



AGENDA

Pursuant to V.T.C.A. Gov. Code Section 551.001 et. seq., the City Council of the City of Mission, Texas will hold a regular meeting on **Monday, March 13, 2023 at 4:30 p.m.** at the Mission Council Chambers, 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters.

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

Time: **Monday, March 13, 2023 04:30 PM Central Time**

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

Meeting ID: 990 466 2781 - Password: 833227

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

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

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

INVOCATION AND PLEDGE ALLEGIANCE

DISCLOSURE OF CONFLICT OF INTEREST

PRESENTATIONS

1. Presentation - Texas Law Enforcement Best Practices Accreditation Program Certificate of Accreditation to Mission Police Department - Torres
2. Recognition of Irasema Dimas, Secretary for the Code Enforcement Association of Texas - de Luna
3. Report from the Greater Mission Chamber of Commerce – Enriquez
4. Departmental Reports – Perez
5. Citizen's Participation – Garza

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

6. Rezoning: A 0.33 acre tract of land out of the East 100' of the West 880' of the south 143' of Lot 29-8, West Addition to Sharyland Subdivision, (AO-I) Agricultural Open Interim to (C-3) General Business, Juan Reyes, and Adoption of Ordinance#_____ - De Luna

7. Conditional Use Permit: Construct a Pool House on Property Zoned Large Lot Single Family Residential at 2508 Lilac Avenue, Lot 9, Falcon Crest Subdivision, R-1A, William Carl Davis, and Adoption of Ordinance# _____ - De Luna
8. Conditional Use Permit: To have a Restaurant in a C-2 zone – The Magnolia Tea Room at 1022 E. Griffin Parkway, Suite 107B, Lot 1, Bryan Road Medical Plaza Subdivision, C-2, Elizabeth Marie Romero, and Adoption of Ordinance# _____ - De Luna
9. Conditional Use Permit: Outdoor Soccer Field at 719 Ragland, A tract of land out of the northwest 9.96 acres of Lot 203, John H. Shary Subdivision, C-3, Jorge Eduardo Careaga, and Adoption of Ordinance# _____ - De Luna
10. Conditional Use Permit Renewal: Drive-Thru Service Window – Cocina De La Abuela Tere at 1500 W. Griffin Parkway, Suite E, Being the S. 105' – W. 180' – E. 440' out of Lot 25-5, West Addition to Sharyland & Lot 1, Block B, Cinco De Mayo Ranch, C-3, Yvette Castaneda, and Adoption of Ordinance# _____ - De Luna
11. Discussion and Possible action to Designate Honorary Street – 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

12. Approval of Minutes – Carrillo
Regular Meeting – February 27, 2023
13. Acknowledge Receipt of Minutes – Perez
Mission Economic Development Corporation – November 29, 2022, January 25, 2023
Keep Mission Beautiful Beautification Committee – February 7, 2023
Mission Civil Service Commission – February 21, 2023
Planning and Zoning Commission – December 21, 2022, January 25, 2023
14. Approval of Resolution # _____ re-establishing the adoption of the Municipality of Rio Bravo, Tamaulipas, Mexico as Mission's Sister City – A. Lerma
15. Approval of Resolution # _____ declaring the adoption of the Municipality of Gustavo Diaz Ordaz, Tamaulipas, Mexico as Mission's Sister City – A. Lerma
16. Approval to accept the 2023 Southwest Border Rural Law Enforcement Assistance Program Grant funds from the Institute for Intergovernmental Research – Torres
17. Authorization to purchase furniture from Texas Wilson via Buy Board Contract 667-22, Omnia Partners # 2019.001899 and Omnia Partners # 2019.001896 for the CEED Building - Garcia
18. Authorization to award bid for Fire Station Exercise Gym Equipment - Garcia

- [19.](#) Authorization to submit a grant application to the Texas State Library & Archives Commission for the Texas Reads Grant Program - Elizalde
- [20.](#) Authorization to purchase docking stations and accessories via Buyboard Contract # 603-20- Ramirez
- [21.](#) Board Appointments: “Keep Mission Beautiful” Beautification Committee and Shary Municipal Golf Course Board - Carrillo
- [22.](#) Approval of Resolution # _____ of the City Council of the City of Mission, Texas supporting Legislation relating to the provision of Solid Waste Disposal Services by Hidalgo County - Carrillo

APPROVALS AND AUTHORIZATIONS

- [23.](#) Final Plat Approval: Tanglewood at Bentsen Palm Phase IV, Being a Resubdivision of 13.326 acres located in the south end of porciones 48, 49, 50, 51, and 52, out of Lot 14, Del Monte Irrigation & Construction Co., PUD, Developer: Mike Rhodes, Engineer: Melden & Hunt, Inc..- De Luna
- [24.](#) Request by Robert L. Calvillo to have City Council Authorize City Manager to Issue Building Permits for Speedy Trails Subdivision (un-recorded) prior to Plat's Recordation, Being a 20.30 acres tract of land out of Lot 28-5, West Addition to Sharyland – De Luna
- [25.](#) Authorization to award bid for portable restrooms to Ready2Go Restroom Trailer Sales, LLC. - Bentsen
- [26.](#) Approval of December 2022 Financial Statements – Vela
- [27.](#) Approval of January 2023 Tax Collection Report - Vela
- [28.](#) Approval of Budget Amendment: Designated Purpose Fund - Vela
- [29.](#) Approval of Repealing and Replacing Article 5 (Hiring, EMS & TCFP Certification) of the Meet and Confer Agreement between the Mission Fire Fighter's Association, as amended hereto, and preserving the remaining articles as originally approved by City Council on April 11, 2022, all remaining in full force and effect until April 11, 2024 – J. Lerma
- [30.](#) Authorize Staff to engage in negotiations with the top firms with the highest evaluation results for Lions Park Improvements Project and Authorize City Manager to award and execute contract incident thereto – Geddes

UNFINISHED BUSINESS

None

ROUTINE MATTERS

City Manager Comments

Mayor's Comments

City Council Comments

EXECUTIVE SESSION

Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with City Attorney) related to various legal matters.

Closed session pursuant to Tex. Gov't Code Sections 551.071 (Consultation with Attorney) and Section 551.072 (Real Property), related to potential exchange, lease, valuation, sale, or purchase of real property located in Mission, Texas.

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

Consideration and action, if any, related to the acquisition of certain real property located in Mission, Texas

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 10th day of March, 2023 at 3:30 p.m.



Anna Carrillo, City Secretary

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

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

Notice is hereby given that on the **13th day of March, 2023** the City Council of the City of Mission will hold a regular meeting at 4:30 p.m. at 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this Notice.

If, during the course of the meeting covered by this Notice, the City Council should determine that a closed or executive meeting or session of the Council is required, then such closed or executive meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., will be held by the Council at the date, hour and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the Council may conveniently meet in such closed or executive meeting or session concerning any and all 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 **10th day of March, 2023** this Notice was emailed to news media who had previously requested such Notice and an original copy was posted on the bulletin board at City Hall, 1201 E. 8th Street at 3:30 p.m. on said date.

Anna Carrillo

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023
PRESENTED BY: Randy Perez, City Manager
AGENDA ITEM: Departmental Reports – Perez

NATURE OF REQUEST:

- Human Resources – January 2023
- RGV State Cemetery – February 2023
- Mission Fire Prevention – February 2023
- City Secretary – February 2023
- Information Technology – February 2023
- Grants – February 2023
- Civil Service – February 2023
- 311 – February 2023
- Mission Police Racial Profiling Annual Report – 2022

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

HUMAN RESOURCES DEPARTMENT
MONTHLY REPORT
January 2023

Item 4.

PERSONNEL								Monthly Totals	YTD Totals
Number of Employees, Volunteers, and Others	HIRED	TRANSFERRED	RESIGNED	DISMISSED	RETIRED	DECEASED	OTH		
Regular Full-Time (566 budgeted slots for fiscal year)	15		7	1	3			695	720
Regular Part-Time (65 budgeted slots for fiscal year)	2							52	53
Temporary Full-Time	1							1	1
Temporary Part-Time								0	0
	49		25	3	9	1		748	774
Reserve Police Officers								15	15
Volunteer Firefighters								25	25
Texas Workforce Solutions/Work Experience								0	0
AARP Participants							1	6	15
Community Service - Processed								0	0
Volunteers							14	156	174
								202	229
Staffing									
Request for Positions Processed								5	61
Positions Advertised								23	101
Application for Employment Processed								143	495
Volunteer Applications Processed								15	58
Interviews Processed								50	163
Job Offers Processed								18	49
New Hire Enrollments Processed								18	49
Pre-Employment Screenings									
Driver License Checks (MVR)								18	49
Mission Police/Mission Municipal Court Record Check								18	49
Hidalgo County Courthouse								18	49
Criminal History Background/Sex Offender Check (DPS)								33	107
Drug Testing, Physical and Pre-placement Screening								18	49
PERSONNEL, con't									
Human Resources Department Visitors:									
Employees, Citizens, Vendors/Representatives Assisted								240	834
Exit Interviews Conducted:									
Employee Exit Interview								6	15
Supervisor Exit Interview								6	10
Family and Medical Leave Act (FMLA) Forms Processed:									
FMLA Requests								14	40
-- Employee's Serious Health Condition								9	20
-- Family Member's Serious Health Condition								1	11
-- Birth of a Child								4	9
-- Military Family Leave								0	0
-- Injury or Illness of Covered Servicemember								0	0
FMLA Approvals								8	32
FMLA Denials/Withdrawals								0	1
FMLA Return-to-Work								3	19
Employees out on FMLA								12	60
Forms Processed									
Employee Change of Status Forms Processed								65	911
Employee Requests for Personnel Information Processed								5	10
Employee Disciplinary Forms Processed								4	20
Employee Grievance's Processed								0	1
Employment Verifications Processed								15	49
Unemployment Claims Processed								1	1
Public Information Requests Processed								7	26



RIO GRANDE VALLEY STATE VETERANS CEMETERY

MONTHLY REPORT



RGV State Veterans Cemetery

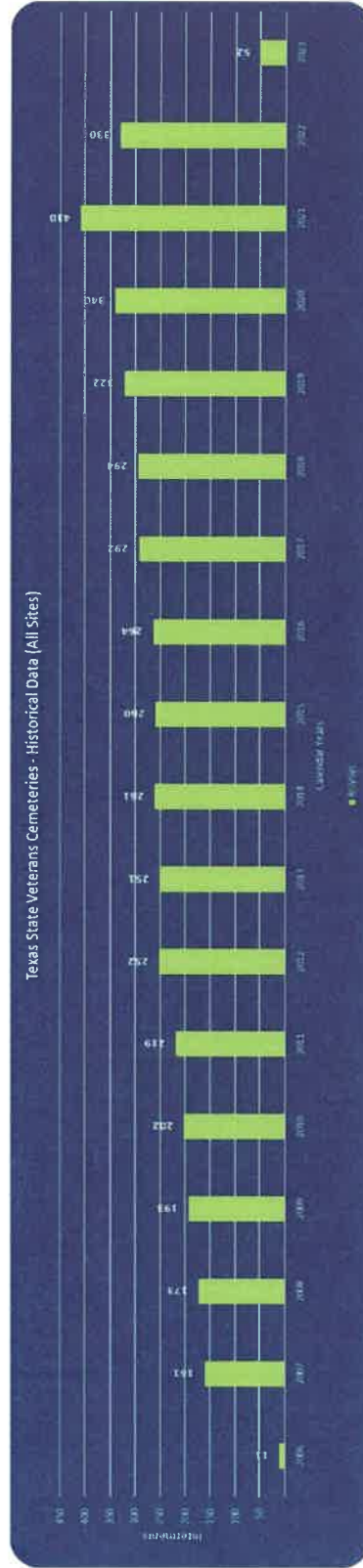
2520 South Inspiration Road • Mission, Texas 78572

Office: (956) 583-7227 • Fax: (956)-508-5211



Interments February 2023

February 2023	Standard	Double-Depth	Columbarium Wall	In-ground	Scatter Garden	Disinterment	Total
Veterans	3	10	4	3			20
Spouse		3	1	2			6
Dependents							
Totals	3	13	5	5			26





RGV State Veterans Cemetery

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Daily Activity					
Feb-23	# of Service Today	Services Scheduled For the Month		Actual Number of Burials Y-T-D	
		For the Month	YTD		
1	2	9	38	31	15
2	2	11	40	33	16
3	2	12	41	35	17
4					18
5					19
6	1	12	41	36	20
7	1	14	43	37	21
8	2	15	44	39	22
9	2	15	44	41	23
10	1	16	45	42	24
11					25
12					26
13	1	16	45	43	27
14	2	20	49	45	28
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					55



RGV State Veterans Cemetery

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Completed Projects:

- Colunbarium B Site:
- Memorial Walls:
- Grave Locator Kiosk Management
- Reparation on Pipe Line: United Irrigation

Ongoing Projects:

VA Grant Applications Pending:

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

VLB Funded (In-Progress)

- Re-alignment on 1,000 Flat Marker/ Headstone

VLB Funded (Pending)

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

VLB Funded (Approved)

- Bobcat Tool Cat UW56
- Wheeled Dumper Truck



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Completed Projects:

Columbarium B Site:

Memorial Walls:

Grave Locator Kiosk Management

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VLB Funded (Approved)

Bobcat Tool Cat UW56

Wheeled Dumper Truck



Mission Fire Prevention

Monthly Activity Report: February 2023

FIRE INVESTIGATIONS

There was one (1) fire investigations for the month of February.

- On February 4, 2023, Lieutenant Omar Salinas investigated a house fire at 901 Frontage. Undetermined.

Full Investigation: 1 Total

Call out to document of Incident: 0 Total

Year to Date: 4 Total

SOUTH TEXAS ARSON RESPONSE TEAM FIRE INVESTIGATIONS

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

Our assistance was requested: 0 Total

Assistance Requested by us: 0 Total

Year to Date: 0 Total

INSPECTIONS

There were one hundred sixty - nine (169) inspections conducted for the month of February: twenty-three (23) occupancy, one hundred twenty-three (123) annual and twenty-three (23) other forms of inspections.

Year to Date: 817 Total 180 Occupancy 530 Annual 107 Other

COMPLAINTS

There were zero (0) complaints for the month of February.

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

Year to Date: 0 Total

SUBDIVISION REVIEWS

For the month of February there were twenty - five (25) subdivision plan reviews.

Year to Date: 125 Total

SPRINKLER SYSTEM REVIEWS

For the month of February there were zero (0) sprinkler system plan reviews.

Year to Date: 5 Total

FIRE ALARM SYSTEM REVIEWS

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

Year to Date: 14 Total

EXHAUST HOOD CANOPY PLAN REVIEWS

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

Year to Date: 4 Total

HOOD SUPPRESSION PLAN REVIEWS

For the month of February there was one (1) hood suppression plan reviews.

Year to Date: 6 Total

LP TANK PERMITS

For the month of February there were two (2) LP tank permits issued.

Year to Date: 5 Total

UNDERGROUND STORAGE TANK REMOVAL PERMITS

There were two (2) underground storage tank removal permits issued for the month of February.

Year to Date: 5 Total

ABOVEGROUND STORAGE TANK REMOVAL PERMITS

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

Year to Date: 0 Total

BURNING PERMITS

There were two (2) city burning permits issued for the month of February.

Year to Date: 19 Total

PLAN REVIEWS

We had ten (10) plan reviews for the month of February.

- 4 Plex – 2220 N. Inspiration Lot 1
- Carrera Auto Sales – 1419 N. Conway
- Finish Out – 2116 W. Griffin Parkway Suite A
- HEB Fuel Station – 2409 E. Expressway 83
- Olivarez Plazas Suite 1 & 2 – 1104 E. Kika de la Garza
- Parking Lot – 2120 E. Business Highway 83
- Radio United – 2520 E. Business Highway 83
- Storage Room – 204 W. Tom Landry
- U.S. Postal Service Parking Lot – 901 N. Francisco
- Wal-Mart – 2410 E. Expressway 83

Year to Date: 43 Total

FIRE DRILLS

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

Year to Date: 3 Total

TRAINING

There were three (3) trainings in the month of February.

- Lieutenant Omar Salinas and Lieutenant Eric Lopez attended a special ops meeting on February 2, 2023.
- Administrative Assistant Jackie Charles attended the Emergency Management Association of Texas conference in San Marcos, Texas on February 11th – 15th, 2023.
- Administrative Assistant Jackie Charles attended Recovery from Local Disaster in Edinburg, Texas on February 28, 2023.

Year to Date: 8 Total

MEETINGS ATTENDED

For the month of February there were fourteen (14) meetings attended by the Fire Prevention Office.

- February 2, 2023- Fire Marshal Frank Cavazos SRC meeting
- February 6, 2023 - Fire Marshal Frank Cavazos met with Luz para las naciones
- February 8, 2023 – Fire Marshal Frank Cavazos Staff meeting
- February 9, 2023 – Fire Marshal Frank Cavazos SRC meeting
- February 10, 2023 – Fire Marshal Frank Cavazos City ID's
- February 14, 2023 – Fire Marshal Frank Cavazos Staff meeting
- February 16, 2023 – Fire Marshal Frank Cavazos SRC meeting
- February 16, 2023 – Fire Marshal Frank Cavazos Staycation meeting at City Hall
- February 17, 2023 – Fire Marshal Frank Cavazos had a meeting at site of Brillante Academy
- February 21, 2023 – Fire Marshal Frank Cavazos Staff meeting
- February 21, 2023 – Fire Marshal Frank Cavazos met with Heart of America Carnival staff at Fontana site
- February 23, 2023 – Fire Marshal Frank Cavazos SRC meeting
- February 27, 2023 – Fire Marshal Frank Cavazos Staycation meeting at City Hall
- February 27, 2023 – Fire Marshal Frank Cavazos City ID's

Year to Date: 73 Total

PUBLIC EDUCATION

During the month of February there were () presentations conducted.

Date	Location	Fire Extinguisher w/Simulator	Fire Safety Trailer	Tours of Stations	Fire Safety Presentation	City Events/ Parade
2/2/2023	Sharyland ISD Career Day				100	
2/3/2023	Mission CISD Health Fair				30	
2/15/2023	Delia's Tamales	10				
2/16/2023	IDEA Academy Career Day				200	
2/24/2023	Leal Elementary Career Day				100	
2/27/2023	Ramirez Elementary Book Read				15	

Year to Date: 50 Presentations 14, 620 Audience
 Year to Date w/The Tutor 3 Presentations 85 Audience
 Year to Date w/F.S.T. 3 Presentations 510 Audience
 Year to Date w/City Events 1 Presentations 200 Audience
 Year to Date – Other Presentations Audience
 Year to Date Grand Total 57 Presentations 15, 415 Audience

Frank Cavazos, Deputy Chief/Fire Marshal



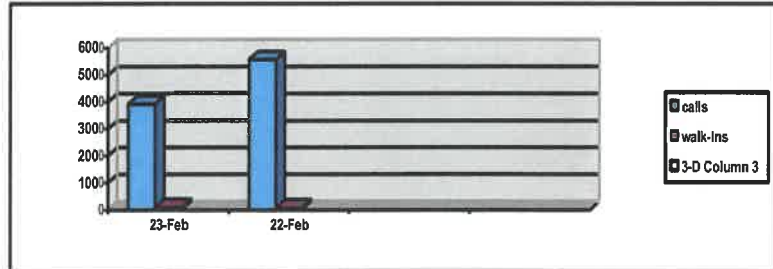
"Dedicated to the Community We Protect... and Serve"

CITY SECRETARY MONTHLY REPORT FEBRUARY 2023

Reception:

Calls received: 3,918

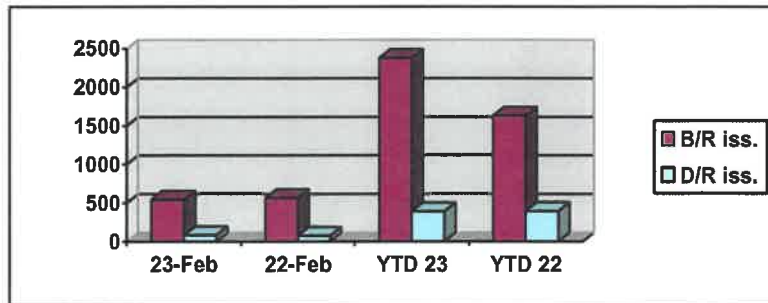
Walk-ins: 85



Vital Statistics:

Birth Records Registered
Birth Records Issued
Death Records Registered
Death Records Issued
Funds Received

	Feb-23	Feb-22		YTD 23	YTD 22
Birth Records Registered	109	156		767	976
Birth Records Issued	540	559		2376	1630
Death Records Registered	33	84		229	305
Death Records Issued	80	73		386	393
Funds Received	\$13,036.00	\$15,440.00		\$ 58,015.00	\$ 61,999.00



Cemetery:

	Laurel Hill	San Jose	Catholic	Baby Sp.	YTD 22/23
Burials:	3	0	6	0	26
Sold Spaces:	0	0	0	0	0

	Laurel Hill	San Jose	Catholic	Baby Sp.	YTD 21/22
Burials:	3	0	11	0	64
Sold Spaces:	0	0	13	0	56



Information Technology

Departmental Report February 2023

Information Technology Department Overview

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

Patrol Unit Modems

Replace end of life modems on all patrol units. 65% Complete

Patrol Unit Dash Cams

Replace end of life dash cam systems on patrol units. 15% Complete

Patch Management and Remote Assistance

Purchased patch management software and remote assistance. Implementation Phase. 85 % Complete

PD and Fire Security and Surveillance Cameras

Replace end of life security cameras and server at PD and Fire. 15% Complete

New Public Safety Building

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

PD Network

Configure network to make it more efficient and secure. Implementation phase of the project. 95% Complete

Replace end of Life Computers

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

VOIP Telephone System

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

Disaster Recovery

Purchasing servers, storage and firewall to create disaster recovery site. Implementation phase of the project. Firewall Complete. Pending switches on back order. 85% Complete

Cyber Security

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



Grants Activity Report- February 2023

Grant Name	Funding Agency	Department	Application Amount	Award Amount	Matching Amount	Due Date	Status
Humanities Collections and Reference Resources	NEH	Museum	\$ 56,384		None		Submitted-Tracking
Astroland Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000		1%		Submitted-Tracking
Animal Welfare Organization	Petco Love	Health	\$ 35,000		None		Submitted-Tracking
FY22 FEMA Flood Mitigation Assistance (FMA)	TWDB	Executive	\$ 320,000		25%		Submitted-Tracking
FY22 Building Resilient Infrastructure and Communities (BRIC)	TDEM	Executive	\$ 415,000		25%		Submitted-Tracking
Firehouse Sub	Firehouse Subs Foundation	Fire	\$ 26,822.50		None		Submitted-Tracking
FY23 SHSP Regular	OOG	Fire	\$ 123,927.18		None		Submitted-Tracking
FY23 SHSP LETPA	OOG	Police	\$ 56,142.35		None		Submitted-Tracking
Crime Stoppers Assistance Fund	OOG	Police	\$ 5,199		None		Submitted-Tracking
FY22 AFG	DHS	Fire	\$ 172,873.50		10%		Submitted-Tracking
FY24 General Victim Assistance Grant Program	OOG	Police	\$ 50,000		None		Submitted-Tracking
FY24 Local Border Security Program	OOG	Police	\$ 190,000	3/17	None		In Progress



Grants Activity Report- February 2023

Grant Name	Funding Agency	Department	Application Amount	Award Amount	Matching Amount	Status
La Cuchilla Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 997,236.75	1%	Awarded
Trail Connectivity Project	VBLF	Park	\$ 500,000	\$ 500,000	None	Awarded
Southwest Border (SWB) Rural Law Enforcement Assistance Program	BJA	Police	\$ 93,000	\$ 93,000	None	Awarded
FY22 Justice and Mental Health Program	BJA	Police	\$ 388,001.38	\$ 229,962.91	(Year 1) 20%	Awarded/Active
Bullet-Resistant Shield Grant Program, FY2023	OOG	Police	\$ 77,644	\$ 73,761.80	None	Awarded/Active
Better Cities for Pets	Mars Petcare Program	Health	\$ 20,000	\$ 20,000	None	Awarded/Active
FY23 Criminal Justice Program	OOG	Police	\$ 30,000	\$ 30,000	None	Awarded/Active
Lions Park Development	AEP	Parks	\$ 30,000	\$ 30,000	None	Awarded/Active
2022 SHSP	OOG	Police	\$ 35,480	\$ 13,060	None	Awarded/Active
FY23 Local Border Security	OOG	Police	\$ 190,000	\$ 190,000	None	Awarded/Active
FY221 Operation Stonegarden	OOG	Police	\$ 380,000	\$ 380,000	None	Awarded/Active
FY22-23 Solid Waste Grant	LRGVDC	Sanitation	\$ 25,000	\$ 25,000	10%	Awarded/Active
Mission SWAT Equipment	OOG	Police	\$ 26,474.32	\$ 19,592.33	None	Awarded/Active
COPS Accreditation Program	DOJ COPS	Police	\$ 21,116.34	\$ 21,116.34	None	Awarded/Active
OVAG-Victim Services	OAG	Police	\$ 89,908	\$ 44,954(YR2)	None	Awarded/Active
All-Inclusive Lions Park	TPWD	Parks	\$ 1,500,000	\$ 750,000	\$750,000	Awarded/Active
Border Zone Fire Dept.	OOG	Fire	\$ 250,000	\$ 78,735.25	None	Awarded/Active
Animal Welfare Organization	Petco Love	Health	\$ 50,000	\$ 25,000	None	Closed
				Grand Total:	\$ 3,508,359.38	

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: RANDY PEREZ, CITY MANAGER
FROM: JESSE LERMA, CIVIL SERVICE DIRECTOR
SUBJECT: CIVIL SERVICE REPORT, FEBRUARY 2023
DATE: MARCH 5, 2022

1. Civil Service Commission met and approved resources and schedule for a Deputy Chief position at the Mission Fire Department that was created with the removal of the Assistant Chief's position. Examination was approved for May 8, 2023
2. Mission Police Department promoted CPL Juan Delgado to SGT and PO Javier Garza was promoted to CPL with the retirement of SGT Gracie Guerrero.
3. Mission Fire Department is fully staffed.
4. Mission Police Department has five (5) openings and working on filling those positions.

Thank you!

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: RANDY PEREZ, CITY MANAGER
FROM: JESSE LERMA, 311 COORDINATOR/CIVIL SERVICE DIRECTOR
SUBJECT: 311 REPORT, FEBRUARY 2023
DATE: MARCH 5, 2022



We began this project in April 2021 with staff. We opened up the program to the public on June 1, 2021. Since then we have been able to plenty of information that will help us improve our operations and service to the community.

We have a total of 98 submission for February of 2023 with a total of 2547 since we began. The system is fully functional and very user friendly. We are able to customize the system to meet the needs of our daily operations. Our staff has bought into the system and working on improvements every day. We are able to find problematic areas using the system and it allows for us to attend to the needs of those areas in a timely manner. We try to contact as many residents as possible and are getting feedback from them to improve the system.

Thank you!

Topic Counts of Opened Requests
For Date Period From 02/01/2023 Through 02/28/2023

Item 4.

