portion of long-term	3,471,796.14	3,471,796.14	-	-	-
Subdividers deposits	2,861,553.48	2,861,553.48	-	-	-
Capital Leases	967,401.00	967,401.00	-	-	-
Long-term obligations	35,907,801.97	35,907,801.97	-	-	-
Total Liabilities	<u>53,810,727.18</u>	<u>53,810,727.18</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Assets:					
Nonspendable	39,205,244.44	39,205,244.44	-	-	-
Restricted	4,348,342.89	1,209,915.30	784,678.26	2,181,587.79	-
Unassigned	26,130,222.45	26,130,222.45	-	-	-
	<u><u>\$ 69,683,809.78</u></u>	<u><u>\$ 66,545,382.19</u></u>	<u><u>\$ 784,678.26</u></u>	<u><u>\$ 2,181,587.79</u></u>	<u><u>\$ 172,161.54</u></u>

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**CITY OF MISSION, TEXAS
ALL OTHER ENTERPRISE FUNDS
FINANCIAL STATEMENTS FOR THE YEAR ENDING 09/30/24
UNAUDITED**

	Golf Course Fund 03	Solid Waste Fund 05	Event Center Fund 23
Beginning Adjusted Retain Earnings	\$ (3,832,595.16)	\$ 6,725,267.85	\$ (295,359.96)
Adjustment to Prior Year Retain Earnings	-	-	-
Revenues:			
Charges for Services	1,053,836.39	8,837,691.74	374,799.30
Reimbursements	-	-	-
Interest Earned	-	-	-
Miscellaneous	4,015.75	96,852.79	168,997.66
Sale of Assets	-	-	-
Special Assessments	-	-	-
Total Revenues:	1,057,852.14	8,934,544.53	543,796.96
Transfers In:	257,563.23	-	500,000.00
Total Resources Available:	<u>(2,517,179.79)</u>	<u>15,659,812.38</u>	<u>748,437.00</u>
Expenditures:			
Bond Payments & Fees	7,536.95	-	-
Total Expenditures:	1,322,935.64	7,100,159.44	873,181.93
Transfers - Out:	-	1,100,000.00	-
Net Income	<u>(7,520.27)</u>	<u>734,385.09</u>	<u>170,615.03</u>
Ending Retain Earnings: (adjusted)	<u>\$ (3,840,115.43)</u>	<u>\$ 7,459,652.94</u>	<u>\$ (124,744.93)</u>

**CITY OF MISSION, TEXAS
ALL OTHER ENTERPRISE FUNDS
FINANCIAL STATEMENTS FOR THE YEAR END
UNAUDITED**

Item 35.

	Golf Course Fund 03	Solid Waste Fund 05	Event Center Fund 23
Beginning Adjusted Retain Earnings	\$ (3,832,595.16)	\$ 6,725,267.85	\$ (295,359.96)
Assets:			
Cash:	(3,622,953.04)	1,561,515.45	293,800.01
Cash: Operating Reserve			
Investments:	-	476,045.28	-
Prepaid items	5,000.00	-	2,000.00
Receivables:			
Accounts	3,893.46	896,685.52	1,119.61
Less: allowance for uncollectibles	-	(162,779.17)	(14,157.70)
Due from other governments	-	-	-
Due from other funds	-	-	-
Inventory	111,349.36	-	16,699.58
Total Current Assets	<u>(3,502,710.22)</u>	<u>2,771,467.08</u>	<u>300,192.92</u>
Non-Current Assets			
Restricted Assets:			
Cash and cash equivalents	26,231.24	205,582.00	-
Investments	-	-	-
Accrued interest	-	-	-
Deferred charges	210,005.20	390,925.88	52,375.63
Capital Assets:			
Land, water rights, and construction in progress	1,642,918.52	-	-
Other capital assets, net of accumulated depreciation	1,422,700.54	6,817,336.89	30,183.07
Total Non-current assets	<u>3,301,855.50</u>	<u>7,413,844.77</u>	<u>82,558.70</u>
Total Assets:	<u><u>(200,854.72)</u></u>	<u><u>10,185,311.85</u></u>	<u><u>382,751.62</u></u>
Liabilities:			
Accounts Payable	21,549.12	236,309.41	26,253.98
Retainage payable	-	-	-
Accrued interest payable	463.18	251,655.07	(1.87)
Other liabilities	7,871.15	125,692.54	(407.61)
Note Payable		2,450,505.60	
Compensated absences	36,240.32	12,976.53	17,181.24
Accrued payroll	15,144.82	51,790.40	-
Due to other funds	18,885.55	46,542.15	5,712.69
Customer deposits	-	-	-
Deferred Revenue	44,608.28	786,162.89	65,718.00
Current portion of long-term	45,054.67	83,048.12	2,816.63
Subdividers deposits	-	-	-
Capital Leases	137,356.73	89,849.16	2,592.73
Long-term obligations	345,318.67	4,442,065.88	86,078.79
Total Liabilities	<u>672,492.49</u>	<u>8,576,597.75</u>	<u>205,944.58</u>
Net Assets:			
Nonspendable	2,885,697.31	1,105,704.99	1.65
Restricted	22,564.66	-	272
Unassigned	(3,781,609.18)	503,009.11	127,924.39
	<u><u>\$ (873,347.21)</u></u>	<u><u>\$ 1,608,714.10</u></u>	<u><u>\$ 176,807.04</u></u>



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Vidal Roman, Finance Director
AGENDA ITEM: Approval of the Certified 2024 Tax Roll Totals - Roman

NATURE OF REQUEST:

Approval of the Certified 2024 Tax Roll for the City of Mission as per section 26.09(e) of the Texas Property Code.

Total Taxable Value: \$6,809,307,940
 Total Tax Levy: \$ 36,240,927.84

BUDGETED: N/A **FUND:** _____ **ACCT. #:** _____
BUDGET: \$ _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** \$ _____
BID AMOUNT: \$ _____

STAFF RECOMMENDATION:
 Approval

Departmental Approval: N/A
Advisory Board Recommendation: N/A
City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____
 DISAPPROVED: _____
 TABLED: _____
 _____ AYES
 _____ NAYS
 _____ DISSENTING _____

Office of Tax Assessor-Collector

COUNTY of HIDALGO

Pablo "Paul" Villarreal, Jr. PCC.

October 31, 2024



Mike R Perez, City Manager
City of Mission
1201 E. 8th Street
Mission, TX. 78572

P.O. Box 178
Edinburg, Texas 78540-0178
Ph. (956) 318-2157
Fax (956) 318-2733
www.hidalgocountytax.org

Dear Mr. Perez,

Enclosed please find the 2024 Tax Roll Totals for your district.

Be advised these totals do not include totals for accounts currently under protest. Those totals will be added once the protests are resolved.

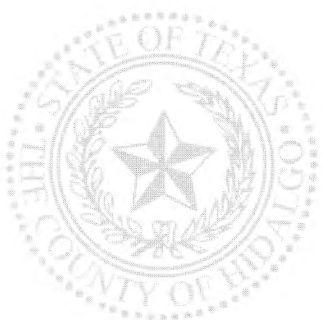
Please place this item on the agenda of your next meeting for approval by your governing body, as per Section 26.09(e), of the Texas Property Tax Code.

Should you have any questions in regards, do contact our office.

Sincerely,

Pablo (Paul) Villarreal Jr., PCC
Hidalgo County Tax Assessor-Collector

Xc: Hon. Letty Chavez
Hidalgo County Auditor



CITY OF MISSION

ENTITY

The Following information is furnished as requested.

NOTE: IT IS IMPORTANT YOU COMPLETE EACH SECTION SEPARATELY.

Itemized 2024 Tax Rate (per \$100 valuation):

(A) Maintenance and Operation (M and O) \$ 0.4823

(B) Debt Service (I and S) \$ 0.0757

Total TAX RATE (A + B) FOR 2024 \$ 0.5580

Total TAX LEVY FOR 2024 \$ 36,240,927.84

No-New-Revenue Rate 2024 \$ 0.5074

Voter-Approval Rate 2024 \$ 0.5580

De Minimis Rate 2024 \$ 0.5330

Average Residential Value 2024 \$ 211,199

10/10/2024

DATE


SIGNATURE

HIDALGO COUNTY TAX ASSESSOR-COLLECTOR

TITLE

PLEASE RETURN AS SOON AS POSSIBLE TO:

HIDALGO COUNTY APPRAISAL DISTRICT
Attn: Lydia Elizondo, Finance/Personnel Director
PO BOX 208
EDINBURG, TX 78540-0208
FAX: (956) 289-2120

ENTITY	CITY OF MISSION (CMS)		2024
JURISDICTION		32	
EXEMPT VALUE (EXXV)		TOTAL PARCELS	34,659
AG EXCLUSION	128,488,827	TOTAL MARKET VALUE	8,080,107,045
HS CAPPED AMOUNT	262,183,964	TOTAL EXEMPT PROPERTY	- 1,270,799,105
VET CHARITABLE HS DP	159,026	TAXABLE VALUE	= 6,809,307,940
FREEMPT VALUE	98,992,818	TAX RATE PER \$100	* 0.5580
HB366 VALUE	264,017	LEVY (Before Frozen Levy Loss)	= 37,995,938.31
POLLUTION VALUE	6,727,200	LEVY LOSS DUE TO FREEZE	- 1,775,516.63
SOLAR	1,373,188	2525D	+ 0.00
NHS CAPPED	60,731,288	LATE AG	+ 469.57
CHDO EXEMPTION	11,404,569	LATE RENDITION	+ 20,035.82
PRO CHARITABLE ORG		LEVY	= 36,240,927.07
100% EXEMPT VET OVER 65 HOMESTEAD EXEMPTION	115,825,983	TOTAL LEVY (From TC502)	= 36,240,927.84
OVER 65 HOMESTEAD SURVIVING SPOUSE	54,246,271	VARIANCE	+/- -0.77
PRORATED	2,580,000		
DISABLED	1,832,429		
VETERAN EXEMPTIONS	3,540,000		
EXEMPT	5,578,188		
PRORATED EXXV SURVIVING SPOUSE 1ST RESPONDER	7,420,017		
PRO MISC EXEMPTS	507,136,753		
PRO NON PROFIT	1,276,622		
TOTAL EXEMPT PROPERTY	963,359		
	74,586		
	1,270,799,105		

CERTIFIED TAX ROLL AS OF OCTOBER 1, 2024

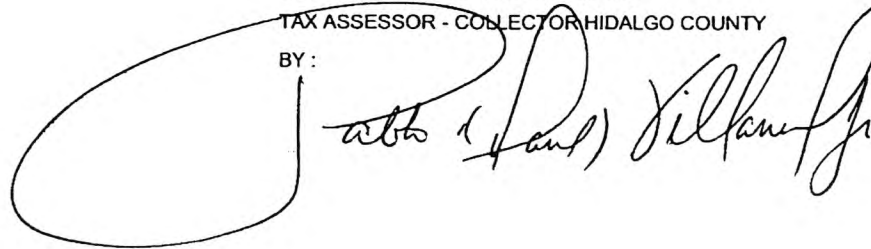
TAX ASSESSMENT ROLLS OF CITY OF MISSION FOR THE YEAR 2024 SHOW THE FOLLOWING SUMMARIES:

ROLL	NUMBER ACCTS	MARKET VALUE	TAXABLE VALUE	FREEZE LOSS	TOTAL LEVY
REAL PROPERTY	32,338	7,412,597,740	6,256,005,252	1,775,516.63	33,133,462.90
PERSONAL PROPERTY	2,321	667,509,305	553,302,688	.00	3,107,464.94
MOBILE HOME PROPERTY	0	0	0	.00	.00
MINERAL PROPERTY	0	0	0	.00	.00
OTHER PROPERTY	0	0	0	.00	.00
TOTAL	34,659	8,080,107,045	6,809,307,940	1,775,516.63	36,240,927.84

RATE OF TAXATION ASSESSMENT RATIO 100%
TOTAL TAX RATE 00.558000

PABLO (PAUL) VILLARREAL JR., PCC
TAX ASSESSOR - COLLECTOR HIDALGO COUNTY

BY :



10/08/2024 03:25 pm
tc502_juris_summary.rep v1.23
Request Seq.: 4655110

Tax Collection System - HIDALGO COUNTY
Certified Roll Jurisdiction Summary

CAD Seq.: 92921024 Processing For Tax Year: 2024 County Code: ALL Tax Unit: ALL Roll Codes: ALL

Jurisdiction: 32 CITY OF MISSION

Total Parcels:	34,659	Tax Rate:	0.5580000		
Market Value:	8,080,107,045	State Hom:	0	Opt Hom:	0.0000000
		State O65:	0	Opt O65:	10,000
		Disabled:	0	Opt Disabled:	10,000

AG Exclusion Count:	288	AG Exclusion Amt:	128,488,827
Timber Exclusion Count:	0	Timber Exclusion Amt:	0
HS Capped Count:	9,554	HS Capped Amt:	262,183,964
NHS Capped Count:	2,964	NHS Capped Amt:	60,731,288
Assessed Value:	7,628,702,966		

Exempt Cnt/Amt:	3	7,420,017	Surviving Spouse First Responder Cnt/Amt:	3	1,276,622
Pollution Control Cnt/Amt:	2	6,727,200	Pro Misc Exempts Cnt/Amt:	3	963,359
Hb366 Cnt/Amt:	200	264,017	Chdo Cnt/Amt:	102	11,404,569
Prorated-Exxv Cnt/Amt:	753	507,136,753	Freeport Cnt/Amt:	11	98,992,818
Immed Residential Homestead Cnt/Amt:	78	0	Pro Non Profit Cnt/Amt:	2	74,586
100% Exempt Vet Cnt/Amt:	471	115,825,983	Vet Charitable Homestead Disability Cnt/Amt:	1	159,026
Solar Exemption Cnt/Amt:	28	1,373,188	Prorated Cnt/Amt:	1	1,832,429

State Homestead Count:	15,898	State Homestead Amt:	0
Local Homestead Count:	0	Local Homestead Amt:	0
State Over 65 Count:	0	State Over 65 Amt:	0
Local Over 65 Count:	5,625	Local Over 65 Amt:	54,246,271
Surviving Spouse Count:	278	Surviving Spouse Amt:	2,580,000
State Disabled Count:	0	State Disabled Amt:	0
Local Disabled Count:	370	Local Disabled Amt:	3,540,000
Total VET Count:	504	Total VET Amt:	5,578,188
*VET Surviving Spouse Count:	25	*VET Surviving Spouse Amt:	229,230

*included in the Total VET Count/Amt

Partial Exempt Values:	65,944,459		
Taxable Value:	6,809,307,940		
Total Levy Amt:	36,240,927.84		
Late AG Penalty Count:	3	Late AG Penalty Amt:	469.57
Late Rendition Penalty Count:	904	Late Rendition Penalty Amt:	20,035.82
Frozen Account Count:	5,974		
Frozen Homesite Value:	959,688,953		
Frozen Taxable Value:	857,097,293		
Unfrozen Levy Amt:	4,782,602.98		
Frozen Levy Amt:	3,007,086.35		
Frozen Levy Loss Amt:	1,775,516.63		
Total Non-Exempt Parcel Count:	34,656		



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Authorization to enter a Memorandum of Understanding between the City of Mission Police Department and the Lower Rio Grande Valley Development Council (LRGVDC) Police Academy - Torres

NATURE OF REQUEST:

The Mission Police Department is requesting authorization to enter into a memorandum of understanding with the Lower Rio Grande Valley Development Council (LRGVDC) Police Academy, to clarify roles and expectations from both parties in regards to the police academy. This agreement will include (5) Mission Police Department personnel as sponsored cadets, for which the City of Mission Police Department will pay half of the regular tuition. This agreement outlines the responsibilities and abilities of both entities. This agreement will be in effect as of the last day executed by a party.

BUGETED: Yes **FUND:** General **ACCT. #:** 01-430-54500

BUDGET: \$99,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$77,958

BID AMOUNT: \$

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

**INTERLOCAL AGREEMENT BETWEEN THE
LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL**

&

CITY OF MISSION POLICE DEPARTMENT

REGARDING COOPERATIVE EXTENSION SERVICES FOR LRGV ACADEMY SITE

This Interlocal Agreement (the “Agreement”) is entered into by and between the **LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL** (“LRGVDC”), a Regional Council of Government and political subdivision of the State and the CITY OF **MISSION, TEXAS**, (“City”), a home rule municipality, by and through the **MISSION POLICE DEPARTMENT** (LAW ENFORCEMENT AGENCY) regarding the implementation of a cooperative extension services for the regional police academy under the Interlocal Cooperation Act, Chapter 791, Texas Government Code, as the same may be amended from time to time, to be effective as of the date on which the last Party signs this Agreement (the “Effective Date”). The City and the LRGVDC are collectively referred to herein as the “Parties” and are each a “Party”.

WITNESSETH:

WHEREAS, Chapter 791 of the Texas Government Code, as amended, titled Interlocal Cooperation Contracts, authorizes contracts between political subdivisions for the performance of governmental functions and services,

WHEREAS the Regional Police Academy as a division of the LRGVDC is tasked with representing the Rio Grande Valley and supporting law enforcement agencies with almost 50 years of experience administering training resources and programs for the development of qualified law enforcement officers throughout the region,

WHEREAS the LRGVDC Regional Police Academy utilizes a wide variety of law enforcement instructors to provide a comprehensive, diverse academy, incorporating the expertise of some of the finest training officials in the region,

WHEREAS LRGVDC and **MISSION POLICE DEPARTMENT** have agreed to cooperate with each other for the performance of governmental functions and provide basic police academy training, in-service police training for POLICE DEPARTMENT officers, other area police officers, and prospective peace officer candidates,

WHEREAS the LRGVDC, for the purposes of performing functions of law enforcement through its REGIONAL ACADEMY, has a Law Enforcement Academy with a TCOLE Agency Number (TCOLE REPORTING).

WHEREAS, the **MISSION POLICE DEPARTMENT** has a need for Basic Peace Officer Academy and TCOLE REPORTING, when **MISSION POLICE DEPARTMENT** provides other entities training, which will be utilized in the service of crime prevention and for law enforcement purposes, such as training.

WHEREAS the LRGVDC and **MISSION POLICE DEPARTMENT** are in close proximity and have a common law enforcement and crime prevention initiative and close working relations; and

WHEREAS the LRGVDC and **MISSION POLICE DEPARTMENT** have heretofore entered into this Agreement providing for COOPERATIVE EXTENSION SERVICES of **MISSION POLICE DEPARTMENT** for law enforcement purposes; and

NOW, THEREFORE, to enhance cooperation amongst local law enforcement agencies, express their mutual commitment to the service of law enforcement purposes and provision of the aforementioned training programs, the LRGVDC and **MISSION POLICE DEPARTMENT** hereby agree as follows:

The LRGVDC is a contractual training provider for the Texas Commission on Law Enforcement to serve as the Regional Law Enforcement Training and Education provider throughout the counties of Cameron, Hidalgo, and Willacy.

The LRGVDC manages operational requirements and training curriculum standards as per TCOLE contractual agreement. LRGVDC maintains the right to review or modify, as needed, training calendar, curriculum, lesson plans and/or adjunct instructors in accordance with TCOLE requirements.