Topic	Count
Health	
Animal Control	6
Mosquitoes	0
Total - Health	6
Parks & Rec	
Graffiti	0
Mowing	0
Parks	3
Restrooms	0
Right of way (mowing)	0
Trails	0
Total - Parks & Rec	3
Planning	
Construction Concerns	0
Dilapidated Home/Structure	0
Garage Sales	1
Health & Sanitation	0
Illegal Dumping	0
Junked Vehicle on private property	3
Sewer Concerns	3
Unsafe Building	0
Weedy Lot	3
Total - Planning	10
Police Department	
Illegal Parking	12
Total - Police Department	12
Public Works	
Flooded area/Roadway and streets	0
Foul smell	1
Junk Vehicle	3
Lift Station	0
Low Water Pressure	0
Obstruction-Trees/Branches	4
Pot Holes	31
Side Walk	2
Street Light	5
Streets/Signs	4
Traffic Signals	1
Water Leaks	1
Total - Public Works	52
Sanitation	
Brush	5
Bulky Items	0
Garbage	5
Total - Sanitation	10
Streets	
MOWING	4
Tres	1
Total - Streets	5
All Topics	
Total All Topics	98

Racial Profiling Report | Full

Item 4.

Agency Name: MISSION POLICE DEPT.
Reporting Date: 02/22/2023
TCOLE Agency Number: 215211

Chief Administrator: CESAR E. TORRES

Agency Contact Information:
Phone: (956) 584-5000
Email: chiefctorres@missionpolice.org

Mailing Address:
1200 E 8TH ST
MISSION, TX 78572-5811

This Agency filed a full report

MISSION POLICE DEPT. has adopted a detailed written policy on racial profiling. Our policy:

- 1) clearly defines acts constituting racial profiling;
- 2) strictly prohibits peace officers employed by the MISSION POLICE DEPT. from engaging in racial profiling;
- 3) implements a process by which an individual may file a complaint with the MISSION POLICE DEPT. if the individual believes that a peace officer employed by the MISSION POLICE DEPT. has engaged in racial profiling with respect to the individual;
- 4) provides public education relating to the agency's complaint process;
- 5) requires appropriate corrective action to be taken against a peace officer employed by the MISSION POLICE DEPT. who, after an investigation, is shown to have engaged in racial profiling in violation of the MISSION POLICE DEPT. policy;
- 6) requires collection of information relating to motor vehicle stops in which a warning or citation is issued and to arrests made as a result of those stops, including information relating to:
 - a. the race or ethnicity of the individual detained;
 - b. whether a search was conducted and, if so, whether the individual detained consented to the search;
 - c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
 - d. whether the peace officer used physical force that resulted in bodily injury during the stop;
 - e. the location of the stop;
 - f. the reason for the stop.
- 7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - a. the Commission on Law Enforcement; and
 - b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The MISSION POLICE DEPT. has satisfied the statutory data audit requirements as prescribed in Article 2.133(c), Code of Criminal Procedure during the reporting period.

Executed by: DAVID MEZA
Lieutenant

Item 4.

Date: 02/22/2023

Total stops: 10398

Street address or approximate location of the stop

City street	8688
US highway	491
County road	9
State highway	1172
Private property or other	38

Was race or ethnicity known prior to stop?

Yes	10310
No	88

Race / Ethnicity

Alaska Native / American Indian	12
Asian / Pacific Islander	14
Black	43
White	1406
Hispanic / Latino	8923

Gender

Female	4244
Alaska Native / American Indian	5
Asian / Pacific Islander	8
Black	9
White	550
Hispanic / Latino	3672
Male	6154
Alaska Native / American Indian	7
Asian / Pacific Islander	6
Black	34
White	856
Hispanic / Latino	5251

Reason for stop?

Violation of law	476
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	2
White	48

Hispanic / Latino	425
Preexisting knowledge	333
Alaska Native / American Indian	1
Asian / Pacific Islander	1
Black	2
White	7
Hispanic / Latino	322
Moving traffic violation	8327
Alaska Native / American Indian	10
Asian / Pacific Islander	11
Black	37
White	1176
Hispanic / Latino	7089
Vehicle traffic violation	1262
Alaska Native / American Indian	1
Asian / Pacific Islander	1
Black	1
White	175
Hispanic / Latino	1084

Was a search conducted?

Yes	35
Alaska Native / American Indian	1
Asian / Pacific Islander	0
Black	0
White	6
Hispanic / Latino	28
No	10363
Alaska Native / American Indian	11
Asian / Pacific Islander	14
Black	43
White	1400
Hispanic / Latino	8895

Reason for Search?

Consent	19
Alaska Native / American Indian	1
Asian / Pacific Islander	0
Black	0
White	3

Hispanic / Latino	15
Contraband	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	1
Probable	10
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	3
Hispanic / Latino	7
Inventory	2
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	2
Incident to arrest	3
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	3
Was Contraband discovered?	
Yes	14
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	2
Hispanic / Latino	12
No	21
Alaska Native / American Indian	1
Asian / Pacific Islander	0
Black	0
White	4
Hispanic / Latino	16

Did the finding result in arrest?			
(total should equal previous column)			
Yes	0	No	0
Yes	0	No	0
Yes	0	No	0
Yes	1	No	1
Yes	9	No	3

Description of contraband

Item 4.

Drugs	10
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	2
Hispanic / Latino	8
Weapons	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Currency	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	1
Alcohol	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	1
Stolen property	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Other	2
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	2

Result of the stop

Verbal warning	4
-----------------------	----------

Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Written warning	4761
Alaska Native / American Indian	4
Asian / Pacific Islander	6
Black	24
White	756
Hispanic / Latino	3971
Citation	5610
Alaska Native / American Indian	8
Asian / Pacific Islander	8
Black	18
White	649
Hispanic / Latino	4927
Written warning and arrest	4
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	4
Citation and arrest	19
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	18
Arrest	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Arrest based on	
Violation of Penal Code	4
Alaska Native / American Indian	0
Asian / Pacific Islander	0

Black	0
White	0
Hispanic / Latino	4
Violation of Traffic Law	3
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	3
Violation of City Ordinance	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Outstanding Warrant	16
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	15

Was physical force resulting in bodily injury used during stop?

Yes	2
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	2
Resulting in Bodily Injury To:	
Suspect	0
Officer	0
Both	0
No	10396
Alaska Native / American Indian	12
Asian / Pacific Islander	14
Black	43
White	1406
Hispanic / Latino	8921

Number of complaints of racial profiling

Total	0
Resulted in disciplinary action	0
Did not result in disciplinary action	0

Item 4.

Comparative Analysis

Use TCOLE's auto generated analysis	<input checked="" type="checkbox"/>
Use Department's submitted analysis	<input type="checkbox"/>

Optional Narrative

N/A

Submitted electronically to the



The Texas Commission on Law Enforcement

Racial Profiling Analysis Report

Item 4.

MISSION POLICE DEPT.

01. Total Traffic Stops:	10398	
02. Location of Stop:		
a. City Street	8688	83.55%
b. US Highway	491	4.72%
c. County Road	9	0.09%
d. State Highway	1172	11.27%
e. Private Property or Other	38	0.37%
03. Was Race known prior to Stop:		
a. NO	88	0.85%
b. YES	10310	99.15%
04. Race or Ethnicity:		
a. Alaska/ Native American/ Indian	12	0.12%
b. Asian/ Pacific Islander	14	0.13%
c. Black	43	0.41%
d. White	1406	13.52%
e. Hispanic/ Latino	8923	85.81%
05. Gender:		
a. Female	4244	40.82%
i. Alaska/ Native American/ Indian	5	0.05%
ii. Asian/ Pacific Islander	8	0.08%
iii. Black	9	0.09%
iv. White	550	5.29%
v. Hispanic/ Latino	3672	35.31%
b. Male	6154	59.18%
i. Alaska/ Native American/ Indian	7	0.07%
ii. Asian/ Pacific Islander	6	0.06%
iii. Black	34	0.33%
iv. White	856	8.23%
v. Hispanic/ Latino	5251	50.50%
06. Reason for Stop:		
a. Violation of Law	476	4.58%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	1	0.21%

Racial Profiling Analysis Report

Item 4.

iii. Black	2	0.42%
White	48	10.08%
v. Hispanic/ Latino	425	89.29%
b. Pre-Existing Knowledge	333	3.20%
i. Alaska/ Native American/ Indian	1	0.30%
ii. Asian/ Pacific Islander	1	0.30%
iii. Black	2	0.60%
iv. White	7	2.10%
v. Hispanic/ Latino	322	96.70%
c. Moving Traffic Violation	8327	80.08%
i. Alaska/ Native American/ Indian	10	0.12%
ii. Asian/ Pacific Islander	11	0.13%
iii. Black	37	0.44%
iv. White	1176	14.12%
v. Hispanic/ Latino	7089	85.13%
d. Vehicle Traffic Violation	1262	12.14%
i. Alaska/ Native American/ Indian	1	0.08%
Asian/ Pacific Islander	1	0.08%
iii. Black	1	0.08%
iv. White	175	13.87%
v. Hispanic/ Latino	1084	85.90%
07. Was a Search Conducted:		
a. NO	10363	99.66%
i. Alaska/ Native American/ Indian	11	0.11%
ii. Asian/ Pacific Islander	14	0.14%
iii. Black	43	0.41%
iv. White	1400	13.51%
v. Hispanic/ Latino	8895	85.83%
b. YES	35	0.34%
i. Alaska/ Native American/ Indian	1	2.86%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	6	17.14%
v. Hispanic/ Latino	28	80.00%
08. Reason for Search:		
a. Consent	19	0.18%

Racial Profiling Analysis Report

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i. Alaska/ Native American/ Indian	1	5.26%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	3	15.79%
v. Hispanic/ Latino	15	78.95%
b. Contraband in Plain View	1	0.01%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	1	100.00%
c. Probable Cause	10	0.10%
ii. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	3	30.00%
v. Hispanic/ Latino	7	70.00%
d. Inventory	2	0.02%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	2	100.00%
e. Incident to Arrest	3	0.03%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	3	100.00%
09. Was Contraband Discovered:		
YES	14	0.13%
i. Alaska/ Native American/ Indian	0	0.00%
Finding resulted in arrest - YES	0	
Finding resulted in arrest - NO	0	
ii. Asian/ Pacific Islander	0	0.00%
Finding resulted in arrest - YES	0	
Finding resulted in arrest - NO	0	
iii. Black	0	0.00%

Racial Profiling Analysis Report

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Finding resulted in arrest - YES	0	
Finding resulted in arrest - NO	0	
iv. White	2	14.29%
Finding resulted in arrest - YES	1	
Finding resulted in arrest - NO	1	
v. Hispanic/ Latino	12	85.71%
Finding resulted in arrest - YES	9	
Finding resulted in arrest - NO	3	
b. NO	21	0.20%
i. Alaska/ Native American/ Indian	1	4.76%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	4	19.05%
v. Hispanic/ Latino	16	76.19%
10. Description of Contraband:		
a. Drugs	10	0.10%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	2	20.00%
v. Hispanic/ Latino	8	80.00%
b. Currency	1	0.01%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	1	100.00%
c. Weapons	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
d. Alcohol	1	0.01%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%

Racial Profiling Analysis Report

Item 4.

v. Hispanic/ Latino	1	100.00%
olen Property	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
f. Other	2	0.02%
i. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	2	100.00%

11. Result of Stop:

a. Verbal Warning	4	0.04%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	0	0.00%
b. Written Warning	4761	45.79%
i. Alaska/ Native American/ Indian	4	0.08%
ii. Asian/ Pacific Islander	6	0.13%
iii. Black	24	0.50%
iv. White	756	15.88%
v. Hispanic/ Latino	3971	83.41%
c. Citation	5610	53.95%
i. Alaska/ Native American/ Indian	8	0.14%
ii. Asian/ Pacific Islander	8	0.14%
iii. Black	18	0.32%
iv. White	649	11.57%
v. Hispanic/ Latino	4927	87.83%
d. Written Warning and Arrest	4	0.04%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	4	100.00%

Racial Profiling Analysis Report

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e. Citation and Arrest	19	0.18%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	1	5.26%
v. Hispanic/ Latino	18	94.74%
f. Arrest	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
12. Arrest Based On:		
a. Violation of Penal Code	4	0.04%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	4	100.00%
b. Violation of Traffic Law	3	0.03%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	3	100.00%
c. Violation of City Ordinance	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
d. Outstanding Warrant	16	0.15%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	1	6.25%
v. Hispanic/ Latino	15	93.75%

Racial Profiling Analysis Report

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13. Was Physical Force Used:

()	10396	99.98%
i. Alaska/ Native American/ Indian	12	0.12%
ii. Asian/ Pacific Islander	14	0.13%
iii. Black	43	0.41%
iv. White	1406	13.52%
v. Hispanic/ Latino	8921	85.81%
b. YES	2	0.02%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	2	100.00%
b 1. YES: Physical Force Resulting in Bodily Injury to Suspect	0	0.00%
b 2. YES: Physical Force Resulting in Bodily Injury to Officer	0	0.00%
b 3. YES: Physical Force Resulting in Bodily Injury to Both	0	0.00%

14. Total Number of Racial Profiling Complaints Received: 0

REPORT DATE COMPILED 02/22/2023



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Rezoning: A 0.33 acre tract of land out of the East 100’ of the West 880’ of the south 143’ of Lot 29-8, West Addition to Sharyland Subdivision, (AO-I) Agricultural Open Interim to (C-3) General Business, Juan Reyes, and Adoption of Ordinance# _____ - De Luna

NATURE OF REQUEST:

On February 22, 2023, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located near Mayberry Road and E. Mile 2 Road intersection along the North side of E. Mile 2 Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended denial.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Denial

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Denial

City Manager’s Recommendation: Denial *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING A 0.33 ACRE TRACT OF LAND OUT OF THE EAST 100'
OF THE WEST 880' OF THE SOUTH 143' OF LOT 29-8, WEST ADDITION TO
SHARYLAND SUBDIVISION, FROM (AO-I) AGRICULTURAL OPEN INTERIM TO
(C-3) GENERAL BUSINESS**

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

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, March 13, 2023, in the Council Chambers of the City Hall to consider the following rezoning:

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

Legal Description	From	To
A 0.33 acre tract of land out of the East 100' of the West 880' of the South 143' of Lot 29-8, West Addition to Sharyland Subdivision	AO-I	C-3

READ, CONSIDERED AND PASSED, this the 13th day of March, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.1

REZONING:

A 0.33 acre tract of land out of the East 100' of the West 880' of the South 143' of Lot 29-8, West Addition to Sharyland Subdivision
AO-I to C-3
Juan Reyes

REVIEW DATA

The subject site is located near Mayberry Road and E. Mile 2 Road intersection along the north side of E. Mile 2 Road. – see vicinity map.

SURROUNDING ZONES:

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

EXISTING LAND USES:

N: Single Family Residential
E: Open Acreage
W: Single Family Home
S: Veterans Memorial High School
Site: Vacant

FLUM:

Low Density Residential (LD)

REVIEW COMMENTS: The proposed zone does not comply with the City's Future Land Use Map nor surrounding land uses. Approving a C-3 zone in this location would be detrimental to the surrounding single-family residential properties.

RECOMMENDATION: Staff recommends Denial.

7

29-9

SITE LOCATION

E. 2 MILE RD.

E. 2 MILE RD.

MAYBERRY RD.

20 21 22 23 24 25 26 27 28 29 30 31 32

MAYBERRY

33 34 35 36 37 38

RAMIREZ ST.

GARDENS

18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1

39 38 37 36 35 34 33 32 31 30

BENJAMIN ST.

28 27 26 25 24 23 22 21

59 58 57 56 55 54 53 52 51 50

40 41 42 43 44 45 46 47 48 49

ABRAHAM ST.

9 10 11 12 13 14 15 16 17 18 19 20

FRANCISCO AVE.

1 2 3 4 5 6 7 8

PATRIOT ESTATES

FRONTIER ESTATES

SANDSTONE DR.

PHASE III

DAWSON LN.

186 185 184 183 182 181 180 179 178 177 176 175 174 173 172 171 170 169

187 188 189 190

224 225 226 227 228 229 230 231 232 233 234 235 236 237 238

223 222 221 220 219 218 217 216 215 214 213 212 211 210 209 208

1 10 9 8 7 6 5 4 3 2 1

WETLANDS MEMORIAL HIGH SCHOOL (MISSION SECONDARY)



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 580-8672
 FAX: (956) 380-8680

Item 6.

No.



M5235-00-000-0001-00 (550720)
MISSION CONSOLIDATED ISD
1116 N CONWAY AVE
MISSION TX 78572

W0100-00-029-0008-06 (317276)
REYES JUAN RAMON
521 E MILE 2 ROAD
MISSION TX 78574

W0100-00-029-0008-10 (657721)
PENA ROSA MARIA
PO BOX 1771
DONNA TX 78537

P4654-00-000-0017-00 (693127)
RESENDEZ JEANETTE MARIE
606 ABRAHAM ST
MISSION TX 78573

P4654-00-000-0018-00 (693128)
SOLIS DAGOBERTO & MELISSA
DAGOBERTO SOLIS JR
608 ABRAHAM ST
MISSION TX 78573

P4654-00-000-0019-00 (693129)
CRUZ JESUS & HELEN DIANA
610 ABRAHAM ST
MISSION TX 78573

P4654-00-000-0020-00 (693130)
MEDINA JUAN ANTONIO & AMALIA MEDINA
612 ABRAHAM ST
MISSION TX 78573

P4654-00-000-0021-00 (693131)
EKORTARH YANICK
102 BELAIRE DR APT NO 1
LAREDO TX 78041

P4654-00-000-0022-00 (693132)
STEVENS HENRY & CECILE TRSTS
STEVENS FAMILY TRUST
3202 KERALUM AVE
MISSION TX 78573

P4654-00-000-0023-00 (693133)
FLORES AARON JR & ALICIA A
3204 KERALUM AVE
MISSION TX 78573

P4654-00-000-0024-00 (693134)
SIERRA MARISOL
3206 KERALUM AVE
MISSION TX 78573

P4654-00-000-0048-00 (693158)
ADAME SILVIA O
607 ABRAHAM ST
MISSION TX 78573

P4654-00-000-0049-00 (693159)
MEYER SCOTT WADE II & BIANCA LIZETTE
609 ABRAHAM STREET
MISSION TX 78573

Started: 5:33 p.m.
Ended: 5:35 p.m.
Item #1.1
Rezoning:

**A 0.33 acre tract of land out of the East
100' of the West 880' of the South 143'
of Lot 29-8, West Addition to Sharyland
AO-I to C-3
Juan Reyes**

Ms. De Luna went over the write-up stating the subject site is located near Mayberry Road and E. Mile 2 Road intersection along the north side of E. Mile 2 Road.

SURROUNDING ZONES: N: R-1 - Single Family Residential
 E: AO-I - Agricultural Open Interim
 W: R-1 - Single Family Residential
 S: P - Public

EXISTING LAND USES: N: Single Family Residential
 E: Open Acreage
 W: Single Family Home
 S: Veterans Memorial High School
 Site: Vacant

FLUM: Low Density Residential (LD)

REVIEW COMMENTS: The proposed zone does not comply with the City's Future Land Use Map nor surrounding land uses. Approving a C-3 zone in this location would be detrimental to the surrounding single-family residential properties.

RECOMMENDATION: Staff recommends Denial.

Vice Chairman Barrera asked if there was any input in favor or against the request.

The applicant was not present.

Vice Chairman Barrera entertained a motion to close the public hearing. Mr. Alanis motioned to close the hearing. Mr. Arcaute seconded the motion. Upon a vote, the motion passed unanimously.

Vice Chairman Barrera asked if the board had any questions.

Vice Chairman Barrera mentioned the board has seen this item before but for something different.

Ms. De Luna mentioned that they wanted to do apartments.

Mr. Arcaute wanted to know why that property was excluded from the subdivision.

Ms. De Luna stated that the property could have been from a different owner.

There being no further discussion, Vice Chairman Barrera entertained a motion. Mr. Hardison moved to the deny the rezoning. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit: Construct a Pool House on Property Zoned Large Lot Single Family Residential at 2508 Lilac Avenue, Lot 9, Falcon Crest Subdivision, R-1A, William Carl Davis, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On February 22, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located approximately 310' north of Thornwood Drive along the east side of Lilac 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) no separate utility and electrical connections, 2) transferability to other future owners imposing the same conditions imposed to this applicant, and 3) not to be used for rental purposes

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO CONSTRUCT A POOL HOUSE ON PROPERTY ZONED LARGE LOT SINGLE FAMILY RESIDENTIAL AT 2508 LILAC AVENUE, BEING LOT 9, FALCON CREST SUBDIVISION

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

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, March 13, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
2508 Lilac Avenue Lot 9, Falcon Crest Subdivision	Construct a Pool House on Property Zoned Large Lot Single Residential at 2508 Lilac Avenue	<ol style="list-style-type: none"> 1) No separate utility and electrical connections, 2) Transferability to other future owners imposing the same conditions imposed to this applicant, and 3) Not to be used for rental purposes

READ, CONSIDERED AND PASSED, this the 13th day of March, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.2

CONDITIONAL USE PERMIT: Construct a Pool House on Property Zoned
 Large Lot Single Family Residential
 2508 Lilac Avenue
 Lot 9, Falcon Crest Subdivision
 R-1A
 William Carl Davis

REVIEW DATA

The subject site is located approximately 310' north of Thornwood Drive along the east side of Lilac Avenue. – see vicinity map. The applicant is requesting a conditional use permit for the construction of a pool house. The proposed pool house will have 1,092 square feet. It will consist of (2 bedrooms), (1.5) bathrooms, living, dining area and a porch. Guest houses are allowed in a Large Lot Single Family Zone as long as they apply for a conditional use permit and comply with the following conditions:

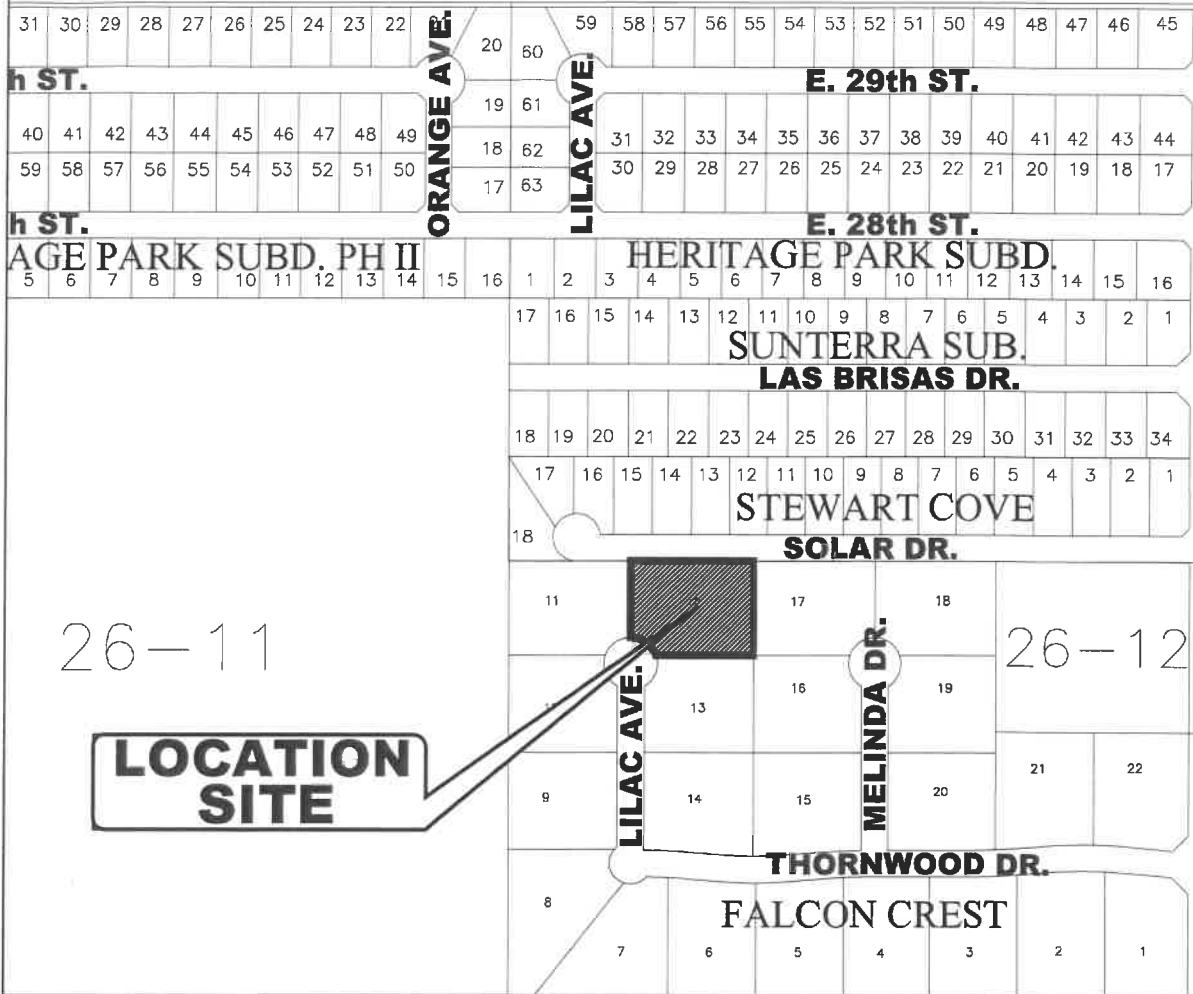
- Lot be a minimal of 12,000 sq. ft.
- Cannot be made available or used for lease, rent, hire, and the owner of such use may not receive remuneration for the use of one of the above
- Proposal must be clearly secondary to the primary residence
- Shall not have access to a public street (No shared/extended driveway)
- Shall not have separate kitchen area or utilities

REVIEW COMMENTS: The lot total square footage is 36,566 sq. ft. and all building setbacks will be met. The proposed driveway is more than sufficient to accommodate any guest vehicle. The guest home must be connected to the same water and electrical meters, i.e. no separate utilities. 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) no separate utility and electrical connections, 2) transferability to other future owners imposing the same conditions imposed to this applicant, and 3) not to be used for rental purposes.

27-11 MISSION LATERAL 27-12

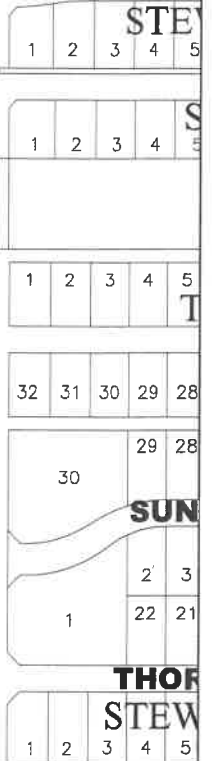
Item 7.



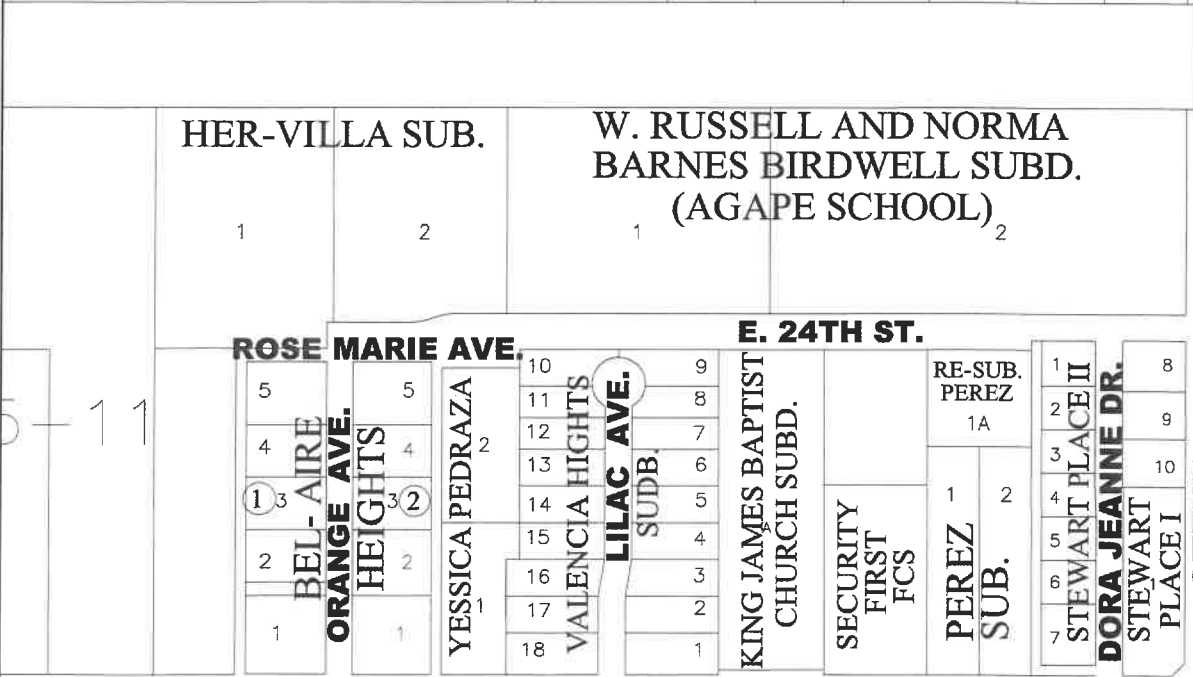
26-11

LOCATION SITE

26-12



200' H.C.



CITY OF MISSION
HIDALGO COUNTY, TEXAS

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

No. 55

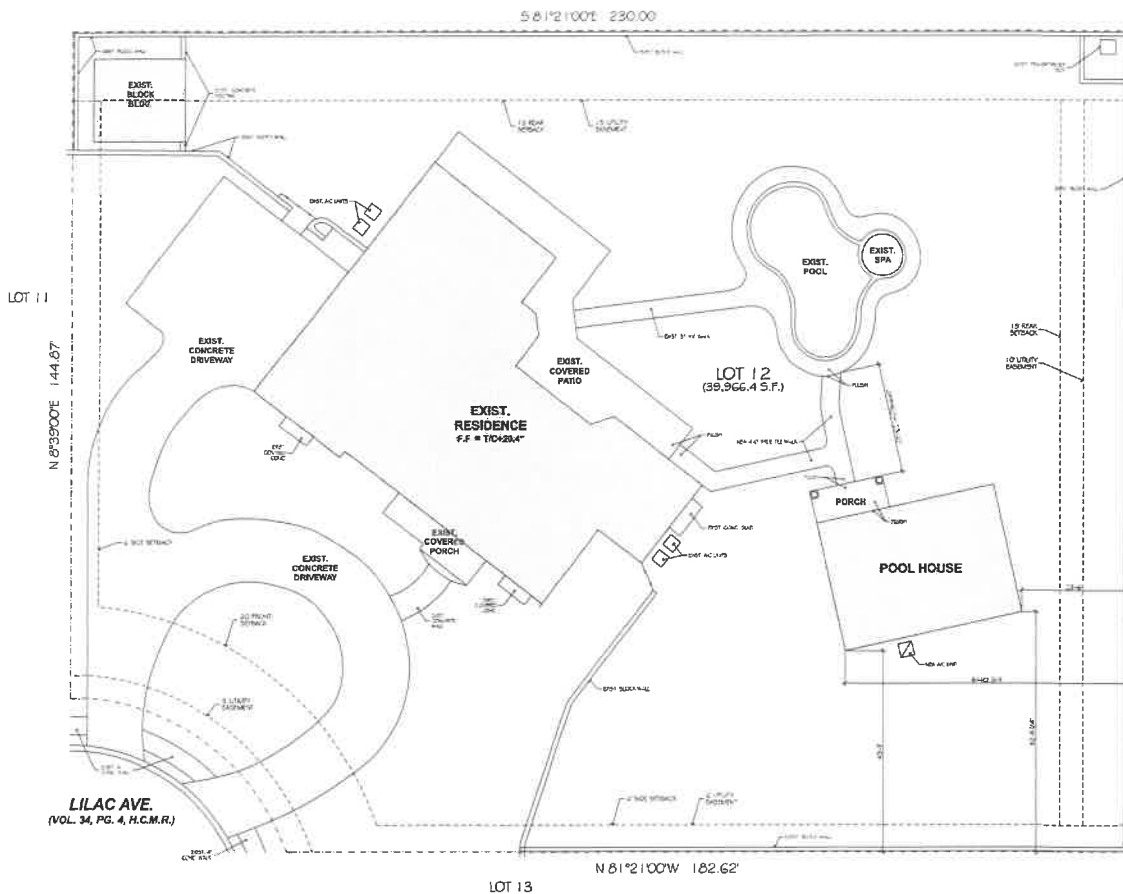
LILAC AVE.

SOLAR DR.



Texas Parks & Wildlife Center, HERE, Gamma, INCREMENT P. USGS, TSDA





LEGAL DESCRIPTION
 ALL OF LOT 12
 FALCON CREST SUBDIVISION
 AN ADDITION TO THE CITY OF MESQUITE,
 HENDRICK COUNTY, TEXAS
 ACCORDING TO THE MAP RECORDED IN
 VOLUME 34, PAGE 4
 MAP RECORDS IN THE OFFICE OF THE
 COUNTY CLERK OF HENDRICK COUNTY, TEXAS



Fitz

FITZPATRICK ARCHITECTS P.C.

These Plans were prepared by me or under my direct supervision and I am a duly licensed professional engineer in the State of Texas.
 JOHN FITZPATRICK ARCHITECTS, P.C.
 101 WEST 14TH STREET, SUITE 200
 DALLAS, TEXAS 75202

POOL HOUSE
 2508 LILAC AVE.

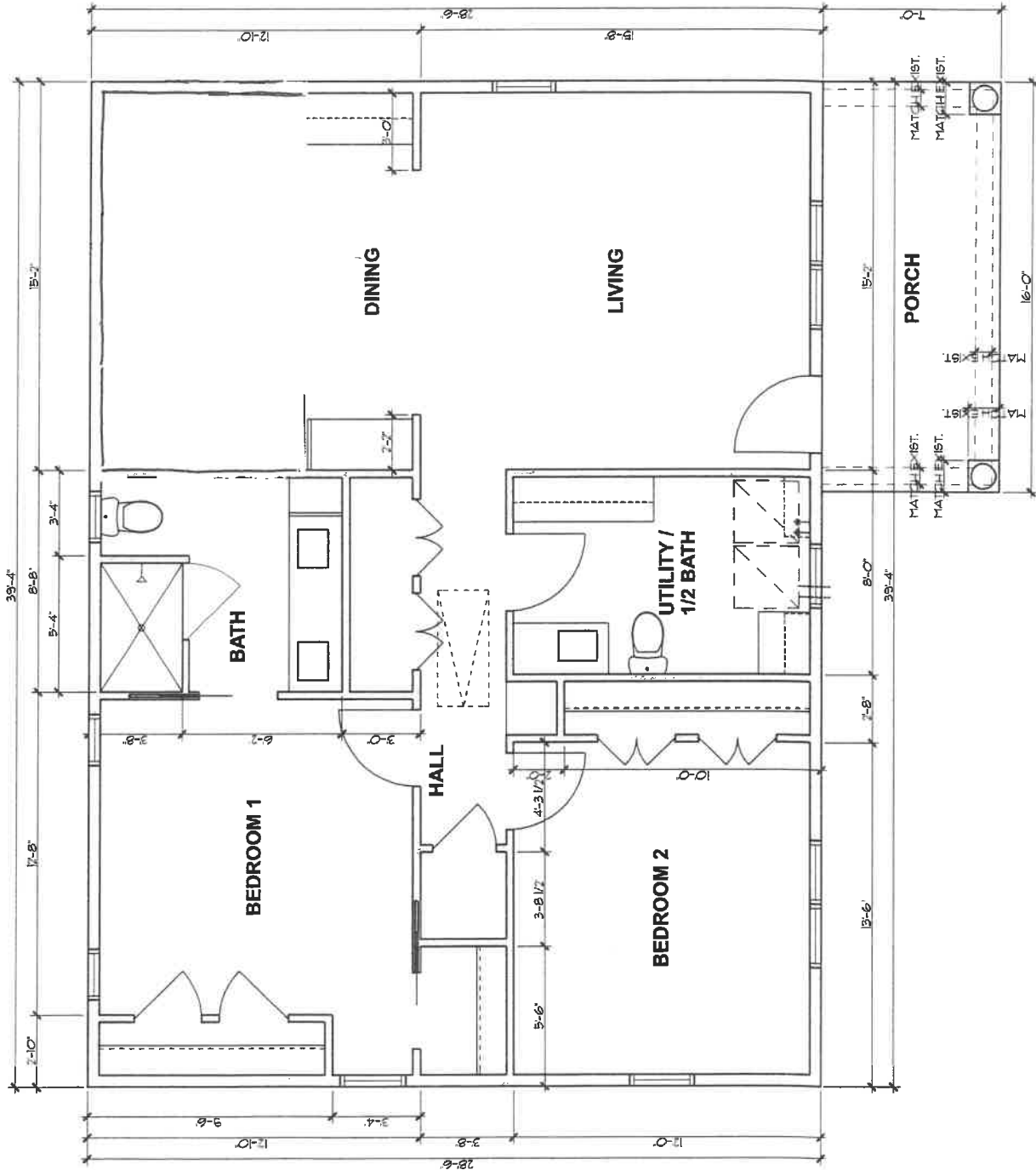
Site Plan

NO. 1	DATE

A-2

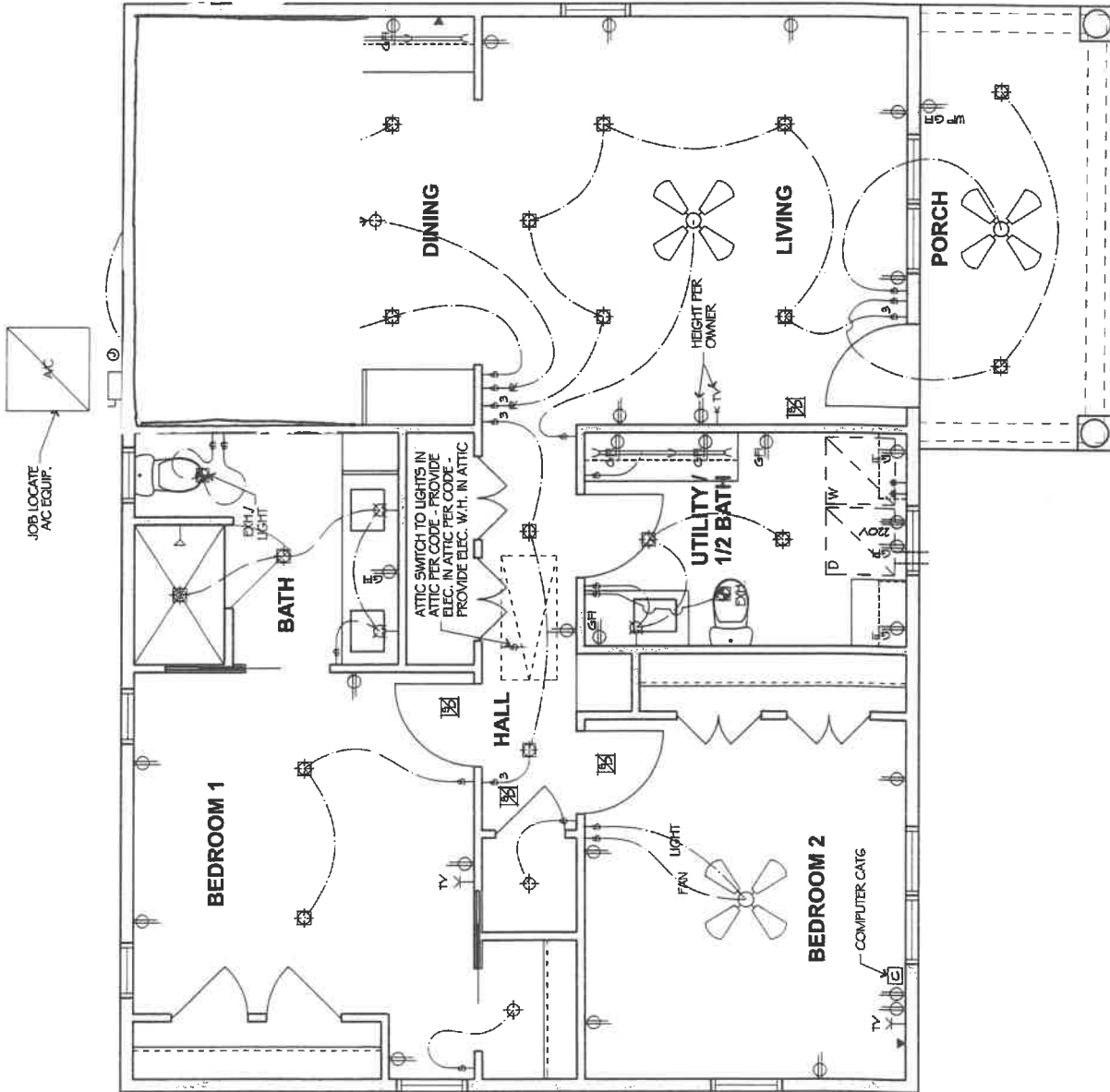
SITE PLAN - EXISTING & NEW

SC: 1"=20'-0"



DIMENSIONING PLAN

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



LEGEND

- | | | | |
|--|-----------------------|--|---|
| | STANDARD RECEPTACLE | | SMOKE DETECTOR |
| | GFI RECEPTACLE | | CONCEALED FLUORESCENT |
| | WEATHERPROOF PLUG | | SURFACE LIGHT |
| | 220V RECEPTACLE | | PENDANT FMT. |
| | TELEPHONE JACK | | TELEVISION |
| | STANDARD SWITCH | | WALL LIGHT |
| | 3 WAY SWITCH | | MULTITELECOMMUNICATION OUTLET (T.V., PHONE, COMPUTER, VIDEO, AUDIO) / CAT 6 |
| | DIMMER SWITCH | | CEILING FAN |
| | RECESSED INCANDESCENT | | |
| | JUNCTION BOX | | |
| | HEAT VENT LIGHT | | |
| | AS NOTED (AV) | | |

ELECTRICAL PLAN

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

F1550-00-000-0009-00 (598851)
MAZLOUM FAISSAL & SABRIA BHIMJI
2501 LILAC AVE
MCALLEN TX 78572

F1550-00-000-0010-00 (598853)
BONILLA DAVID & NEYDA G
2505 LILAC AVE
MISSION TX 78574

F1550-00-000-0011-00 (598854)
CHIAMPOU MARK WILLAIM & JENNIFER
2509 LILAC AVE
MISSION TX 78574

F1550-00-000-0012-00 (598855)
DAVIS WILLIAM C & DENISE P
2508 LILAC AVE
MISSION TX 78574

F1550-00-000-0013-00 (598856)
D'ENTREMONT DIANNE & DONALD
2504 LILAC AVE
MISSION TX 78574

F1550-00-000-0014-00 (598857)
LARA HECTOR G & SUSANA
2500 LILAC AVE
MISSION TX 78574

F1550-00-000-0015-00 (598858)
CANALES ROLANDO X & MAGDALENA
1413 THORNWOOD DR
MISSION TX 78574

F1550-00-000-0016-00 (598859)
SCHMIDT JOHN K & IRMA L
2505 MELINDA DR
MISSION TX 78574

F1550-00-000-0017-00 (598860)
MEDINA KELLY
2509 MELINDA DR
MISSION TX 78574

S7676-00-000-0020-00 (709982)
GARIBAY GABRIELA P & JORGE A RIOS
1406 LAS BRISAS DR
MISSION TX 78574

S7676-00-000-0021-00 (709983)
MARIN ALEX
1408 LAS BRISAS DR
MISSION TX 78574

S7676-00-000-0022-00 (709984)
RUBIO MAYDA PATRICIA
1410 LAS BRISAS DR
MISSION TX 78574

S7676-00-000-0023-00 (709985)
NETRO FELICIANO JR & TAHNEE M
1412 LAS BRISAS DR
MISSION TX 78574

S7676-00-000-0024-00 (709986)
SALINAS ARNOLDO
1414 LAS BRISAS DR
MISSION TX 78574

S7676-00-000-0025-00 (709987)
RODRIGUEZ GUADALUPE
DIANNE GERLACH
1416 LAS BRISAS DR
MISSION TX 78574

S6053-00-000-0009-00 (1371352)
GUTIERREZ YADHIRA TREVINO
1501 E 28TH
MISSION TX 78574

S6053-00-000-0010-00 (1371353)
JAIME AGUSTIN & MINELA
1205 FORTUNA DR
MISSION TX 78572

S6053-00-000-0011-00 (1371354)
VILLARREAL JOSE LUIS JR & CYNTHIA
909 W CHARLES DR
MISSION TX 78572

S6053-00-000-0012-00 (1371355)
LOPEZ RAMIRO
423 SULLIVAN CITY DR
SULLIVAN CITY TX 78595

S6053-00-000-0013-00 (1371356)
GONZALEZ TANIA A
1940 S 32ND ST
MCALLEN TX 78503

S6053-00-000-0014-00 (1371357)
ZUNIGA CARLOS JR
1705 SCHOOL LN
MISSION TX 78572

S6053-00-000-0015-00 (1371358)
SALINAS LEONEL JR & ROXANA
STEWART CV S/D LOT 15
MISSION TX 78572

S6053-00-000-0016-00 (1371359)
OSORIO RAYMUNDO JR
1410 S N CAROLINA ST
MISSION TX 78573

S6053-00-000-0017-00 (1371360)
SARINANA ROBERT & KELLY ELIZABET
609 STONEGATE DR
MISSION TX 78574

S6053-00-000-0018-00 (1371361)
PAZ ARMANDO MARIANO ALVARADO
804 COUNTRY CLUB DR
MISSION TX 78572

Started: 5:35 p.m.

Ended: 5:37p.m.

Item #1.2

**Conditional Use Permit: Construct a Pool House on Property Zoned
Large Lot Single Family Residential
2508 Lilac Avenue
Lot 9, Falcon Crest Subdivision
R-1A
William Carl Davis**

Ms. De Luna went over the write-up stating the subject site is located approximately 310’ north of Thornwood Drive along the east side of Lilac Avenue. The applicant is requesting a conditional use permit for the construction of a pool house. The proposed pool house will have 1,092 square feet. It will consist of (2 bedrooms), (1.5) bathrooms, living, dining area and a porch. Guest houses are allowed in a Large Lot Single Family Zone as long as they apply for a conditional use permit and comply with the following conditions:

- Lot be a minimal of 12,000 sq. ft.
- Cannot be made available or used for lease, rent, hire, and the owner of such use may not receive remuneration for the use of one of the above
- Proposal must be clearly secondary to the primary residence
- Shall not have access to a public street (No shared/extended driveway)
- Shall not have separate kitchen area or utilities

REVIEW COMMENTS: The lot total square footage is 36,566 sq. ft. and all building setbacks will be met. The proposed driveway is more than sufficient to accommodate any guest vehicle. The guest home must be connected to the same water and electrical meters, i.e. no separate utilities. 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) no separate utility and electrical connections, 2) transferability to other future owners imposing the same conditions imposed to this applicant, and 3) not to be used for rental purposes.

Vice Chairman Barrera asked if there was any input in favor or against the request.

Vice Chairman Barrera entertained a motion to close the public hearing. Mr. Arcaute motioned to close the hearing. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

Vice Chairman Barrera asked if the board had any questions.

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



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Conditional Use Permit: To have a Restaurant in a C-2 zone – The Magnolia Tea Room at 1022 E. Griffin Parkway, Suite 107B, Lot 1, Bryan Road Medical Plaza Subdivision, C-2, Elizabeth Marie Romero, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On February 22, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located on the southwest corner of E. Griffin Parkway (F.M. 495) and Bryan Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) 1 yr. re-evaluation in order to Assess this new operation, 2) Must comply with all City Codes (Building, Fire, etc.), 3) CUP not to be Transferable to others, and 4) Must acquire a business license prior to occupancy.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager’s Recommendation: Approval *RP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO HAVE A RESTAURANT IN A C-2 ZONE – THE MAGNOLIA TEA ROOM AT 1022 E. GRIFFIN PARKWAY, SUITE 107B, BEING LOT 1, BRYAN ROAD MEDICAL PLAZA SUBDIVISION

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

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, March 13, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
1022 E. Griffin Parkway, Ste. 107B Lot 1, Bryan Road Medical Plaza	To have a Restaurant in a C-2 zone – The Magnolia Tea Room	<ol style="list-style-type: none"> 1) 1 yr. re-evaluation in order to assess this new operation, 2) Must comply with all City Codes (Building, Fire, etc.) 3) CUP not to be transferable to others, and 4) Must acquire a business license prior to occupancy.

READ, CONSIDERED AND PASSED, this the 13th day of March, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.3

CONDITIONAL USE PERMIT: To have a Restaurant in a C-2 zone
 The Magnolia Tea Room
 1022 E. Griffin Parkway, Ste. 107B
 Lot 1, Bryan Road Medical Plaza Subdivision
 C-2
 Elizabeth Marie Romero

REVIEW DATA

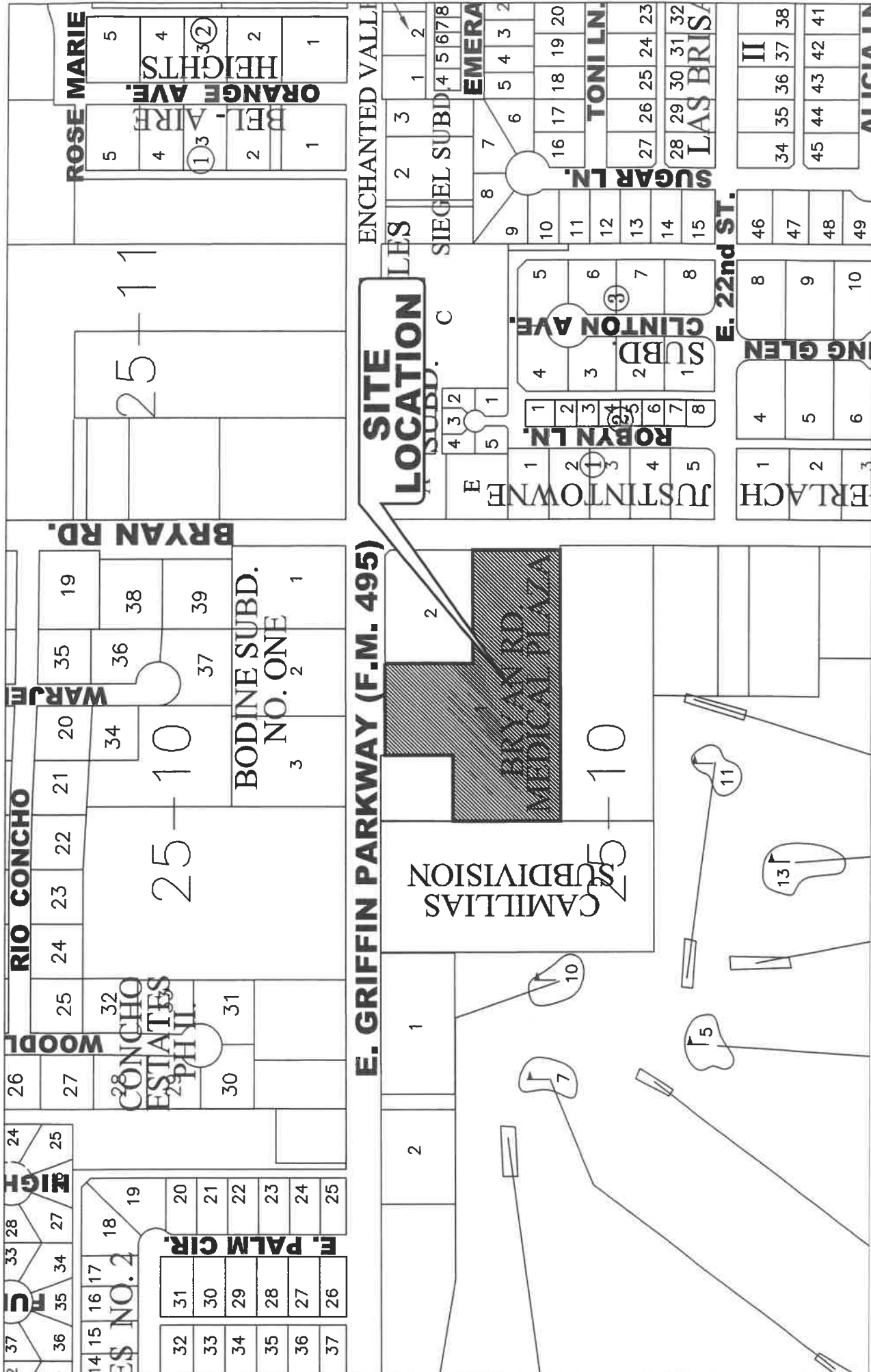
The subject site is located on the southwest corner of E. Griffin Parkway (F.M. 495) and Bryan Road - **vicinity map**. The applicant leased a 1,740 sq. ft. suite within this commercial plaza to have The Magnolia Tea Room. The Magnolia Tearoom strives to bring you a high tea experience that warms your heart with their decadents' teas, delicious food and excellent service. The items that will be served include: cake, pastries, small sandwiches, salads, soups, hot/cold teas, coffee and sparkling water. The property is zoned Neighborhood Commercial (C-2). Sec. 1.42(3)(e) of the Zoning Code states that restaurants require a CUP if in a Neighborhood Commercial Zone (C-2).

- **Hours of Operation:** Tuesday - Saturday from 10 am to 6 pm
- **Staff:** 2 employees
- **Parking:** The restaurant will have a total of 40 seats which requires 13 parking spaces (40 seats/3 = 13.3 parking spaces). The site currently has a total of 150 parking spaces held in common.
- **Landscaping:** Landscaping is existing and meeting code.

REVIEW COMMENTS: Staff mailed out 17 notices to property owners within 200' radius and has not received any comments in favor or against the request. Staff does not object to the request.