1. **REPORTING**: the LRGVDC will report training to TCOLE for **MISSION POLICE DEPARTMENT** for trainings conducted by **MISSION POLICE DEPARTMENT** related to law enforcement purposes under the following terms and conditions outlined below.
2. **IN CONSIDERATION OF TCOLE REPORTING**: To the extent permitted by federal law and regulations, and applicable policies, directives, guidelines and/ or rules, **MISSION POLICE DEPARTMENT** farther agrees to the following:
 - a. **MISSION POLICE DEPARTMENT** agrees to provide at least two weeks advance notice of any classes to be held by the AGENCY.
 - b. **MISSION POLICE DEPARTMENT** agrees to provide all training at NO COST to the students.
 - c. **MISSION POLICE DEPARTMENT** agrees, for any class facilitated by the AGENCY, to abide by the LRGVDC Regional Police Academy LRGV

Academy BPOC Rules, Policies, and Procedures attached hereto and incorporated by reference as Exhibit "A".

- d. **MISSION POLICE DEPARTMENT** agrees, for any class facilitated by the AGENCY, to provide both a legibly written sign-in roster with PID numbers as well as a typed LRGVDC TCOLE Report of Training Form attached hereto and incorporated by reference as Exhibit "B".
- e. **MISSION POLICE DEPARTMENT** agrees, for any class facilitated by the AGENCY, to provide a list of clearly defined and spelled out learning objectives.
- f. **MISSION POLICE DEPARTMENT** agrees to provide, for any class facilitated by the AGENCY, a concise, up to date, easy to follow lesson plan.
- g. **MISSION POLICE DEPARTMENT** agrees to provide, for any class facilitated by the AGENCY, an up-to-date instructor bio-sketch.
- h. **MISSION POLICE DEPARTMENT** agrees to provide, for any class facilitated by the AGENCY, a typed LRGVDC Regional Police Academy Score Sheet attached hereto and incorporated by reference as Exhibit "C".
- i. **MISSION POLICE DEPARTMENT** agrees to provide, for any class facilitated by the AGENCY every student in every class, a completed LRGVDC Regional Police Academy Course/Instructor Evaluation form attached hereto and incorporated by reference as Exhibit "D".
- j. **MISSION POLICE DEPARTMENT** agrees to allow the LRGVDC Regional Police Academy Coordinator or his/her designee unfettered access to classes and/or record related to classes facilitated by the AGENCY for compliance and auditing purposes.
- k. **MISSION POLICE DEPARTMENT** agrees to keep an updated training calendar for every chapter taught in the Basic Peace Officer Course. The calendar must contain the lesson chapter, number of hours, location of instruction, and all instructor names teaching the course on the corresponding dates.
- l. **MISSION POLICE DEPARTMENT** shall provide a mishap and medical emergency plan to the LRGV Training Academy Coordinator, **prior** to the commencement of any classes or training involving the usage of firearms or classes and training which involve the risk of potential bodily or serious bodily injury and or death to any participant including but not limited to

instructors, spectators, auditors, and students. **MISSION POLICE DEPARTMENT** further agrees to have a medical kit on site which shall include bleed control medical adjuncts whenever such classes or training is facilitated by the Agency.

- m. **MISSION POLICE DEPARTMENT** acknowledges the TCOLE Agency Number is assigned, and proprietary to LRGVDC and Regional Police Academy and TCOLE REPORTING is subject to the policies, rules and procedures established by the LRGVDC.
- n. **MISSION POLICE DEPARTMENT** agrees that TCOLE REPORTING shall be solely used for the law enforcement purpose of reporting training.
- o. **MISSION POLICE DEPARTMENT** hereby acknowledges and agrees that failure to comply with any of the terms of this agreement, and or any rule or policy incorporated herein by reference, shall result in the termination of this agreement, including further TRAINING and TCOLE REPORTING.
- p. To the extent permitted under the Constitution and the laws of the State of Texas, **MISSION POLICE DEPARTMENT** shall be solely responsible for any injuries or damages to persons arising out of the acts or omissions of its employees and shall maintain liability insurance coverage for any such loss. Proof of same shall be provided to LRGVDC prior to any TCOLE REPORTING.
- q. **MISSION POLICE DEPARTMENT** agrees to promptly and as soon as possible notify the LRGV Academy Training Coordinator of any incidents involving any damage to LRGVDC property, complaints, disputes, injury, or death which may result from any training or class facilitated by the **MISSION POLICE DEPARTMENT**.

I. Findings

1.1 The recitals set forth above are incorporated herein for all purposes and are found by the Parties to be true and correct. It is further found and determined that the Parties have authorized and approved this Agreement by their respective entities, and that this Agreement will be in full force and effect when executed by all Parties.

II. RESPONSIBILITIES/DUTIES

2.1 LRGVDC will:

- A. Provide quality Basic Peace Officer Academy training, as per requirements established by the Texas Commission on Law Enforcement and Chapter 1701 of the Texas Occupations Code.
- B. Provide quality in-service peace officer training as per requirements established by the Texas Commission on Law Enforcement and Chapter 1701 of the Texas Occupations Code.
- C. Ensure that all **MISSION POLICE DEPARTMENT** sworn personnel receive the minimum required training as mandated by the Texas Commission on Law Enforcement and the Chapter 1701 of the Texas Occupations Code.
- D. Provide at no cost Basic Peace Officer Academy training for up to the first **FIVE (5)** **MISSION POLICE DEPARTMENT** personnel per academy, known as sponsored cadets.
- E. Limit each class to a **maximum** of **30** participants, including those sponsored by the City of **MISSION POLICE DEPARTMENT** (both day and evening classes). When a day or night academy is operable in the City of **MISSION** there must be a **minimum** of **12** participants. If the City of **MISSION**'s Day or Night academies enrollment drops below FIVE (5) participants, those enrolled may be relocated to one of the other operable sites at the discretion of LRGVDC.
- F. Provide **MISSION POLICE DEPARTMENT** 60-day advanced notice of forthcoming scheduled Basic Peace Officer Course academy to be held at **MISSION POLICE DEPARTMENT** facilities, after coordinating with **MISSION POLICE DEPARTMENT** the logistics of preliminary applicants and final acceptance toward the **minimum** number of participants.
- G. Schedule, coordinate and conduct all police training activities, when **MISSION POLICE DEPARTMENT** instructors, facilities or equipment are utilized in the training activity.
- H. Utilize LRGVDC instructional staff, facilities, and equipment, as allowed by availability and within budgetary constraints, when **MISSION POLICE DEPARTMENT** instructors, facilities or equipment are not utilized in the training activity.
- I. Provide reporting of applicable training activities to Texas Commission on Law Enforcement upon submission of competent documentation including sign-in rosters, learning objectives, lesson plans, instructor bio-sketch, instructor evaluations, course evaluations, testing instrument, test key, all applicable handouts provided, and or any documents related to the course at the request of Training Coordinator.

- J. Provide supervision of all instructors while conducting training functions of the LRGVDC Regional Police Academy.
- K. Provide supervision of students attending training functions of the LRGVDC Regional Police Academy.
- L. Provide lesson plans, learning objectives, and all media visual training material in conjunction with any Basic Peace Officer Course or instructed in-service courses as part of any Basic Peace Officer Course in accordance with Title 37, Part 7, Chapter 215 - TAC 215.9 assuring that all TCOLE Rules and Regulations are met at **MISSION POLICE DEPARTMENT**. The Training Coordinator will:
- (1) ensure compliance with commission rules and guidelines:
 - (2) prepare, maintain, and submit the following reports within the time frame specified:
 - (A) reports of training:
 - (i) basic licensing course shall be submitted prior to students attempting a licensing exam; and
 - (ii) within 30 days of completion of continuing education course,
 - (B) self-assessment reports as required by the commission,
 - (C) a copy of advisory board minutes during an on-site evaluation,
 - (D) training calendars-schedules must be available for review and posted on the internet, or another public venue, no later than 30 days prior to the beginning of each calendar quarter or academic semester. A continually updated and posted (live) calendar will meet this requirement,
 - (E) any other reports or records as requested by the commission,
 - (3) be responsible for the administration and conduct of each course, including those conducted at ancillary sites, and specifically:
 - (A) appointing and supervising qualified instructors,
 - (B) maintaining course schedules and training files. At a minimum, training files shall contain:
 - (i) complete lesson plan,
 - (ii) clear learning objectives,
 - (iii) instructor biography indicating subject matter expertise and teaching experience,
 - (iv) approved class roster and original sign-in sheet; and
 - (v) course evaluation,

- (C) enforcing all admission, attendance, retention, and other standards set by the commission and approved by the advisory board,
- (D) securing and maintaining all facilities necessary to meet the inspection standards of this section,
- (E) controlling the discipline and demeanor of each student and instructor during class,
- (F) distributing a current version of the Texas Occupations Code, Chapter 1701 and commission rules to all students at the time of admission to any course that may result in the issuance of a license,
- (G) distributing learning objectives to all students at the beginning of each course,
- (H) ensuring that all learning objectives are taught and evaluated,
- (I) proctoring or supervising all examinations to ensure fair, honest results; and
- (J) maintaining training files, records of tests, and other evaluation instruments for a period of five years.
- (K) receive all commission notices on behalf of the training provider and forward each notice to the appointing authority.
- (L) Provide the opportunity to transfer lesson plans, learning objectives, media visual training material and all handouts to **MISSION POLICE DEPARTMENT**.
- (M) Provide the **MISSION POLICE DEPARTMENT** with a copy of the "Release of Liability and Statement of Understanding Basic Peace Officer Course" form for every student using a **MISSION POLICE DEPARTMENT** facility and/or instructor.

2.2 **MISSION POLICE DEPARTMENT**

- A. **MISSION POLICE DEPARTMENT** will remit payment for **ONE (1)** cadet slot over the original **FIVE (5)** sponsored cadet slots at half of the regular tuition for every additional two seats over the minimum participants when **MISSION POLICE DEPARTMENT** instructors, facilities, or equipment are utilized in the training activity. However, the allotments do not accrue, meaning that the maximum number of fully sponsored cadets shall not exceed **FIVE (5)** per class and no more than **FIVE (5)** at ½ of regular tuition cost.
- B. **MISSION POLICE DEPARTMENT** will provide, at no cost, specialized instructional staff as requested by the LRGVDC for instruction of BPOC classes instructed or in-service courses attended, in whole or in part, by **MISSION POLICE DEPARTMENT** personnel.

- C. **MISSION POLICE DEPARTMENT** shall provide a list of prospective Sponsored Cadets on letterhead to the LRGVDC no later than 30 days prior to the start date of the academy. Submissions not received within the specified time frame **may not** be considered and the Cadets will be accepted at the full tuition rate.
- D. **MISSION POLICE DEPARTMENT** shall provide, at no cost, on-hand instructional equipment and facilities as may be requested by the LRGVDC for use in the Basic Peace Officer Course.
- E. **MISSION POLICE DEPARTMENT** shall provide certified **MISSION POLICE DEPARTMENT** firearms instructors approved by both **MISSION POLICE DEPARTMENT** and the LRGVDC to provide instruction at the firing range designated by LRGVDC and at no cost, access to the **MISSION POLICE DEPARTMENT** firing range for the LRGVDC Regional Police Academy Basic Peace Officer Course instructed at the **MISSION POLICE DEPARTMENT** site. Upon advanced scheduling provide at no cost, support to include instruction as needed and access to the **MISSION POLICE DEPARTMENT** firing range for the LRGVDC Regional Police Academy Basic Peace Officer Course instructed at other sites.
- F. **MISSION POLICE DEPARTMENT** shall provide lesson plans, learning objectives, and all media visual training material in conjunction with any Basic Peace Officer Course or instructed in-service courses in accordance with Title 37, Part 7, Chapter 215 - TAC 215.10 assuring that all TCOLE Rules and Regulations are met at LRGVDC. An instructor teaching a course must:
- (1) hold a valid instructor license,
 - (2) certificate; or
 - (3) be designated, in writing, as a subject matter expert in the course by the training coordinator.
- The instructor is responsible for:
 - (1) ensuring compliance with commission rules and guidelines,
 - (2) preparing, maintaining, and submitting reports of training to LRGVDC administration location within two weeks of completing that specific chapter, unless otherwise approved by Training Coordinator
 - (3) the administration and conduct of each course taught,
 - (4) at a minimum, providing a complete lesson plan, clear learning objectives, instructor biography, approved class roster and original sign-in sheet/daily roster, course evaluation, students completed testing instrument, test key, all applicable handouts, make up assignments, and any memos when there is an inconsistency with the documentation provided to the training coordinator for the training file,
 - (5) enforcing all attendance and other standards set by the commission or the training advisory board,

- (6) maintaining the discipline and demeanor of each student during class,
- (7) distributing or presenting learning objectives to all students at the beginning of each course,
- (8) ensuring that all learning objectives are taught; and
- (9) ensuring examinations are proctored or supervised to have fair, honest results.
- (10) instructor shall follow the BPOC Calendar as provided and approved and if the instructor wishes to deviate from the Calendar, a request must be submitted to the LRGVDC training coordinator for review and approval.

- G. **MISSION POLICE DEPARTMENT** will provide all completed Basic Peace Officer Course chapters or in-service material to the LRGVDC by the tenth (**10th**) day of the completion of the block of instruction.
- H. **MISSION POLICE DEPARTMENT** will provide LRGVDC prescribed uniforms for all **MISSION POLICE DEPARTMENT** personnel attending the Basic Peace Officer Academy.
- I. **MISSION POLICE DEPARTMENT** will provide firearms and ammunition which satisfy LRGV Academy criteria for all **MISSION POLICE DEPARTMENT** personnel attending the Basic Peace Officer Academy.
- J. **MISSION POLICE DEPARTMENT** will provide LRGV Academy a signed Release of liability Waiver and Assumption of Liability absolving the LRGV Academy of liability for the Cadets to participate in **VOLUNTARY** community functions. Cadets must be provided the option to opt-out of the event. Cadets who volunteer to assist will not be in Academy uniform for the duration of the event unless authorized by the LRGV Academy Training Coordinator. All functions must be outside the scope of normal Academy operational hours unless authorized by the LRGV Academy Training Coordinator. Cadets who are agency employees will operate as prescribed by their agencies chain of command.
- K. **MISSION POLICE DEPARTMENT** will provide full charges and fees, if applicable, for **MISSION POLICE DEPARTMENT** personnel attending special training events (i.e. special presentations, conferences, sponsored training events, etc.) hosted and sponsored by the LRGVDC.
- L. **MISSION POLICE DEPARTMENT** will provide housing/office space for all lesson plans, learning objectives and all media visual training material in conjunction with any Basic Peace Officer Academy Course or any in-service courses making sure all TCOLE Rules and Regulations are met.
- M. **MISSION POLICE DEPARTMENT** will provide a designated point of contact within **MISSION POLICE DEPARTMENT** as a liaison for Veteran Affairs and refer those applicants to LRGV Academy staff.

III. Binding Effect; Benefiting Parties

3.1 This Agreement shall bind and benefit the respective Parties and their legal successors, but shall not otherwise be assignable, in whole or in part, by either Party without first obtaining the written consent of the other Party.

3.2 This Agreement inures to the benefit of and obligates only the Parties. No term or provision of this Agreement shall benefit or obligate any person or entity not a Party to the Agreement. The Parties shall cooperate fully in opposing any attempt by any third person or entity to claim any benefit, protection, release, or other consideration under this Agreement.

IV. Governmental Functions; Liability; No Waiver of Immunity or Defenses

4.1 Notwithstanding any provision to the contrary herein, this Agreement is a contract for and with respect to the performance of governmental functions by governmental entities.

4.1.1 The services provided for herein are governmental functions, and the LRGVDC and the CITY shall be engaged in the conduct of a governmental function while providing and/or performing any service pursuant to this Agreement.

4.1.2 The relationship of the LRGVDC and the City shall, with respect to that part of any service or function undertaken as a result of or pursuant to this Agreement, be that of independent contractors.

4.1.3 Nothing contained herein shall be deemed or construed by the Parties, or by any third party, as creating the relationship of principal and agent, partners, joint ventures', or any other similar such relationship between the Parties.

4.2 Each Party reserves and does not waive any defense available to it at law or in equity as to any claim or cause of action whatsoever that may arise or result from or in connection with this Agreement. This Agreement shall not be interpreted nor construed to give to any third party the right to any claim or cause of action, and neither the City nor the LRGVDC shall be held legally liable for any claim or cause of action arising pursuant to or in connection with this Agreement except as specifically provided herein or by law.

4.3 Neither Party waives or relinquishes any immunity or defense on behalf of itself, its trustees, councilmembers, officers, employees, and agents as a result of the execution of this Agreement and the performance of the covenants and agreements contained herein.

4.4 The LRGVDC agrees to hold the **MISSION POLICE DEPARTMENT** and the City of **MISSION** Texas, harmless from all claims arising out of acts or omissions of the LRGVDC during any Basic Peace Officer Academy or police in-service training classes and activities.

4.4.1 The **MISSION POLICE DEPARTMENT** agrees to hold the Lower Rio Grande Valley Development Council harmless from all claims arising out of acts or omissions of

MISSION POLICE DEPARTMENT during any Basic Peace Officer Academy or police in-service training classes or activities.

4.4.2 This section does not apply to, nor has any effect in, Workers Compensation claims filed against either party by that party's personnel, resulting out of acts or omissions during any Basic Peace Officer Academy or police in-service training classes and activities.

V. Notices

5.1 All correspondence and communications concerning this Agreement shall be directed to:

LRGVDC: Manuel Cruz, Executive Director
301 W. Railroad Street
Weslaco, TX 78596

CITY: Mike Perez, City Manager
1208 E. 8th Street
Mission, Texas 78572

Notices required hereunder shall be hand-delivered or sent by prepaid certified mail, return receipt requested.

VI. Severability

6.1 If any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof, but rather this entire Agreement will be construed as if not containing the particular invalid or unenforceable provision(s), and the rights and obligations of the Parties shall be construed and enforced in accordance therewith. The Parties acknowledge that if any provision of this Agreement is determined to be invalid or unenforceable, it is their desire and intention that such provision be reformed and construed in such a manner that it will, to the maximum extent practicable, give effect to the intent of this Agreement and be deemed to be validated and enforceable.

6.2 LRGVDC may immediately suspend operation of contract with **MISSION POLICE DEPARTMENT** for noncompliance with the terms of the contract or any TCOLE rule or law. Operation of the contract may be suspended for a period of time, including a period pending outcome of an investigation or until remedial compliance with applicable standards has been met. The suspension is considered effective when **MISSION POLICE DEPARTMENT** is notified in writing.

VII. Entire Agreement

7.1 This Agreement is the entire agreement between the city and the LRGVDC as to the subject matter hereof and supersedes any prior understanding or written or oral agreement relative to the

subject matter hereof. This Agreement may be amended only by written instrument duly approved and executed by both Parties in accordance with the formalities of this Agreement.

VIII. Governing Law; Venue

8.1 All Parties agree that this Agreement shall be construed under the laws of the State of Texas, and obligations under the Agreement shall be performed in Hidalgo County, Texas. Should the need for dispute resolution arise, venue shall be in Hidalgo County, Texas.

IX. Term and Termination

9.1 This Agreement shall be for an initial term of two (2) years and will automatically renew for subsequent one-year terms unless terminated as herein provided and subject to any necessary funding being appropriated by the governing bodies of the Parties.

9.2 Either party may terminate this Agreement in whole or in part hereto whenever such termination is found to be in the best interest of either party. Termination shall be affected by the conveyance of a written notification thereof to the other party at least ninety (90) days in advance of the effective date of the termination.

9.3 Either party may terminate this contract upon ten days written notice. The LRGVDC may also terminate this contract if:

- (a) the **MISSION POLICE DEPARTMENT** training staff intentionally or knowingly submits, or causes the submission of, a falsified document or a false written statement or representation to the LRGVDC,
- (b) **MISSION POLICE DEPARTMENT** training staff has not met the needs of the communities or agencies it serves,
- (c) **MISSION POLICE DEPARTMENT** training staff fails to comply with any term of a contract or violation of a TCOLE rule or law, including when a provider has been classified as at risk under this chapter for a twelve-month period without complying with commission rules,
- (d) **MISSION POLICE DEPARTMENT** training staff has failed to conduct training within a calendar year without a waiver from the Training Coordinator; or
- (e) If applicable, **MISSION POLICE DEPARTMENT** training staff has lost accreditation, including SACS or THECB approval.