RECOMMENDATION: Staff recommends approval subject to:

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



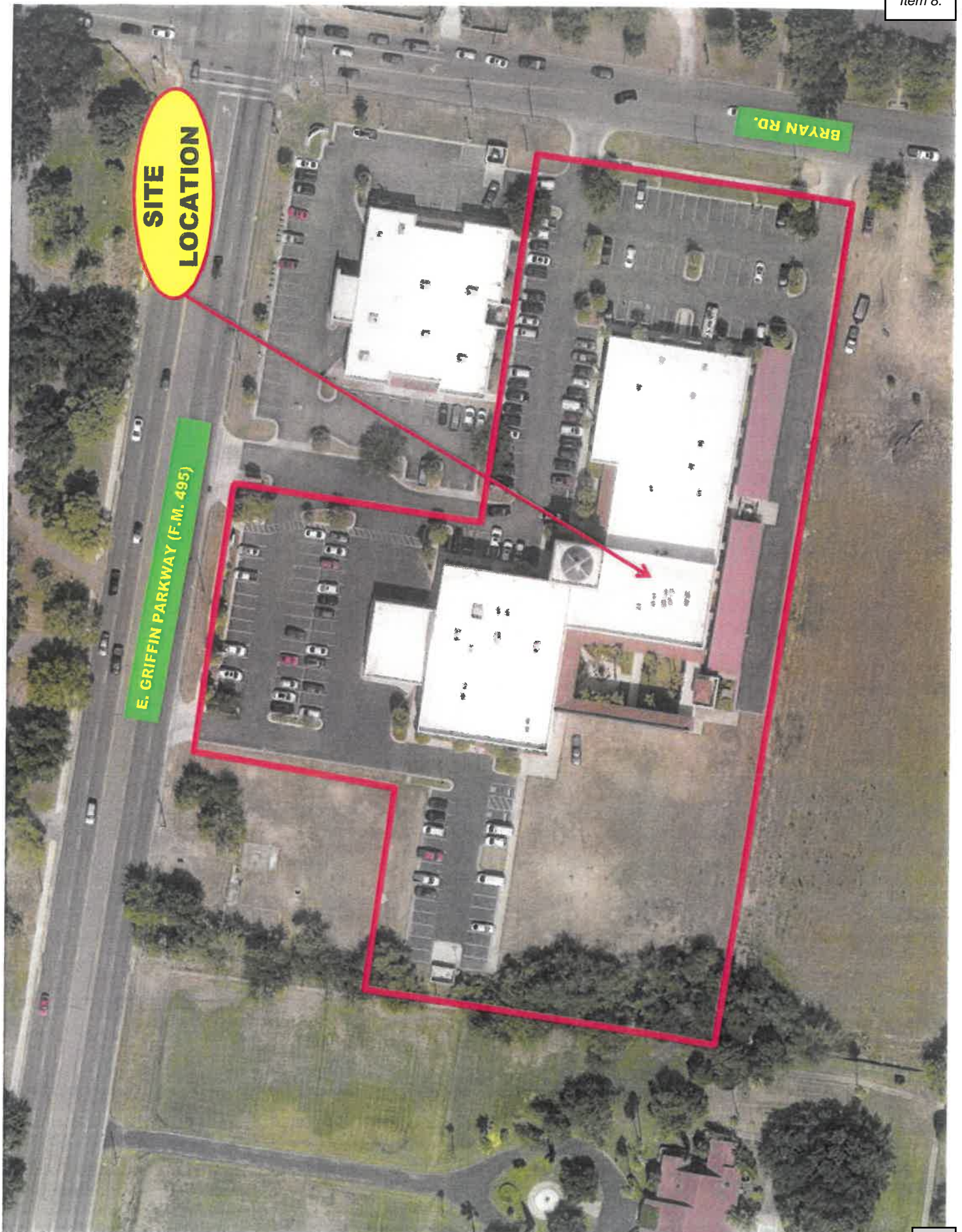
SITE LOCATION

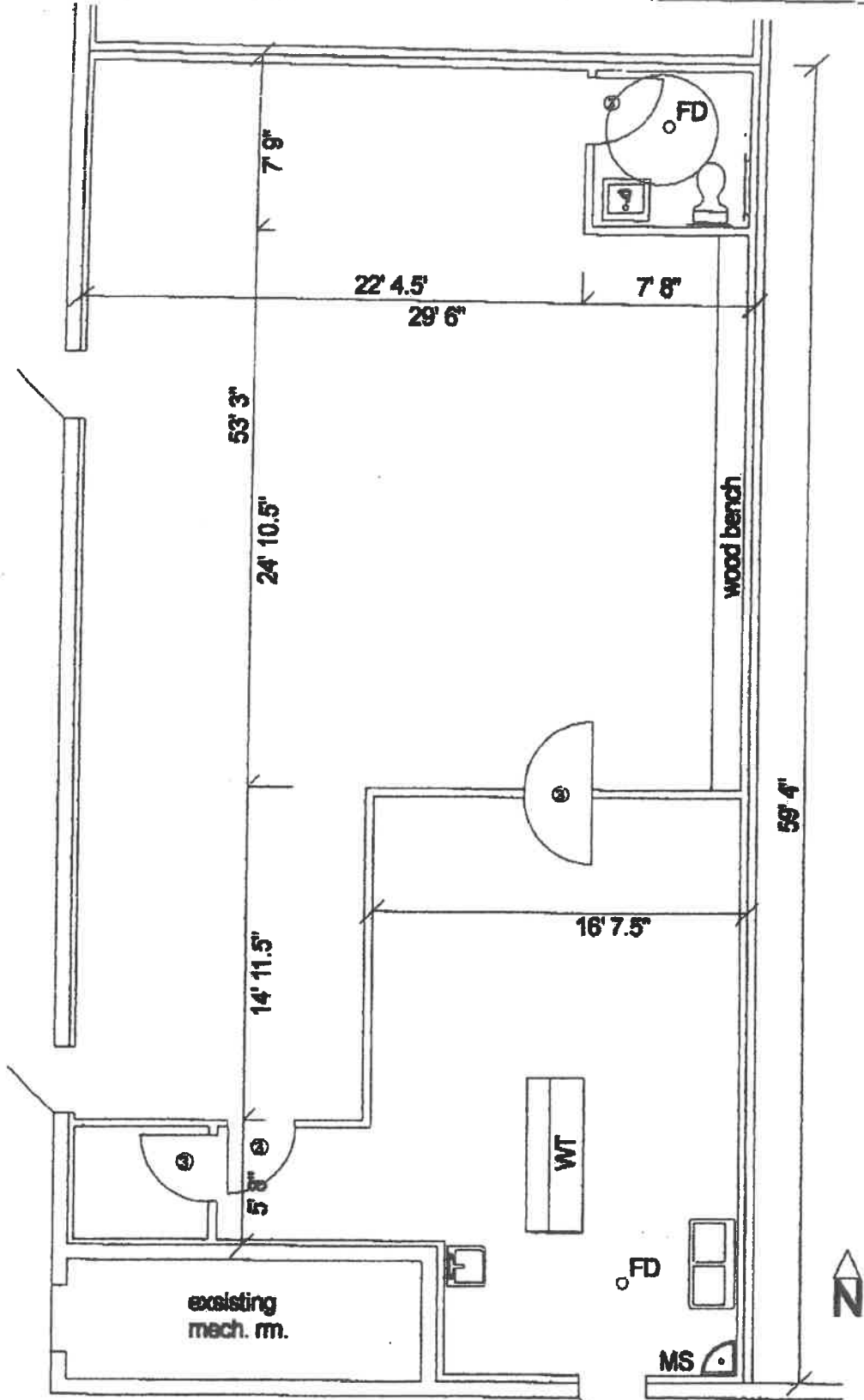
E. GRIFFIN PARKWAY (F.M. 495)



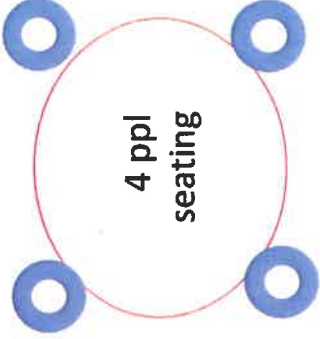
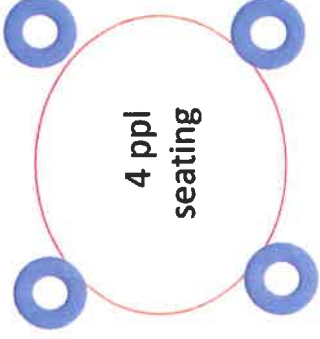
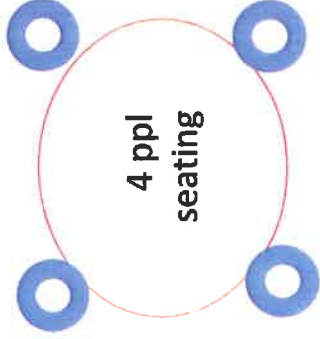
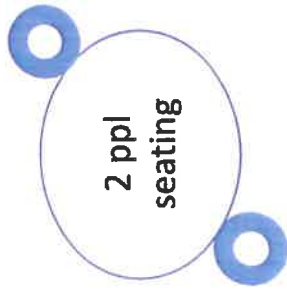
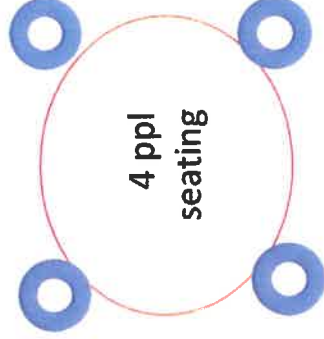
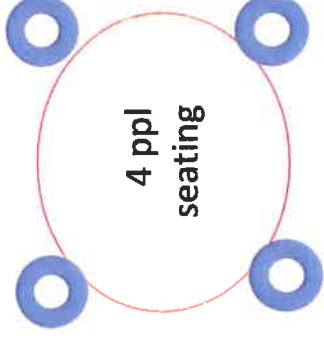
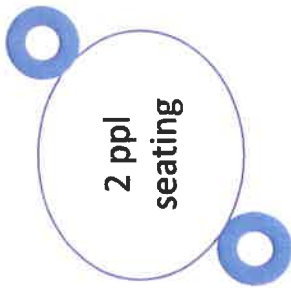
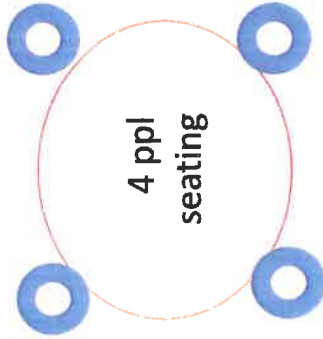
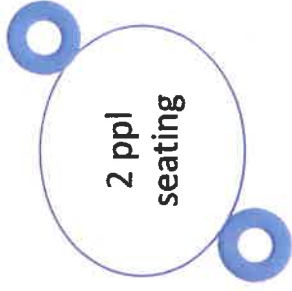
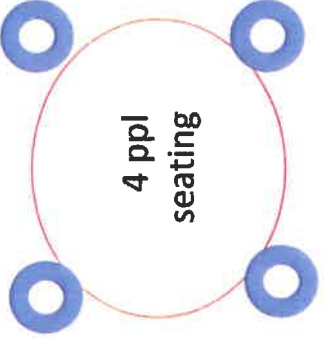
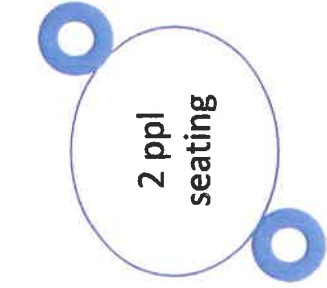
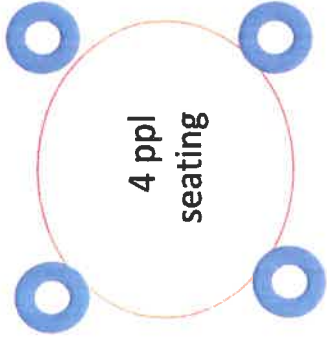
CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 800-8672
 FAX: (956) 580-6680

Item 8.





Restaurant @ Advanced Medical Arts Center-V2
Suite 107, 1022 E. Griffin Parkway, Mission, TX.
Floor Plan scale 3/16" = 1' 0"
Magana Construction Co. off. 782-8007, fax 782-9007



**The Magnolia
Tea Room –
Mission, Texas**
**8 tables of 4-
person seating**
**4 small tables
of 2**
Total tables 12
40 ppl Seating

The Magnolia TeaRoom

A Light Fare

LORRAINE

Traditional quiche with crispy bacon, mild and sharp cheddar cheese

SPINACH

Sautéed spinach with mozzarella, ricotta and Parmesan cheeses (contains tiny, cooked onions)

Slice of Quiche with a choice of one below:

Cup of the Soup of the Day -or- Small House Salad

\$12.50 (plus tax)

Delight

ALMOND OR CHOCOLATE CROSSIANT \$6.00

BLUEBERRY OR CRANBERRY SCONE \$6.00

FRENCH MACARONS \$3.50

Vanilla Bean, Chocolate, Raspberry, Pistachio, or Salted Caramel,

BLUEBERRY OR BANANA NUT MUFFIN \$4.50

BERRY TART \$6.00

Vanilla bean pastry cream with fresh berries

Lunch

CUCUMBER SANDWICH

Traditional English sandwich of seasoned cucumbers on crustless buttered white bread and fresh fruit

THE MAGNOLIA SANDWICH

Delicious chicken mixed with pecans, grapes, light mayo, and apples on a warm croissant

CHICKEN & PASTA SALAD

Tasty chicken salad mixed with pecans, grapes, light mayo, and apples served over fresh mixed greens with bow-tie pasta

CROQUE MONSIEUR

The classic French ham and cheese straight from the streets of France. Savory sliced smoked ham and Swiss with garlic cream sauce baked on country bread.

THE LOX

Salmon with fresh dill, red onion, capers, tomatoes, and cucumbers served on a warm bagel with cream cheese

THE FRENCH CRÊPE

A sweet crepe with fresh lemon, whipped butter, & vanilla bean sugar

All lunch options come with one below:

Cup of the Soup of the Day -or- Small House Salad

Sandwiches come with House Chips

\$16.50 (plus tax)

The Magnolia TeaRoom

Hot & Cold

THE DAILY BREW	12 OZ	\$3.50
<i>Our medium blend with your choice of whole milk, almond milk, or 2% (add your choice of delicious vanilla or hazelnut syrup)</i>	16 OZ	\$4.50
	12 OZ	\$3.50
ICED COFFEE	16 OZ	\$4.50
<i>The daily brew served over ice</i>		
THE MAGNOLIA ICED TEA		\$3.50
<i>Our signature iced tea</i>		
OTHERS		
Orange Juice, Bottled Water, Sparkling Water		\$3.00

Bagged Teas

ENGLISH BREAKFAST	
CHAMOMILE BLOSSOMS	
PEPPERMINT	
WHITE TEA	
ROOIBOS TEA	
CHAI TEA	
OOLONG TEA	
FLORAL JASMINE	
	Cup of Tea \$3.50
	Pot of Tea \$7.50

Loose Leaf Teas

CHERRY BLOSSOM GREEN	
LEMON VERBENA BLEND	
VANILLA ROOIBOS	
PURPLE TEA	
MATCHA	
MINT	
ENGLISH BREAKFAST	
CHINA ROSE PETAL	
	Cup of Tea \$3.50
	Pot of Tea \$7.50



The Magnolia TeaRoom

A High Tea Experience

ADVANCE RESERVATIONS REQUIRED | MINIMUM OF 4 GUESTS | DEPOSIT REQUIRED- \$30.00 PP

The act of drinking tea in France dates

back to the 17th century and it was long associated with being a pastime of the aristocracy. The Magnolia Tearoom strives to bring you a high tea experience that warms your heart with our decadent teas, delicious food and excellent service. Please enjoy your experience!

TEA

Unlimited hot tea beautifully prepared for your enjoyment.

Ask for the tea service selection to review our menu of teas.

(SELECT UP TO 3 TEAS)

AMUSE

Fresh berries with lighted whipped cream

SIGNATURE TEA SANDWICHES

(1 OF EACH FOR EACH GUEST)

The Magnolia Chicken Salad, English Cucumber w/Special House Dressing, Salmon w/Crème Fraiche, Ham and Mustard Sandwiches served on a beautifully adorned platter

CURRENT SCONES WITH CREAM

(1 OF EACH FOR EACH GUEST)

ASSORTMENT OF PASTIES

(SHARE AS YOU PLEASE)

****FOR PARTIES OF 8 OR MORE, TAX AND 20% GRATUITY WILL BE ADDED. THANK YOU FOR SUPPORTING A WOMAN OWNED SMALL BUSINESS.**

B3350-01-000-0001-00 (126391)
 CAVAZOS NORMA LYDIA
 2301 N BRYAN RD
 MISSION TX 78574

B3350-01-000-0002-00 (126392)
 BARRERA ALICIA YOLANDA
 1021 E GRIFFIN PKWY
 MISSION TX 78572

B3350-01-000-0003-00 (126393)
 MISSION REAL PROPERTIES INC
 PO BOX 949
 MISSION TX 78573

C0630-00-000-0001-00 (129704)
 CARRERAS JOSE R
 1313 ST CLAIRE BLVD
 MISSION TX 78572

J9600-00-001-0001-00 (201300)
 LONGORIA ALEJANDRO R & MARIA M
 2216 N BRYAN RD
 MISSION TX 78572

J9600-00-001-0002-00 (201301)
 VILLASANA SERGIO
 2212 N BRYAN RD
 MISSION TX 78572

J9600-00-001-0003-00 (201302)
 BRYAN FIRST INVESTMENT LLC
 PO BOX 142
 SAN JUAN TX 78589

J9600-00-001-0004-00 (201303)
 SOLIS NORBERTO JR
 2204 N BRYAN RD
 MISSION TX 78572

W0100-00-024-0010-01 (316944)
 RU/BEN INVESTMENTS LTD
 PO BOX 769
 MISSION TX 78573

W0100-00-024-0010-02 (316945)
 CARRERAS JOSE R
 1016 E GRIFFIN PKWAY
 MISSION TX 78572

W0100-00-024-0010-03 (316946)
 CARRERAS JOSE R
 1016 E GRIFFIN PKWAY
 MISSION TX 78572

W0100-00-024-0011-00 (316955)
 ANZALDUA MARIO R
 1700 TRINITY ST
 MISSION TX 78572

W0100-00-024-0011-08 (316962)
 ONE MARINA LIMITED PARTNERSHIP
 3506 OAK RIDGE LN
 MISSION TX 78573

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

B4860-00-000-0002-00 (653657)
 GALEN DEVELOPMENT LLC
 1113 E GRIFFIN PKWY
 MISSION TX 78572

A1130-00-000-107B-00 (667828)
 ONE MARINA LTD PRTNESH
 C/O MARTHA INTERIANO
 1022 E GRIFFIN PKWY STE 204
 MISSION TX 78572

A1130-00-002-0000-00 (667846)
 ONE MARINA LTD PRTNESH
 C/O MARTHA INTERIANO
 1022 E GRIFFIN PKWY STE 204
 MISSION TX 78572

Started: 5:37 p.m.

Ended: 5:40 p.m.

Item #1.3

Conditional Use Permit:

To Have a Restaurant in a C-2 zone

The Magnolia Tea Room

1022 E. Griffin Parkway, Suite 107B

Lot 1, Bryan Road Medical Plaza Subdivision

C-2

Elizabeth Marie Romero

Ms. De Luna went over write-up stating the subject site is located on the southwest corner of E. Griffin Parkway (F.M. 495) and Bryan Road. The applicant leased a 1,740 sq. ft. suite within this commercial plaza to have The Magnolia Tea Room. The Magnolia Tearoom strives to bring you a high tea experience that warms your heart with their decadents' teas, delicious food and excellent service. The items that will be served include: cake, pastries, small sandwiches, salads, soups, hot/cold teas, coffee and sparkling water. The property is zoned Neighborhood Commercial (C-2). Sec. 1.42(3)(e) of the Zoning Code states that restaurants require a CUP if in a Neighborhood Commercial Zone (C-2).

- **Hours of Operation:** Tuesday - Saturday from 10 am to 6 pm
- **Staff:** 2 employees
- **Parking:** The restaurant will have a total of 40 seats which requires 13 parking spaces (40 seats/3 = 13.3 parking spaces). The site currently has a total of 150 parking spaces held in common.
- **Landscaping:** Landscaping is existing and meeting code.

REVIEW COMMENTS: Staff mailed out 17 notices to property owners within 200' radius and has not received any comments in favor or against the request. Staff does not object to the request.

RECOMMENDATION: Staff recommends approval subject to:

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

Vice Chairman Barrera asked if there was any input in favor or against the request.

There was none.

Vice Chairman Barrera entertained a motion to close the public hearing. Mr. Arcaute motioned to close the hearing. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

Vice Chairman Barrera asked if the board had any questions.

There was none.

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



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit: Outdoor Soccer Field at 719 Ragland, A tract of land out of the northwest 9.96 acres of Lot 203, John H. Shary Subdivision, C-3, Jorge Eduardo Careaga, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On February 22, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located 800' south of Business Highway 83 along the west side of Ragland 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 yr. re-evaluation in order to assess this new operation, 2) Must comply with all City Codes (Building, Fire, and Sign Codes), 3) Must comply with noise ordinance, 4) Must add additional parking, and 5) Acquire a business license prior to occupancy.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO HAVE A SOCCER FIELD AT 719 RAGLAND, BEING A TRACT OF LAND OUT OF THE NORTHWEST 9.96 ACRES OF LOT 203, JOHN H. SHARY SUBDIVISION

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

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, March 13, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
719 Ragland A tract of land out of the Northwest 9.96 acres of Lot 203, John H. Shary Subdivision	Outdoor Soccer Field	<ol style="list-style-type: none"> 1) 1 yr. re-evaluation in order to assess this new operation, 2) Must comply with all City Codes (Building, Fire, and Sign Codes) 3) Must comply with noise ordinance, 4) Add parking, and 5) Must acquire a business license prior to occupancy.

READ, CONSIDERED AND PASSED, this the 13th day of March, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.4

CONDITIONAL USE PERMIT: Outdoor Soccer Field
 719 Ragland
 A tract of land out of the Northwest 9.96
 acres of Lot 203, John H. Shary Subdivision
 C-3
 Jorge Eduardo Careaga

REVIEW DATA

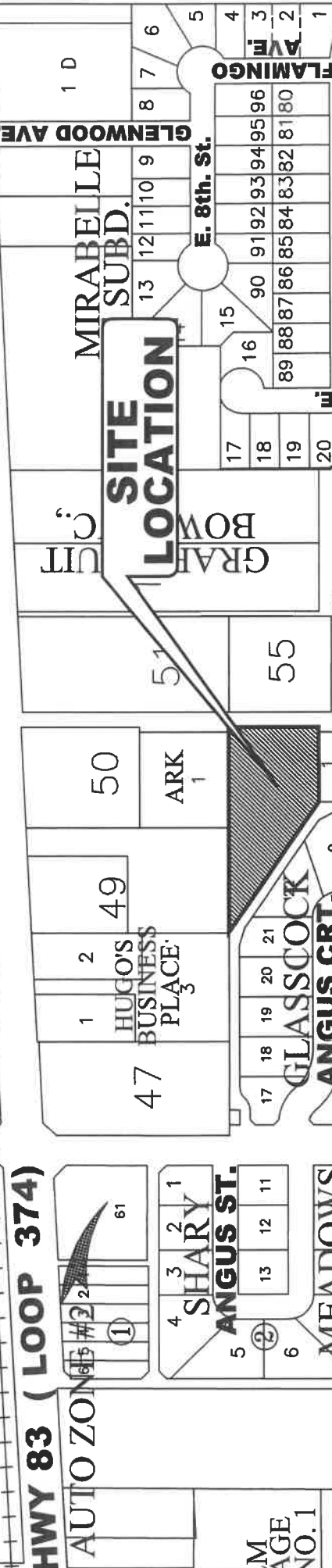
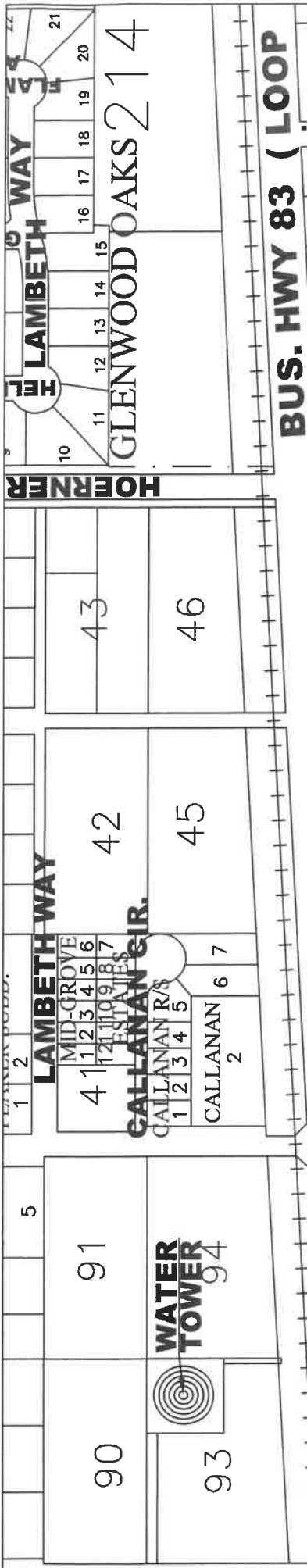
The subject site is located 800' south of Business Highway 83 along the west side of Ragland Road—see **vicinity map**. In an effort to attract more business to his restaurant the applicant is proposing a 25' x 45' outdoor soccer field behind the existing restaurant. Anyone can play in this soccer field as long as they pay a fee. This soccer field will also be available for rental purposes. Access to the site will be via 2 driveways off of Ragland Street.

- **Hours of Operation:** Monday – Sunday from 9 am to 11 pm
- **Parking & Landscaping:** the 2,312 sq.ft. restaurant requires 9 parking spaces and there is a total of 14 parking spaces and he is proposing to add 12 additional parking spaces for the outdoor soccer field. Landscaping is meeting code. He will need to add lighting for the proposed outdoor soccer field.
- **Other Requirements:** Must continue to comply with all Building, Fire and Health Codes.
- **Section 1.43- C-3 General Business(3)(g)** states that “Amusement parks, circus or carnival grounds, commercial amusement or **recreation development**, or other temporary structured used for temporary purposes” are allowed with a Conditional Use Permit.

REVIEW COMMENTS: Staff mailed out 31 notices to property owners within 200' radius and staff has not received any comments in favor or against the request.

RECOMMENDATION: Staff recommends approval subject to:

1. 1 year re-evaluation to asses this new operation,
2. Compliance with all City Codes (Building, Fire, and Sign Codes),
3. Must comply with noise ordinance, and
4. Acquisition of a Business License.



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 360-8672
 FAX: (956) 360-8680

Item 9.

No.





February 22, 2023

To: Planning and Zoning Commission
From: Martha Blanco
711 Ragland St
Mission, TX 78572

re: Conditional Use Permit for an Outdoor Soccer Field
at 719 Ragland St.

To Whom It May Concern:

I want to voice my concern regarding this permit. The property owner at this location has had several outdoor events, all of them being wrestling matches. They all created problems due to insufficient parking. People attending the events even parked on personal driveways in the surrounding properties and the police were called several times. Ragland street is narrow and has no shoulders on the sides, and these events created a hazard for the residents.

I would appreciate very much if the parking issue is taken into consideration. It becomes a dangerous situation on Ragland street when people start parking on the sides of the street as this is the only exit on the north side of our neighborhood.