X. Current Revenues

10.1 Pursuant to Section 791.001(d)(3), Texas Government Code, each party paying for the performance of governmental functions or services will make those payments from current revenues available to the paying party.

XI. General Terms

11.1 **Execution in Counterparts.** This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall be considered fully executed as of the date first written above, when all Parties have executed an identical counterpart, notwithstanding that all signatures may not appear on the same counterpart.

11.2 **Effective Date.** The Effective Date of this Agreement shall be the date last executed by a Party.

IN WITNESS WHEREOF, the Parties have executed this Agreement by their authorized representatives as of the dates noted below.

[SIGNATURE PAGE TO FOLLOW]

LRGVDC

By: _____
Manuel Cruz
Executive Director

Date: _____

APPROVED AS TO FORM

Legal Counsel

CITY OF MISSION, TEXAS

By: _____
Mayor Norie Gonzalez Garza

Date: _____

ATTEST:

City Secretary Anna Carillo

APPROVED AS TO FORM

City Attorney Patricia Rigney
City of Mission, Texas

MEMORANDUM OF UNDERSTANDING AMENDMENTS

The parties agree that this agreement is given and accepted upon the expressed condition that it cannot, in any manner, be changed, altered, varied, or modified unless such modification, change, or alteration shall be in writing and executed by both parties.

This agreement may be amended by mutual written agreement of both parties and terminated by either party giving not less than thirty (30) days written notice prior to the proposed effective date of the proposed amendment or termination.

In the event of actions which may include, but not limited to, actions that are illegal, unsafe instructional practices, unethical, or not in the best interest of either party, this agreement can be immediately terminated.

IN WITNESS WHEREOF, the Parties have executed this Agreement by their authorized representatives as of the dates noted below.

The effective start date of this agreement is the _____ day of ___ 20 ___.

NAME:
Chief of Police Cesar Torres
Mission, Texas Police Department

NAME:
Mayor Norie Gonzalez Garza
City of Mission, Texas

NAME:
City Manager Mike Perez
City of Mission, Texas

NAME:
Executive Director Manuel Cruz
Lower Rio Grande Valley Development
Council

EXHIBIT

"A"

(Note: Refers to the LRGV Academy BPOC Rules, Policies and Procedures) Document is available on-line.

EXHIBIT

"B"

(TCOLE Roster)

TEXAS COMMISSION ON LAW ENFORCEMENT
REPORT OF TRAINING

Item 37.

Page # 1	TCOLE Dept. or Provider # 511481	Course #	Today's Date	Total Hours	Beg. Date	Ending Date	Provider Type: <input checked="" type="checkbox"/> - Academy <input type="checkbox"/> - Contract Provider <input type="checkbox"/> - Other
Course Title:			Today's Hours	Name of Academy / Department: Lower Rio Grande Valley Regional Police Academy Instructor Name & PID:			

	PID#	Last Name, First Name	Class	D.O.B.	Print Name
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					
21.					
22.					
23.					
24.					
25.					

THESE STUDENTS HAVE COMPLETED THIS COURSE AND ARE APPROVED FOR CREDIT.

956-682-3481

Acad./Training Coordinator (please type or print) Signature Date Phone #

If provider type "Other," chief administrator signs. _____

EXHIBIT

"C"

(Grade Sheet)



Lower Rio Grande Valley Academy Score Sheet

Instructor Name: _____ **Course Date:** _____
Course Title: _____ **Course Hours:** _____
Course Number: _____

NAME	PID #	Grade

Instructor Signature: _____

EXHIBIT

"D"

(Course Evaluation)



Lower Rio Grande Valley Academy Course Evaluation



Item 37.

Instructor's Name:		Date:				
Course Title:						
Instructor Evaluation		High		Low		
1.	Effectiveness of instructor(s) presentation.	5	4	3	2	1
2.	Instructor(s) ability to answer questions.	5	4	3	2	1
3.	Coverage of subject matter.	5	4	3	2	1
4.	Suitability of instructional materials.	5	4	3	2	1
5.	Overall rating of the instructor(s) effectiveness.	5	4	3	2	1
Comments:						
Instructor Evaluation		High		Low		
1.	Your knowledge and skill level of the course subject matter before the course.	5	4	3	2	1
2.	Your knowledge and skill level of the course subject matter after the course.	5	4	3	2	1
1. What were the course strengths?						
2. What area(s) of the course need improvement?						
3. Were the course facilities adequate?						
4. How would you rate the assistance of the Lower Rio Grande Valley Academy staff associated with the presentation of this course?						
Please Rate		High		Low		
1.	The overall training session	5	4	3	2	1
2.	Clarity of training session	5	4	3	2	1
3.	Relevance of course content to course topic	5	4	3	2	1
Your Title:						
Agency:						
Telephone:						

BASIC PEACE OFFICER COURSE (BPOC)

Rules, Policies, and Procedures



LRGVDC Administrative location:



301 W. Railroad ST.
Weslaco, TX 78596



956-682-3481

October 2023



ACADEMY OVERVIEW:

The Lower Rio Grande Valley Development Council (LRGVDC) operates the Lower Rio Grande Valley Academy with over 50 years of experience administering training resources and programs for the development of qualified law enforcement officers throughout the region.

The Lower Rio Grande Valley Development Council (LRGVDC) Governments pledges to provide support services and programs including quality of life projects benefiting the Rio Grande Valley and surrounding region. Formed in 1967 through a merger of the Texas Southmost Economic Development District and the Lower Rio Grande Valley Council of Governments, the LRGVDC is one of twenty-four (24) State Planning Regions codified pursuant to the Texas Local Government Code, Chapter 391. The designated geographical service area is comprised of the 3,643 square miles of Cameron, Hidalgo, and Willacy Counties with a U.S. Census estimated population of 1,3 million. The LRGVDC is active in the fields of economic and industrial development, homeland security, criminal justice and law enforcement training, transportation planning and transit services, solid waste planning, water quality and quantity planning, services for the elderly, health, emergency communication, regional training, and disaster recovery. Funding to support these programs is obtained from local, state, and federal sources.

The Lower Rio Grande Valley Academy (Academy) Program within the Public Safety Department administers the Basic Peace Officer Certification (BPOC) course as stipulated by the Texas Commission on Law Enforcement (TCOLE). Currently, the BPOC is determined by TCOLE at a minimum of 720 contact hours. The Basic Peace Officer Course program offers both licensing courses and continuing education courses.

The in-service is again being offered throughout the region in cooperation with various law enforcement agencies. As an example, between November 1, 2021, and November 1, 2022, 111 classes with total a of 24,203 contact hours were conducted with over 1,511 officers receiving training. The Academy continues its efforts to exceed the minimum standard required by the state and provides a high quality, comprehensive cadet academy as well as in-service training.

The Academy Program will continue to support existing law enforcement officers and public safety departments across the Rio Grande Valley with in-service training to ensure the ongoing continuing education courses mandated by the State of Texas are performed. These professional training and development courses feature courses such as Crime Scene Investigation, Interview and Interrogations, Human Trafficking, Crisis Intervention, and various Instructor Courses.

LRGVDC has partnerships with law enforcement agencies throughout the region such as the cities of Edinburg, Harlingen, Mission, and Weslaco at the LRGVDC Headquarters to provide instructors and training site locations that offer accessible day & night training locations across the Rio Grande Valley.

Our primary goal is to provide a premier, valuable training resource for citizens of the area and produce highly qualified, professional law enforcement officers to serve and protect the citizens of the Rio Grande Valley.

Introduction:

The LRGV Academy utilizes a wide variety of law enforcement instructors and Subject Matter Experts (SMEs) to provide a comprehensive and diverse academy to incorporate the expertise from some of the finest training officials in the region.

LRGVDC administers the Basic Peace Officer Course (BPOC) Academy to provide cadets with the essential knowledge and foundational skills necessary to begin a career in law enforcement in addition to preparing for the required State Peace Officer Licensing Exam. The LRGVDC – Academy’s goal is to provide a premium and valuable training resource for our citizens of the area to produce a highly qualified professional law enforcement officer to serve and protect our citizens of the Rio Grande Valley. The LRGVDC BPOC Rules Handbook represents the integrity, compliance, and commitment to learning all potential law enforcement officers.

Contained within this document are the rules, regulations, and expectations of BPOC Cadets, including the standards held by the Lower Rio Grande Valley Academy in compliance with TCOLE Academy Training Provider Contract. This handbook will also include the appointment of an Advisory Board, appointment of a qualified training coordinator, the Commission’s minimum enrollment and training standards, instructor guides and lesson plans, and reporting.

The LRGV Academy BPOC Rules, Policy and Procedures Handbooks serves as the Basic Peace Officer Course rules, policies and procedures and all Cadets must abide by the policies set forth or may face the appropriate disciplinary action, including failure to successfully complete academy.

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PROCEDURE 1.0: BPOC CADET ELIGIBILITY

1.1 Citizenship:

Applicants must be a United States Citizen. Acceptable proof of Citizenship includes:

- a. Birth Certificate.
- b. Naturalization Certificate; or
- c. Active U.S. Passport

1.2 Minimum age requirements:

- a. Applicants must be at least 21 years of age prior to the “end of course” review date of the selected academy.
- b. Or 18 years of age.
 - If the applicant has received an associate degree or 60 semester hours of credit from an accredited college or university.
- c. Acceptance can be granted if the applicant has received an honorable discharge from the armed forces of the United States after at least two years of active service.

Note: Rules are subject to change, and it is the responsibility of the cadet to adhere and understand that TCOLE rules supersede the academy’s rule upon taking the state exam.

1.3 Minimum Educational Requirement:

Applicants must provide documentation for one of the following.

- a. High school diploma or High school transcripts.
- b. General educational development (GED) completion document.
- c. Or documentation of successful completion of a home school education to be equivalent to graduation from a public high school
- d. For enrollment purposes in a basic peace officer academy only, has an Honorable Discharge from the Armed Forces of the United States after at least 24 months of active-duty service.

1.4 Criminal Background Requirements (FAST Fingerprints & DPS Driving Record)

Applicants must complete a fingerprint and DPS Driving Record to verify each of the following:

- a. Is not currently charged with any criminal offense for which conviction would be a bar to licensure.
- b. Has never been on court-ordered community supervision or probation for any criminal offense above the grade of Class B misdemeanor or a Class B misdemeanor within the last ten years (10) from the date of the court order.
- c. Has never been convicted of an offense above the grade of a Class B misdemeanor or a Class B misdemeanor within the last ten (10) years.
- d. Has never been convicted or placed on community supervision in any court of an offense involving family violence as defined under Chapter 71, Texas Family Code.
- e. Is not prohibited by state or federal law from operating a motor vehicle; (must possess a valid Texas Driver’s License).
- f. Is not prohibited by state or federal law from possessing firearms or ammunition.
- g. Has never received a dishonorable or other discharge based on misconduct with bars future

military service.

- h. Has not been subjected to a background investigation.

Fingerprint results are not decided by the academy and are solely based on the applicant's status on their criminal history records. Should a court document be needed, it is the responsibility of the applicant to contact and provide the court documents to the TCOLE representative in a timely manner. The fingerprint results are final and cannot be altered in any way by the Academy.

1.5 Disqualifiers

Applicants will be disqualified for the following as it is related to their employment history.

1. Applicants must demonstrate maturity, dependability, integrity, good work ethic, and loyalty to their past and present employers.
2. The applicant's employment history from age seventeen (17) must not indicate instability in the applicant's employment history on more than three instances of: excessive tardiness or absenteeism; inefficiency; failure to follow directions, policies and procedures, and rules and regulations; poor working relationships; and/or negligent work habits.
3. Applicants disqualified under the above cause may reapply after One year from the date of disqualification.
4. Applicants must not have been terminated, asked to resign, or resigned from any previous employment for engaging in inappropriate or unlawful behavior, including but not limited to any of the following:
 - a. Assault
 - b. Discriminatory or Retaliatory Acts...
 - c. Disorderly Conduct or other breaches of the peace
 - d. Sex Crimes
 - e. Sexual Harassment
 - f. Theft
 - g. Threats
 - h. Any Felony Offense
 - i. Any offense involving acts of moral turpitude.
5. Applicants disqualified under the above may reapply two (2) years from the separation date of the most recent employer for which this cause was grounds for disqualification.
6. Applicants must not have been employed or engaged in any occupation deemed illegal by the state or federal law.
7. Applicants disqualified due to employment in an illegal occupation may reapply after three (3) years from the last date of their illegal employment.
8. Applicants who are under a current internal investigation by their employer will not be accepted until the internal investigation process by their employer is complete and the applicant is clear, in which case refer to # 4 and # 5 If applicable.

False Statements of Material Fact

Applicants will be disqualified for the following as it relates to false statements:

1. Applicants must be truthful and honest in their responses to all inquiries relative to their suitability for employment.

2. Applicants found to have withheld material information, and/or practiced or attempted to practice any deception with fraud in their application or examination are disqualified.
3. Applicants disqualified under this cause are eligible to reapply after 1 year from their date of disqualification.
4. Applicants who fail to disclose or omit any information of previous convictions or arrests in their Personal history statement, whether Juvenile or adult section, will be disqualified for 1 year. There will be no exceptions.

Use of Illicit Substances

To be deemed suitable, applicants must show no trace of drug dependency or illegal drug use after a physical examination, urine test, blood test, or other medical test designed to detect the presence of controlled substances. Applicants are disqualified for the following as it relates to the use of illicit substances:

1. Used marijuana, synthetic cannabinoids or any other unprescribed illegal drug for the purpose of recreation or intoxication:
 - Any time during the twenty-four (24) months prior to submitting their application to the Academy.
2. Used paint, glue, or other inhalants for the purpose of intoxication:
 - Any time during the twenty-four (24) months prior to submitting their application to the Academy.
3. Any time during the twenty-four (24) months prior to submitting their application to the Academy, have used any hallucinogenic drugs, including, but not limited to LSD, STP, or Psilocybin.
4. Any time during the twenty-four (24) months prior to submitting their application to the Academy abused or illegally used prescription medicines for the purpose of intoxication or recreation, whether prescribed to them or another person or otherwise:
5. Any time during the twenty-four (24) months prior to submitting their application to the Academy, have used cocaine.
6. Any Applicant disqualified under these subchapters will be disqualified for one (1) year or depending on the severity, indefinitely.

Criminal Activity

Applicants will be disqualified if they:

1. Are under indictment for a felony offense.
2. Are currently under investigation for, or are considered a suspect in, any criminal offense which if convicted would be a disqualification.
3. Have an outstanding warrant for their arrest for any criminal offense to include traffic warrants.

Temperate Habits

Applicants/cadets reflect the high standards required of a professional police officer and must demonstrate moderation of self-restraint in their personal, social, and public affairs, to include social media. Additionally, Applicants / cadets must not exhibit violent outburst, partisanship, and lack of self-control. Should an applicant be under the influence of alcohol they must demonstrate extreme temperance and portray respect for others, dignity, and property.

Applicants will be disqualified under this cause and will not be eligible to reapply for a period of One year (1) from the date of disqualification.

- Cadets whose acts or omissions fail to obey the above standards and such attitudes represent a lack of good morals character and/ or a violation of moral turpitude can be dismissed from the Police academy and will be restricted from reapplying for a period of 1 year.
- Cadets who have made any contact with law enforcement officers are required to inform their immediate instructor in addition to the LRGVDC Academy Chairperson of the reason contact was made. No Exceptions. Cadets are required to provide a memorandum with outlined details of the interaction. Failure to do so will result in disciplinary actions up to dismissal from the academy.
- Cadets must adhere to Uniform policy Appendix B of the Lower Rio Grande Valley Academy Rules and regulations. Failure to do so will result in disciplinary actions up to dismissal from the academy.

Applicants/cadets will be held to the appearance of a befitting professional police officer, in which cadet should demonstrate moderation and good judgement. To that end, body art should not detract from an applicant's personal appearance. Inappropriate body art is a permanent disqualifier.

Applicants may reapply when their appearance is no longer in violation of this disqualification.

- Cadets are required to abstain from getting any tattoo or inappropriate body art that meet the above classification for the duration of the Police Academy period, failure to follow this rule could result in dismissal from the Police academy and allow to reapply until their appearance is no longer in violation.
1. Inappropriate body art shall be defined as:
 - a. Body art that is obscene or offensive
 - b. Body art that depicts or advocates discrimination based on sex, age, race, national origin, ancestry, citizenship, religion, disability, or sexual orientation.
 - c. Body art that depicts or advocates gang affiliation, supremacist or extremist groups, or illegal drug use
 - d. Body art that undermines the professional appearance of a Police Cadet. [example: nudity or offensive]
 - e. Body Modifications that place an unnecessary safety risk to the police Applicant, such as, but not limited to: Piercings, Ear elongation, implants, etc.
 - f. Tattoos that are visible or cannot be covered on the head, face, neck, and hand area.

1.6 Medical Requirements (L-2)

Applicants must be examined by a physician, approved by LRGVDC, who is licensed by the Texas Medical Board. The appointee must be declared by that professional, on a form prescribed by the commission, within 180 days before the academy start date to be:

- a. Applicants must be physically sound and free from any defect which may adversely affect the performance and essential functions of a peace officer, including:
 - Vision must be sufficient to perform functions such as apprehending suspects, obtaining information about disturbances, service, accident calls, and to read and review written communication.
 - Hearing and speech sufficient to communicate clearly and distinctly face-to-face as well as over the radio in normal and adverse conditions.
 - Arm and hand steadiness and manual dexterity sufficient to use weapons necessary to prevent injury or to protect self and others.
 - Stamina and tolerance sufficient to remain physically and mentally alert for short bursts of extremely intense physical and/or mental activity separated by extended periods of physical and/or mental inactivity.
- b. Applicant's drug screen results must show no trace of drug dependency or illegal drug use after a blood test or other medical test. L-2 results are conducted as a requirement of the basic licensing course. Results are valid for 180 days of the applicant's date of graduation from the BPOC Academy.
- c. Failure to receive medical clearance will result in a one-year disqualification for admission to the BPOC Academy.

1.7 Psychological Requirements (L-3)

- a. Applicants must be examined face-to-face by a psychologist that is approved by the LRGVDC and is licensed by the Texas State Board of Examiners of Psychologists or Texas Medical Board. The individual must be declared by that professional, on a L-3 form prescribed by the commission, within 180 days before the start date of academy. To be in satisfactory psychological and emotional health to serve as the type of officer for which the license is sought measuring suitable personality traits and psychopathology.
- b. Applicants for uniformity satisfactory psychological exam (L-3) results that are conducted as a requirement of a basic licensing course may remain valid for 180 days from the individual's date of graduation from the academy.
- c. In the event of failure to receive the psychological endorsement, the applicant must wait a minimum of one year before being eligible for admission to the Lower Rio Grande Valley Academy.

In addition to the admission standards set forth, all applicants must exhibit no history or indication of a pattern of behavior that is unethical, violent, or criminal in nature.

1.8 Academic Failure

In the event of academic failure from the LRGVDC or another provider's BPOC, the applicant must wait a minimum of one year before being eligible for admission to the Lower Rio Grande Valley Academy's Basic Peace Officer Course.

PROCEDURE 2.0: APPLICATION PROCESS

2.1 Entrance Examination Enrollment

Applicants must pass a general aptitude examination measuring cognitive ability. Refer to the following for instructions to apply.

- a. BPOC Entrance Exam dates will be posted at <https://www.lrgvdc.org/academy.html> and will be administered periodically in accordance with scheduled BPOC Academy start dates.
- b. **Register for Exam.**
 - Registration form link: <https://forms.office.com/g/mRUhiyn6E9>
 - Academy page: <https://www.lrgvdc.org/academy.html>
 - All phone calls received regarding entrance exams will be referred to the Academy page to complete the registration link.

(Entrance Exam dates are only posted while they are being offered.)

- c. **Print out** and complete the BPOC Application. (Found at <https://www.lrgvdc.org/academy.html>)
- d. BPOC Entrance Examination fee is established at \$25.00 payable by debit, credit card (a processing fee will be applied), check or money order made out to the Lower Rio Grande Valley Development Council at testing site prior to being admitted for exam.
- e. If applicant is honorably discharged from the Armed Forces of the United States, they may have the BPOC Entrance Examination fee of \$25.00 waived or be given 5 additional points on entrance exam's overall score, on their first attempt (for either option listed).

2.2 Entrance Examination Requirements

- a. **Applicants must receive a passing score of 70.00% or greater on the administered pre-entrance exam.**
- b. Applicants will be allowed two re-tests for the examination. Applicants who are unable to pass the examination on the third attempt will not be eligible for admission into the Academy and may not test again until a year from the date of the third attempt.
- c. The pre-enrollment testing scores are valid for one year after the date of examination for applicants who wish to defer admission into the Academy. **MUST** notify Academy administrative staff of deferment to maintain file. As applicant files are disposed when no contact is established.

2.3 Testing Day

The expected time frame for testing is 1-3 hours and may exceed the 3-hour mark. Applicants should plan accordingly. Required documents for testing are as follows:

- **Proof of Citizenship**
- **Texas Driver's License**
- **Social Security Card**
- **Birth Certificate**
- **High School Diploma or GEG**
- **Payment of \$25 (Refer to 2.1.C.)**
- **Vehicle Insurance**

Upon passing the Entrance Exam with a minimum score of 70.00%. Applicants will receive preliminary acceptance and will submit BPOC Application to Academy staff. Examination scores are available on the same day as testing. Pre- enrollment documents for the BPOC Academy will be issued on the same day as testing if applicant passes the exam.

Final entry paperwork: The Applicants that passed the entrance exam will receive a copy and instruction for the following documents:

1. Personal History Statement
2. L2 Form –Medical Exam and Drug Screen
3. L3 Form – Psychological and Emotional Health Declaration
4. FAST Fingerprint Background Check
5. Type 1 Driving Record (must clear all pending Violations)
6. (For Veterans Only) must turn in a copy of a DD214, Joint Service Transcripts, All Post Secondary transcripts, and C.O.E. - Certificate of Eligibility.

2.4 Application Packet Deadline

Final entry paperwork is due no later than 15 calendar days prior to the Academy start day. Exceptions apply at the discretion of the RPA training coordinator.

PROCEDURE 3.0: TUITION

3.1 Tuition Fees

Basic Peace Officer Course tuition total cost is \$2,500.00. **Additional cost for entry paperwork and transaction/processing service fees will be applied.** Applicants are responsible for coordinating with each facility to determine the cost for required documents.

3.2 Method of Payment

Credit or Debit Card, *Cashier's Check or *Money Orders must be made payable to LRGVDC (Refer to 2.1.C.):

LRGVDC or Lower Rio Grande Valley Development Council
301 W. Railroad St.

Weslaco, Texas 78596

*Notes/Memo: LRGV Police Academy

3.3 Payment Deadlines

Tuition payment is due on the first day of orientation for the BPOC Academy. Payment extension is available if approved by the RPA training coordinator or Chief Administrator (Executive Director of the LRGVDC).

3.4 Payment guidelines & payment arrangements

No less than 50% of the tuition must be paid on the first day of the Academy with the remaining tuition balance due on or before the 30th calendar day.

- a. Failure to pay tuition balance in full by the 30th calendar day payment deadline will result in dismissal from the academy.
- b. Cadets who utilize the payment plan option must sign a tuition agreement via Adobe Signs.
- c. Failure to sign or comply with the written agreement is automatic grounds for dismissal from the academy.
- d. Veteran Cadets must sign a tuition agreement for the total out of pocket cost, should the VA benefits entitlement be less than 100%. (Refer to Procedure 3.6)
- e. Should a veteran cadet fail to complete the full Basic Peace Officer Course, they incur the total monetary VA debt management calculation of the hours not completed and must clear the debt balance with the LRGVDC.
- f. In the event of separation from the academy (for any reason) the previous balance must be paid in full, or the individual will be denied reentry to the Lower Rio Grande Valley Academy until the debt is settled.
- g. Cadets, who are sponsored by any entity not directly in agreement with the Academy are obligated to follow the entry process, provide information to the appropriate parties, and ensure that the tuition balance is settled.

3.5 Refund Policy

The LRGVDC policy applies to cadets who voluntarily drop or are terminated from the Basic Peace Officer Course (BPOC).

- a. BPOC Cadets who voluntarily drop before the 5th calendar day of scheduled class will be refunded 50% of the course fee only if the cadet has paid 100% tuition in full.
- b. BPOC Cadets who voluntarily drop after 5 days from the first day of scheduled class will receive no refund of course fees.

Cadets who are separated from the academy due to violation of Academy rules and regulations, disciplinary actions, or violations of statute shall not receive any refund of fees. Cadets are required to return all assigned equipment relating to Academy training purposes. Failure to return RPA equipment is subject to charges of theft.

3.6 Veterans Educational Benefits

Qualifying Chapters:

- Chapter 30 - Montgomery GI Bill® Active Duty (MGIB-AD)
- Chapter 33 - Post-9/11 GI Bill®
- Chapter 35 - Survivors and Dependent Assistance
- Chapter 1606 - Montgomery GI Bill ® Selected Reserve (MGIB-SR)
- Chapter 1607 - Reserve Educational Assistance Program (REAP)

Benefits may be certified for the Edinburg, Mission, Weslaco and Harlingen Academy sites.

- a. Veterans who may be eligible for VA Benefits must provide a copy of the following.
 - Educational Certificate of Eligibility (C.O.E.)
 - DD214
 - Joint Service (Military) Transcripts
 - All Post-Secondary Transcripts (anything above high school)
 - Other items that may be required by the academy.
- b. The C.O.E. will state the months and days of remaining benefits and the total percentage of payable entitlement. The cadet will have out of pocket cost for any percentage under 100% entitlement.
- c. The cadet is responsible for creating and signing a tuition agreement for the percentage of the tuition not covered by the benefits entitlement.
- d. Should a veteran cadet fail to complete the full Basic Peace Officer Course, they incur the total monetary VA debt management calculation of the hours not completed and must clear the debt balance with the LRGVDC.
- e. In the event of separation from the academy (for any reason) the previous balance must be paid in full, or the veteran will be denied reentry to the Lower Rio Grande Valley Academy until the debt is settled.

Education Call Center at 1-888-GI-BILL-1 or 1-888-442-4551 (*Requesting C.O.E.*)

GI Bill Comparison Tool: www.vets.gov/gi-bill-comparison-tool (*Benefits Tool*)

3.7 Training Location Assignment

LRGVDC BPOC Academy utilizes multiple training site locations across the region. Each BPOC Academy is run concurrently at all authorized locations. Cadets may be initially assigned to their preferred training location in application packet; however, LRGVDC BPOC academy retains the authorization to reassign the Academy location based on logistics, classroom size, or other circumstances deemed necessary.

PROCEDURE 4.0: REQUIRED SUPPLIES

4.1 Cadet Uniform & Equipment list

Each cadet shall maintain the responsibility of purchasing his/her own equipment **no later than 30 calendar days** after the Academy start date. All supplies must be in accordance with academy specifications, new, or “like new” condition and free from defects.

- a. Academy uniform shirt Cobalt Blue – Proper (Embroidery at LRGVDC’s discretion)
- b. BDU/cargo pants Khaki in color – recommended Proper
- c. Belt keepers
- d. Duty Gun Belt (leather or nylon)
- e. Expandable Baton and Case
- f. Flashlight and Flashlight ring, holder or pouch
- g. Footwear (Black in color & must be able to hold a shine)
- h. Handcuffs & Handcuff Case (No off brands allowed)
- i. Holster (preferably level 2 or higher)
- j. Inner Belt (black in color)
- k. Magazine Pouch (Must hold 2 magazines)
- l. OC Spray case (Small)
- m. Outer/duty belt with Velcro (if applicable)
- n. Physical training gear which will consist of:
 - T-shirt in one of the following colors (navy blue, gray, black, or military green)
The class will vote on the actual color that everyone will wear.
 - Black athletic shorts with no strips or designs.
 - Athletic shoes
- o. Training Replica Gun (Glock model 17 / 9mm **ORANGE in color**)

Ammo is recommended to be purchased after Chapter 29.

- p. 500rds Pistol Ammo 9mm (NO steel, reloaded or hollow point ammo allowed)
- q. 15rds Shotgun Ammo – 00 buck 9 pellet
- r. 10rds Shotgun Ammo - Slugs
- s. 50rds Shotgun Ammo – Field/Bird load
- t. 100rds Rifle Ammo – 5.56 or .223

Note: Ammo requirements may vary to accommodate any changes to the firearms training. Cadets will be advised of the required rounds needed prior to attending the range. Live firearms will be provided during firearm qualification training (Chapter 41). Cadet may purchase their own handgun if they choose to do so at their own discretion.

During the first 30 days of class cadets are required to wear business casual; polo, button, or collared shirt (must have sleeves), slacks and closed toed footwear. The following items are prohibited to wear, graphic tees, tight or revealing clothes, jeans, skirts, pumps, or sandals.

PROCEDURE 5.0: ATTENDANCE POLICY

5.1 General BPOC Scheduled Time & Hours

In compliance with the regulations set forth by the Texas Commission on Law Enforcement (TCOLE), the Basic Peace Officer Course (BPOC) must encompass a minimum of 720 classroom hours. This requirement extends to any additional courses that may be introduced based on the advisory committee's recommendations. Please note that certain courses may necessitate evening or weekend sessions, which will be noted on the monthly Class BPOC calendar furnished to cadets. It's essential to acknowledge that occasional date adjustments may occur due to unforeseen circumstances.

Hours of operation:

- Day Academies (estimated 6 months)
Monday through Friday from 8:00 AM to 5:00 PM
- Night Academies (estimated 9 months)
Monday through Thursday from 6:00 PM to 10:00 PM &
Saturday from 8:00 AM to 5:00 PM

5.2 BPOC Calendar

Cadets will receive a BPOC calendar outlining dates, times, and the scheduled topics of instruction. It's important to understand that the BPOC calendar is subject to potential changes. In the event of any schedule adjustments, cadets will be promptly notified. However, it is the responsibility of each cadet to take note of these changes and make the necessary preparations accordingly.

5.3 Class Start Time

Class will begin promptly at the assigned date, time, location, and hour defined by the BPOC Calendar. The Academy reserves the right to alter the start time to accommodate the training objectives of the topic, as well as the availability of off-site training facilities.

5.4 Tardiness

Tardiness of more than 15 minutes will count as 1 missed hour towards attendance standards. Frequent or habitual tardiness of any amount of time may result in appropriate disciplinary actions.

5.5 Mandatory In-Person Attendance Requirement – TCOLE Compliance

The LRGV Academy adheres to the guidelines set forth by the Texas Commission on Law Enforcement (TCOLE) Region 3, which mandates 100% in-person instructional training throughout the entire active BPOC Academy session as a prerequisite for eligibility to take the state licensing examination.

5.6 Reporting Absence

It is the responsibility of the cadet to report any anticipated absence due to medical emergencies, court appearances, or other exceptional or unforeseen circumstances to the LRGV Academy staff and Training Coordinator as soon as possible. A medical certificate or relevant documentation may be required for verification.

5.7 Authorized Absence

Absence due to exceptional or unforeseen circumstances may be granted by the LRGV Academy Training Coordinator. In such cases, the cadet will be required to complete an absence form, which will outline the plan for making up the anticipated missed hours.

5.8 Attendance Records and Reporting

LRGV Academy staff are required to maintain precise attendance records for all trainees. These records must be submitted to TCOLE as mandated and should be readily accessible for inspection during audits. Cadets bear the responsibility of ensuring that any missed hours are compensated for through in-person classroom and instructional training, supported by appropriate documentation. Failure to adhere to TCOLE regulations may result in the cadet not receiving final endorsement at the conclusion of the active BPOC session.

5.9 Financial Responsibility

In the event of an authorized absence due to exceptional circumstances, the staff at LRGV Academy will work with the cadet and site instructor to coordinate and approve an alternative arrangement for making up the in-person instructional training. If the cadet fails to attend and complete the alternative opportunity, it will become the cadet's responsibility to secure the necessary instruction and documents at their own expense before final endorsement can be granted.

PROCEDURE 6.0: ACADEMIC ACHIEVEMENT STANDARDS

The LRGVDC Regional Police Academy demands a high standard of achievement. The profession of law enforcement requires a high level of individual knowledge, ability and skills that will serve to maintain the officer's sense of pride, proficiency, and personal safety throughout his or her career. Failure to achieve the minimum acceptable performance standards in any area will serve as grounds for termination of the BPOC Academy.

6.1 Grade Point Average

To remain in the Academy cadets must achieve a score of an 80 or higher on all their examinations in order to maintain the academic standard.

Content proficiency will be graded by:

- Individual Chapter Examinations.
- One (1) Mid-term Examination.
- One (1) Comprehensive Final Examination
- Physical Training Participation.
- Reality-Based Training.
- Firearms Proficiency.

6.2 Chapter Examinations

Each topic included in the BPOC is an independent, functional area. An examination will be given at the conclusion of each chapter that will cover all functional areas within that chapter. This may include a written exam, practical exam, and/or combination.

6.3 Mid-Term & Final Examination

Mid Term Exam (1) will include cadets' knowledge at the midpoint academy course content. And a Comprehensive Final Examination (1) will be administered at the end of the Academy to include topics from the duration of the Academy content.

6.4 Retest Policy

- a. All exams are graded on a scale of 1-100. Cadet must receive no less than 80% on each exam to be considered a passing grade. The Academy will not round up scores.
- b. Cadet will only be allowed a total of three (3) retests that may be used for Individual Chapter Exams.
- c. Should a cadet exhaust all retest attempts, on the fourth failed Individual Chapter Exam the cadet will be immediately dismissed due to academic failure.
- d. The Midterm exam falls under the Individual Chapter Examination retest policy.
- e. Cadet will only be allowed one (1) retest opportunity for the Comprehensive Final Exam.
- f. Should the cadet fail the retest opportunity for the Comprehensive Final Exam, the cadet will be immediately dismissed due to academic failure.

6.5 Physical Training Participation

Physical fitness tests are required by many law enforcement agencies. Throughout the Academy physical fitness will be in place to assist cadets in lowering stress levels, enhance endurance and strength training, build on the concept of teamwork, and help reach law enforcement agencies requirement for employment. Physical training is mandatory all cadets are required to participate. Cadets will be required to pass physical examination benchmarks and a final P.T. examination.

Cadets with preexisting conditions or impairment which will prevent the completion of Physical Activity should immediately notify police academy staff and supply a doctor's release form.

6.6 Reality Based Training

Practical skill problems will be conducted to determine the cadet's ability to demonstrate newly acquired skills during the course. Cadets will be required to perform in a variety of simulated situations during which they will be closely observed and evaluated. A cadet who fails to demonstrate a level of acceptable proficiency may not meet minimum standards for graduation.

6.7 Performance Test

1. *TxDot Accident Reports/Investigation:*

The ability of a cadet to perform under the controlled conditions of an accident scene simulation is crucial. Vehicle accident scenes offer cadets an opportunity to demonstrate their capabilities of performing at a police acceptable level.

Failure to perform in this manner during an accident simulation predicts the inability to perform the required police task. Any cadet who fails to complete the simulation will be given an opportunity to make up work by participating in an additional accident simulation scene. Additional failure of the accident simulation will result in dismissal of the police academy.

Each cadet will complete investigation of a vehicle accident scene. During this time, qualified personnel will evaluate the performance of cadets individually, in the following areas:

- a) Approaching the scene including the proper use of the police radio.
- b) Safety awareness and reactions.
- c) Taking control of the entire accident scene including complainants, suspects, and witnesses.
- d) Conformance to Academy policies and procedures.
- e) Cooperation, support, and coordination with partners.
- f) The acceptance and implementation of constructive criticism.
- g) Filing the appropriate charges, if necessary.
- h) Successful completion of all necessary forms.

Crash paperwork content will be reviewed for accuracy, and neatness.

2. ***Vehicle Traffic Stops***

Cadets will be tested on their ability to perform properly under controlled conditions of vehicle traffic stops. Traffic Stops offer the cadet the opportunity to demonstrate their capability of performing police tasks to an acceptable level.

Cadets who are unable to perform the mandated regulations during a vehicle stop will be given the opportunity to make up the vehicle stop tactics drill. Failure to perform in the makeup simulation will result in the dismissal of the police academy.

3. ***Defensive Tactics:***

The ability of a cadet to perform properly under the controlled conditions of defensive tactics is very important. Defensive Tactics offers the cadet the opportunity to demonstrate their capability of defending themselves and others against unarmed assailants. Failure to perform in an acceptable manner during an unarmed confrontation indicates that the cadet is unable to perform police tasks in an acceptable manner. Those cadets who fail defensive tactics will be given an opportunity to make up for the failure by participating in an additional defensive tactics drill. It is the policy of the Lower Rio Grande Valley Academy that continued failure of defensive tactics is an indication that the cadet cannot or will not properly perform police tasks and constitutes grounds for dismissal of that cadet from the Police Academy.

4. ***Crime Scene Program:***

Crime Scene Simulations are frequently practiced in the Academy. Cadets will be required to participate to determine their ability to react in a stressful environment. Crime scenes are designed to present the cadet with a realistic recreation of a crime. During crime scene simulations cadets will learn how to make quick decisions under pressure, provide quality control over the crime scene, proper patrol procedures, create an offense report for the offense, fill out the appropriate forms pertaining to the offense level, and file appropriate charges for each crime. Cadets who are unable to complete or pass the initial crime scene

simulation will be given an opportunity to make up the simulation. Failure to perform or pass the second simulation will result in the dismissal of the police academy.

During this time, qualified personnel will evaluate the performance of cadets individually, in each of the following areas:

- a) Approach to the scene including the proper use of the police radio.
- b) Safety reactions and awareness.
- c) Control of the entire crime scene area including complainants, witnesses, and suspects.
- d) Conformance to departmental policies and procedures.
- e) Conformance to the Texas Penal Code and Academy Policy concerning the use of deadly force.
- f) Cooperation, support, and coordination with partners.
- g) The acceptance and implementation of constructive criticism.

5. *Patrol Procedures*

Patrol Procedures is designed to present the cadet with realistic recreations of a crime in progress, to determine the cadet's ability to react to a stressful situation. Cadets will be expected to demonstrate an ability to make quick and accurate decisions under stressful circumstances similar to daily patrol encounters.

Patrol Procedures offers each cadet an opportunity to demonstrate their ability to perform police tasks at an acceptable level. Failure to perform in an acceptable manner during a patrol procedure enactment indicates that a cadet is unable to perform police tasks in an acceptable manner. Those cadets who fail a patrol practical will be given an opportunity to make up for the failure by participating in an additional practical. Cadets who are unable to perform in the make up the patrol procedures is an indication that the cadet cannot or will not properly perform police tasks and constitutes grounds for dismissal of that cadet from the Academy.