Thank You,

MBlanco

A5570-00-000-0001-01 (517910)
GRANNY'S ATTIC INC
1400 N MCCOLL RD STE 201
MCALLEN TX 78501

A5571-00-00B-0008-00 (118804)
KELLY AVENUE APARTMENTS LLC
1800 CYNTHIA LN
PALMHURST TX 78573

S2950-00-000-0203-10 (281112)
CAREAGA JORGE E & MELISSA R
1604 LILABETH LN
MISSION TX 78572

S3000-00-000-0049-00 (283439)
O'REILLY AUTO ENTERPRISES LLC
PO BOX 9167
SPRINGFIELD MO 65801

S3000-00-000-0050-01 (283441)
BAZAN ELIAS JR & MARIA DELIA
BAZAN FAMILY REVOCABLE LVG TRUST
2316 N CONWAY AVE
MISSION TX 78574

S3000-00-000-0050-20 (283442)
BAZAN ELIAS JR & MARIA DELIA
BAZAN FAMILY REVOCABLE LVG TRU
2316 N CONWAY AVE
MISSION TX 78574

S3000-00-000-0051-01 (283444)
HIDALGO CO R/O/W DEPT
902 N DOOLITTLE RD
EDINBURG TX 78542

S3000-00-000-0055-10 (283446)
MISSION FOOD FACTORY LLC
2140 E BUS HWY 83
MISSION TX 78572

V2000-00-001-0001-00 (313448)
MASON DEBORAH SUE
713 RAGLAND ST
MISSION TX 78572

V2000-00-001-0002-00 (313449)
BLANCO MARTHA
711 RAGLAND ST
MISSION TX 78572

V2000-00-001-0003-00 (313450)
PULIDO APOLONIO & ESPERANZA ANITA
709 RAGLAND RD
MISSION TX 78572

V2000-00-001-0004-00 (313451)
SALGUERO JAIRO
707 RAGLAND ST
MISSION TX 78572

V2000-00-001-0005-00 (313452)
CARRERA ELIZARDO
705 RAGLAND ST
MISSION TX 78572

V2000-00-005-0001-00 (313539)
RAMIREZ MARIA OLIVIA BARRERA
2101 BRACEY ST
MISSION TX 78572

V2000-00-005-0002-00 (313540)
SHOOK RONALD & JUDITH
207 S COLONY DR
GARRETT IN 46738

V2000-00-005-0003-00 (313541)
TIJERINA CARLOS
808 S SHARY RD 5 PMB NO 163
MISSION TX 78572

V2000-00-005-0004-00 (313542)
STUART KENNETH & GLORIA
11284 STATE ROAD 38
GREENS FORK IN 47345

G4053-00-000-0007-00 (613442)
KESTER LETICIA MARGARITA JARAMIL
420 ROSE ELLEN CR
MCALLEN TX 78501

G4053-00-000-0008-00 (613443)
CANTU TOMAS JR & MARIA DEL CARMEN
2015 BRACEY ST
MISSION TX 78572

G4053-00-000-0009-00 (613444)
JIM & MARY KAY MOFFITT FAMILY LTD
1128 PECAN BLVD
MCALLEN TX 78501

G4053-00-000-0010-00 (613445)
JIM & MARY KAY MOFFITT FAMILY LTD
1128 PECAN BLVD
MCALLEN TX 78501

G4053-00-000-0011-00 (613446)
CORONADO ROBERTO MIGUEL
2010 ANGUS ST
MISSION TX 78572

G4053-00-000-0012-00 (613447)
MURPHY MICHAEL SCOTT
4716 N MAIN ST
MCALLEN TX 78504

G4053-00-000-0019-00 (613454)
QURAIISHI AADAM
3401 IVY AVENUE
MCALLEN TX 78501

G4053-00-000-0020-00 (613455)
HAY DULCE P
5111 N MCCOLL RD
MCALLEN TX 78504

G4053-00-000-0021-00 (613456)
GARZA BERTA
3716 STEVENSEN AVE
MISSION TX 78573

G4053-00-000-0022-00 (613457)
GARZA BERTHA A
3716 STEVENSEN AVE
MISSION TX 78573

H5130-00-000-0001-00 (622804)
NOVELLINI LTD
501 N BRIDGE ST STE 363
HIDALGO TX 78557

H5130-00-000-0002-00 (622805)
GARCIA ALEX & MONETTE
1400 TERRACE DR
MISSION TX 78572

H5130-00-000-0003-00 (622806)
SHARYLAND STORAGE LLC
4313 SOUTH L ST
MCALLEN TX 78503

S3015-00-000-0001-00 (790044)
SHARYLAND STORAGE LLC
4313 SOUTH L ST
MCALLEN TX 78503

Started: 5:40 p.m.

Ended: 5:48 p.m.

Item #1.4

Conditional Use Permit:

Outdoor Soccer Field

719 Ragland

A tract of land out of the Northwest 9.96

acres of Lot 203, John H. Shary Subdivision

C-3

Jorge Eduardo Careaga

Ms. De Luna went over write-up stating the subject site is located 800' south of Business Highway 83 along the west side of Ragland Road. In an effort to attract more business to his restaurant the applicant is proposing a 25' x 45' outdoor soccer field behind the existing restaurant. Anyone can play in this soccer field as long as they pay a fee. This soccer field will also be available for rental purposes. Access to the site will be via 2 driveways off of Ragland Street.

- **Hours of Operation:** Monday – Sunday from 9 am to 11 pm
- **Parking & Landscaping:** the 2,312 sq.ft. restaurant requires 9 parking spaces and there is a total of 14 parking spaces and he is proposing to add 12 additional parking spaces for the outdoor soccer field. Landscaping is meeting code. He will need to add lighting for the proposed outdoor soccer field.
- **Other Requirements:** Must continue to comply with all Building, Fire and Health Codes.
- **Section 1.43- C-3 General Business(3)(g)** states that "Amusement parks, circus or carnival grounds, commercial amusement or recreation development, or other temporary structures used for temporary purposes" are allowed with a Conditional Use Permit.

REVIEW COMMENTS: Staff mailed out 31 notices to property owners within 200' radius and staff has not received any comments in favor or against the request.

RECOMMENDATION: Staff recommends approval subject to:

1. 1 year re-evaluation to assess this new operation,
2. Compliance with all City Codes (Building, Fire, and Sign Codes),
3. Must comply with noise ordinance, and
4. Acquisition of a Business License.

Vice Chairman Barrera asked if there was any input in favor or against the request.

Mrs. Martha Blanco who resides at 711 Ragland and her neighbor Mrs. Anita Pulido who resides at 709 Ragland stated their concern was the parking. She mentioned the owner has had several events and people park everywhere including on private driveways.

Mr. Eduardo Careaga the applicant stated he did not have neighbors on the sides and he had enough space for parking. He added the previous event was a family event and cars were parked on the front property with authorization. He mentioned the soccer field would be for kids and adults to help them keep healthy.

Vice Chairman Barrera asked Mr. Careaga how many people he would expect on these events.

Mr. Careaga stated it was a small field so probably 10-12 cars.

Vice Chairman Barrera entertained a motion to close the public hearing. Mr. Arcaute motioned to close the hearing. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Vice Chairman Barrera asked if the board had any questions.

Vice Chairman Barrera asked if staff had addressed parking issues with the applicant.

Ms. De Luna stated this was the first time she was made aware of those issues. She added Mr. Careaga cannot be using another property for parking.

There being no further discussion, Vice Chairman Barrera entertained a motion. Mr. Arcaute moved to approve the conditional use permit subject to adding more parking. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR THE DRIVE-THRU SERVICE WINDOW – COCINA DE LA ABUELA TERE AT 1500 W. GRIFFIN PARKWAY, SUITE E, BEING THE S. 105’ – W. 180’ – E 440’ OUT OF LOT 25-2, WEST ADDITION TO SHARYLAND & LOT 1, BLOCK B, CINCO DE MAYO RANCH

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

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, March 13, 2023, in the Council Chambers of the City Hall to consider the following conditional use permit renewal:

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

Legal Description	Type	Conditions of Approval
1500 W. Griffin Parkway Being the S. 105’ – W.180’ – E. 440’ out of Lot 25-2, West Addition to Sharyland & Lot 1, Block B, Cinco De Mayo Ranch	Drive-Thru Service Window – 1500 W. Griffin Parkway, Suite E	1) 2 yr. re-evaluation to assess this operation, 2) Must continue comply with all City Codes (Building, Fire, etc) 3) CUP not transferable to others

READ, CONSIDERED AND PASSED, this the 13th day of March, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.5

CONDITIONAL USE PERMIT: Drive-Thru Service Window
RENEWAL: - Cocina De La Abuela Tere
 1500 W. Griffin Parkway, Ste. E
 Being the S. 105' – W.180' - E. 440' out
 of Lot 25-2, West Addition to Sharyland
 & Lot 1, Block B, Cinco De Mayo Ranch
 C-3
 Yvette Castañeda

REVIEW DATA

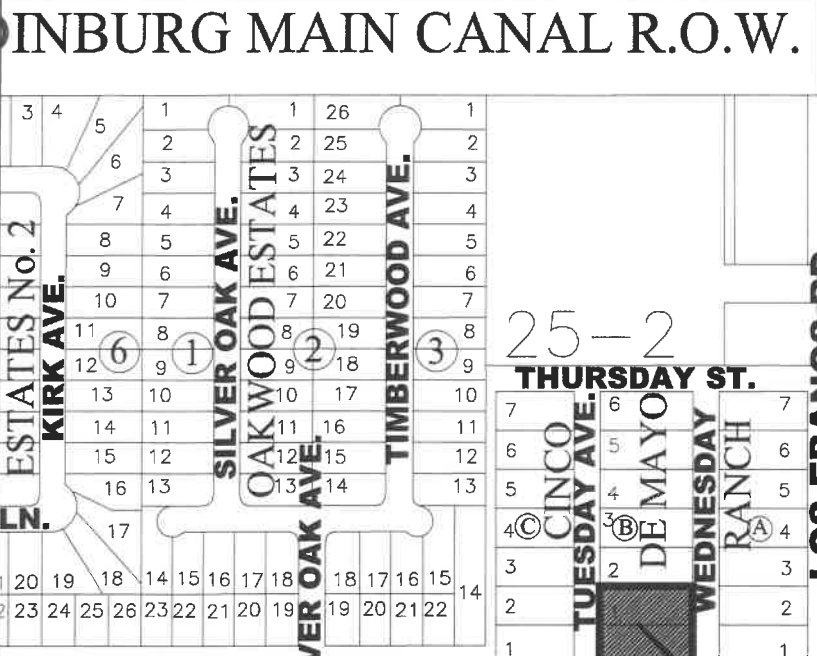
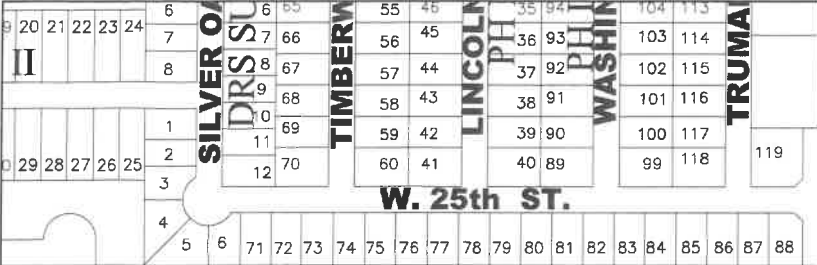
The site is located on the NW corner of Wednesday and Griffin parkway—see **vicinity map**. The applicant leased a 2,628 sq. ft. building which includes a drive-thru service window for her Mexican Restaurant. Access to the site is provided off of Wednesday via a 24' driveway. This CUP was previously approved on January 24, 2022 for a period of 1 year. Staff notes that this would be the 1st renewal.

- **Days/Hours of operation:** Monday from 7am to 3 pm, Tuesday closed, and Wednesday to Sunday from 7am to 3 pm.
- **Staff:** 5 employees.
- **Parking:** There are a total of 36 seating spaces which require 12 parking spaces (36/3 = 12). The site currently has 31 parking spaces held in common, thus meeting code.
- Landscaping is existing at this commercial plaza and meets code.

REVIEW COMMENTS: Staff mailed out 24 notices to property owners within 200' radius and staff has not received any comments in favor or against the request.

RECOMMENDATION: Approval subject to:

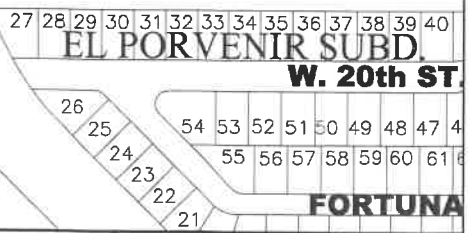
1. 2 year re-evaluation to assess this operation
2. Must continue to comply with all City Codes (Building, Fire, etc.)
3. CUP not transferable to others



LOCATION SITE

24-3

K. White Junior School



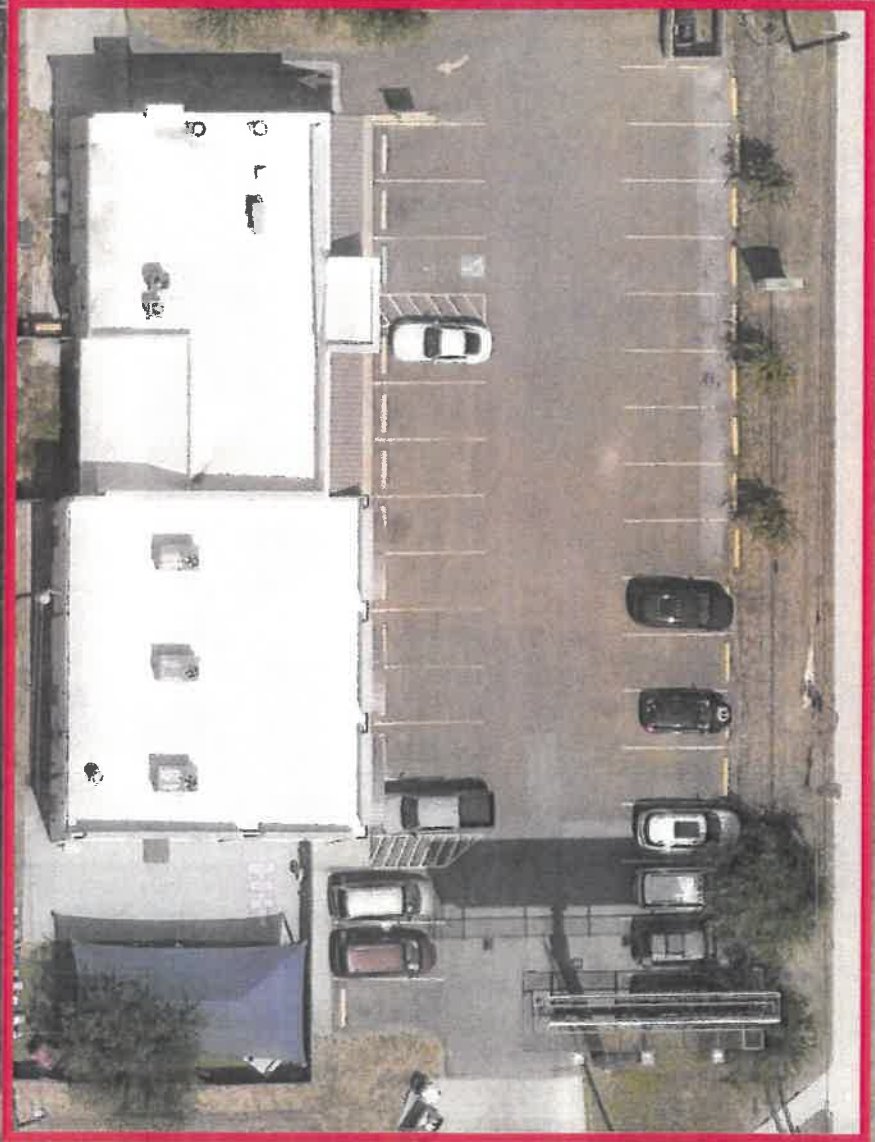
CITY OF MISSION
HIDALGO COUNTY, TEXAS

1201 E. 8th Street
MISSION, TX 78752

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



WEDNESDAY AVE



TUESDAY AVE

W. GRIFFIN PARKWAY (F.M. 495)







DONDE SE COME
COMO EN CASA.....
PERO SIN TENER QUE
LAVAR
LOS PLATOS!

MENU



OPEN HOURS

Mon 7am-3pm
Tues CLOSED
Wed- Sun 7am-3pm

1500 WGriffin Pkwy Suite E
Mission, TX 78573



NO OLVIDE PREGUNTAR POR EL
ESPECIAL DEL DÍA
LUNES, MIÉRCOLES, JUEVES Y
VIERNES!

COMIDA

Tacos de Bistec 7.99
Acompañado con frijoles

Sincronizada 8.99
con frijoles, bistec, aguacate,
lechuga y tomate

Quesadillas c/ Carne 7.99
Pollo, Bistec

**Combo de
Hamburguesa** 8.99
Acompañado con papa, y
refresco

Torta de Bistec 8.99
Jamón, bistec, queso,
aguacate, lechuga y tomate

Gorditas (3) 7.99
Chicharrón, picadillo,
nopales, bistec y desebrada

Enchiladas Verdes 7.99
De Pollo acompañadas con
frijoles y arroz

Enchiladas Mexicanas 7.99
Papa y queso acompañadas
Con arroz y frijoles

ALMUERZO

Plato de Almuerzo 6.99

Huevos al gusto acompañado
con papas, frijoles y tortillas de
su preferencia

Tacos de Almuerzo 1.75

Chorizo, Papas, Jamón
Machacado y Tocino

Pancakes 5.99

Acompañados con huevo y
tocino

Avena 1.99

Enchiladas Americanas 7.99

Con carne o queso
solamente, acompañadas
con arroz y frijoles

Chile Relleno 7.99

Picadillo, Queso, Mixto
acompañado con arroz y frijoles

Caldo de Res 8.99

Sopes (3) 7.99

Tacos de Birria 9.99

Tamal Veracruzano 5.19
Puerco o Pollo

TAMALES PRECIOS VARIABLES

BEBIDAS

Cafe 1.49

Refresco de Lata 1.00

Coca Mx 3.25

SÁBADOS Y DOMINGOS



BARBACOA

- Lb 14.99
- Plato 8.99
- Taco 2.99



MENUDO

-Grande 8.29
- Chico 7.29



TRIPAS, CARNITAS Y
MOLLEJAS

- Lb 14.99
- Plato 8.99
- Taco 2.99

Por favor dejarnos saber si tiene algún tipo de alergia



Llame para ordenar
956-271-4400

C4450-00-00A-0001-00 (135868)
 SALAZAR JOSE MANUEL
 1400 MELINDA DR
 MISSION TX 78572

C4450-00-00A-0003-00 (135870)
 SILVA CESAR
 2304 WEDNESDAY AVE
 MISSION TX 78574

C4450-00-00A-0004-00 (135871)
 HODGES ANNA DOLORES
 816 MAIN ST
 BRECKENRIDGE MN 56520

C4450-00-00A-0005-00 (135872)
 GARCIA ELEAZAR ET AL
 GUADALUPE GARCIA
 2308 WEDNESDAY
 MISSION TX 78574

C4450-00-00A-0007-00 (135874)
 CHAVEZ LEONARDO A
 SOLEDAD ARGUMEDO
 13861 RICH ST
 GRAND HAVEN MI 49417

C4450-00-00B-0001-00 (135875)
 TRES RIOS LLC
 2575 E GRIFFIN PARKWAY SUITE 16
 MISSION TX 78572

C4450-00-00B-0002-00 (135876)
 MONTALVO GERARDO J
 PO BOX 52212
 MCALLEN TX 78505

C4450-00-00B-0003-00 (135877)
 ZUNIGA DAVID JR
 3609 THOMPSON RD
 MISSION TX 78574

C4450-00-00B-0004-00 (135878)
 SALAZAR MANUEL JR
 2309 WEDNESDAY AVE
 MISSION TX 78574

C4450-00-00C-0001-00 (135882)
 CHAVEZ FIDEL JR & EUSEBIO A
 368 OAKWOOD RD
 NICHOLLS GA 31554

C4450-00-00C-0003-00 (135884)
 HERNANDEZ RIGOBERTO & MARILU
 2305 TUESDAY AVE
 MISSION TX 78574

C4450-00-00C-0004-00 (135885)
 SILVA CRISTOBAL & MARIA A
 2307 TUESDAY AVE
 MISSION TX 78574

C4450-00-00C-0005-00 (135886)
 WORTHEN W PAUL
 C/O NOE & IMELDA GANDARIA
 5714 LA JOYA ST
 MISSION TX 78574

C4450-00-00C-0005-01 (135887)
 MARTINEZ ADRIAN & JOSEFINA
 2311 TUESDAY AVE
 MISSION TX 78574

O3100-09-000-0001-00 (450465)
 PEREZ HECTOR & SAN JUANITA
 2214 TRUMAN ST
 MISSION TX 78572

O3100-09-000-0002-00 (450463)
 TRIGO JOSE RAMON MARISSA & MARISOL
 RAMON & ARGELIA TRIGO
 2212 TRUMAN AVE
 MISSION TX 78572

O3100-09-000-0049-00 (450505)
 DELGADO ANTONIO
 2209 WASHINGTON ST
 MISSION TX 78572

O3100-09-000-0050-00 (450504)
 CHAVEZ HECTOR E & EMMA L
 7060 MAPLE ISLAND RD
 NUNICA MI 49448

O3100-09-000-0056-00 (450498)
 ESPINO JESUS LEON & MELISSA
 2211 TRUMAN AVE
 MISSION TX 78572

O3100-09-000-0057-00 (450497)
 ENRIQUE OLIVAREZ CONST INC
 1013 N 23RD ST
 MCALLEN TX 78501

O3100-09-000-0058-00 (450496)
 ENRIQUE OLIVAREZ CONST INC
 1013 N 23RD ST
 MCALLEN TX 78501

O3100-09-000-0059-00 (450495)
 ENRIQUE OLIVAREZ CONST INC
 1013 N 23RD ST
 MCALLEN TX 78501

O3100-09-000-0060-00 (450494)
 ENRIQUE OLIVAREZ CONST INC
 1013 N 23RD ST
 MCALLEN TX 78501

O3100-09-000-0061-00 (450493)
 ALANIZ NELSON HOMAR
 2212 WASHINGTON AVE
 MISSION TX 78572

Started: 5:48 p.m.

Ended: 5:57 p.m.

Item #1.5

Conditional Use Permit

Renewal:

Drive-Thru Service Window

- Cocina De La Abuela Tere

**1500 W. Griffin Parkway, Suite E,
Being the S. 105' – W.180' – E.440' out
of Lot 25-2, West Addition to Sharyland
& Lot 1, Block B, Cinco De Mayo Ranch
C-3
Yvette Castaneda**

Ms. De Luna went over write-up stating the subject site is located on the NW corner of Wednesday and Griffin Parkway. The applicant leased a 2,628 sq. ft. building which includes a drive-thru service window for her Mexican Restaurant. Access to the site is provided off of Wednesday via a 24' driveway. This CUP was previously approved on January 24, 2022 for a period of 1 year. Staff notes that this would be the 1st renewal.

- **Days/Hours of operation:** Monday from 7am to 3 pm, Tuesday closed, and Wednesday to Sunday from 7am to 3 pm.
- **Staff:** 5 employees.
- **Parking:** There are a total of 36 seating spaces which require 12 parking spaces (36/3 = 12). The site currently has 31 parking spaces held in common, thus meeting code.
- Landscaping is existing at this commercial plaza and meets code.

REVIEW COMMENTS: Staff mailed out 24 notices to property owners within 200' radius and staff has not received any comments in favor or against the request.

RECOMMENDATION: Approval subject to:

1. 2 year re-evaluation to assess this operation
2. Must continue to comply with all City Codes (Building, Fire, etc.)
3. CUP not transferable to others

Vice Chairman Barrera asked if there was any input in favor or against the request.

Criselda Mann who resides at 2307 Tuesday Avenue stated they received a notice for this item.

Mrs. Teresa Toledo who represented the applicant was present.

Vice Chairman Barrera entertained a motion to close the public hearing. Mrs. Austin motioned to close the hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Vice Chairman Barrera asked if the board had any questions.

There was none.

There being no further discussion, Vice Chairman Barrera entertained a motion. Mr. Hardion moved to approve the conditional use permit. Mr. Arcaute seconded the motion. Upon a vote, the motion passed unanimously.



CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Discussion and Possible action to Designate Honorary Street – De Luna

NATURE OF REQUEST:

Mr. & Mrs. Elias & Delia Bazan married on January 11, 1970. In 1973, they decided to open their own restaurant. Taco Ole was founded in Downtown Mission, Texas. Both sides of the family worked to help build the business.

Mr. & Mrs. Bazan immersed themselves in the community from baseball clubs, Lions Club, church organizations, and numerous prayer groups. Taco Ole' served as a meeting place for everyone to congregate. In 1986, Mr. & Mrs. Bazan moved into their new building on North Conway, their love for Taco Ole' built a family tradition.

Taco Ole' was celebrating it's 50th year anniversary and the City of Mission had proclaimed February 22nd as Elias & Delia Bazan Day in honor of the couple that created "Taco Ole", a true family tradition.

There was a brief biography attached for your review and consideration. This particular stretch of Rose Marie was the neighborhood in which Taco Ole' is located. An honorary street name will have NO change of address for anyone.

His family respectfully requested that an honorary street name be approved on this block stretch of Conway to Doherty 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:

No objection subject to no occupancy prior to plat being recorded and approved utilities.

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE: APPROVED: DISAPPROVED: TABLED:

AYES

NAYS

DISSENTING

ITEM# 2.0**Discussion and Possible Action to Designate Honorary Street Name**

Staff has received a written petition, dated February 6, 2023, from Mr. Steven Bazan requesting that the City of Mission consider the honorary street name of “Elias & Delia Bazan Drive” for Rose Marie Street, from Conway Blvd to Doherty Avenue, a distance of approximately 220’.

Mr. & Mrs. Elias & Delia Bazan married on January 11, 1970. In 1973, they decided to open their own restaurant. Taco Ole was founded in Downtown Mission, Texas. Both sides of the family worked to help build the business. Whether it was breakfast, lunch or dinner a family member was always there to provide a helping hand. Traditionally family recipes created the authentic taste that Taco Ole’ became known for. Taco Ole’ was recognized for serving “The Best Mexican Food in The Valley”.

Mr. & Mrs. Bazan immerse themselves in the community from baseball clubs, Lions Club, church organizations, and numerous prayer groups. Taco Ole’ served as a meeting place for everyone to congregate. In 1986, Mr. & Mrs. Bazan moved into their new building on North Conway, their love for Taco Ole’ built a family tradition. As the years progressed, Mr. & Mrs. Bazan enjoyed sharing their trade secrets with the next generation of family members, cousins, nieces, and nephews. Their dedication made Taco Ole’ a place to enjoy special occasions. Whether it be meetings, birthdays anniversaries, or just family get togethers, Taco Ole’ never failed to satisfy. Taco Ole’ continues to thrive under the ownership of the Bazan Family.

Taco Ole’ is celebrating it’s 50th year anniversary and the City of Mission has proclaimed February 22nd as Elias & Delia Bazan Day in honor of the couple that created “Taco Ole”, a true family tradition.

There is a brief biography attached for your review and consideration. This particular stretch of Rose Marie is the neighborhood in which Taco Ole’ is located. An honorary street name will have NO change of address for anyone.

His family respectfully requests that an honorary street name be approved on this block stretch of Conway to Doherty Avenue.

Staff does not object to this request.



TACO OLE' – "THE BEST MEXICAN FOOD IN THE VALLEY"

1969 - Elias and Delia Bazan married on January 11th.

1970 - Elias and Delia Bazan, along with family members, entered a partnership to open a restaurant in McAllen. "Okie Frijole" - \$1 all you can eat Buffet.

1973 – Elias and Delia Bazan decided to open their own restaurant. Taco Ole' was founded in Downtown Mission, Texas.

Both sides of the family worked to help build the business. Weather it was breakfast, lunch, or dinner, a family member was always there to provide a helping hand. Traditional family recipes created the authentic taste that Taco Ole' became known for. Before too long, Taco Ole' was recognized for serving "The Best Mexican Food in The Valley."

Elias and Delia emersed themselves in the community, from baseball clubs, Lions Clubs, church organizations, and numerous prayer groups, Taco Ole' served as a meeting place for everyone to congregate.

Homemade Tortillas from Delia's Mother, Mommie Rosa, were famously applauded. Elias's father known to all as "Welo," welcomed customers at 5 a.m., serving coffee to Oilfield workers and city employees.

1986- Elias and Delia moved into their new building on North Conway. Their love for Taco Ole' built a family tradition. As the years progressed, Elias and Delia enjoyed sharing their trade secrets with the next generation of family members, cousins, nieces, and nephews. Everybody loved helping at Taco Ole'. The Bazan's embraced a true family environment.

1990's brought Taco Ole' Texas Monthly mentions, inclusive of being touted as one of the "Top places to eat in Texas." Their dedication made Taco Ole' a place to enjoy special occasions. Whether it be meetings, birthdays, anniversaries, or just a family get together, Taco Ole' never failed to satisfy. Over the years, countless amounts of special events and memories were created at Taco Ole'.

2023- Taco Ole' is celebrating its 50th year anniversary.

Taco Ole' continues to thrive under the ownership of the BAZAN Family. The city of Mission has proclaimed February 22, Elias and Delia Bazan Day, in honor of the couple that created "Taco Ole'," a true family tradition.

TACO OLE' – "THE BEST MEXICAN FOOD IN THE VALLEY"

"THANK YOU for the first 50 Years Elias and Delia Bazan!"



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Approval of Minutes – Carrillo
 Regular Meeting – February 27, 2023

NATURE OF REQUEST:
 See Attached Minutes

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:
 Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

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

_____ AYES
 _____ NAYS
 _____ DISSENTING _____



MINUTES

PRESENT:

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

ABSENT:

ALSO PRESENT:

Marissa Briseño
SPHS Cheerleaders
Diana Rojo
Julie Carranza
Nancy Sanchez
Iris Longoria
Mike Silva
Mario Reyna
Frank Castellanos
Joyce Rogers
Micaela Arcaute
Jim & Beth Barnes
Nohely Lozano
Laura Gutierrez
Paul Vazaldua

STAFF PRESENT:

Anais Chapa, Assistant City Secretary
David Flores, Asst. City Manager
Aida Lerma, Asst. City Manager
Juan Pablo Terrazas, Asst. City Manager
Angie Vela, Finance Director
Michael Elizalde, Grants Administrator
Susie De Luna, Planning Director
Alex Hernandez, Asst. Planning Director
Noemi Munguia, HR Director
Robert Hinojosa, Risk Management Director
Peter Geddes, Procurement Director
Joe Enriquez, Utilities Manager
Alex Fajardo, Media Relations
Charlie Longoria, Media Relations
Abram Ramirez, IT Director
Abel Bocanegra, P.E., City Engineer
Brad Bentsen, Parks & Recreation Director
Cesar Torres, Chief of Police
Douglas Williams, Interim Fire Chief
Frank Cavazos, Deputy Fire Chief
Joanne Longoria, CDBG Director
Mayra Rocha, Speer Memorial Library Director
Cynthia Lopez, Museum Director
Mario Flores, Golf Director
Rick Venecia, Boys & Girls Club Director
Angel Ramos, Veteran's Cemetery Director
Roel Mendiola, Sanitation Dept. Director
J. C. Avila, Fleet Director

STAFF PRESENT:

Moises Lopez, Water Plant Supervisor
Esperanza, Daniels
Casey Venegas, Police Officer
Rosember Ramirez, Police Officer
Jody Tittle, Assistant Chief of Police
Ted Rodriguez, Assistant Chief of Police
Amy Tijerina, Events Manager
Luis Gutierrez, Police Officer

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Gonzalez Garza called the meeting to order at 4:30 p.m.

INVOCATION AND PLEDGE ALLEGIANCE

City Manager Randy Perez led the invocation and Pledge of Allegiance.

DISCLOSURE OF CONFLICT OF INTEREST

None

PRESENTATIONS

1. Proclamation - Pioneer Diamondback Cheerleaders

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

2. Proclamation - Hidalgo County Prosperity Task Force

Mayor Pro Tem Ruben Plata moved to approve the Proclamation – Hidalgo County Prosperity Task Force. Motion was seconded by Councilwoman Jessica Ortega and approved unanimously 5-0.

3. Presentation - Travis Bush, UTRGV Head Football Coach - A. Lerma

Travis Bush, UTRGV Head Football Coach, introduced himself and expressed his excitement for the opportunity to build this program/division of football to the Rio Grande Valley. He stated that this is an amazing opportunity for young students in the valley and is looking forward to creating an exciting atmosphere and a positive economic impact.

4. Presentation - Mission Police Department Personnel

Cesar Torres, Chief of Police, recognized four police officers: Casey Venegas, Marisol Chavero, Santee Garcia and Adrian Guerra for rendering aid, in two separate incidents, that resulted in saving the lives of citizens. Chief Torres presented each of them with a plaque and also nominated them for an award through the State of Texas

5. Presentation of Award received by City Secretary's Vital Statistics Department

Anna Carrillo, City Secretary recognized the Vital Statistics Division for receiving the “5 Star Service Award for Excellence for 2022” from the Texas Health and Human Services Department. This award honored vital statistics partners who understand the importance of vital statistics and their impact on the citizens of Texas.

6. Presentation of Certificate of Achievement to Finance Department

Angie Vela, Finance Director recognized the Finance Department for being awarded the Certificate of Achievement for Excellence in Financial Reporting for its annual comprehensive financial report for the fiscal year that ended September 30, 2021. This was awarded by the Government Officers Association of the United States and Canada (GFOA). Finance Department had received the Certificate of Achievement for excellence in financial reporting by the Government Finance Officers Association for the 21st consecutive year.

7. January 2023 Employee of the Month

Noemi Munguia, Human Resources Director, presented Ms. Esperanza Daniels as the Employee of the Month for January. Ms. Daniels was nominated by her supervisor, Moises Lopez for excellent work ethic and her attentive response to a recent electrical emergency that the department had.

8. Report from the Greater Mission Chamber of Commerce

Brenda Enriquez, Mission Chamber of Commerce CEO, reported on upcoming chamber events such as: unveiling of the Discover Mission T-Shirt which will be sold at the Winter Texan Fiesta on Friday March 3rd, Thursday March 2nd there are three ribbon cuttings – RGV Food Bank, 50th Anniversary for Taco Ole on Conway and Ric Brown Funeral Home, and a Spring Market to be held next month. Ms. Enriquez also stated that the Chamber was two priority projects which are creating a new website and implanting the Hospitality and Service program.

9. Departmental Reports

Councilwoman Ortega moved to approve the Departmental Reports. Motion was seconded by Mayor Pro-Tem Plata and approved unanimously 5-0.

10. Citizen's Participation

Victor A. Flores, City Attorney, clarified previous concerns with the contract that was signed by the City of Mission and the Rio Grande Valley Humane Society.

Aida Lerma, Assistant City Manager, introduced Libby Salinas from the RGV Food Bank who announced that the grand opening for their Mission location would be held on Thursday, March 2nd.

Aida Lerma recognized Mayra Rocha, Library Director, for her retirement after 24 years of service with the City of Mission. Mrs. Lerma thank Mayra for her dedication to the city and the Speer Memorial Library.

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

11. Rezoning: All of Lot 10, and the South ½ of Lot 11, Block 186, Mission Original Townsite, (C-4) Heavy Commercial to (R-1) Single Family Residential, George J. Perez, and Adoption of Ordinance#5285

On February 8, 2023, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located approximately 75' south of W. 12th Street along the west side of Dunlap Avenue. 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.

Noeli Lozano, owner of the lot, stated that if the request to rezone was approved, then they would be selling the lot to Mr. Perez, and he would be building his home on the property. The property is not in the best of shape at the moment, but Mr. Perez plans to clean it up and build a home for his family.

Upon motion by Mayor Pro Tem Plata seconded by Councilman Abiel Flores and approved unanimously, the public hearing was closed.

Mayor Pro-Tem Plata moved to approve the Rezoning: All of Lot 10, and the South ½ of Lot 11, Block 186, Mission Original Townsite, (C-4) Heavy Commercial to (R-1) Single Family Residential, George J. Perez, and Adoption of Ordinance#5285. Motion was seconded by Councilman Alberto Vela and approved unanimously 5-0.

ORDINANCE NO. 5285

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING ALL OF LOT 10, AND THE SOUTH ½ OF LOT 11, BLOCK 186,
MISSION ORIGINAL TOWNSITE, FROM (C-4) HEAVY COMMERCIAL TO
(R-1) SINGLE FAMILY RESIDENTIAL

12. Rezoning: 0.402 of one acre out of Lot 182, John H. Shary Subdivision, (C-2) Neighborhood Commercial to (R-3) Multi-Family Residential, Onesimo Abrego, and Adoption of Ordinance#_____

On February 8, 2023, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located near the Southwest corner of E. 2 ½ Street and Glasscock Road. There was no public opposition during the P&Z Meeting. The applicant submitted a petition in favor of the request reflecting 6%. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Councilman Flores signed a Disclosure of Conflict of Interest in regards to this item as it was being presented.

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

Micaela Arcuate, 134 Carlotta Street, expressed her concern and opposition for rezoning this property to multi-family. She stated that the site is currently an eyesore, is too crowded, and sometimes is used to park vehicles for several days at a time. She was okay with a single-family home.

Upon motion by Mayor Pro Tem Plata seconded by Councilwoman Ortega and approved unanimously, the public hearing was closed.

Mayor Pro-Tem Plata moved to deny the Rezoning: 0.402 of one acre out of Lot 182, John H. Shary Subdivision, (C-2) Neighborhood Commercial to (R-3) Multi-Family Residential, Onesimo Abrego, and Adoption of Ordinance#_____. Motion was seconded by Councilman Vela and denied unanimously 4-0.

13. Conditional Use Permit: To Construct a Wireless 140' Tower & associated ground equipment, 1201 W. Griffin Parkway, Being a tract of land containing 0.28 gross acres out of Lots 24-3, and 24-4, West Addition to Sharyland Subdivision, P, Insight Public Sector, and Adoption of Ordinance#5286

On February 8, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit. The subject site was located near the southeast corner of Los Ebanos Road and W. Griffin Parkway (FM 495) along the south side of W. 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.

Upon motion by Mayor Pro Tem Plata seconded by Councilman Abiel Flores and approved unanimously, the public hearing was closed.

Mayor Pro-Tem Plata moved to approve the Conditional Use Permit: To Construct a Wireless 140' Tower & associated ground equipment, 1201 W. Griffin Parkway, Being a tract of land containing 0.28 gross acres out of Lots 24-3, and 24-4, West Addition to Sharyland Subdivision, P, Insight Public Sector, and Adoption of Ordinance#5286. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ORDINANCE NO. 5286

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT TO CONSTRUCT A WIRELESS 140' TOWER &
ASSOCIATED GROUND EQUIPMENT, 1201 W. GRIFFIN PARKWAY, BEING A TRACT OF
LAND CONTAINING 0.28 GROSS ACRES OUT OF LOTS 24-3 AND 24-4, WEST ADDITION TO
SHARYLAND SUBDIVISION

14. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – LA Crawfish at 2423 E. Expressway 83, Ste. 100, Lot 2, Block A, Shary-Taylor Expressway Commercial, C-4, Henry De Luna, and Adoption of Ordinance#5287

On February 8, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal. The subject site was located approximately ¼ mile east of Shary Road along the northside of the Frontage Road, east of Chili's. 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.

Upon motion by Mayor Pro Tem Plata seconded by Councilwoman Ortega and approved unanimously, the public hearing was closed.

Mayor Pro-Tem Plata moved to approve the Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – LA Crawfish at 2423 E. Expressway 83, Ste. 100, Lot 2, Block A, Shary-Taylor Expressway Commercial, C-4, Henry De Luna, and Adoption of Ordinance#5287. Motion was seconded by Councilman Flores and approved unanimously 5-0.

ORDINANCE NO. 5287

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR THE SALE & ON-SITE
CONSUMPTION OF ALCOHOLIC BEVERAGES – LA CRAWFISH AT 2423 E. EXPRESSWAY 83,
STE. 100, LOT 2, BLOCK A, SHARY-TAYLOR EXPRESSWAY COMMERCIAL

15. Conditional Use Permit Renewal: Drive-Thru Service Window – LIT Coffee at 2515 Colorado Street, Ste. 1, Lot 2, Block 2, Santa Lucia Development, C-3, Daniel King, and Adoption of Ordinance#5288

On February 8, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal. The subject site was located at the NW corner of Colorado

and Taylor Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

Upon motion by Mayor Pro Tem Plata seconded by Councilman Flores and approved unanimously, the public hearing was closed.

Councilwoman Ortega moved to approve the Conditional Use Permit Renewal: Drive-Thru Service Window – LIT Coffee, with a life of use condition, at 2515 Colorado Street, Ste. 1, Lot 2, Block 2, Santa Lucia Development, C-3, Daniel King, and Adoption of Ordinance#5288. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

ORDINANCE NO. 5288

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR THE DRIVE-THRU SERVICE
WINDOW – LIT COFFEE, 2515 COLORADO STREET, STE. 1, LOT 2, BLOCK 2, SANTA LUCIA
DEVELOPMENT

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

16. Approval of Minutes

Regular Meeting – January 23, 2023

17. Acknowledge Receipt of Minutes

Parks and Recreation Board – January 10, 2023

Citizen’s Advisory Committee – December 13, 2022, January 17, 2023

18. Approval of Interlocal Agreement between Hidalgo County Library System and the City of Mission, Texas

Hidalgo County was requesting approval of the annual interlocal agreement with them. This agreement allowed the County to continue to pay funds on behalf of and disburse funds to Speer Memorial Library for contractual services and library materials.

19. Authorization to submit payment for professional services to Tyler Technologies a sole source vendor

Authorization to pay final professional services payment to Tyler Technologies at a cost of \$64,131.10 as a sole source vendor. New World Public Safety software installation agreement.

20. Approval of Resolution No. 1817 authorizing the submittal of a grant application for the FY24 Local Border Security Program (LBSP) to the Office of the Governor (OOG), Criminal Justice Division.

The Mission Police Department was seeking approval of resolution authorizing the submittal of a grant application to the OOG for the FY24 LBSP Grant and designated the Mayor as the Authorized Representative. The grant allowed the Mission Police Department to increase patrol presence throughout the city, especially in and around the U.S./Mexico border through the support of overtime costs. The total project request is \$190,000.00, which there is no cash match requirement.

RESOLUTION NO. 1817

NOW THEREFORE, BE IT RESOLVED THAT THE CITY OF MISSION APPROVES THE SUBMISSION OF THE GRANT APPLICATION FOR THE MISSION POLICE DEPARTMENT'S LOCAL BORDER SECURITY PROGRAM GRANT TO THE OFFICE OF THE GOVERNOR (OOG).

21. Approval of Resolution No. 1818 authorizing the submittal of a grant application for the FY24 General Victim Assistance Grant Program to the Office of the Governor (OOG), Criminal Justice Division

The Mission Police Department Crime Victims Services Division was seeking approval of resolution authorizing the submittal of a grant application to the OOG for FY24 General Victim Assistance Grant Program. The grant will support crisis services to victims who are seeking aid with emergency food, clothing, and transportation. The total grant request is in the amount of \$50,000 and does not have a match requirement.

RESOLUTION NO. 1818

BE IT RESOLVED THAT THE CITY OF MISSION APPROVES THE SUBMISSION OF THE GRANT APPLICATION FOR THE MISSION POLICE DEPARTMENT'S FY24 GENERAL VICTIM ASSISTANCE GRANT PROGRAM TO THE OFFICE OF THE GOVERNOR.

22. Authorization to Solicit Bids for Housing Assistance Program - HAP Phase 22-I

The Citizen's Advisory Committee met on February 14, 2023 and approved staff's recommendation to provide reconstruction of five (5) homes through the CDBG Program for the following addresses:

Reconstruction:

**209 E. Melba Carter 3/2, 1100 sq ft
 128 S. Slabaugh Ave, 2/2, 970 sq ft
 213 Del Mar Ave, 2/2, 970 sq ft
 969 N. Los Ebanos, 2/2, 970 sq ft
 415 N. Slabaugh Ave, 2/2, 970 sq ft

**Hardship Case-Unsafe Building/Substandard Structure Ordinance 1334

23. Approve Housing Assistance Program Guidelines Revisions

The Citizens Advisory Committee met on February 14, 2023 and approved staff's recommendation to amend the guidelines as follows:

Update definitions to include the number of CAC members and their role; clarified applicants may reapply for the program one year after they withdraw; established applicants are responsible for cost of title search if unable to secure clear title; included link to portal to allow

applicants to apply for the program online; increased number of days for staff to determine eligibility; identified department's responsible for verifying completion of project and final inspection; updated verbiage throughout and several required forms.

A summary of the proposed changes and the applicable sections of the Housing Assistance Program guidelines.

24. Authorization to extend renewal for Liquid Aluminum Sulfate Chemical with Chemtrade Chemicals US, LLC for the Public Works Department North and South Water Treatment Plants

The City of Mission entered into an agreement with Chemtrade Chemicals US, LLC for the purchase of Liquid Aluminum Sulfate Chemical. Orders will be placed on an as needed basis for remaining one year base term at (\$ 0.1112/lb). This will extend Bid No. 22-062-11-08 thru November 22, 2023.

25. Authorization to extend first one year renewal for Sodium Chlorite Chemical with International Dioxide for the Public Works Department North and South Water Treatment Plants

The City of Mission entered into an agreement with International Dioxide for the purchase of Sodium Chlorite Chemical. The contract term was for one year with two one-year renewal options at an up to 3% increase in price. Orders will be placed on an as needed basis for a one-year base term at (\$ 0.702/lb.). This will extend Bid No. 22-003-10-08.

26. Authorization to extend renewal for Liquid Ammonium Sulfate Chemical with Chemtrade Chemicals US, LLC for the Public Works Department North and South Water Treatment Plants

The City of Mission entered into an agreement with Chemtrade Chemicals US, LLC for the purchase of Liquid Ammonium Sulfate Chemical. The contract term was for one year with two one-year renewal. Orders will be placed on an as needed basis for the remaining one-year base term at (\$ 0.205/lb.). This will extend Bid No. 22-063-11-08 thru November 22, 2023.

27. Authorization to purchase emergency equipment for three (3) Police vehicles from Dana Safety Supply via BuyBoard 603-20

Authorization to purchase emergency equipment for three (3) Police vehicles from Dana Safety Supply via BuyBoard 603-20. This was to include the installation of equipment. Grant funds from FY 2021 Stonegarden grant would be utilized for this purchase.

28. Approval of Resolution # 1819 offering the month of March, 2023 as Municipal Court Amnesty Month

City of Mission Municipal Court would be establishing a temporary Amnesty program during the entire month of March 2023. The purpose of the program was to provide people with active City of Mission warrants the opportunity to resolve their charges and do so without fear of arrest. Office hours will be from Monday thru Friday 8 a.m. to 4:45 p.m.

RESOLUTION NO. 1819

A RESOLUTION OF CITY OF MISSION ADOPTING GUIDELINES FOR A MUNICIPAL COURT AMNESTY PROGRAM DURING THE MONTH MARCH 2023 AND OTHER MATTERS IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE.

29. Approval of Interlocal Agreement between Sharyland Independent School District and the City of Mission for the use of Mission Boys & Girls Club Gym at Bannworth Park for May 6, 2023 School Board Election activities

Sharyland ISD requested the use of the Mission Boys & Girls Club at Bannworth Gym for conducting the School Board Election from April 24th to May 6th, 2023.

Monday, April 24, 2023 between 7:00 a.m. to 7:00 p.m.; Tuesday, April 25, 2023 through Friday, April 28, 2023 between 8:00 a.m. to 6:00 p.m.; Saturday, April 29, 2023 between 7:00 a.m. to 7:00 p.m.; Closed on Sunday, April 30, 2023; Monday, May 1, 2023 between 8:00 a.m. to 6:00 p.m.; Tuesday, May 2, 2023 between 7:00 a.m. to 7:00 p.m.; Saturday, May 6, 2023 between 7:00 a.m. and 7:00 p.m.

Mayor Pro Tem Plata requested to remove item 28 from the list to be discussed individually.

Mayor Pro Tem Plata moved to approve all consent agenda items 16 thru 29, with the exception of item 28, as presented. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

Mayor Pro Tem Plata moved to approve consent agenda item 28. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

APPROVALS AND AUTHORIZATIONS

30. Homestead Exemption Variance: A 1.00 acre tract of land, more or less, out of Lot 23-3, West Addition to Sharyland, R-1, Alejandro Benavidez

Homestead Exemption Variance request. The subject site was located on the East side of Los Ebanos Road and West 18th Street. There was no public opposition during the P&Z Meeting. The Board unanimously recommended approval.

Susie De Luna, Planning Director, stated that there was a typo on the original write-up and the owner's name was Julian Alberto Gonzalez.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve the Homestead Exemption Variance: A 1.00 acre tract of land, more or less, out of Lot 23-3, West Addition to Sharyland, R-1, Julian Alberto Gonzalez. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

31. Preliminary Plat Approval: Western Meadows Subdivision, A 16.00 acre tract of land, more or less, being all of Lot 18, Block 7, Texan Gardens Subdivision, Rural ETJ, Developer: Nordhausen Utility Construction, LLC, Engineer: Nain Engineering, LLC

On February 8, 2023, the Mission Planning and Zoning held a Public Hearing to consider the Preliminary & Final Plat Approval for Western Meadows Subdivision. The subject site was located at the southwest corner of the intersection of Mile 5 North and Western Road (Mission Rural ETJ). There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Susie De Luna, Planning Director, stated that there was a typo on the original write-up and the owner's name was Julian Alberto Gonzalez.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Preliminary Plat Approval: Western Meadows Subdivision, A 16.00 acre tract of land, more or less, being all of Lot 18, Block 7, Texan Gardens

Subdivision, Rural ETJ, Developer: Nordhausen Utility Construction, LLC, Engineer: Nain Engineering, LLC,. Motion was seconded by Councilman Vela and approved unanimously 5-0.

32. Final Plat Approval: Ebanos Estates Subdivision, A tract of land containing 17.26 acres of land, being part or portion of Lot 28-2, West Addition to Sharyland, R-1 & AO-I (R-1 proposed), Developer: Earth Works Development, Inc., Engineer: Javier Hinojosa Engineering

On January 10, 2022 the Mission City Council held a Public Hearing to consider the Preliminary Plat Approval for Ebanos Estates Subdivision. The subject site was located 500' South from the Intersection of W. Mile 2 Road and Los Ebanos Road. 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 Final Plat Approval: Ebanos Estates Subdivision, A tract of land containing 17.26 acres of land, being part or portion of Lot 28-2, West Addition to Sharyland, R-1 & AO-I (R-1 proposed), Developer: Earth Works Development, Inc., Engineer: Javier Hinojosa Engineering. Motion was seconded by Councilman Flores and approved unanimously 5-0.

33. Consulting Services Agreement with Vazaldua and Associates and Mission Police Department

The following activities would be provided by the Contractor who would serve as a consultant to Client regarding the Project:

TASK I – Full Day Training on the Following Topics:

- De-escalation Tacktics – Limiting Use of Force In Public Interaction TCOLE Course #1849
- Implicit & Evolutionary Bias TCOLE Course #2066

TASK II – Half Day Training on the Following Topic:

- Courtroom Demeanor (Investigators/Supervisors)

Full Day Training: \$199.00 per student - Half Day Training: \$75.00 per student

Staff and City Manager were seeking council approval.

Mayor Pro Tem Plata requested an evaluation to be done

Mayor Pro Tem Plata moved to Consulting Services Agreement with Vazaldua and Associates and Mission Police Department. Motion was seconded by Councilman Flores and approved unanimously 5-0.

34. Authorization to submit payment for annual software maintenance for Incode ERP Software via sole source vendor

Authorization to pay Incode ERP software yearly maintenance for 2022-2023 to Tyler Technologies at a cost of \$136,939 as a sole source vendor.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve the authorization to submit payment for annual software maintenance for Incode ERP Software via sole source vendor. Motion was seconded by Councilman Flores and approved unanimously 5-0.

35. Approval of November 2022 Financial Statements

Finance Director Angie Vela presented the November 2022 Financial Statements.

Staff and City Manager recommended approval.

Councilman Flores moved to approve the November 2022 Financial Statements. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

36. December 2022 Tax Collection Report

Acceptance of monthly property tax report for the month of December 2022.

The 2022 total adjusted tax levy for taxes was \$29,191,275.80 and the amount of the collections as of December 31, 2022 was \$14,470,957.81 which represented 49.57% of the total 2022 tax levy.

The total adjusted tax levy for delinquent taxes was \$2,388,523.44 and the amount of collections as of December 31, 2022 was \$142,436.96 which represented 5.96% of the total tax levies from previous years.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the December 2022 Tax Collection Report. Motion was seconded by Councilman Flores and approved unanimously 5-0.

37. Acceptance of Quarterly Report of Investments for the Quarter ending December 31, 2022 and Interest Earned for Three Months Ending December 31, 2022

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 December 31, 2022. The total increases to investment balances for the period were \$85,730.84 and total decreases were \$743,000.00, leaving a total of \$20,986,120.38 in outstanding investments for the quarter ending December 31, 2022. The total interest earned on all funds year to date was \$113,404.81.

This report of the City's investment portfolio was in compliance with State Law and the investment strategy and policy approved by the City Council.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to accept the Quarterly Report of Investments for the Quarter ending December 31, 2022 and Interest Earned for Three Months Ending December 31, 2022. Motion was seconded by Councilman Flores and approved unanimously 5-0.

UNFINISHED BUSINESS

None

ROUTINE MATTERS

City Manager Comments – There was a groundbreaking today for the Murdocks & Burlington site. On Tuesday, February 28th there is a food distribution at the CWV Park from 9:00 am – 11:00 am, Thursday, March 2nd is the Ribbon Cutting for the RGV Food Bank at 9:00 am., Winter Texan Fiesta will be on Friday, March 3rd at the Leo Pena Placita Park from 12:00 pm – 4:00 pm., Walk with Mayor and City Council will be on Saturday, March 4th at Bannworth Park at 1:00 pm, Music at the Park is on Friday, March 10th from 6:30-9:30pm at Leo Pena Placita Park, the Directors retreat will be on March 34d at Bentsen RGV State Park and on March 10th at Mission Regional Medical Center, Spring Break Staycations will be from 1:00 pm – 3:00 pm on Monday, March 13, 2023 at Astroland Park, Wednesday, March 15th at Nelle Tolle Park and Thursday March 16th at Bannworth Park.

Mayor's Comments – No Comments

City Council Comments – Councilwoman Ortega thanked everyone who attends the council meetings. Councilman Vela thanked all the Police Department for their assistance with the carnival over the weekend. He said it was a great event.

At 6:20 p.m., Mayor Pro Tem Plata moved to convene into Executive Session. Motion was seconded by Councilman Flores and approved unanimously 5-0.

EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) and 551.074 (Personnel Matters) regarding the evaluation, duties, compensation and/or contract of the City Manager.

Upon conclusion of Executive Session at 9:07 p.m., Mayor Pro Tem Plata moved to reconvene the regular meeting. Motion was seconded by Councilman Vela and approved unanimously 5-0.

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

1. Consideration and action, if any, regarding the evaluation, duties, compensation and/or contract of the City Manager.

Mayor Pro Tem Plata made a motion to table the City Manager's Evaluation until the last meeting of May 2023. Motion was seconded by Councilman Vela and passed unanimously 5-0.