Each cadet may be required to complete an offense report along with necessary forms to file the appropriate charge. All paperwork will be graded as to content, accuracy, and neatness. During this time, qualified personnel, in each of the following areas, will evaluate the performance of cadets individually:

- a) Approach to the scene including the proper use of the police radio.
- b) Safety reactions and awareness.
- c) Control of the entire crime scene area including complainants, witnesses, and suspects.
- d) Conformance to departmental policies and procedures.
- e) Conformance to the Texas Penal Code and Academy Policy concerning the use of deadly force.
- f) Cooperation, support, and coordination with partners.
- g) The acceptance and implementation of constructive criticism.

6. CPR/ First Aid

Cadets are required to hold their CPR/First Aid certification. The academy will provide the initial opportunity to obtain their certification. Failure to pass the first CPS/First Aid class will result in the Cadets financial responsibility to take a second class. Failure to obtain a CPR/First Aid certification will be considered grounds for dismissal from the police academy.

6.8 Exposures

Cadets will be required to hold multiple certifications for authorized lethal weapons. Cadets will be certified in the use of OC Spray, ASP Baton, and a Taser. It is imperative that cadets are properly trained in the use and maintenance of all authorized weapons. Cadets must demonstrate the ability to properly use, maintain and meet safety qualifications for each weapon. Those cadets who fail the OC Spray Certification, ASP Baton Certification or the Taser Certification will be given an opportunity to make up the failure by participating in an additional practical. Failure to meet standards for the OC Spray Certification, ASP Baton Certification or the Taser will constitute grounds for dismissal from the Academy. Cadets who refuse to complete OC Spray Certification, ASP Baton Certification or the Taser Certification will be an indication of the cadet's ability to properly perform police tasks and will constitutes grounds for dismissal from the Academy.

6.9 Firearms Proficiency

Firearms proficiency requires good hand, finger, arm and shoulder strength and control. The hours of training devoted to this vital aspect are intended to provide the cadet with the skill necessary to attain the requisite proficiency. Cadets shall agree in writing to all range safety rules prior to range training. All safety rules given by the range officer, the firearms instructor and the Academy Staff must be followed. Grounds for dismissal include violation of the safety rules and failure to meet the terms of the training. **A cadet must achieve a minimum score of 80% on the qualification course and pass the firearms written examination to successfully complete the training program.**

No firearms will be brought onto the Lower Rio Grande Valley Academy by any cadet unless first authorized by the firearms instructor or the Academy Staff.

Acceptable firearms for the firearms training program include:

- A 9 or 40 Caliber Semi-automatic pistol with 3 magazines
- Recommended barrel length is 4 inches, however barrel length of 2 to 6 inches is acceptable.
- All firearms must be certified safe by the firearms instructor of the Staff prior to using on the range.

Cadets are required to qualify for firearms training with a semi-automatic handgun which will be provided by the Police Academy. Cadets who wish to qualify with a larger caliber must provide his or her own ammunition and weapon. Prior approval must be requested through the firearm instructor and/or the Academy staff.

6.10 Injuries

The Lower Rio Grande Valley Academy does not carry medical insurance for Cadet Trainees attending the academy. The Lower Rio Grande Valley Academy will not be held responsible for any injuries sustained by the Cadet Trainees. Training with the Academy will expose the student to hands-on defensive tactics, driving vehicles at speeds exceeding 45 mph, rigorous training exercised, use of real firearms shooting blanks, and live ammunition exposure at the firing range.

Although the Lower Rio Grande Valley Academy has an excellent record for avoiding Cadet Trainee injuries it is the academy recommendation to seek short term medical coverage should a cadet not have a medical policy. Cadets are required to report all injuries, regardless of how minor, to the classroom chain of command. Example: Cadet will report injury to class president who will then advise the Academy instructor who will lastly advise the Academy Coordinator.

6.11 Administration Testing Procedures

The Academy practices academic integrity through maintenance and security of testing material and exam documents. Each exam site will be designated a testing proctor who will be present in its entirety for all exams including retest exams. Retests exams are given at a time and place convenient for academy staff and must be coordinated with advanced notice. Cadets will be given one (1) hour to complete chapter exams and three (3) hours to complete each Mid-Term exam and Final Exam.

To prevent academic dishonesty, the following procedures have been put in place for the day of the exam:

- a. Cadets will follow a normal daily formation routine in assigned uniforms. [Inspection, pledge and citing of the Code of Ethics]
- b. Cadets will not be allowed to take personal gear into the classroom during the administration of the exam.
- c. Cadets will occupy their assigned seating once they are instructed to enter the classroom.
- d. Cadets will not be allowed to leave the classroom for any reason once the exam has started.
- e. Cadets will be allowed to leave the classroom once they've completed the exam and they have placed the testing materials down on the test or turned in as instructed by the exam proctor.
- f. Cadets will be given a short break, to be determined by the exam proctor, and will be instructed to re-enter the classroom for grading.

6.12 Classroom Participation & Notetaking

Cadets are required to be fully engaged in all lessons and encouraged to ask questions when necessary. Cadets should exercise good judgment in the privilege of inquiry but stay on subject. Study groups may be assigned to assist in improving knowledge of chapter material and/ or academic grades. Good study habits must be maintained; therefore, non-academy time must be devoted to review of class material or reference materials.

Cadets shall take careful notes during all lectures unless the instructor notifies the students otherwise. **Students are required to maintain a permanent notebook** (three-ring binder) for the purpose of maintaining handout materials and notes.

6.13 Academic Achievement Recognition

The LRGVDC BPOC Academy and profession of law enforcement demands a high standard of achievement, knowledge, ability, and skills. In recognition of those members which excel at each training site location, the following recognitions will be honored during graduation ceremonies:

- a. Honor Graduate:** This certificate is based upon an overall G.P.A., attendance, disciplinary actions and includes the scores from the functional skills areas of training including Firearms and Driving and demonstrates behavior that exemplifies the mission and values of the LRGV BPOC Academy. At graduation, the cadet with the highest overall score will receive a certificate for excellence as the honor graduate of the class.
- b. Leadership:** This certificate is based upon an overall **courage, decisiveness, passion, support, humility, empathy, and honesty** demonstrated by the mission and values of the LRGVDC BPOC Academy. At graduation, the cadet with the highest overall score will receive a certificate for excellence as the honor graduate of the class.
- c. Reproduction of Certificates:** The reproduction of original or copies of certificates will not be able to be reproduced if a cadet's graduation took place outside the Chief Administrator/LRGVDC Executive Directors tenure or signing authority. The LRGV Academy does not keep records or copies of any graduation certificate as it's not required to do so.

6.14 Licensing Examination Endorsement

Cadets who have maintained the minimum grade point average (80% on all examination and applicable retests), attended the minimum classroom hours, and participate in all required practical, physical, and reality-based training shall receive endorsement to take the State Peace Officer Licensing Examination.

Endorsement for the Sate Peace Officer Licensing Examination will be extended to the following:

- Cadets who maintain an 80% grade average
- Cadets who attend the minimum classroom hours
- Cadets who participate in the required practical, physical, and reality-based training.

Cadets who have met the previously stated standards will not receive graduation status from the Academy or be allowed to participate in Academy graduation ceremonies.

PROCEDURE 7.0: CADET PERSONAL APPEARANCE

The Academy regulates disciplinary action for failure to comply with cadet personal appearance policy. Cadets who have failed to meet the daily inspection standards more than five occasions will result in termination from the academy. Cadets are required to follow the below dress code policies.

7.1 Dress Code

- a. Cadets are required to be in full uniform by the date specified by the Academy Instructor.
- b. Cadets are required to wear uniforms through the academy unless instructed otherwise by Academy staff or instructors.
- c. Authorization for cadet head gear use will be instructed by the BPOC Training Coordination. Headgear is not to be worn indoors unless instructed by the Training Coordinator or is identified as a requirement of the curriculum.
- d. Cadets are required to keep uniforms clean and organized.
- e. Cadets are not allowed to wear uniform or duty gear outside of the academy to conduct personal business or other non-academy activities.

7.2 Personal Grooming & Hygiene

All cadets must exercise respectable body hygiene, personal grooming, and cleanliness. See requirements below.

- a. **Male Students.** Hair must be of a natural color and presented in a neat and conservative appearance. Hair length must not exceed three inches on top. Hair at the base of the scalp must be trimmed so it will not extend below the top end of the collar of the uniform. No eccentric haircuts are allowed, i.e., Mohawks, spikes, horseshoe, etc. Earrings and other visible body piercings are not permitted. Cadets will be required to shave daily no beards, or sideburns allowed. Mustaches, when worn, must not exceed the corners of the lips and the length must not exceed 1/4 of an inch. Facial hair must be neatly trimmed and presented in a conservative manner. Male cadets will be allowed to wear their wedding ring, but no other rings are allowed.
- b. **Female Students.** Hair must be of a natural color and presented in a neat fashion. Hair shall be put up in a hair tie and shall not extend below the cap headband on the forehead or extend below the lower end of the color. When headgear is worn, the hair must not interfere with the fit and appearance of the headgear. Earrings, necklaces, visible body piercings, hair ornaments or other decorative jewelry are prohibited. An engagement or wedding ring may be worn. No other rings are permitted. Minimal make-up will be allowed, no eyelashes, lipstick or eyeshadow is permitted.

7.3 Jewelry & Personal Accessories

Standard wristwatches may be worn; smartwatches are not allowed in the classroom. Individuals with wristwatches with alarm tones or other sounds are not permitted. Cadets shall ensure devices are silent or vibrate during class instruction hours.

PROCEDURE 8.0: PERSONAL CONDUCT

As a cadet of the LRGVDC BPOC Academy, you are considered a public servant. Cadets are subject to public scrutiny and are to refrain from questionable activity on or off duty. Cadets are required to hold the same ethical standard as a law enforcement professional. Violations of the cadet personal conduct policy may result in disciplinary action or severe violations to include termination.

8.1 Cadet Standards of Conduct [reorganized]

- a. Cadets will be expected to address all instructors as “Sir/Ma’am” or as instructor/rank/last name, as appropriate. Cadets will address staff and supervisory officers by appropriate title and name.
- b. Cadets may enter an Instructors Office only after knocking on the door and receiving permission to enter.
- c. Cadets are not permitted to speak or answer in class unless recognized by the instructor.
- d. Cadets will promptly comply with instructions, directions, orders, and assignments given to them by Academy staff members and instructors. Failure to do so will be considered insubordination and will be grounds for termination.
- e. Cellular phones or personal communication devices of any kind are expressly prohibited within the classroom.
- f. Cadets are to remain alert and awake for the duration of class. Cadets will occupy themselves only with Academy business and refrain from non-related reading material or activity.
- g. Cadets will be expected to come to the position of attention whenever an instructor, Academy staff member, or official visitor enters the classroom for the first time during each training day. Cadets will remain at attention until given the order “as you were” by the official.
- h. Cadets are expected to attend and fully participate in every assigned practical training exercise, field training exercise, physical fitness training session, and homework assignment. All homework assignments must be completed and turned into the instructor at the designated time and date.
- i. Any cadet who becomes physically ill, injured, or who requires medical attention during training is required to notify the on-site instructor and Academy Training Coordinator as soon as practical.
- j. The BPOC Training Coordinator or designee has the authority to determine reparations for certain violations. Reparations may be in the form of writing assignments, physical exercise, additional physical training, or any combination.
- k. Cadets shall refrain from loitering in the hallways or working areas of an assigned building. Unnecessary distractions inside and outside the classroom and/or conversations will not be tolerated.
- l. Improper or negligent use of any Academy property is prohibited. The use of any classroom facilities or equipment is permissible only with an instructor’s approval.
- m. Improper demeanor while in cadet uniform is prohibited. Cadets are prohibited from wearing LRGVDV related attire when engaging in conduct or activity which discredits or violates the integrity of the Academy.
- n. Cadets have no authorized powers other than those of any citizen. Cadets are expected to assist peace officers only when called upon or when the need is apparent.
- o. Cadets involved in, or witness to a police officer related incident will file a written report with the BPOC Training Coordinator within 24 hours of the event.
- p. Cadets shall always conduct themselves with courtesy and professional dignity. Discourtesy, rudeness, and/or vulgarity by trainees toward other cadets, citizens, staff,

external agencies, or police officers will not be tolerated and such conduct shall be subject to disciplinary action.

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- q. Cadets may be requested to participate in civil and community engagement activities. While no minimum requirements will be determined for this criterion, each cadet shall volunteer at their availability and represent the Academy with respect, service, and honor.
- r. Cadets shall not engage in fundraising activities and/or solicit donations aimed to create revenue associated with, or on behalf of the LRGVDC BPOC Academy training; this includes, but is not limited to graduation ceremonies, social events, etc.
- s. Cadets shall not post videos, images, photos, or official Academy training activities to social media outlets. Cadets and/or training site locations are not allowed to create a social media “page”.
- t. Cadet shall not comment or represent on behalf of the LRGVDC BPOC Academy to media outlets.
- u. Use or possession of any items used as weapons, including but not limited to, handguns, firearms, ammunition, fireworks, pellet guns, paintball guns, bb guns, knives, or explosive or noxious materials are prohibited on the Academy premises. Listed weapons are strictly forbidden and will result in a Class III offense. Exceptions include the issued firearms provided by the Academy or other approved Academy tactical training at the designated time.
- v. Cadets shall not consume intoxicants to the extent of intoxication or have the odor of intoxicants on their breath while on duty, or while in uniform on or off duty.
- w. The usage of Tobacco and Vaping products by cadets is prohibited while class is in session. Tobacco products may include but are not limited to cigarettes, chewing tobacco, dip, snuff, etc. Vaping products may include but are not limited to e-cigarettes, vape pens, or any other form of electronic cartridge device designed for the inhalation of vapor like substances. This policy extends to all satellite sites. Cadets shall refrain from using Tobacco or Vaping products while in direct contact with the public.

8.2 Ethical Conduct Policy

The commission of peace officer is one of public trust. A peace officer is a public servant who derives his/her authority from the people of the community the cadet is sworn to serve. In the United States, only the peace officer has been given the legal right under strict circumstances to deprive citizens of their life or liberty in the course of their duties. With the authority given to peace officers comes the burden of great responsibility. As cadets who endeavor to achieve the commission of peace officer, cadets are expected to maintain a posture that is above reproach. Behavior that is unethical, illegal, and/or immoral will not be tolerated.

All cadets of the LRGVDC BPOC Academy must be committed to our key guiding values:

- We treat everyone with respect.
- We are committed to honesty, integrity, and professionalism.
- We serve our community and organization as innovative and creative problem solvers.
- We strive for excellence as a team.

The Law Enforcement Code of Ethics recital is located at Appendix 1.0 at the end of this Handbook. It is the expectation of all cadets to recite this statement from memory at any given time throughout the duration of the Academy BPOC.

8.3 Harassment, Bias, & Intimidation

The Academy provides and maintains an educational environment that is free of harassment, bias, or intimidation. This policy includes but is not limited to any form of harassment that is directed to an individual due to their: gender, sexual preference, race, national origin, religion, age, or disability. All cadets

expected to comply with this policy. Failure to comply will result in disciplinary action. Any cadet who feels they are subject to harassment, bias or intimidation shall report this activity to their instructor, the BPOC Training Coordinator, the Director of Public Safety, or the Executive Director of the LRGVDC. If the harassment involves the supervisor, the cadet should contact the Executive Director of the LRGVDC, and the Director will investigate the matter promptly and take corrective action as appropriate. Retaliation or reprisal against any cadet for complaining of harassment or discrimination is illegal and will not be tolerated.

8.4 Non-fraternization Policy

Cadets are forbidden from having an intimate relationship with Academy staff, instructors, employees of the LRGVDC, or other fellow cadets while enrolled in the BPOC Academy. Failure to comply will result in disciplinary action and the consequent dismissal from the Academy.

PROCEDURE 9.0: DISCIPLINARY POLICY

It is the intent of the Academy staff to protect the rights of each cadet, and to adhere to a system of discipline that provides notice, fairness, equity, and due process. The cadet can thereby be assured of reasonable expectations concerning this procedure. The disposition of disciplinary incidents will conform to the following guidelines as closely as is practical.

The LRGVDC BPOC Academy classifies offenses into Class I or II categories. Each category has specific and individualized disciplinary procedures.

9.1 Class I Offenses

Consist of offenses that are minor to moderate in nature and may lend themselves as opportunities for learning and corrective behavior. Examples of Class I offenses include, but are not limited to:

- a. Tardiness (Fewer than 5 times).
- b. Failure to meet personal appearance standards (Fewer than 5 times).
- c. Failure to meet certain cadet behavior standards (Fewer than 5 times).
- d. Financial irresponsibility.
- e. Insubordination (1st offense).
- f. Minor act of negligence or inefficiency.
- g. Possession of cellular phones or personal paging devices in the classroom.
- h. Other acts or omissions that meet the above description.

9.2 Class II Offenses

Consist of offenses that are serious in nature and may preclude the possibility of continued participation in the program. Class II Offenses are grounds for immediate termination from the program. Examples of Class II offenses include, but are not limited to:

- a. Repetition of a Class I offense.
- b. Act of gross negligence in efficiency or competence.
- c. Criminal Actions that lead to charges that are classified as Class B Misdemeanors or above.
- d. Consumption of alcohol while in uniform on or off duty.
- e. Committing Assault, Theft, or Terroristic Threats.
- f. Dishonesty. *
- g. Failure to meet personal appearance standards more than 5 times.

- h. Failure to meet certain cadet behavior standards more than 5 times.
- i. Fraternalization
- j. Gross Discourteous Conduct. *
- k. Gross Insubordination (1st offense).
- l. Insubordination (2nd offense). *
- m. Improper use of authority.
- n. Intentional or reckless conduct which endangers the health or safety of self or others.
- o. Failure to report incidents or offenses or behavior not reflective of the values, policies, and procedures of the LRGVDC BPOC Academy.
- p. Violation of safety rules (range, tactical driving, defensive tactics, other).
- q. Patterns of misconduct
- r. Tardiness (Greater than 5 times).
- s. Use of illegal controlled substances at any time or being under the influence of alcohol or drugs while on duty.
- t. Use or possession of any items used as weapons, including, but not limited to, handguns, firearms, ammunition, fireworks, pellet guns, paintball guns, bb guns, knives, or explosive or noxious materials on Academy premises, except for equipment issued or required by the Academy for firearms training or other Academy tactical training at the designated time.
- u. Other acts or omissions that meet the above description.

* Definition Provided

Definition of Class II Offenses:

Dishonesty: any deceptive act or an act that may bring embarrassment, distrust, or discredit to the LRGVDC Regional Police Academy, or the law enforcement profession. Acts of dishonesty include but are not limited to cheating, plagiarism, misrepresentation, bribery or acceptance of bribes, destruction of property, theft, or concealment. Cheating includes assisting others to cheat or failing to report observing a cheating incident, and includes cheating on quizzes or retests that have no effect on a cadet's G.P.A.

Gross Discourteous Conduct: conduct by either action or omission that is disrespectful in nature and has the potential of negatively impacting the learning environment. Examples of gross discourteous conduct include but are not limited to sleeping or otherwise disruptive behavior during class, abusive or obscene language, gestures, or behavior.

Insubordination: the willful disregard or disobedience of a lawful and ethical order or directive issued by any person with authority over the student to include but not limited to all Academy staff such as the BPOC Training Coordinator, Training-site Supervisor, Administrative Personal, Staff Instructors, Adjunct Instructors, and or designees of the Academy's authority.

9.3 Disciplinary Procedures

The following process provides a fair and equitable course of progressive action that insures a clear understanding of the remedies to unacceptable behavior. Because not every possible scenario can be addressed in these rules, where disciplinary cases are not specifically addressed, it shall be at the discretion of the BPOC Training Coordinator, Director of Public Safety and/or Executive Director as to the manner in which the situation will be resolved.

9.4 Disciplinary Process for Class I Offenses

1. Academy Instructor and/or other Academy personnel will immediately address any and all violations with a cadet once observed and/or notified.
2. The Academy Instructor and/or other Academy personnel will address the violation with cadet and conduct a one-on-one performance coaching session addressing the disciplinary issue(s) and appropriate corrective action.
3. Following the performance coaching session and acknowledgment of corrective action, cadet will submit a corrective action written report to LRGVDC Training Coordinator to be place in cadet file.

9.5 Disciplinary Process for Class II Offenses (or repeat Class I Offense)

1. Academy Instructor and/or other Academy personnel will immediately report any and all Class II violations to LRGVDC BPOC Training Coordinator once observed and/or notified.
2. The BPOC Training Coordinator and/or Director of Public Safety will conduct a thorough investigation into the offense including full disclosure and inquiry into the facts and circumstances of the violation.

Note: During an investigation into a Class II offense, the cadet in question may be temporarily removed from BPOC Academy training activities for no more than three (3) full class days while the investigation is ongoing and final action and/or determination is made.

3. **Should it be determined that the cadet may continue the Academy**, the BPOC Training Coordinator will address the violation with the cadet and conduct a one-on-one performance coaching session addressing the disciplinary issue(s) and appropriate corrective action.
Note: If reinstated, any absence due to temporary removal will be addressed as per attendance policy.
4. Following the performance coaching session and acknowledgment of corrective action, the cadet will submit a corrective action written report to LRGVDC Training Coordinator to be place in cadet file and be placed on probationary status.
5. Once a cadet is classified as on probationary status, any further Class II (and certain Class I) infractions will result in immediate dismissal from the BPOC Academy.
6. **Should the violation be determined appropriate for dismissal from the Academy**, the cadet (and sponsoring agency, if applicable) will be notified of dismissal in writing.

9.6 Disciplinary Action Appeal

Any cadet wishing to file an appeal to a disciplinary action, must submit the request in writing directly to the LRGVDC BPOC Training Coordinator as soon as possible, but no later than three (3) calendar days after notification of disciplinary action.

Written appeal request must include:

- a. Facts of the incident;
- b. Witness accounts (if applicable);
- c. Issues of substantive or procedural errors; and/or,
- d. Newly discovered or relevant information that was not available to staff determining disciplinary action.

Appeal response by the LRGVDC BPOC Training Coordinator shall be provided to the cadet, in writing, within three (3) calendar days after receipt.

9.7 Request for Administrative Hearing

The last and final course of action would include a request for an administrative hearing directly to the LRGVDC Director of Public Safety or LRGVDC Executive Director. Any cadet wishing to request an administrative hearing, must submit the request in writing as soon as possible, but no later than three (3) calendar days after appeal response notification.

Written administrative hearing request must include:

- a. Facts of the incident;
- b. Witness testimonies, in writing (if applicable);
- c. Issues of substantive or procedural errors;
- d. Why the appeal response was not satisfactory; and/or,
- e. Newly discovered or relevant information that was not available to staff issuing appeal response.

Based on the statements of the written request, an administrative hearing may be scheduled, or final decision response letter will be issued within three (3) calendar days after administrative hearing written request receipt.

Note: If reinstated, any absence due to temporary removal will be addressed as per attendance policy.

PROCEDURE 10.0 BPOC ORGANIZATIONAL STRUCTURE

The Regional Police Academy BPOC is a division of LRGVDC's Public Safety Department and will follow LRGVDC's organizational chain-of-command and that of its partnership law enforcement agencies for communication, incident reporting, feedback, etc. When submitting an inquiry, reporting an incident, or providing feedback, we request all individuals follow the appropriate chain of command. Should there be a conflict of interest or distrust, the complainant should then move to the next level within the chain of command. When there is an issue or conflict with one of the following listed below be sure to address your formal complaint with the individual directly above that position.

10.1 Academy Personnel Organizational Flow-chart

a. Training-Site Instructor

The assigned training-site instructor will serve as the first line supervisor for the cadet's day- to-day activities.

b. Training-Site Liaison (*Site Training Coordinator individual is usually a Sgt. or Lt. of training within that department or agency.*)

The training-site liaison is identified as the lead representative of the partnering law enforcement agency.

c. LRGVDC Staff (*Administrative and/or direct instruction staff members*)

LRGVDC administrative and/or instructors may serve as a resource for coordination and curriculum matters of the LRGVDC BPOC Academy.

d. LRGVDC Training Coordinator (*Assistant Director and/or Director*)

The LRGVDC Academy Training Coordinator is responsible for ensuring compliance with all state rules, guidelines, maintenance of training files, development of course objectives, lesson plans and the enforcement of all established BPOC rules. The Academy Training Coordinator is a TCOLE-mandated requirement and must be a full-time staff member of the Academy and hold a valid instructor license.

e. LRGVDC Executive Director

The LRGVDC Executive Director is the chief administrator of all operations and staff of the Lower Rio Grande Valley Academy. The Executive Director establishes training agreements with Police Chiefs of the region and directly appoints members to serve on the Lower Rio Grande Valley Academy Advisory Committee. Under contract with TCOLE as a regional training provider, the Executive Director upholds compliance and reporting agreements to the state agency.

10.2 Classroom Elected Leadership

Each Cadet training-site class will conduct elections under the direction of the Academy Training Coordinator between the second and fourth week of the Academy. The elected positions are that of President, Vice President, and up to two (2) additional squad leaders. No other class leadership is authorized or recognized.

- a. Any class leader that fails to demonstrate the ability and/or willingness to execute their respective duties will be removed from their position. The BPOC Academy Supervisor will appoint a replacement. All elected or appointed leadership will assist in the coordination of the Academy graduation.
- b. Any class leader that is placed on academic probation will be removed from their position. The BPOC Academy Supervisor will appoint a replacement.

10.3 Class President

Duties: The class president will serve as the primary liaison between the class and Academy staff. All cadet daily task assignments, rosters, etc. will be assigned from Academy staff to the President who may delegate those duties and responsibilities on to his/her squad leaders. The class president will organize the class in up to four (4) operations squads, which will be under supervision of four (4) squad leaders. He or she is ultimately responsible for the actions of his/her class. The class president will maintain a class telephone notification roster. The duties of the class president may be delegated to the vice president who will act in place of the president and shall assist in class management where needed.

10.4 Vice President (Squad Leader 1)

Duties: 1st squad leader will serve as class **vice president**. The class vice president will perform the same duties as the class president in his/her absence. The class may be divided up to four (4) sections. Each squad leader will have 1/4 of the class assigned to them. The squad leader and his/her squad will complete all assignments given to them by Academy staff or the class president. Cadets will receive training assignments in the skill's functional areas by squads. The squad leaders will report to Academy staff through the class president. Squad leaders may delegate assignments to his or her subordinates within each squad.

10.5 Squad Leader 2

Duties: 2nd squad leader will serve as class **Sergeant (Sgt) of Arms**. The Sgt of Arms will take lead in Physical fitness, motivating fellow cadets with work out plans, inspections, hygiene (shaving) and uniform inspection, and oversee administering a class wide disciplinary action in a formation setting for accountability. The class will be divided into four (4) sections. Each squad leader will have 1/4 of the class assigned to them. The squad leader and his/her squad will complete all assignments made to them by Academy staff or the class president. Cadets will receive training assignments in the skill's functional areas by squads. The squad leaders will report to Academy staff through the class president. Squad leaders may delegate assignments to his or her subordinates within each squad.

10.6 Squad Leader 3

Duties: 3rd squad leader will serve as class **secretary/treasurer**. The secretary/treasurer will keep records as required for the class in session. The class will be divided into four (4) sections. Each squad leader will have 1/4 of the class assigned to them. The squad leader and his/her squad will complete all assignments made to them by Academy staff or the class president. Cadets will receive training assignments in the skill's functional areas by squads. The squad leaders will report to Academy staff through the class president. Squad leaders may delegate assignments to his or her subordinates within each squad.

10.7 Squad Leader 4

Duties: 4th squad leader will serve as class **historian**. The historian will document anything of historical significance to the class. This may include written or **photographic information** obtained in corroboration with the instructor that may be shared at graduation. The historian is responsible for leaving historical documentation, plaques, etc. with the Academy upon graduation. The class will be divided into four (4) sections. Each squad leader will have 1/4 of the class assigned to them. The squad leader and his/her squad will complete all assignments made to them by Academy staff or the class president. Cadets will receive training assignments in the skill's functional areas by squads. The squad leaders will report to Academy staff through the class president. Squad leaders may delegate assignments to his or her subordinates within each squad.

10.8 Lower Rio Grande Valley Academy Advisory Committee

LRGVDC utilizes the collective knowledge and experience of local law enforcement personnel to serve on the Lower Rio Grande Valley Academy Advisory Committee.

- a. Committee meetings are held annually at a minimum; however, generally the committee will meet once a quarter. All members are appointed by the LRGVDC Executive Director, and the composition of the committee includes law enforcement agency chief executives, law enforcement instructors and at least 1/3 general public.
- b. The primary function of the advisory committee is to advise on the development of curriculum, provide input into the development of policies and procedures, advise on the need to study, evaluate, and identify specific training needs, advise on the determination of the types, frequency, and location of courses to be offered, advise on the establishment of the standards for admission, prerequisites, minimum and maximum class size, attendance, and retention; and advise on the order of preference among employees or prospective appointees of the sponsoring organization and other persons, if any.
- c. Advisory committee members do not have the authority to make determinations for cadet disciplinary actions, including cadet appeals.

10.9 Report of Non-Compliance Violation

LRGVDC also is committed to investigating and taking appropriate action into reports of non-compliance violations and prohibits retaliation against any person making a report. To submit an identified or anonymous report, please visit the main page of www.lrgvdc.org.



Lower Rio Grande Valley Development Council
301 W. Railroad St.
Weslaco, TX 78596

Phone: (956) 682-3481
Fax: (956) 686-5379

www.lrgvdc.org
<http://www.lrgvdc.org/academy.html>



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Authorization to purchase (10) mobile radios for patrol units and (5) mobile radios for unmarked units for the Mission Police Department from Motorola Solutions via contract # 17724 - HGAC (TX)-RA05-21 in the total of \$102,767.85, purchased with asset forfeiture funds and approval of respective budget amendment - Torres

NATURE OF REQUEST:

The Mission Police Department is seeking authorization to purchase (10) mobile radios for patrol units and (5) mobile radios for unmarked units from Motorola Solutions. Purchase cost in the amount of \$102,767.85, via contract # 17724 - HGAC (TX)-RA05-21, purchased with asset forfeiture funds.

BUDGETED: No **FUND:** PD Federal Sharing Account **ACCT. #:** 11-410-74950

BUDGET: \$102,767.85 **EST. COST:** \$ 102,767.85 **CURRENT BUDGET** \$102,767.85
BALANCE:

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Billing Address:
MISSION, CITY OF
1201 E EIGHTH ST
MISSION, TX 78572
US

Quote Date:10/03/2024
Expiration Date:12/02/2024
Quote Created By:
Sid Basaldua
sidb@stcradios.com

End Customer:
MISSION POLICE DEPT
SGT REYES PEREZ
ASSTCHIEFPEREZ@missionpolice.org
956-584-5016
Contract: 17724 - HGAC (TX)-RA05-21

Line #	Item Number	Description	Qty	Sale Price	Ext. Sale Price
	APX™ 6500 / Enh Series	ENHANCEDAPX6500			
1	M25URS9PW1BN	APX6500 ENHANCED 7/800 MHZ MOBILE	10	\$2,469.68	\$24,696.80
1a	G806BL	ENH: ASTRO DIGITAL CAI OP APX	10	\$413.91	\$4,139.10
1b	G51AU	ENH: SMARTZONE OPERATION APX6500	10	\$963.60	\$9,636.00
1c	G361AH	ENH: P25 TRUNKING SOFTWARE APX	10	\$240.90	\$2,409.00
1d	QA01648AA	ADD: HW KEY SUPPLEMENTAL DATA	10	\$4.38	\$43.80
1e	GA01670AA	ADD: APX E5 CONTROL HEAD	10	\$523.41	\$5,234.10
1f	G444AH	ADD: APX CONTROL HEAD SOFTWARE	10	\$0.00	\$0.00
1g	G67DT	ADD: REMOTE MOUNT E5 APXM	10	\$238.71	\$2,387.10
1h	GA01693AA	ADD : LEGACY TRUNNION SCREW KIT	10	\$8.03	\$80.30
1i	G996AS	ENH: OVER THE AIR PROVISIONING	10	\$80.30	\$803.00
1j	QA03399AA	ADD: ENHANCED DATA APX	10	\$120.45	\$1,204.50
1k	G843AH	ADD: AES ENCRYPTION AND ADP	10	\$381.79	\$3,817.90
1l	W969BG	ADD: MULTIKEY OPERATION	10	\$264.99	\$2,649.90
1m	G78AT	ENH: 3 YEAR ESSENTIAL SVC	10	\$288.00	\$2,880.00
1n	W22BA	ADD: STD PALM MICROPHONE APX	10	\$57.67	\$576.70



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Description	Qty	Sale Price	Ext. Sale Price
1o	B18CR	ADD: AUXILIARY SPKR 7.5 WATT APX	10	\$48.18	\$481.80
1p	G174AD	ADD: ANT 3DB LOW-PROFILE 762-870	10	\$34.31	\$343.10
1q	GA00226AA	ADD: GPS ANTENNA	10	\$60.59	\$605.90
1r	GA01576AB	ADD: SMA TO QMA ADAPTER	10	\$16.06	\$160.60
1s	QA09113AB	ADD: BASELINE RELEASE SW	10	\$0.00	\$0.00
Product Services					
2	LSV01Q00387A	DEVICE TEMPLATE	1	\$100.00	\$100.00
3	LSV00Q00202A	DEVICE PROGRAMMING	10	\$120.00	\$1,200.00
4	LSV00Q00203A	DEVICE INSTALLATION	10	\$250.00	\$2,500.00
5	LSV00Q01073A	DEVICE HARDWARE	10	\$100.00	\$1,000.00

Grand Total **\$66,949.60(USD)**

Notes:

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.





Purchase Order Checklist	
Marked as PO/ Contract/ Notice to Proceed on Company Letterhead (PO will not be processed without this)	
PO Number/ Contract Number	
PO Date	
Vendor = Motorola Solutions, Inc.	
Payment (Billing) Terms/ State Contract Number	
Bill-To Name on PO must be equal to the <i>Legal</i> Bill-To Name	
Bill-To Address	
Ship-To Address (If we are shipping to a MR location, it must be documented on PO)	
Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)	
PO Amount must be equal to or greater than Order Total	
Non-Editable Format (Word/ Excel templates cannot be accepted)	
Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept	
Ship To Contact Name & Phone #	
Tax Exemption Status	
Signatures (As required)	

Billing Address:
 MISSION, CITY OF
 1201 E EIGHTH ST
 MISSION, TX 78572
 US

Quote Date:10/18/2024
 Expiration Date:12/17/2024
 Quote Created By:
 Sid Basaldua
 sidb@stcradios.com

End Customer:
 MISSION POLICE DEPT
 SGT REYES PEREZ
 ASSTCHIEFPEREZ@missionpolice.org
 956-584-5016
 Contract: 17724 - HGAC (TX)-RA05-21

Line #	Item Number	Description	Qty	Sale Price	Ext. Sale Price
	APX™ 6500 / Enh Series	ENHANCEDAPX6500			
1	M25URS9PW1BN	APX6500 ENHANCED 7/800 MHZ MOBILE	5	\$2,469.68	\$12,348.40
1a	G806BL	ENH: ASTRO DIGITAL CAI OP APX	5	\$413.91	\$2,069.55
1b	G51AU	ENH: SMARTZONE OPERATION APX6500	5	\$963.60	\$4,818.00
1c	G361AH	ENH: P25 TRUNKING SOFTWARE APX	5	\$240.90	\$1,204.50
1d	QA01648AA	ADD: HW KEY SUPPLEMENTAL DATA	5	\$4.38	\$21.90
1e	G67DR	ADD: REMOTE MOUNT O3 APXM	5	\$238.71	\$1,193.55
1f	G72AK	ADD:O3 CONTROL HEAD (SIREN/ LIGHT)	5	\$759.93	\$3,799.65
1g	GA00806AA	ADD:CH SIREN & LIGHTS KEYPAD	5	\$40.15	\$200.75
1h	G444AH	ADD: APX CONTROL HEAD SOFTWARE	5	\$0.00	\$0.00
1i	GA01693AA	ADD : LEGACY TRUNNION SCREW KIT	5	\$8.03	\$40.15
1j	G90AC	ADD: NO MICROPHONE NEEDED APX	5	\$0.00	\$0.00
1k	B18CR	ADD: AUXILIARY SPKR 7.5 WATT APX	5	\$48.18	\$240.90
1l	G89AC	ADD: NO RF ANTENNA NEEDED	5	\$0.00	\$0.00
1m	GA00226AA	ADD: GPS ANTENNA	5	\$60.59	\$302.95



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 Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Description	Qty	Sale Price	Ext. Sale Price
1n	GA01576AB	ADD: SMA TO QMA ADAPTER	5	\$16.06	\$80.30
1o	QA09113AB	ADD: BASELINE RELEASE SW	5	\$0.00	\$0.00
1p	G996AS	ENH: OVER THE AIR PROVISIONING	5	\$80.30	\$401.50
1q	QA03399AA	ADD: ENHANCED DATA APX	5	\$120.45	\$602.25
1r	G843AH	ADD: AES ENCRYPTION AND ADP	5	\$381.79	\$1,908.95
1s	W969BG	ENH: MULTIKEY OPERATION	5	\$264.99	\$1,324.95
1t	G78AT	ENH: 3 YEAR ESSENTIAL SVC	5	\$288.00	\$1,440.00
Product Services					
2	LSV01Q00387A	DEVICE TEMPLATE	1	\$120.00	\$120.00
3	LSV00Q00202A	DEVICE PROGRAMMING	5	\$120.00	\$600.00
4	LSV00Q00203A	DEVICE INSTALLATION	5	\$500.00	\$2,500.00
5	LSV00Q01073A	DEVICE MISCELLANEOUS DEVICE PARTS/EQUIPMENT	5	\$120.00	\$600.00

Grand Total

\$35,818.25(USD)**Notes:**

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.





Purchase Order Checklist	
Marked as PO/ Contract/ Notice to Proceed on Company Letterhead (PO will not be processed without this)	
PO Number/ Contract Number	
PO Date	
Vendor = Motorola Solutions, Inc.	
Payment (Billing) Terms/ State Contract Number	
Bill-To Name on PO must be equal to the <i>Legal</i> Bill-To Name	
Bill-To Address	
Ship-To Address (If we are shipping to a MR location, it must be documented on PO)	
Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)	
PO Amount must be equal to or greater than Order Total	
Non-Editable Format (Word/ Excel templates cannot be accepted)	
Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept	
Ship To Contact Name & Phone #	
Tax Exemption Status	
Signatures (As required)	

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2024-2025
DATE: November 12, 2024
DEPARTMENT: Police
FUND: Federal Sharing

BA-25-07

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
11-410-74950	Machinery and Equipment	-	102,767.85	102,767.85
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
TOTAL		-	102,767.85	102,767.85

JUSTIFICATION

To allocate funding to purchase (10) mobile radios for patrol units and (5) mobile radios for unmarked units from Motorola Solutions

Finance Director: Vidal Roman

Date: 11/12/2024

City Council Approved on: _____

Date Posted: _____

H-GAC

Item 38.