ADJOURNMENT

At 9:08 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



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023
PRESENTED BY: Randy Perez, City Manager
AGENDA ITEM: Departmental Reports – Perez

NATURE OF REQUEST:

- Human Resources – January 2023
- RGV State Cemetery – February 2023
- Mission Fire Prevention – February 2023
- City Secretary – February 2023
- Information Technology – February 2023
- Grants – February 2023
- Civil Service – February 2023
- 311 – February 2023
- Mission Police Racial Profiling Annual Report – 2022

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

**NOTICE OF SPECIAL MEETING
MISSION ECONOMIC DEVELOPMENT CORPORATION
NOVEMBER 29, 2022 5:30 P.M.
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

PRESENT:

Richard Hernandez, President
Pete Jaramillo, Vice President
Dr. Sonia Treviño, Treasurer
Jose G. Vargas
Noel Salinas
Mayor Norie Gonzalez Garza

ABSENT:

Balde Morales

ALSO PRESENT:

Eugene Vaughan, JGKL, LLP

STAFF PRESENT:

Tecló J. Garcia, CEO
Joel Garza, Chief Operating Officer
Stepanie Palacios, Finance Officer
Judy Vega, Executive Assistant
Randy Perez, City Manager
Angie Vela, Finance Director
Ezeiza Garcia, Assistant Finance Director
Joe Salazar, Accountant
Christian Garza, Accountant

1. Call to order

With a quorum being present President Richard Hernandez called the meeting to order at 5:30 PM.

2. Roll Call

Executive Assistant Judy Vega confirmed a quorum was present.

3. Approval of Minutes:

A. Regular Meeting of October 18, 2022

B. Special Meeting of November 16, 2022

There being no corrections or additions, Jose G. Vargas moved for approval of the meeting minutes of October 18, 2022, as presented. Motion was seconded by Treasurer Dr. Sonia Treviño and approved 6-0.

There being no corrections or additions, Treasurer Dr. Sonia Treviño moved for approval of the special meeting of November 16, 2022, as presented. Motion was seconded by Vice President Pete Jaramillo and approved 6-0.

4. Naming of CEO

Vice President Pete Jaramillo moved to accept the naming of Tecló J. Garcia as CEO of the Mission Economic Development Corporation (Mission EDC). Motion was seconded by Jose G. Vargas and approved 6-0.

5. Swearing in of Appointed Board of Director

Notary Public Judy Vega swore in appointed Board of Director Noel Salinas to the Mission EDC Board. He replaces Secretary Aissa I. Garza, whose term expires December 31, 2022. Mr. Salinas introduced himself by saying that he is from Mission and his background is in the healthcare field. He thanked the Board for the opportunity to serve.

6. Acceptance of Quarterly Report of Investments for the Quarter ending September 30, 2022 and Interest Earned for Twelve Months ending September 30, 2022

Finance Director Angie Vela presented and recommended acceptance of the Quarterly Report of Investments for the Quarter ending September 30, 2022, and Interest Earned for Twelve Months ending September 30, 2022

Jose G. Vargas moved for acceptance of the quarterly report as presented. Motion was seconded by Treasurer Dr. Sonia Treviño and approved 6-0.

7. Approval of Invoice #8 from the City of Mission in the amount of \$471,011.80

Assistant Finance Director Ezeiza Garcia presented and recommended approval of Invoice #8 from the City of Mission. She mentioned that this was a reimbursement for improvements related to the Shary Business Park improvements from an EDA grant of \$3,750,000 million. Total paid out as of October 2022 is \$2,551,997.35, total reimbursed is \$2,080,985.55. This invoice is for \$471,011.80.

Treasurer Dr. Sonia Treviño moved for the approval of invoice #8 from the City of Mission in the amount of \$471,011.80. Motion was seconded by Jose G. Vargas and approved 6-0.

8. Authorize CEO to negotiate and execute a Development Agreement between Mission Economic Development Corporation and the developer of two coffee shops for an economic incentive capped in an amount not to exceed \$100,000 over a period of five (5) years

CEO Teclo Garcia said this is an incentive that was previously presented to the Board. He is requesting authorization to proceed with the creation of a development agreement subject to continued negotiations.

Vice President Pete Jaramillo moved to authorize the CEO to negotiate and execute a Development Agreement between Mission Economic Development Corporation and the developer of two coffee shops for an economic incentive in an amount not to exceed \$100,000 over a period of five (5) years. Motion was seconded by Jose G. Vargas and approved 6-0.

A notice of intention and notice of public hearing for this project were published on September 23, 2022, and a public hearing was held on October 18, 2022. The comment period ended November 22, 2022.

9. Authorize CEO to negotiate and execute a Development Reimbursement Agreement between the Mission Economic Development Corporation and the City of Mission relating to a grant offered by the City of Mission a restaurant to be located on Bryan & Frontage Road, Mission, Texas, in an amount not to exceed \$500,000 over a period of 30 years

CEO Teclo Garcia said this is an incentive that was previously presented to the Board. He is requesting authorization to proceed with the creation of a development agreement subject to continued negotiations.

Treasurer Dr. Sonia Treviño moved to authorize CEO to negotiate and execute a Development Agreement between Mission Economic Development Corporation and the City of Mission relating to a grant offered by the City of Mission a restaurant to be located on Bryan & Frontage Road, Mission, Texas, in an amount not to exceed \$500,000 over a period of 30 years. Motion was seconded by Vice President Pete Jaramillo and approved 6-0.

A notice of intention and notice of public hearing for this project were published on September 23, 2022, and a public hearing was held on October 18, 2022. The comment period ended November 22, 2022.

10. Authorize CEO to negotiate and execute a Development Agreement for a distribution facility, to be located on Mayberry Road & Melba Carter, Mission, Texas, in an amount not to exceed \$390,000 over a period of five (5) years and a job creation incentive in an amount not to exceed \$1,000 per job for a period of three (3) years

CEO Teclo Garcia mentioned that he will be communicating with the developer to further discuss this project. He is requesting that the item is tabled.

Jose G. Vargas moved to table this item. Motion was seconded by Treasurer Dr. Sonia Treviño and approved 6-0.

A notice of intention and notice of public hearing for this project were published on September 23, 2022, and a public hearing was held on October 18, 2022. The comment period ended November 22, 2022.

11. CEO Report on Economic Activity

CEO Teclo Garcia gave a brief report on sales tax revenues by saying that Year-to-Date sales receipts were at \$22.5M, compared to last year's sales tax, which were at \$19.5M, a difference of \$3M. The city has grown by 15% compared to larger cities like Laredo and Corpus Christi. The CEO projects sales receipts will be close to \$25M by the end of 2022. In 2015, receipts totaled \$13M, 2017 \$13.7M, 2018 \$14.3M, 2019 \$15.4M, 2020 \$15.5M, and last year \$21M. The CEO also reported on single family home values and said a median home in Hidalgo County is \$225,000, while statewide single-family homes are selling at \$345,000. Mr. Garcia also reported on unemployment and job creation. He will be reporting these types of numbers on a regular basis.

12. President Comments

President Richard Hernandez thanked Mayor Norie Gonzalez Garza for her confidence and welcomed new Board member Noel Salinas. He also thanked former Board member Aissa I. Garza for her service on the Board and the Board of Directors for their time and availability.

Jose G. Vargas and Vice President Pete Jaramillo expressed their gratitude to the Board of Directors, CEO Teclo Garcia, and the MEDC staff for their hard work. Noel Salinas said he was happy to serve on this Board and was excited to see good things happen.

13. Adjournment.

Treasurer Dr. Sonia Treviño moved to adjourn the meeting. Motion was seconded by Vice President Pete Jaramillo and approved 6-0. The meeting was adjourned at 5:59 PM.

Richard Hernandez, President

ATTEST:

Deborah L. Cordova, Secretary

**NOTICE OF SPECIAL MEETING
MISSION ECONOMIC DEVELOPMENT CORPORATION
JANUARY 25, 2023 4:00 PM
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

PRESENT:

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

ABSENT:**ALSO PRESENT:**

Greg Kerr, JGKL LLP
Adrian Arriaga, Sperry Commercial Real Estate
Group
Berenice Garcia, The Monitor
Steve Taylor, RGV Guardian

STAFF PRESENT:

Tecló J. Garcia, Chief Executive Officer
Joel A. Garza, Chief Operating Officer
Judy Vega, Executive Assistant
Angie Vela, Finance Director
Ezeiza Garcia, Assistant Finance Director
Randy Perez, City Manager
Stephanie Palacios, Finance Officer
Naxiely Lopez, Director of Marketing &
Communications
Victor Flores, City Attorney
Joe Salazar, Accountant

1. Call to order and establish quorum

After establishing a quorum of the Board of Directors, President Richard Hernandez called the meeting to order at 4:15 PM

2. Swearing in of Appointed Board of Directors

Notary Public Judy Vega swore in the following appointed board of directors: Richard Hernandez, Jose G. Vargas, Estella Saenz, Noel Salinas, Carl Davis, and Deborah L. Cordova. Their terms expire December 31, 2024.
Mayor Norie Gonzalez Garza is by position.

3. Election of Officers

President Richard Hernandez mentioned that the individuals named to serve on this Board are Richard Hernandez, Jose G. Vargas, Estella Saenz, Deborah Cordova, Noel Salinas, Carl Davis, and Mayor Norie Gonzalez Garza (by position). Councilman Abiel Flores is alternate for mayor position. Under the proposed Mission Economic Development Corporation By-Laws, the following officer positions are up for election: Vice President, Secretary, and Treasurer. President Richard Hernandez called for nominations from the floor.

Mayor Norie Gonzalez Garza nominated Jose G. Vargas for Vice President, Deborah L. Cordova for Secretary, and Estella Saenz for Treasurer. President Richard Hernandez called for any other nominations. There being that no other nominations, he then asked the nominees if they accepted the positions. All accepted.

Jose G. Vargas moved to elect himself for Vice President, Deborah L. Cordova for Secretary, and Estella Saenz for Treasurer of the Board. Motion was seconded by Noel Salinas and approved 7-0.

4. Approval of Minutes: Meeting of November 29, 2022

Mayor Norie Gonzalez Garza moved for approval of the meeting minutes of November 29, 2022 as presented. Motion was seconded by Vice President Jose G. Vargas and approved 7-0.

5. Acceptance of Financial Statements:

A. Unaudited Financial Statement for September 2022

B. Unadjusted Financial Statement for October 2022

Finance Director Angie Vela presented and recommended acceptance of the unaudited financial statement for the month of September 2022. City Manager Randy Perez mentioned that the city had an increase of 15.28% in sales tax revenue from last year.

Carl Davis moved for the acceptance of the unaudited Financial Statement for September 2022. Motion was seconded by Vice President Jose G. Vargas and approved 7-0.

Finance Director Angie Vela presented and recommended acceptance of the unadjusted Financial Statement for October 2022.

Vice President Jose G. Vargas moved to accept the unadjusted Financial Report for the month of October 2022. Motion was seconded by Noel Salinas and approved 7-0.

6. Deliberation and possible action to approve Invoice #9 from the City of Mission in the amount of \$354,858.84 related to an EDA grant

Assistant Finance Director Ezeiza Garcia presented and recommended approval of Invoice #9 from the City of Mission in the amount of \$354,858.84. This invoice is related to a \$3 million grant being used for drainage improvements related to property being developed by Killam Development. Ms. E. Garcia briefly explained that total paid to date is \$2,906,856.19. Total reimbursed was \$2,551,997.35, leaving a balance of \$354,858.84. She is requesting approval of the invoice.

Mayor Norie Gonzalez Garza moved for the approval of Invoice #9 from the City of Mission in the amount of \$354,858.84. Motion was seconded by Vice President Jose G. Vargas and approved 7-0.

- 7. Deliberation and possible action to approve Resolution No. 2023-01, Resolution of the Board of Directors of Mission Economic Development Corporation, designating a depository bank, and authorizing the performance of all banking functions relating to the opening and maintaining of bank accounts for the Mission Economic Development Corporation, and the designation of signatories on such accounts**

This resolution is required by Texas Community Bank; the bank designated as the depository bank for the \$3 million grant that was awarded to MEDC by the Economic Development Administration. The funds are being used to facilitate Killam Developments' Roadway & Drainage Improvements for their Shary Business Park Subdivision. Signatories named on the account with Texas Community Bank will be President Richard Hernandez, CEO Teclo J. Garcia, and Treasurer Estella Saenz.

Vice President Jose G. Vargas moved for the approval of Resolution No. 2023-01 as presented. Motion was seconded by Noel Salinas and approved 7-0.

Resolution No. 2023-01

Resolution of the Board of Directors of Mission Economic Development Corporation, designating a depository bank, and authorizing the performance of all banking functions relating to the opening and maintaining of bank accounts for the Mission Economic Development Corporation, and the designation of signatories on such accounts

- 8. Tabled 11/29/22: Deliberation and possible action to authorize CEO to negotiate and execute a Development Agreement for a distribution facility, to be located on Mayberry Road & Melba Carter, Mission, Texas, in an amount not to exceed \$390,000 over a period of five (5) years and a job creation incentive in an amount not to exceed \$1,000 per job for a period of three (3) years**

Mayor Norie Gonzalez Garza moved to bring this item off the table. Motion was seconded by Vice President Jose G. Vargas and approved 7-0.

No action was taken.

- 9. Deliberation and possible action to authorize CEO to engage professional services with Sperry Commercial Real Estate Group as listing agent for Mission EDC real property.**

CEO Teclo J. Garcia introduced this item by saying that Adrian A. Arriaga with Sperry Commercial Real Estate Group is the listing agent of record for the City of Mission. He was also the listing agent of record for the Mission EDC, but his contract has expired. He is asking for Board for authorization to engage Sperry Commercial Real Estate Group for the marketing of MEDC's properties. Secretary Deborah L. Cordova asked if there was a proposed agreement available and on whether it had been reviewed by counsel. MEDC's legal counsel Greg Kerr mentioned that there is a proposed agreement, but that it has not been reviewed by him. He is proposing that it is approved subject to his review and approval.

Mayor Norie Gonzalez Garza moved to authorize CEO to execute the engagement for professional services with Sperry Commercial Real Estate Group as listing agent for Mission EDC, subject to review and approval of the listing agreement by legal counsel. Motion was seconded by Secretary Deborah L. Cordova and approved 7-0.

10. Deliberation and possible action to authorize CEO to execute a professional services contract with ARES Services Inc., for legislative consulting services

CEO Teclo J. Garcia is requesting authorization from the Board to execute a professional services contract with ARES Services, Inc., whose principal is Rigo Villarreal. Mr. Villarreal is a well-known lobbyist who has great affiliations with state representatives and state senators. Mr. Garcia said Mr. Villarreal shares the same goals he has for the City of Mission and will be of great assistance in reaching those goals during legislative session.

Vice President Jose G. Vargas moved to authorize CEO to execute a professional services contract with ARES Services Inc., for legislative consulting services. Motion was seconded by Carl Davis and approved 7-0.

At 4:50 PM, Jose G. Vargas moved to convene in closed session. Motion was seconded by Deborah L. Cordova and approved 7-0.

11. Closed Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001

Deliberation and possible action regarding commercial or financial information received the Mission EDC from a business prospect with which the Mission EDC is conducting economic development negotiations or with which the Mission EDC seeks to have to locate, stay, or expand operations in or near the City of Mission (as permitted under Tex. Gov't Code Sec. 551.087), including, but not limited to the following:

A. Report from CEO as to potential prospects

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

A. M.E.D.C. Land

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

At 5:38 PM, Secretary Deborah L. Cordova moved to reconvene in Open Session. Motion was seconded by Carl Davis and approved 7-0.

No action was taken.

12. CEO Report on Economic Activity

CEO Teclo J. Garcia introduced three new Mission EDC team members. Director of Marketing & Communications Naxiely Lopez Puente; Financial Officer Stephanie Palacios; and CEED Receptionist Cynthia Garcia.

On economic activity, the CEO reported that the City of Mission issued nearly \$180 million in permits for new construction in 2022, one of the best years on record for a city of 90,000 residents. He also reported that this past calendar year 2022 was the best in retail sales taxes with \$24 million being reported. Unemployment rate for December 2022 was 6.3% while in January 2022 it was 8.4%.

Mr. Garcia provided a brief report on 2023's outlook by saying that high interest rates were the result of slower growth in retail and home purchases, as well as due to inflation. International trade opportunities with our neighboring Mexico present supply chain challenges for everyone, and that local developers continue to adjust to the current market.

Mr. Garcia reported that the Mission EDC team conducted several meetings at the ICSC's Red River Retail Dealmaking Conference in Dallas on January 19, 2022.

City of Mission elected officials and MEDC met with legislators and others, led by Mayor Gonzalez Garza, attended Swearing in Day for the House and Senate at the capitol. February 1st is Mission Day and February 22nd is Rio Grande Valley Day. The top legislative item is the Bryan Road/1-2 connectors (\$145M). Since Feb. 22nd would have been MEDC's next regular Board meeting, President Richard Hernandez proposed that the next meeting is held the following Wednesday, March 1st.

13. President Comments

President Richard Hernandez thanked the Board of Directors for their time and for accepting to serve on this Board.

14. Adjournment

Secretary Deborah L. Cordova moved to adjourn the meeting. Motion was seconded by Treasurer Estella Saenz and approved 7-0. The meeting was adjourned at 5:56 PM.

Richard Hernandez, President

ATTEST:

Deborah L. Cordova, Secretary



**KEEP MISSION
BEAUTIFUL BEAUTIFICATION
COMMITTEE REGULAR MEETING
MISSION CITY HALL
FEBRUARY 7, 2023 at 5:30 PM**

MINUTES

MEMBERS PRESENT:

Lucille Cavazos
Lisa Salinas
Gavino Garza
Mario Cantu

ABSENT:

STAFF PRESENT:

Anais Chapa, Assistant City Secretary
Roel Mendiola, Sanitation Director
Yaritza Peña, Administrative Coordinator

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Roel Mendiola, Sanitation Director, called the meeting to order at 5:40 p.m.

INTRODUCTION

Mr. Mendiola introduced himself, Anais Chapa and Yaritza Peña and their roles with the City of Mission and the Keep Mission Beautiful Beautification Committee. At this time, it was also asked that each committee member introduce themselves and their interest in keeping Mission beautiful.

NEW BUSINESS

A. Discussion of the expectations and goals for the committee

Mr. Mendiola discussed the status of the Keep Mission Beautiful affiliation with Keep Texas Beautiful. The committee is currently in a provisional status with Keep Texas Beautiful. The committee was still pending to file a 501c3 application for approval. The committee was waiting to have a complete board prior to completing the application. At the moment, there is one vacancy on the committee. The ultimate goal for the committee was to integrate programs within our community to increase beautification efforts. It was the consensus between both board members and city staff that education for our citizens be a priority.

B. Naming of Chairman and Officers

Mr. Mendiola explained that we would have to vote for a committee chairman as well as a secretary and treasurer. However, it was decided that voting would take place once a board member was appointed to the last vacancy.

C. Discussion of possible, upcoming beautification efforts

At this time, Mr. Mendiola asked for ideas and suggestions on possible programs that could be implemented as part of the beautification efforts. Some of the suggestions included: placing

At this time, Mr. Mendiola asked for ideas and suggestions on possible programs that could be implemented as part of the beautification efforts. Some of the suggestions included: placing roll-off containers within neighborhoods for clean ups, planting more trees, “recycling” trees by transporting them from one place to another, and organizing “block parties” to educate our citizens on proper waste disposal and bulky item disposal. Mr. Mendiola also mentioned that we would begin planning for our Annual Trash Bash Event.

DATE AND TIME OF NEXT MEETING

The next meeting will be held on Tuesday, March 7, 2023.

CHAIRMAN’S COMMENTS

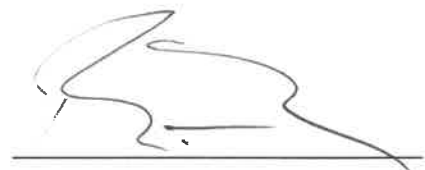
None.

MEMBER’S COMMENTS

Upon discussion, it was decided that each committee member would make a list of their top three priorities or project goals for this year. At the next meeting, we would be discussing each of these and deciding on three items to focus on for this year.

ADJOURNMENT

At 6:45 p.m., the meeting was adjourned.



Roel Mendiola, Sanitation Director

**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
February 21, 2023**

Commission-Present

**Jerry Saenz-Chairman
Polo Garza--Vice-Chair
Michael Davis-Member**

Staff Present

**Jesse Lerma Jr-CS Director
Douglass Williams-Interim Fire Chief
Cesar Torres-Chief of Police
Victor Flores-Atty**

Call to Order

Mr. Jerry Saenz called the meeting to order at 9:00 a.m.

Approval of Minutes-December 28, 2023

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

Approval of Mission Police Department Entry Level Scores and the Creation of a New Eligibility List

Mr. Lerma advised the Commission that they had conducted an entry level examination for the police department on February 13, 2023. Mr. Lerma advised them that they had 17 individuals signed up and only 16 showed up. The scores reflected that 10 passed and 6 failed the written examination. After a brief discussion, Mr. Davis made a motion to approve the scores as presented and to create a new eligibility list. Mr. Garza seconded the motion. Motion was approved unanimously.

Approval of Mission Fire Department Promotional Examination Resource List for Deputy Chief

Mr. Lerma advised the Commission that City Council acted at the last city council meeting to create a new Deputy Chief position to assist with the transition to a fire-based EMS. Due to those actions we will need to start the process to fill the position. Mr. Lerma advised the Commission that Chief Douglass was recommending the following sources 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. Davis made a motion to approve the resource list that was recommended by staff. Mr. Garza seconded the motion. Motion was approved unanimously.

Approval of Mission Fire Department Promotional Examination Schedule for Deputy Chief

Mr. Lerma presented the Commission the following testing schedule for approval:

1. Post Resource List-February 21, 2023
2. 30 Day Notice-April 24, 2023
3. Deadline to Submit MOI- May 11, 2023
4. Date of Examination-May 25, 2023

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

Pending Business

Mr. Lerma advised the Commission of a pending retirement of LT Zuniga at the police department and that he would keep them informed of luncheon and required action to fill that position.

Adjourn

Meeting was adjourned at 9:15 a.m.

**PLANNING AND ZONING COMMISSION
DECEMBER 21, 2022
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

Connie Garza
Diana Izaguirre
Hector Moreno
Raquenel Austin
Javier Barrera
Ruben Arcaute

P&Z ABSENT

Jasen Hardison
Debra Alvarez

STAFF PRESENT

Susie De Luna
Alex Hernandez
Jessica Munoz
Gabriel Ramirez

GUESTS PRESENT

Yuliana Salinas
Blanca A. Rodriguez
Sabrina Escobar
Osbaldo Salinas
Antonio Marines
Eric Pena
Ana Lidia Nava
Quiricho, LTD
Carolyn Sanchez
Jaime Sanchez
Adelaida Villarreal
Narda Pacheco
Daniel Sanchez
Lane Rangel
Ingrid Ortiz
Robert Galligan
Rodrigo Rodriguez
Robert L. Bell
Diana Reyna
Raul Zarate
Marco Mascorro
Jesus Trevino
Raul Sesin
Sam Bentsen

CALL TO ORDER

Chairwoman Izaguirre called the meeting to order at 5:31 p.m.

CITIZENS PARTICIPATION

Chairwoman Izaguirre asked if there was any citizen's participation.

There was none.

APPROVAL OF MINUTES FOR NOVEMBER 21, 2022

Chairwoman Izaguirre asked if there were any corrections to the minutes for November 21, 2022. Mrs. Garza moved to approve the minutes as presented. Mr. Arcaute seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:32 p.m.

Ended: 5:33 p.m.

Item #1.1

Rezoning:

**Lot 12, Block 1, East Side Addition
R-1 to C-3**

Cynthia Ingrid Ortiz Castilla

Ms. De Luna went over the write-up stating the subject site is located at the Southwest corner of Naranjo Ave. and Matamoros Street.

SURROUNDING ZONES:

N:	P	– Public
E:	R-2	– Duplex – Fourplex Residential
W:	R-1	– Single-Family Residential
S:	R-1	– Single-Family Residential

EXISTING LAND USES:

N:	Holy Rosary Church
E:	Apartments
W:	Vacant
S:	Vacant
Site:	Vacant

FLUM: Low Density Residential (LD)

REVIEW COMMENTS: The proposed zone does not comply with the City’s Future Land Use Map, and surrounding land uses. Approving a C-3 zone would be detrimental to the surrounding properties.

RECOMMENDATION: Staff recommends Denial.

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Started: 5:33 p.m.

Ended: 5:49 p.m.

Item #1.2

Rezoning:

**Lot 65 and the West ½ of Lot 64,
Shary Villas Subdivision
R-1 to C-1
Jesus Trevino**

Ms. De Luna went over write-up stating the subject site is located at the Southeast corner of N. Shary Road and E. 20th. Street.

SURROUNDING ZONES:

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

EXISTING LAND USES:

N:	Single-Family Home
E:	Single-Family Home
W:	Single-Family Home
S:	Bannworth Park
Site:	Single-Family Home

FLUM: Lower Density Residential (LDA)

REVIEW COMMENTS: The proposed zone does not comply with the City's Future Land Use Map, and surrounding land uses. Approving a C-1 zone would be detrimental to the surrounding properties.

RECOMMENDATION: Staff recommends Denial.

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

Mr. Ciro Ochoa Jr. spoke on behalf of Jose Angel Trevino who resides adjacent to this property. He stated they were opposed to this request. He added that a business is not allowed in this subdivision.

Mr. Raul Zarate who resides at 2413 E. 20th Street and represents Shary Villas stated that they were opposed to this request. He added that he collected a total of 45 signatures that were in opposition.

Mr. Mike Trevino who resides at 2401 E. 20th stated he was in opposition to this request. He stated that he has lived here all his life. He added that in the deed restrictions it states that no businesses are allowed in the subdivision.

Mr. Raul Segin spoke on behalf of Jesus Trevino the owner of the property. He stated that this property is facing Shary Road and is part of the subdivision. He added that the idea was to remodel the existing home into office space for Mr. Trevino's architectural firm. He mentioned that customers would be seen by appointment only and that the internal street would be limited to use of only employees.

Chairwoman Izaguirre asked if the building would stay the same?

Mr. Raul Segin stated that the building would stay the same. He added that the wall blocking Shary road would be removed to have frontage to Shary.

Discussion amongst the board members.

Mrs. Diana Reyna who resides at 2403 E. 21st stated that after hearing all the discussion, she had some comments to make. She added that Jenny Townsen was the original owner of that property and lived there until the very end. Mrs. Reyna mentioned that her and some neighbors are not in opposition. She added that they want Shary Road to grow but not within their subdivision. She added that the neighborhood would have an increase in traffic and the safety of there children would be at risk.

No Action was taken.

Started: 5:49 p.m.

Ended: 5:56 p.m.

Item #1.3

Rezoning: **Lot 2, Yessica Pedraza Subdivision**
R-1 to R-3
Armando Pena, III

Ms. De Luna went over write-up stating the subject site is located 280' north off E. Griffin Parkway and 150' east off Orange Avenue.

SURROUNDING ZONES:

N:	AO-I & P	– Agricultural Open Interim & Public
E:	R-1	– Single-Family Home
W:	R-1	– Single-Family Home
S:	C-2	– Neighborhood Commercial

EXISTING LAND USES:

N:	Single-Family Home & Agape School
E:	Single-Family Home
W:	Single-Family Home
S:	Frobel Learning Center
Site:	Single-Family Home

FLUM: Lower Density Residential (LDA)

REVIEW COMMENTS: The proposed zone does not comply with the City's Future Land Use Map, and surrounding land uses. Approving an R-3 Zone would be detrimental to the surrounding properties.

RECOMMENDATION: Staff recommends Denial.

Ms. De Luna mentioned that staff received a petition reflecting 71% in opposition. Ms. De Luna added that the concerns were in regards to the property being surrounded by homes and should remain an R-1 zone. She added that the only access to this property is through an alley on the west side. Rose Marie Avenue on the north does not exist.

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

Mr. Robert Bell who resides at 2314 Orange stated that he was opposed to this request. He added that this property is surrounded by homes and has no access.