Houston-Galveston Area Council
P.O. Box 22777 · 3555 Timmons · Houston, Texas 77227-2777

Cooperative Agreement - Extension - Motorola Solutions, Inc. - Public Services - ID: 12884

EXTENSION No. 2 to CONTRACT No. RA05-21

For

Radio Communications/Emergency Response & Mobile Interoperability Equipment

Between

HOUSTON-GALVESTON AREA COUNCIL

And

Motorola Solutions, Inc.


THIS AMENDMENT modifies the above referenced Contract as follows:

Contract is extended through Jul 31 2025 Midnight CST or the effective date of the contracts resulting from the most recently awarded Request For Proposal (RFP) for Radio Communications/Emergency Response & Mobile Interoperability Equipment, whichever occurs first.

Unless otherwise noted, this amendment goes into effect on the date signed by **H-GAC**. All other terms and conditions of this Contract shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their respective duly authorized representatives.


Signed for: **Houston-Galveston Area Council**

DocuSigned by:

82EC270D5D61423...

Chuck Wemple
Executive Director
Date: 7/30/2024

Signed for: **Motorola Solutions, Inc.**

Printed Name:
Title:

DocuSigned by:

5C410900B6FC422...

Scott Lees
Vice President-Western Division
Date: 7/30/2024



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Michael Elizalde, Director of Grants & Strategic Development
AGENDA ITEM: Authorization to submit project applications for the Disaster Recovery Reallocation Program (DRRP) Call for Projects with the Texas General Land Office. - Elizalde

NATURE OF REQUEST:

The city is seeking authorization to submit project applications to the Texas General Land Office for the Disaster Recovery Reallocation Program (DRRP) Call for Projects. The city is eligible to submit up to three (3) projects under the following storm events: Hurricane Ike & Dolly; 2015 Floods & Storms; 2016 Floods & Storms; 2018 South Texas Floods; & 2019 Disasters. Eligible projects include: Flood & drainage improvements; water and wastewater improvements; street improvements; rehabilitation, reconstruction, and new construction of affordable multifamily projects; and permanently affixed emergency communication equipment. All projects must logically tie back to the city's impacts of the declared disasters. For competitive leverage, the city will commit the minimum of 10% match. The Texas GLO will invite selected municipalities to submit full applications no later than February 2025.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



Disaster Recovery Reallocation Program (DRRP)

COMMISSIONER DAWN BUCKINGHAM, M.D.

The Disaster Recovery Reallocation Program (DRRP) will utilize remaining program funds from *six action plans*:

Disaster	Budget	Minimum Allocation	Maximum Allocation
Hurricanes Ike and Dolly 2008	\$20,500,000	\$500,000	\$20,000,000
2015 Floods and Storms	\$4,000,000	\$500,000	\$2,000,000
2016 Floods and Storms	\$5,500,000	\$500,000	\$2,000,000
Hurricane Harvey \$5.6B 2017	\$84,500,000	\$500,000	\$20,000,000
2018 South Texas Floods	\$6,000,000	\$500,000	\$2,000,000
2019 Disasters	\$14,500,000	\$500,000	\$2,000,000

The GLO will hold a call for projects from *October 21 to November 21, 2024, by 5:00 p.m.*, with each entity permitted to submit a maximum of three eligible projects across all grants. Only projects submitted by the deadline will be eligible for scoring and funding consideration.

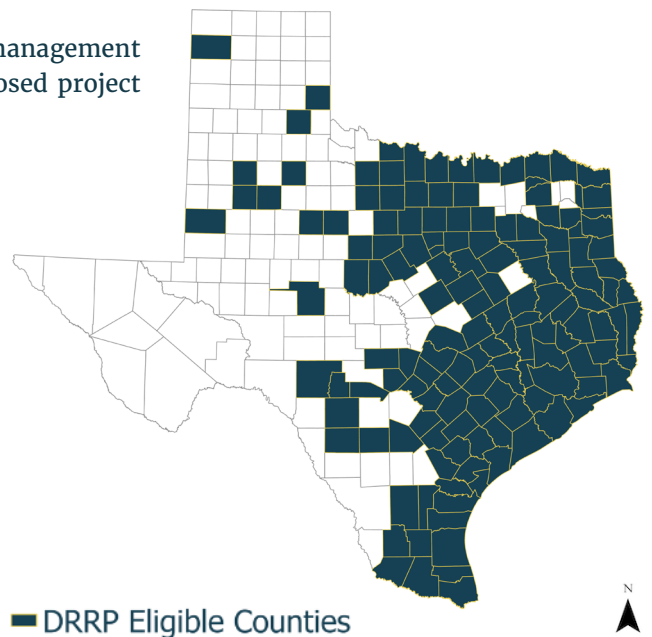
Eligible entities are:

- Units of local government (cities and counties);
- Indian Tribes; and
- Public Housing Authorities.

Project eligibility evaluation criteria will include the financial management of the applying entity and the feasibility of completing the proposed project within the two-year time frame.

Eligible Activities will be limited to:

- Flood and drainage improvements;
- Water and wastewater improvements;
- Street improvements;
- Rehabilitation, reconstruction, and new construction of affordable multifamily projects; and
- Permanently affixed emergency communication equipment.



For additional information, please visit the **CDR GIS HUB** <https://gis-glo-cdr.hub.arcgis.com> or use the QR code.





CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024
PRESENTED BY: Michael Elizalde, Director of Grants & Strategic Development
AGENDA ITEM: Authorization to solicit RFP for Administrative Services and RFQ for Engineering Services for management and implementation services for the TX GLO Disaster Recovery Resilience Program. - Elizalde

NATURE OF REQUEST:

The Texas General Land Offices accepting applications for the Disaster Recovery Reallocation Program (DRRP) to address infrastructure needs for localities impacted by program specific disaster events (Hurricane Ike & Dolly; 2015 Floods & Storms; 2016 Floods & Storms; Hurricane Harvey; 2018 South Texas Floods; & 2019 Disasters). Funding is made available through a competitive application process and allows the inclusion for administrative service and other professional service costs. We are seeking authorization to solicit RFP for Administrative Services and RFQ for Engineering Services related to the CDBG-DR grant opportunity.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

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

_____ AYES
_____ NAYS
_____ DISSENTING _____

City of Mission

Instructions to Proposer – Scope of Services

The Contractor shall provide the following scope of services:

SCOPE OF SERVICES REQUESTED

Providers will help the GLO fulfill State and Federal Disaster Recovery Reallocation Program (DRRP) statutory responsibilities related to recovery in connection with any federally declared disaster. Providers will assist the GLO and/or grant recipients in completion of DRRP projects as it relates to the identified disaster declarations: Hurricane Ike & Dolly 2008; 2015 Floods & Storms; 2016 Floods & Storms; 2018 South Texas Floods; & 2019 Disasters. Respondents may be qualified to provide Grant Administration services for one or more programs or services (environmental, acquisition/buyout, general administration, etc.) Grant administrative services must be performed in compliance with the U.S. Department of Housing and Urban Development (“HUD”) and guidelines issued by the GLO.

The contract for grant administration services is contingent upon the receipt of CDBG-DR funds and, if no such funds are awarded, the contract shall terminate.

DESCRIPTION OF SERVICES AND SPECIAL CONDITIONS

Respondent must be able to perform the tasks listed herein to be considered eligible for an award under this Solicitation. Respondents should provide a detailed narrative of their experience as it relates to each of the items below. Respondents should clearly indicate if they intend to provide services in-house with existing staff or through subcontracting or partnership arrangements. Grant Administration Services will be provided in conformance with the guidance documents and use forms provided by the subrecipient utilizing GLO guidance. The providers shall furnish pre-funding and post-funding grant administrative services to complete the DRRP projects as it relates to the identified disaster declarations: Hurricane Ike & Dolly 2008; 2015 Floods & Storms; 2016 Floods & Storms; 2018 South Texas Floods; & 2019 Disasters, including, but not limited to the following:

Pre-Funding Services

Grant Administrator will develop project scope and complete DRRP Competition application(s). The provider will work with the subrecipient and engineer, if applicable, to provide the concise information needed for submission of complete DRRP funding application(s) and related documents. The required information shall be submitted in a format to be described by the GLO.

Post-Funding Services

Grant Administrator will provide Grant Administration Services required to complete infrastructure, acquisition/buyout, housing and other eligible projects approved for DRRP funding. The selected service provider must follow all requirements of the as established by the General Land Office.

Grant Administration Services

- a) General Administrative Duties:
- i. Ensure program compliance including all DRRP requirements and all parts therein, current Federal Register, etc.
 - ii. Assist subrecipient in establishing and maintaining financial processes.
 - iii. Obtain and maintain copies of the subrecipient's most current contract including all related change requests, revisions and attachments.
 - iv. Establish and maintain record keeping systems.
 - v. Assist subrecipient with resolving monitoring and audit findings.
 - vi. Serve as monitoring liaison.
 - vii. Assist subrecipient with resolving third party claims.
 - viii. Report suspected fraud to the GLO.
 - ix. Submit timely responses to the GLO requests for additional information.
 - x. Complete draw request forms and supporting documents.
 - xi. Facilitate outreach efforts, application intake, and eligibility review.
 - xii. Utilize and assist with GLO's system of record to complete milestones, submit documentation, reports, draws, change requests, etc.
 - xiii. Submit change requests and all required documentation related to any change requests.
 - xiv. Coordinate, as necessary, between subrecipient and any other appropriate service providers (i.e., Engineer, Environmental, etc.), contractor, subcontractor and GLO to effectuate the services requested.
 - xv. May assist in public hearings.
 - xvi. Will work with GLO's system of record.
 - xvii. Provide monthly project status updates.

 - xviii. Funding release will be based on deliverables identified in the contract.
 - xix. Labor and procurement duties:
 - a. Provide all Labor Standards Officer (LSO) Services.
 - b. Ensure compliance with all relevant labor standards regulations.

- c. Ensure compliance with procurement regulations and policies.
- d. Maintain document files to support compliance.
- xx. Financial duties:
 - a. Prepare and submit all required reports (Section 3, Financial Interest, etc.).
 - b. Assist subrecipient with the procurement of audit services.
 - c. Assist subrecipient in establishing and maintaining a bank account for program funds.
 - d. Implementation and coordination of Affirmatively Furthering Fair Housing (“AFFH”) requirements as directed by HUD and the GLO.
 - e. Implementation and coordination of Section 504 requirements.
 - f. Program compliance.
 - g. Ensure that fraud prevention and abuse practices are in place and being implemented.
 - h. Prepare and submit all closeout documents.
 - i. Submit all invoices no later than 60 days after the expiration of the contract. All outstanding funds may be swept after 60 days. The provider may request an extension of this requirement in writing.
 - j. Assist in preparation of contract revisions and supporting documents including but not limited to:
 - Amendments/modifications,
 - Change orders.
- xxi. Perform any other administrative duty required to deliver the project.
 - b) Construction Management
 - i. The provider will assist the subrecipient in submitting/setting up project applications in the GLO’s system of record.
 - ii. The provider may compile and collate complete contract/bid packages that meet GLO program requirements. The packages will contain supporting documentation that meets or exceeds the requirements of the GLO’s program. If applications do not have the necessary forms, the provider may assist the subrecipient by coordinating to acquire the necessary documentation.
 - iii. The provider may monitor, report, and evaluate contractor's performance; notify the subrecipient if the contractor(s) fails to meet established scheduled milestones. Receive, review, recommend, and process any change orders as appropriate to the individual projects.
 - iv. The provider may assist the subrecipient with project Activity Draws/Close Out.
 - v. The provider may assist the subrecipient by submitting all the necessary documentation for draws and to close a project activity in the GLO’s system of record. The provider will compile, review for completeness, and collate complete contract/closeout packages that meet GLO program requirements

for draw requests. If applications do not have the necessary forms, the provider may assist the subrecipient by coordinating to acquire the necessary documentation.

vi. The provider may assist the subrecipient in developing Architectural and Engineering plans with guidance from the GLO.

vii. Reassignment scope alignment (if necessary).

c) Acquisition Duties:

i. Submit acquisition reports and related documents.

ii. Establish acquisition files (if necessary).

iii. Complete acquisition activities (if necessary).

d) Buyout Duties (as necessary):

i. Project planning, design, and startup

- Assist subrecipient with procuring necessary vendors including appraiser, title vendor, and demolition contractor.

- Develop subrecipient's Policy and Procedure Manual ("Program Guidelines") and manage subsequent public comment processes.

ii. Property owner notifications

- Generate and send required mailings to owners and tenants of each parcel targeted for buyout/acquisition.

- Handle subsequent communication with owners and tenants while developing a contact log for future outreach.

iii. Intake meetings

- Advertise, schedule, and conduct intake with interested homeowners. During intake meetings case managers will collect all available documentation necessary to determine eligibility.

- If there are tenants living in the property, case manager will send them General Information Notices to inform them of the program and their rights.

iv. Eligibility verification

- Management staff will review all intake documentation and verify eligibility.

- If applicable, firm will verify duplicative benefits (DOB) and calculate eligible receipts.

- Maintain applicant data in a secure system of record and comply with all record-keeping requirements of the General Land Office.
- v. Environmental reviews and site specific clearances
- Conduct all required environmental reviews (Tier I and Tier II) and generate environmental clearance reports for each applicant file.
- vi. Offer package generation, approval, and mailing
- Notify subrecipient that offer packages are ready, and use independently procured appraisals to determine the fair market value of buyout properties.
 - Generate and mail offer packages upon the subrecipient approval.
- vii. Offer meeting
- Schedule and conduct offer meetings with property owners to discuss their options; accept, appeal or decline.
 - If the owner decides to appeal, the case manager will provide advisory services to guide owner through appeal process.
 - If the owner accepts, a contract of sale will be signed at the offer meeting.
- viii. Closing
- Coordinate with property owner and subrecipient's procured title company to ensure the clear passage of title.
 - Assist property owner with relocation arrangements and schedule real estate closing.
- ix. Draw/funding requests
- Assist subrecipient with GLO draw requests, funding requests, wire tracking, and coordinating program activities to align with funding schedule.
- x. File, audit, closeout, and demolition
- Complete final audit to ensure all procedures were properly followed.
 - Transfer physical files to subrecipient and complete remaining data entry.
 - Provide procured demolition contractor with property access.
- e) Environmental Services

- i. Review each project description to ascertain and/or verify the level of environmental review required: Exempt, Categorical Exclusion not Subject to 58.5, Categorical Exclusion Subject to 58.5, Environmental Assessment, and Environmental Impact Statements;
- ii. If necessary, conduct tiered environmental review and submit broad and site-specific environmental reviews as required by 24 CFR Part 58.
 - i. Prepare, complete and submit HUD required forms for environmental review and provide all documentation to support environmental findings;
 - ii. Consult and coordinate with oversight/regulatory agencies to facilitate environmental clearance;
 - iii. Be able to perform or contract special studies, additional assessments, or permitting to secure environmental clearance. These may include, but are not limited to biological assessments, wetland delineations, asbestos surveys, lead-based paint assessments, archeology studies, architectural reviews, Phase I & II ESAs, USACE permits, etc.;
 - iv. Prepare all responses to comments received during comment phase of the environmental review, including State/Federal Agency requiring further studies and/or comments from public or private entities during public comment period;
 - v. Maintain close coordination with local officials, project engineer and other members of the project team to assure appropriate level of environmental review is performed and no work is conducted without authorization;
 - vi. Complete and submit the environmental review into GLO's system of record;
 - vii. At least one site visit to project location and completion of a field observation report;
 - viii. Prepare and submit for publication all public notices including, but not limited to the Notice of Finding of No Significant Impact (FONSI), Request for Release of Funds floodplain/wetland early and final notices in required order and sequence;
 - ix. Provide documentation of clearance for Parties Known to be Interested as required by 24 CFR 58.43;
 - x. Process environmental review and clearance in accordance with NEPA;
 - xi. Advise and complete environmental re-evaluations per 24 CFR 58.47 when evidence of further clearance or assessment is required;
 - xii. Prepare and submit Monthly Status Report; and participate in regularly scheduled progress meetings

Administration Professional Services Rating Sheet

Disaster Recovery Reallocation Program (DRRP)

Grant Recipient _____

Programs DRRP

Name of Respondent _____

Evaluator's Name _____

Date of Rating _____

Rate the Respondent of the Request For Proposal (RFP) by awarding points up to the maximum listed for each factor. Information necessary to assess the Respondent on these criteria may be gathered either from past experience with the Respondent and/or by contacting past/current clients of the Respondent. Respondents proposing to offer specific services (environmental or buyout only) will be scored only on those services.

Experience

<u>Factors</u>	<u>Max. Pts.</u>	<u>Score</u>
1. Related Experience / Background with federally funded projects	5	_____
2. Related Experience / Background with specific project type (infrastructure, acquisition of property, coordination with regulatory agency, etc.)	5	_____
3. Related experience/background with specific services:		_____
a. Administrative, construction management, and related acquisition	5	_____
b. Environmental review	5	_____
c. Buyout management (if not applicable score '0')	5	_____
4. References from current/past clients	5	_____
Subtotal, Experience	30	_____

Work Performance

<u>Factors</u>	<u>Max. Pts.</u>	<u>Score</u>
1. Submits requests to client/GLO in a timely manner	5	_____
2. Responds to client/GLO requests in a timely manner	5	_____
3. Past client/GLO projects completed on schedule	5	_____
4. Work product is consistently of high quality with low level of errors	5	_____
5. Past client/GLO projects have low level of monitoring findings/concerns	5	_____
6. Manages projects within budgetary constraints	5	_____
Subtotal, Performance	30	_____

Capacity to Perform

<u>Factors</u>	<u>Max. Pts.</u>	<u>Score</u>
1. Qualifications / Experience of Staff		_____
a. Administrative, construction management, and related acquisition	4	_____
b. Environmental review	4	_____
c. Buyout management (if not applicable score '0')	4	_____
2. Present and Projected Workloads	4	_____
3. Demonstrated understanding of scope of the Disaster Recovery Reallocation Program Project(s), as appropriate	4	_____
Subtotal, Capacity to Perform	20	_____

Proposed Cost

<u>Factors</u>	<u>Max. Pts.</u>	<u>Score</u>
Proposed cost is in line with independent estimate and compared with all cost proposals received	20	_____
A = Lowest Proposal \$ _____ $A \div B \times 20 = \text{Respondent's Score}$	20	_____
B = Respondent's Proposal \$ _____		

TOTAL SCORE

<u>Factors</u>	<u>Max. Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	30	_____
<input type="checkbox"/> Work Performance	30	_____
<input type="checkbox"/> Capacity to Perform	20	_____
<input type="checkbox"/> Proposed Cost	20	_____
Total Score	<u>100</u>	_____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024

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

AGENDA ITEM: Authorization to accept grant award for the FY25 Operation Lone Star (OLS) Grant Program with the Texas Office of the Governor in the amount of \$250,000 with no match requirement with respective budget amendment - Elizalde

NATURE OF REQUEST:

On November 1, 2024 the city was awarded a \$250,000 grant under the FY25 Operation Lone Star (OLS) Grant Program with the Texas Office of the Governor. The project will support the acquisition of vehicles and other equipment for public safety as needed to reduce border-related criminal activity and increase effectiveness of its operations. The program does not have a match requirement.

BUGETED: No **FUND:** Designated Purpose **ACCT. #:** 15-486-74950

BUDGET: \$250,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$250,000

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Statement of Grant Award (SOGA)

The Statement of Grant Award is the official notice of award from the Office of the Governor (OOG). This Grant Agreement and all terms, conditions, provisions and obligations set forth herein shall be binding upon and shall inure to the benefit of the Parties and their respective successors and assigns and all other State of Texas agencies and any other agencies, departments, divisions, governmental entities, public corporations, and other entities which shall be successors to each of the Parties or which shall succeed to or become obligated to perform or become bound by any of the covenants, agreements or obligations hereunder of each of the Parties hereto.

The approved project narrative and budget for this award are reflected in eGrants on the 'Narrative' and 'Budget/Details' tabs. By accepting the Grant Award in eGrants, the Grantee agrees to strictly comply with the requirements and obligations of this Grant Agreement including any and all applicable federal and state statutes, regulations, policies, guidelines and requirements. In instances where conflicting requirements apply to a Grantee, the more restrictive requirement applies.

The Grant Agreement includes the Statement of Grant Award; the OOG Grantee Conditions and Responsibilities; the Grant Application in eGrants; and the other identified documents in the Grant Application and Grant Award, including but not limited to: 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Chapter 783 of the Texas Government Code, Title 34, Part 1, Chapter 20, Subchapter E, Division 4 of the Texas Administrative Code, and the Texas Grant Management Standards (TxGMS) developed by the Comptroller of Public Accounts; the state Funding Announcement or Solicitation under which the grant application was made, and for federal funding, the Funding Announcement or Solicitation under which the OOG was awarded funds; and any applicable documents referenced in the documents listed above. For grants awarded from the U.S. Department of Justice, the current applicable version of the Department of Justice Grants Financial Guide and any applicable provisions in Title 28 of the CFR apply. For grants awarded from the Federal Emergency Management Agency (FEMA), all Information Bulletins and Policies published by the FEMA Grants Program Directorate apply. The OOG reserves the right to add additional responsibilities and requirements, with or without advance notice to the Grantee.

By clicking on the 'Accept' button within the 'Accept Award' tab, the Grantee accepts the responsibility for the grant project, agrees and certifies compliance with the requirements outlined in the Grant Agreement, including all provisions incorporated herein, and agrees with the following conditions of grant funding. The grantee's funds will not be released until the grantee has satisfied the requirements of the following Condition(s) of Funding and Other Fund-Specific Requirement(s), if any, cited below:

Grant Number:	5193501	Award Amount:	\$250,000.00
Date Awarded:	11/1/2024	Grantee Cash Match:	\$0.00
Grant Period:	09/01/2024 - 08/31/2025	Grantee In Kind Match:	\$0.00
Liquidation Date:	11/29/2025	Grantee GPI:	\$0.00
Program Fund:	BD-Operation Lone Star Grant Program	Total Project Cost:	\$250,000.00
Grantee Name:	Mission, City of		
Project Title:	Operation Lone Star - FY2025		
Grant Manager:	James Ziehl		
Unique Entity Identifier (UEI):	N5ELUNS44TE1		

CFDA:	N/A
Federal Awarding Agency:	N/A - State Funds
Federal Award Date:	N/A - State Funds
Federal/State Award ID Number:	2024-BD-ST-0001
Total Federal Award/State Funds Appropriated:	\$101,302,104.79
Pass Thru Entity Name:	Texas Office of the Governor – Homeland Security Grants Division (HSGD)
Is the Award R&D:	No
Federal/State Award Description:	The purpose of the program is to enhance interagency border security operations supporting Operation Lone Star including the facilitation of directed actions to deter and interdict criminal activity. Program participants shall assist in the execution of coordinated border security operations.

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2024-2025
DATE: November 12, 2024
DEPARTMENT: Police
FUND: Designated Purpose

BA-25-09

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
15-300-33486	Operation Lone Star	-	250,000.00	250,000.00
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
TOTAL		-	250,000.00	250,000.00

JUSTIFICATION

To allocate funding for the FY25 Operation Lone Star (OLS) Grant Program for the acquisition of vehicles and equipment for public safety as needed to reduce border-related criminal activity and increase effectiveness of its operations.

Finance Director: Vidal Roman

Date: 11/12/2024

City Council Approved on: _____

Date Posted: _____

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2024-2025
DATE: November 12, 2024
DEPARTMENT: Police
FUND: Designated Purpose

BA-25-09

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
15-486-74950	Machinery & Equipment	-	250,000.00	250,000.00
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
TOTAL		-	250,000.00	250,000.00

JUSTIFICATION

To allocate funding for the FY25 Operation Lone Star (OLS) Grant Program for the acquisition of vehicles and equipment for public safety as needed to reduce border-related criminal activity and increase effectiveness of its operations.

Finance Director: Vidal Roman

Date: 11/12/2024

City Council Approved on: _____

Date Posted: _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024

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

AGENDA ITEM: Authorization to accept grant award for the FY25 Local Border Security Program with the Texas Office of the Governor in the amount of \$180,000 with no match requirement. - Elizalde

NATURE OF REQUEST:

On November 4, 2024 the city was awarded a \$180,000 grant under the FY25 Local Border Security Program with the Texas Office of the Governor. The project will support approximately 3,800 hours of the departments overtime costs associated with enhanced patrol to deter and interdict criminal activity along its border operations. The program does not have a match requirement.

BUGETED: Yes	FUND: Designated Purpose	ACCT. #: 15-444-Salaries & benefits
BUDGET: \$185,000	EST. COST: \$180,000	CURRENT BUDGET BALANCE: \$185,000

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Statement of Grant Award (SOGA)

The Statement of Grant Award is the official notice of award from the Office of the Governor (OOG). This Grant Agreement and all terms, conditions, provisions and obligations set forth herein shall be binding upon and shall inure to the benefit of the Parties and their respective successors and assigns and all other State of Texas agencies and any other agencies, departments, divisions, governmental entities, public corporations, and other entities which shall be successors to each of the Parties or which shall succeed to or become obligated to perform or become bound by any of the covenants, agreements or obligations hereunder of each of the Parties hereto.

The approved project narrative and budget for this award are reflected in eGrants on the 'Narrative' and 'Budget/Details' tabs. By accepting the Grant Award in eGrants, the Grantee agrees to strictly comply with the requirements and obligations of this Grant Agreement including any and all applicable federal and state statutes, regulations, policies, guidelines and requirements. In instances where conflicting requirements apply to a Grantee, the more restrictive requirement applies.

The Grant Agreement includes the Statement of Grant Award; the OOG Grantee Conditions and Responsibilities; the Grant Application in eGrants; and the other identified documents in the Grant Application and Grant Award, including but not limited to: 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Chapter 783 of the Texas Government Code, Title 34, Part 1, Chapter 20, Subchapter E, Division 4 of the Texas Administrative Code, and the Texas Grant Management Standards (TxGMS) developed by the Comptroller of Public Accounts; the state Funding Announcement or Solicitation under which the grant application was made, and for federal funding, the Funding Announcement or Solicitation under which the OOG was awarded funds; and any applicable documents referenced in the documents listed above. For grants awarded from the U.S. Department of Justice, the current applicable version of the Department of Justice Grants Financial Guide and any applicable provisions in Title 28 of the CFR apply. For grants awarded from the Federal Emergency Management Agency (FEMA), all Information Bulletins and Policies published by the FEMA Grants Program Directorate apply. The OOG reserves the right to add additional responsibilities and requirements, with or without advance notice to the Grantee.

By clicking on the 'Accept' button within the 'Accept Award' tab, the Grantee accepts the responsibility for the grant project, agrees and certifies compliance with the requirements outlined in the Grant Agreement, including all provisions incorporated herein, and agrees with the following conditions of grant funding. The grantee's funds will not be released until the grantee has satisfied the requirements of the following Condition(s) of Funding and Other Fund-Specific Requirement(s), if any, cited below:

Grant Number:	2992610	Award Amount:	\$180,000.00
Date Awarded:	11/4/2024	Grantee Cash Match:	\$0.00
Grant Period:	09/01/2024 - 08/31/2025	Grantee In Kind Match:	\$0.00
Liquidation Date:	11/29/2025	Grantee GPI:	\$0.00
Program Fund:	BL-Local Border Security Program (LBSP)	Total Project Cost:	\$180,000.00
Grantee Name:	Mission, City of		
Project Title:	Local Border Security Program		
Grant Manager:	Lynne Crow		
Unique Entity Identifier (UEI):	N5ELUNS44TE1		

CFDA:	N/A
Federal Awarding Agency:	N/A - State Funds
Federal Award Date:	N/A - State Funds
Federal/State Award ID Number:	2025-BL-ST-0016
Total Federal Award/State Funds Appropriated:	\$5,100,000.00
Pass Thru Entity Name:	Texas Office of the Governor – Homeland Security Grants Division (HSGD)
Is the Award R&D:	No
Federal/State Award Description:	Grants for local law enforcement agencies to support Operation Border Star. The grant funds may also support the humane processing of remains of undocumented migrants, when specifically awarded for that purpose.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024

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

AGENDA ITEM: Authorization to accept grant award for the FY25 Border Zone Fire Department Grant Program with the Texas Office of the Governor in the amount of \$250,000 with no match requirement with respective budget amendment - Elizalde

NATURE OF REQUEST:

Enter Brief Overview

On November 4, 2024 the city was awarded a \$250,000 grant under the FY25 Border Zone Fire Department Grant Program with the Texas Office of the Governor. The project will support the acquisition of a Skeeter Brush Rescue ATP Truck for the department's operations of border related emergency services. The program does not have a match requirement.

BUGETED: No **FUND:** Designated Purpose **ACCT. #:** 15-468-74950

BUDGET: \$250,000 **EST. COST:** \$250,000 **CURRENT BUDGET BALANCE:** \$250,000

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Statement of Grant Award (SOGA)

The Statement of Grant Award is the official notice of award from the Office of the Governor (OOG). This Grant Agreement and all terms, conditions, provisions and obligations set forth herein shall be binding upon and shall inure to the benefit of the Parties and their respective successors and assigns and all other State of Texas agencies and any other agencies, departments, divisions, governmental entities, public corporations, and other entities which shall be successors to each of the Parties or which shall succeed to or become obligated to perform or become bound by any of the covenants, agreements or obligations hereunder of each of the Parties hereto.

The approved project narrative and budget for this award are reflected in eGrants on the 'Narrative' and 'Budget/Details' tabs. By accepting the Grant Award in eGrants, the Grantee agrees to strictly comply with the requirements and obligations of this Grant Agreement including any and all applicable federal and state statutes, regulations, policies, guidelines and requirements. In instances where conflicting requirements apply to a Grantee, the more restrictive requirement applies.

The Grant Agreement includes the Statement of Grant Award; the OOG Grantee Conditions and Responsibilities; the Grant Application in eGrants; and the other identified documents in the Grant Application and Grant Award, including but not limited to: 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Chapter 783 of the Texas Government Code, Title 34, Part 1, Chapter 20, Subchapter E, Division 4 of the Texas Administrative Code, and the Texas Grant Management Standards (TxGMS) developed by the Comptroller of Public Accounts; the state Funding Announcement or Solicitation under which the grant application was made, and for federal funding, the Funding Announcement or Solicitation under which the OOG was awarded funds; and any applicable documents referenced in the documents listed above. For grants awarded from the U.S. Department of Justice, the current applicable version of the Department of Justice Grants Financial Guide and any applicable provisions in Title 28 of the CFR apply. For grants awarded from the Federal Emergency Management Agency (FEMA), all Information Bulletins and Policies published by the FEMA Grants Program Directorate apply. The OOG reserves the right to add additional responsibilities and requirements, with or without advance notice to the Grantee.

By clicking on the 'Accept' button within the 'Accept Award' tab, the Grantee accepts the responsibility for the grant project, agrees and certifies compliance with the requirements outlined in the Grant Agreement, including all provisions incorporated herein, and agrees with the following conditions of grant funding. The grantee's funds will not be released until the grantee has satisfied the requirements of the following Condition(s) of Funding and Other Fund-Specific Requirement(s), if any, cited below:

Grant Number:	4384602	Award Amount:	\$250,000.00
Date Awarded:	11/4/2024	Grantee Cash Match:	\$0.00
Grant Period:	09/01/2024 - 08/31/2025	Grantee In Kind Match:	\$0.00
Liquidation Date:	11/29/2025	Grantee GPI:	\$0.00
Program Fund:	BF-Border Zone Fire Departments (BZFD)	Total Project Cost:	\$250,000.00
Grantee Name:	Mission, City of		
Project Title:	Mission Fire Border Zone Response		
Grant Manager:	James Ziehl		
Unique Entity Identifier (UEI):	N5ELUNS44TE1		

CFDA:	N/A
Federal Awarding Agency:	N/A - State Funds
Federal Award Date:	N/A - State Funds
Federal/State Award ID Number:	2025-BF-ST-0001
Total Federal Award/State Funds Appropriated:	\$3,000,000.00
Pass Thru Entity Name:	Texas Office of the Governor – Homeland Security Grants Division (HSGD)
Is the Award R&D:	No
Federal/State Award Description:	N/A - State Funds

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2024-2025
DATE: November 12, 2024
DEPARTMENT: Fire
FUND: Designated Purpose

BA-25-06

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
15-300-33468	Border Zone	-	250,000.00	250,000.00
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
TOTAL		-	250,000.00	250,000.00

JUSTIFICATION

To allocate funding for the FY25 Border Zone Fire Department Grant Program for the acquisition of a Skeeter Brush
Rescue ATP Truck for the department's operations of border related emergency services.

Finance Director: Vidal Roman

Date: 11/12/2024

City Council Approved on: _____

Date Posted: _____

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2024-2025
DATE: November 12, 2024
DEPARTMENT: Fire
FUND: Designated Purpose

BA-25-06

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
15-468-74950	Machinery & Equipment	-	250,000.00	250,000.00
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
TOTAL		-	250,000.00	250,000.00

JUSTIFICATION

To allocate funding for the FY25 Border Zone Fire Department Grant Program for the acquisition of a Skeeter Brush Rescue ATP Truck for the department's operations of border related emergency services.

Finance Director: Vidal Roman

Date: 11/12/2024

City Council Approved on: _____

Date Posted: _____



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: November 12, 2024

PRESENTED BY: Andy Garcia, Assistant City Manager

AGENDA ITEM: Approval of Resolution # ____ to require all non-profit boards governed by joint advisory committees and those receiving funding to submit financial reports and 990 Filings – A. Garcia

NATURE OF REQUEST:

Staff is recommending the establishment of a resolution requiring that all non-profit boards governed by joint advisory committees and/or those receiving funding from the City of Mission to submit financial reports and 990 filings for the end of their fiscal year. It is crucial that all non-profits complete their 990 filings to remain in good standing with the IRS under Section 501(c)(3) of the internal Revenue Code. Upon three years of consecutive non-reporting, a non-profit is subject to the removal of their 501(c)(3) status and thereby reducing its ability to fulfill its mission as a board. Therefore, it is in the best interest of the City of Mission to mandate the annual submission of end-of-year financial reports and 990 filings. Although applicable to any and all current or future non-profits funded or governed by a joint advisory committee, the following non-profits will be considered to fall under this new requirement:

1. Mission Historical Museum
2. Friends of the Library
3. Keep Mission Beautiful
4. Boys & Girls Club of Mission
5. Texas Citrus Fiesta

BUGETED: N/A **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: City Manager’s Office

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION NO. ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS REQUIRING ALL NON-PROFIT BOARDS GOVERNED BY JOINT ADVISORY COMMITTEES AND THOSE RECEIVING FUNDING FROM THE CITY OF MISSION TO SUBMIT 990 FILINGS AND ANNUAL FINANCIAL REPORTS TO THE CITY MANAGER ANNUALLY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Mission, is a home-rule municipality; and

WHEREAS, the City of Mission commissioned various advisory committees by Ordinance to serve in a dual capacity as an advisory board to the City of Mission and as a board to a non-profit organization as allowed by the non-profit's charter, to be identified as joint advisory committees; and

WHEREAS, the City of Mission may provide funding to the non-profit component of such joint advisory committees and other non-profit organizations providing a service to the City of Mission and/or its citizens; and

WHEREAS, such non-profit boards governed by a joint advisory committee and/or funded non-profit organizations must be a 501(c)(3) non-profit as outlined in Section 501(c)(3) of the Internal Revenue Code (IRC); and

WHEREAS, the Internal Revenue Service (IRS) requires that such 501(c)(3) non-profits must submit three (3) years of consecutive Form 990 filings (Return of Organization Exempt from Income Tax); and

WHEREAS, the City has determined that it is in the best interest of the City of Mission to request 990 Filings and Annual Financial Reports from such non-profits annually to ensure they remain in compliance with the IRC and provide transparency to the City of Mission as a critical partner and funding agency.

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

Section 1. The City Council of the City of Mission, Texas hereby declares that such non-profits stated herein will be required to submit 990 filings and Annual Financial Reports on an annual basis to the City Manager not later than 120 days from the end of their fiscal year.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND APPROVED this 11th day of November, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: November 12, 2024

PRESENTED BY: Juan Pablo “JP” Terrazas, P.E., Asst. City Manager

AGENDA ITEM: Approval of a budget amendment for mailing services regarding Utility Billing Bill Cycle Rezoning Project in the amount of \$20,000 - Terrazas

NATURE OF REQUEST:

Authorization to contract Upper Valley Mailing Service for a mailout regarding the Rezoning of the Utility Billing Cycles Project in the amount of \$20,000. The rezoning aims to improve efficiency and reduce costs in the billing process.

BUGETED: <u>No</u>	FUND: <u>Utility</u>	ACCT. #: <u>02-416-54490</u>
BUDGET: <u>\$230,000</u>	EST. COST: <u>\$20,000</u>	CURRENT BUDGET BALANCE: <u>\$180,000</u>

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

Upper Valley Mail Services

1418 Beech Ave Ste 109
McAllen TX 78501
(956)668-7678

November 1, 2024

QUOTE

Customer: City of Mission
Sanitation Department c/o Yaritza Pena

Description: 30,000 piece mailing to include the printing of the double sided color letters, folding, inserting, sealing, addressing, preparing of the mailing, taking to the post office and the postage.

Rate: 61 cents per piece.

Total cost: \$18,300.00

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2024-2025
DATE: November 12, 2024
DEPARTMENT: Utility Billing
FUND: Utility

BA-25-08

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
02-416-54490	Postage	210,000.00	20,000.00	230,000.00
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
TOTAL		210,000.00	20,000.00	230,000.00

JUSTIFICATION

To allocate funding for a mailout regarding the Rezoning of the Utility Billing Cycles Project

Finance Director: Vidal Roman **Date:** 11/12/2024

City Council Approved on: _____ **Date Posted:** _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: November 12, 2024

PRESENTED BY: Andy Garcia, Assistant City Manager

AGENDA ITEM: Authorization to proceed with presentation of a project funding request for a 1,600 linear foot 24” sewer line between Glasscock Rd and Taylor Rd, north of Expressway 83 to Tax Increment Reinvestment Zone (TIRZ) #1/Mission Redevelopment Authority (MRA). - Terrazas

NATURE OF REQUEST:

Staff is seeking authorization to proceed with presentation of a project funding request to Tax Increment Reinvestment Zone (TIRZ) #1/Mission Redevelopment Authority (MRA) for a 1,600 linear foot 24” sewer line between Glasscock Rd and Taylor Rd, north of Expressway 83. Due to the increased use and lack of capacity on the existing 12” sewer line overflow and backups have been experienced for customers in the area. A new 24” line is proposed to be placed in parallel to the existing line and connected to the system to increase capacity. The estimated cost of this project would be approximately \$2,500,000 excluding design fees. Design fees will be approximately \$225,000. A project funding request will be deliberated on with TIRZ #1/MRA for design and construction fees.

BUGETED: _____ **FUND:** _____ **ACCT. #:** _____

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

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____