Mr. Rogelio Gutierrez who resides behind the vacant lot is opposed to this request. He stated that their neighborhood has a lot of vandalism and building apartments would create more problems.

Dr. Lalo Villarreal who resides at 1307 E. 24th Street stated that he was opposed to this request. He added that the map presented was a miss representation of the property, Rose Marie Street does not exist. Dr. Villarreal mentioned that in order to comply, Rose Marie needs to be added to 24th Street.

Mr. Jaime Sanchez who resides at 2328 Orange Street stated that he is opposed to this request. He added that approving this request would cause more traffic to the area.

Chairwoman Izaguirre asked if the property was landlocked?

Ms. De Luna stated that Rose Marie would need to be developed.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Barrera moved to deny the rezoning. Mr. Arcaute seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:56 p.m.

Ended: 5:57 p.m.

Item #1.4

**Rezoning: The West 840' of Lots 21 & 22,
Rees Subdivision
AO-I to I-1
Quiricho, LTD**

Ms. De Luna went over write-up stating the subject site is located 420' west off S. Bryan Road along the north side Trinity Road.

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

EXISTING LAND USES:	N:	The Bridges Assisted Living Homes & Offices
	E:	Mission Nursing & Transitional Care
	W:	Warehouse
	S:	Warehouse
	Site:	Vacant

FLUM: General Commercial (GC)

REVIEW COMMENTS: The proposed zone does comply with the City's Future Land Use Map, and surrounding land uses.

RECOMMENDATION: Staff is recommending Approval.

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Barrera moved to approve the rezoning. Mr. Arcaute seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:34 p.m.

Ended: 5:35 p.m.

Item #1.5

**Conditional Use Permit: Guest House
1502 Esperanza Avenue
Lot 18, Los Ebanos Village
R-1
Sabrina Escobar**

Ms. De Luna went over write-up stating the subject site is located 139' west of Los Ebanos Road along the north side of Esperanza Avenue. The owner has applied for a construction permit for a single-family residence thereon and is requesting a conditional use permit for the construction of a guesthouse to include a storage and a carport. The structure is proposed to have 510 sq.ft. of living area. It will consist (1) bedroom, (1) bathroom, and a storage – see site plan. Guest houses are allowed in a Single-Family Zone as long as they apply for a conditional use permit and comply with the following conditions:

The conditions of the CUP require:

- That the lot be a minimum of 12,000 sq.ft.
- Cannot be made available or used for lease, rent, hire, and the owner of such use may not receive remuneration for the use of one of the above.
- Proposal must be clearly secondary to the primary residence
- Shall not have access to a public street. (No shared/extended driveway)
- Shall not have a separate kitchen area

REVIEW COMMENTS: The lot is 13,392 sq.ft. and all building setbacks will be met. The proposed driveway is more than sufficient to accommodate any guest vehicle. The guest home must be connected to the same water and electrical meters, i.e. no separate utilities. 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) no separate utility and electrical connections, 2) transferability to other future owners imposing the same conditions imposed to this applicant, and 3) not to be used for rental purposes.

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to approve the conditional use permit as per staff's recommendation. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:34 p.m.

Ended: 5:35 p.m.

Item #1.6

Conditional Use Permit:

**Guest House
1005 Alameda Drive
Lot 1005 Alameda Drive
Lots 14 & 15, Mayberry Manor
R-1
Osbaldo Salinas**

Ms. De Luna went over write-up stating the subject site is located 990' east of Mayberry Road along the north side of Alameda Drive. The applicant is requesting a conditional use permit for the construction of a guesthouse to include (2) bedrooms, (2) bathrooms, loft, gaming area and a porch. The guest house will have 672 square feet. Guest houses are allowed in a Single-Family Zone as long as they apply for a conditional use permit and comply with the following conditions:

The conditions of the CUP require:

- That the lot be a minimum of 12,000 sq.ft.
- Cannot be made available or used for lease, rent, hire, and the owner of such use may not receive remuneration for the use of one of the above.
- Proposal must be clearly secondary to the primary residence
- Shall not have access to a public street. (No shared/extended driveway)
- Shall not have a separate kitchen area

REVIEW COMMENTS: The lots measure 20,001 sq.ft. in total and all building setbacks will be met. The proposed driveway is more than sufficient to accommodate any guest vehicle. The guest home must be connected to the same water and electrical meters, i.e. no separate utilities. Staff mailed out 24 notices to property owners within 200' radius and staff has not received any comments in favor or against this request.

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

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Arcaute moved to approve the conditional use permit without the kitchen. Mrs. Moreno seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:04 p.m.

Ended: 6:05 p.m.

Item #1.7

Conditional Use Permit:

Texas Citrus Fiesta Fun Fair with the

**Sale & On-Site Consumption of
Alcoholic Beverages
807 N. Conway
(aka La Lomita Plaza & Rotary Park)
C-3
January 28 & 29, 2023
Texas Citrus Fiesta**

Ms. De Luna went over write-up stating the subject site is located at the southwest corner of Conway Blvd. and Business Highway 83 at La Lomita Plaza (Leo Pena Park). Texas Citrus Fiesta organizers will be having their annual Fun Fair event on January 28 & 29, 2023 and will like to sale alcohol during the event. The fun fair will use La Lomita Plaza (Leo Pena Park) for various vendors, Vaqueros' cook-off and other food vendors. There will be continued trash pick-up throughout the event.

- **Hours of Operation:** 10:00a.m. to 10:00p.m.
- **Parking:** Parking for this event will be provided east and north of the Chamber of Commerce building and east of Planet Fitness.
- The Zoning code requires the Fun Fair and the Sale & On-Site consumption of alcohol to be a minimum of 300' separation from residentially used property from lot line to lot line. There are several residential properties within this radius; thus a waiver of the separation requirement needs consideration.
- **Ch. 10 – Amusements and Entertainment:** Security will be evident as in past events via Mission PD officers (as hired by TCF). Restrooms will be available. All provisions of the Chapter 10 Mission Code of Ordinances – Amusements and Entertainment– will need to be complied with.

REVIEW COMMENTS: With sufficient professional security, barricades, lighting, & TCF monitoring, this event will again be very successful and well attended. TCF has assured the City that all aspects of security will be taken care of.

RECOMMENDATION: Staff recommends approval subject to:

1. Waiver of the 300' separation;
2. Must comply with Health and Fire Codes; and
3. Must meet Noise, Amusement and Entertainment, and any other related cod

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Arcaute moved to approve the conditional use permit as per staff's recommendation. Mr. Moreno seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:05 p.m.

Ended: 6:07 p.m.

Item #1.8

Conditional Use Permit:

**Sale & On-Site Consumption of
Alcoholic Beverages – Southern Pour Sips & Bites
2600 E. Griffin Parkway
Being a 1.04 acre tract of land out of Lot 246,
John H. Shary Subdivision
C-3
Southern Pour Sips & Bites, LLC**

Ms. De Luna went over write-up stating the subject site is located between Hackberry Avenue and Taylor Road along the south side of Griffin Parkway (F.M. 495). Southern Pour Sips & Bites is an existing venue that operates a first-class restaurant and provides a comfortable atmosphere resulting in a positive experience for families, friends and guests who can enjoy and relax in a comfortable setting for delicious breakfast and lunch. They would like to offer beer and wine to their menu. In addition to the restaurant, the site houses a gift shop and flower shop, which operates from 8am to 3pm. Access to the site is via 24' driveway leading to Southern Sips & Bites, which has 15 parking spaces available in the front and an additional 20 parking spaces in the rear.

- **Hours of Operation:** Monday – Thursday from 8:00 a.m. to 3 p.m., and Friday – Sunday from 8:00 a.m. to 4:00 p.m.
- **Staff:** 15 employees including managers, bartenders, cooks, wait staff, cashiers and janitorial services.
- **Parking:** Based on the square footage of the building there is a total of 24 parking spaces required. It is noted that this location has 35 parking spaces which exceeds code.
- **Sale of Alcohol:** Such uses need to be 300' from residential uses. There are some residences within this radius); thus, a waiver of the separation requirement needs consideration.
- **Other Requirements:** Must continue to comply with all Building, Fire and Health Codes prior to obtaining a new business license.

RECOMMENDATION: Staff recommends approval subject to:

1. 2 year re-evaluation at which time the applicant will need to renew their CUP & TABC License;
2. Waiver of 300' separation requirement from residential homes; and
3. Must continue to comply with all City Codes (Building, Fire, and Health Codes, etc.), and
4. Acquire a Business License prior to business occupancy.

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Arcaute moved to approve the conditional use permit as per staff's recommendation. Mr. Barrera seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:34 p.m.

Ended: 5:35 p.m.

Item #1.9

Conditional Use Permit:

**Sale & On-Site Consumption of
Alcoholic Beverages – Taboo Bar & Grill
608 N. Shary Road, Suites 9 & 10
Lot 1, Alba Plaza
C-3
BGD Investments, LLC**

Ms. De Luna went over write-up stating the subject site is located ¼ mile south of East Business Highway 83 within a commercial plaza along the east side of Shary Road. Access to the site is via a 34' driveway off of Shary Road. The applicant originally applied for a family-oriented Bar & Grill restaurant with a large dining area and a bar. It was later discovered that this was more of a nightclub concept rather than their original Bar & Grill proposal. It is noted that a nightclub is an allowable use under the General Business Zone (C-3), but the sale & on-site consumption still requires a conditional use permit. This nightclub concept offers food, VIP areas, live music and concerts, etc. The last CUP for this location was approved on June 28, 2021 for a period of 1 year.

- **Days/Hours of Operation:** Thursday – Sunday from 6:00 p.m. to 2 a.m. Alcoholic beverages will only be served during allowable State selling hours.
- **Staff:** 15 employees
- **Parking:** It is noted that parking is held in common and there is a total of 138 total parking spaces shared with the various businesses within the commercial plaza.
- Section 1.56-3 of the Zoning Code cites that Bars, cocktail lounges, taverns, cantinas, saloons, dancehalls, discotheques, or nightclubs: must be 300' from the nearest residence, church, school or publicly owned property. There is a residential subdivision within 300' (see aerial); however, P&Z and the Council have waived this separation requirement in previous CUP's.

REVIEW COMMENTS: Staff mailed out 20 notices to property owners within 200' radius and staff has not received any comments in favor or against this request. In conferring with Mission PD for incidents at this location, reports indicate 20 complaints regarding noise, fights, use of weapons, public intoxication, disturbance from December to present. Staff & PD have met twice with the applicant to address these concerns. In an effort to comply with City requirements and address these concerns the applicant has installed his own decibel reader and has restricted the entrance to patrons that have caused problems in the past.

RECOMMENDATION: Staff recommends approval subject to:

1. 6-month re-evaluation to continue to assess this operation.
2. Waiver of the 300' separation requirement from the residential homes.
3. Continued compliance with the Building, Fire, Health, Noise and Sign Codes,
4. Continued compliance with TABC requirements, and
5. Must have at least 2 securities at all times.

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

Mrs. Austin asked if staff had a period of time between complaints?

Ms. De Luna stated from January to October of this year.

Ms. De Luna stated that the complaints received recently are for public intoxication.

Chairwoman Izaguirre stated that she thought the complaints received are for loud music.

Ms. De Luna stated that the complaints received were for both loud music and public intoxication.

Mrs. Austin asked how many complaints about the use of weapons.

Ms. De Luna stated complaints on the use of weapons twice.

Ms. De Luna stated that the main concern was the base and it is hard to enforce.

Mrs. Garza asked the assistant police chief what kind of calls are received for this business?

Assistant police chief stated that the complaints received for this business are two-gun incidents, physical altercations inside and out of the establishment, and loud music. He added that a resident that lives behind the establishment called law enforcement complaining on the loud music and based on the decibel reading from inside the house the business was complying to the noise ordinance.

Mr. Arcaute stated that his main concern is the safety for the citizens and tenants within the plaza.

Assistant police chief stated that the establishment had two off duty police officers as security guards during the incidents.

Mr. Diego Ortado stated that he was the marketing director for Taboo Bar & Grill. He added that several incidents have occurred but were resolved. Mr. Ortado mentioned that 6 security guards and 2 police officers are on duty during business hours.

Mr. Barrera asked when was the last time Mission Police Department was called to the establishment?

Mr. Ortado stated a month ago. He added that when customers or employees open the doors the music sounds louder.

Mr. George Blesson the owner of Taboo Bar & Grill stated that the establishment has three exit doors in the back. He added that the third one is a riser room that can't be locked.

Mr. Ortado stated that two Palmview Police Officers are on duty during events. He added that the officers have been there for the past 9 months during business hours.

Chairwoman Izaguirre asked that if fights still occurred after having police officers.

Mr. Blesson stated "No".

Chairwoman Izaguirre asked if he was willing to fix the loud music?

Mr. Blesson stated that he removed three speakers from the second floor. He added that he was going to perforate the doors to help with the loud music.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Barrera moved to approve the conditional use permit as per staff's recommendation. Mr. Moreno seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:24 p.m.

Ended: 6:27 p.m.

Item #2.0

Conditional Use Permit:

**Sale & On-Site Consumption of
Alcoholic Beverages – Ice House, LLC
815 N. Francisco Avenue
Being the South 109.5' of Lot 2, Block 137,
Mission Original Townsite & all of Lot 52,
John H. Shary Industrial Subdivision
C-3
Robert Galligan**

Ms. De Luna went over write-up stating the subject site is located at the NW corner of Francisco and 8th Street. This bar has been in existence at this location since 1960 as per appraisal district records. The new applicant recently remodeled the building. There are tables and chairs located inside and outside the building, and some bar stools around the bar area too (total of 124 seating spaces). This is a longstanding business frequented by different Mission residents and Winter Texans. The applicant will offer finger foods like chips, frozen pizza and fries.

- **Hours of Operation:** Monday – Sunday from 10 am to 10 pm. Although beverages will only be served during the allowable State selling hours.
- **Staff:** 2 employees including the owner.
- **Parking:** As can be seen in the aerial, there are over 12 off-street parking spaces that were constructed in the 60's, thus some of the parking spaces need to be re-striped. The parking requirements for a restaurant, nightclub, café or similar recreation or amusement establishment: One space for each 75 square feet of floor area or one space for each three seats, whichever is greater. Based on the code, 41 parking spaces are required. However, this property is located within the Mission's Central Business District; thus, exempt from parking requirements for existing structures.
- **Alcoholic Beverages:** Such uses require that no alcoholic beverage be sold within 300' to a residence, church, public school, private school or public hospital. There are some residences within this radius; thus, a waiver of the separation requirement would need to be considered.

REVIEW COMMENTS: Notices were sent out to property owners within 200' radius of this business, as of this writing staff has not received any comments in favor or against this request. In the past, staff has received several concerns in regards to noise for this establishment, therefore the new applicant will need to comply with the noise ordinance.

RECOMMENDATION: Staff recommends approval subject to: 1) 2-year approval at which time the applicant will have to renew their CUP and TABC License, 2) waiver of the 300' separation requirement from residential areas, 3) re-stripe parking area and add landscaping, 4) compliance with building, fire, and health codes, 5) obtain a business license, and 6) compliance with noise ordinance.

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Arcaute moved to approve the conditional use permit as recommended by staff. Mr. Moreno seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:27 p.m.

Ended: 6:30 p.m.

Item #2.1

**Conditional Use Permit: Sale & On-Site Consumption of
Alcoholic Beverages – Lada (52) Bar & Grill
4001 S. Shary Road, Ste. 100
Lot 1, Sharyland Plantation Grove Tech-Center #2
PUD
Marco Mascorro**

Ms. De Luna went over write-up stating the subject site is located on the SE corner of San Mateo and Shary Road. Access to the site can be from one primary driveway off of Shary Road or from separate driveways from San Mateo or from San Gabriel. The last CUP approved for this location was on October 26, 2020 for a period of 2 years. The applicant would like to renew his CUP, staff notes that this would be the 3rd renewal.

- **Hours of Operation:** Monday – Sunday from 7p.m. to 2a.m.
- **Staff:** 9
- **Parking:** It is noted that the parking area is held in common (180 existing parking spaces) and are shared with other businesses. There are some areas within the parking that need maintenance but have already been addressed with the applicant.
- **Sale of Alcohol:** The existing restaurant includes a 'bar' component. Section 1.56 (3a) of the Zoning code requires a minimum separation of 300' from the *property line* of any churches, schools, publicly owned property, and residences. There is a single-family residential neighborhood located within the 300' radius; however, P&Z and the City Council waived this separation requirement in the CUP's previous approval.

REVIEW COMMENTS: Notices were sent to property owners within a 200' radius of this business where Staff has not received any comments in favor or against this request. Staff has asked Mission PD to provide a report in relation to the sale of alcohol and there has been no incidents reported.

RECOMMENDATION:

Staff recommends approval subject to:

1. Approval for 4 years at which time the CUP and TABC permit will need to be renewed;
2. Waiver of the 300' separation requirement from the residential homes; and
3. Must comply with all City Codes (Fire, Health, and Building Code requirements)

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to approve the conditional use permit renewal as recommended by staff. Mr. Moreno seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:30 p.m.

Ended: 6:31 p.m.

Item #2.2

Conditional Use Permit:

Mobile Food Truck – El Sancho BBQ

Renewal:

1625 N. Conway Avenue

**The north ½ of Lot 13 & all of Lot 14, Block 258,
Mission Original Townsite Subdivision**

C-3

Daniel Sanchez

Ms. De Luna went over write-up stating the subject site is located 400' north of Kika De La Garza Loop along the west side of Conway Avenue. The primary business is Jitterz Coffee Bar. Access to the site is off of Conway Blvd. This CUP was most recently approved by P&Z on November 18, 2020 for a period of 2 years. The applicant desires to renew his CUP for the Food Truck, staff notes that this would be the 3rd renewal for this location.

- **Hours of operation:** Monday through Friday from 7:00 a.m. to 10:00 p.m., Saturday from 8 a.m. to 10:00 p.m., and Sunday 8:00 a.m. to 7:00 p.m.
- **Staff:** Only the applicant will be running the stand.
- **Parking:** The coffee shop has a large paved area directly west of the building. In addition, there is additional parking in the front of the coffee shop through Conway.
- **Landscaping:** There are some green areas south side and west side of Jitterz.

REVIEW COMMENTS: El Sancho BBQ has been operating at this location without any issues. The applicant has an agreement with Jitterz to use their restroom facilities for both his personal use and for customer use. Parking is also plentiful and not a concern.

RECOMMENDATION: Staff recommends approval subject to: CUP to valid for a period of 4 years and must continue to comply with all Fire, Health Requirements

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Arcaute moved to approve the conditional use permit renewal as recommended by staff. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:31 p.m.

Ended: 6:34 p.m.

Item #2.3

**Conditional Use Permit:
Renewal**

**Sale & On-Site Consumption of Alcoholic Beverages
Suerte Bar & Grill
205 N. Shary Road, Ste. A
Lot 1, South Shary Commercial Subdivision
C-3
Buzz Entertainment, LLC**

Ms. De Luna went over write-up stating the subject site is located near the NW corner of Shary Road and Selena Street (E. 1st Street) along the west side of Shary Road. The applicant occupies a 3,870 sq.ft. building with an outdoor terrace along the south side for this Bar & Grill. The last CUP approved for this location was on November 9th for a period of 2 years. This is the 1st renewal for this location. Access to the site is off of Shary Road.

It is also noted that the applicant has a "bar" component within the restaurant which requires the use of Sec. 1.56 (3a.) of the Zoning Code which states: *Bars, cocktail lounges, taverns, cantinas, saloons, dancehalls, discotheques, discos or nightclub*: "the property line of the lot of any of the above mentioned businesses which have late hours (after 10:00 p.m.) must be at least 300 feet from the nearest residence, church, school or publicly owned property . . .". There is one residence to the north a few mobile homes to the west within 300 feet.

Hours of operation: Monday – Sunday from 11a.m. to 2 a.m.

Staff: 10 employees

Parking: In viewing the floor plan, there are 42 seating spaces in the interior portion of the restaurant/bar and 24 seating spaces in the terrace for a total of 66 seating spaces, which require 22 parking spaces (66 seats/1 space for every 3 seats = 22 parking spaces). It is noted that the parking area is held in common (58 existing parking spaces) and will be shared with other businesses.

REVIEW COMMENTS: Staff mailed out 13 notices to property owners within 200' radius of the site, and as of this writing, staff has not received any comments in favor or against this request. Staff has asked Mission PD to provide a report in relation to the sale of alcohol and there has been 1 incident reported due to public intoxication.

RECOMMENDATION: Staff recommends approval subject to: 1) 2 year re-evaluation at which time the applicant will have to renew his CUP and TABC License, 2) Waiver of the 300' separation requirement from the residential homes, and 3) Must continue to comply with all City Codes (Fire, Health, and Building Code requirements).

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

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Arcaute moved to approve the conditional use permit renewal as recommended by staff. Mr. Moreno seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:34 p.m.

Ended: 6:35 p.m.

Item #3.0

**Site Plan Approval: Construction of a Commercial Plaza
(Conway Plaza – 3501 N. Conway Ave.)
Being a resubdivision of 4.666 acres out of Lot 32, Bell -
Woods Company’s Subdivision “C”
C-3
Haidar Properties, LLC**

Mr. Ramirez went over write-up stating the subject site is located approximately 1355’ north of Mile 2 Rd along the West side of Conway Ave. (SH 107) – see vicinity map. The developer is proposing a two-lot subdivision with the Plaza complex on Lot 2 to include a build-to-suit pad, 2 free standing structures, and an L-shaped shell plaza. The site is currently vacant.

Upon reviewing the site plan, the primary access will be from Conway Ave. through a proposed 24’ common access easement running East to West with the complex being on the south. The building sizes measuring 5,524sqft, 1,701sqft / 2,245sqft, and 19,080sqft respectively with 2 drive thru windows. The Plaza could accommodate a maximum of 13 rental commercial spaces.

The front building setback is approximately 85’ from the property line and all other setbacks are to comply with zoning ordinance, easements or greater as per site plan.

A total of 135 parking spaces are allocated to serve the complex. There will be 4 fire hydrants and its assemblies located strategically per fire code and fire lanes will be noted at restricted locations throughout the site.

Storm water detention area has been designated at the rear of the property to fulfill drainage requirements. Landscaping is to comply with the City’s regulations and code ordinances and a Lighting Plan will be reviewed so that nearby residential properties won’t be affected.

OTHER COMMENTS:

- 1. 3 enclosed dumpsters will be located within the complex to be screened with a 6’ block fence and opaque (solid) gates.
- 2. Sign permits will be required per tenant

RECOMMENDATION: Staff recommends approval

Vice-Chairman Barrera asked if the board had any questions.

There was none.

There being no discussion, Vice Chairman Barrera entertained a motion. Mr. Arcaute moved to approve the site plan as recommended by staff. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:35 p.m.

Ended: 6:36 p.m.

Item #4.0

**Preliminary & Final
Plat Approval:**

Las Comadres #10 Subdivision

**Being a 64.658 acre tract of land out of a part of a
certain 243.51 acre tract out of Porcion 48
Suburban E.T.J.**

Developer: Carlos Leal

Engineer: South Texas Infrastructure Group

Mr. Ramirez went over write-up stating the subject site is located at the intersection of 4 Mile Line and Abram Rd. (Mission Suburban ETJ) – see vicinity map. The developer is proposing (47) Forty-Seven Single Family Residentials lots.

WATER

The water CCN belongs to Agua Special Utility District. The developer is proposing to connect to existing 8" water lines located along Abram Rd., 4 Mile Line Rd., and Brushline Rd. to provide water service to each lot. There are 7 fire hydrants provided to be used as filling stations via direction of the Fire Marshal's office – see utility plan.

SEWER

Sanitary Sewer service for this subdivision will be addressed by individual on-site sewage facilities (OSSF) of a standard design septic tank and drain field on each lot. Each lot meets or exceeds the county's typical ½ acre standard where septic tanks are permitted. This is not within the City of Mission's Sewer CCN.

STREETS & STORM DRAINAGE

The proposed internal street is a 32' back-to-back within a 50' Right of Way. Access to Lots 1-27 will be from Abram Road; Lots 28-32 will be from 4 Mile Line Rd; and Lots 33-47. The proposed drainage system shall consist of 10 Inlets within the streets to collect surface runoff from the lots and streets. Storm Pipes ranges from 18" to 30" to have an outfall to a regional detention pond being dedicated by plat to the Hidalgo County Drainage District # 1. This regional detention pond with an average depth of 20.50 ft. will provide a total capacity of 210.12 acre-ft (9,152,827.2 ft³). The City Engineer has reviewed and approved the drainage report.

RECOMMENDATION

Staff recommends approval subject to meeting the Model Subdivision Rules and meeting any comments from the County Planning Department.

Vice Chairman Barrera asked if the board had any questions.

There was none.

There being no discussion, Vice Chairman Barrera entertained a motion. Mr. Moreno moved to approve the subdivision as recommended by staff. Mr. Arcaute seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:36 p.m.

Ended: 6:37 p.m.

Item #4.1

**Preliminary & Final
Plat Approval:**

Eduardo's Subdivision No. 26

**A 9.93 acre tract of land (North 10 acres recorded)
out of Block 16, Texan Gardens Subdivision**

Rural ETJ**Developer: Las Dianas Land Development****Engineer: Izaguirre Engineering Group, LLC**

Mr. Ramirez went over write-up stating the subject site is located along the east side of Western Road approximately ½ mile north of Mile 6 Road. The developer is proposing 16 Single Family Residential lots — see plat for actual dimensions, square footages, and land uses.

WATER

The water CCN belongs to the Agua Special Utility District. The developer is proposing to connect to an existing 8" water line along the west side of Western Rd. and extending a proposed 8" water thru the proposed subdivision to provide water service to each lot. There will be 3 fire hydrants to be used as filling stations per Fire Marshall.

SEWER

Sewage from this subdivision will be is to be treated by individual on-site sewage facilities consisting of a standard design dual compartment septic tank and drainage fields on each site. Each lot in the proposed subdivision is at least ½ acre in size. The sewer CCN does not belong to Mission.

STREETS & STORM DRAINAGE

The internal street is a 32' Back-to-Back within a 50' Right of Way. Access will be from Western Road. The proposed development site surface storm water runoff will be intercepted by proposed Type "A" inlets thru 24" storm sewer lines flowing east into existing regional detention pond owned by the HCDD#1. Required detention volume per Hidalgo County Drainage District No. 1 policies concerning increased storm water runoff to be added to said regional detention pond owned by the HCDD#1. The City Engineer has reviewed and approved the drainage report.

RECOMMENDATION

Staff recommends approval subject to meeting the Model Subdivision Rules and meeting any comments from the County Planning Department.

Vice Chairman Barrera asked if the board had any questions.

There was none.

There being no discussion, Vice Chairman Barrera entertained a motion. Mr. Arcaute moved to approve the subdivision as recommended by staff. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #4.2**ADJOURNMENT**

There being no further items for discussion, Vice Chairman Barrera entertained a motion. Mr. Arcaute moved to adjourn the meeting. Mr. Hardison seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 5:39 p.m.

 Javier Barrera, Vice Chairwoman
 Planning and Zoning Commission

**PLANNING AND ZONING COMMISSION
JANUARY 25, 2023
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

Diana Izaguirre
Steven Alaniz
Kevin Michael Sanchez
Jasen Hardison
Raquenel Austin
Javier Barrera
Connie Garza

P&Z ABSENT

Ruben Arcaute

STAFF PRESENT

Susie De Luna
Alex Hernandez
Jessica Munoz
Gabriel Ramirez
Irasema Dimas
Esther Y. Peña
Victor Flores

GUESTS PRESENT

Nataly D. Barrera
Gerardo Cabello
Gabriel Guerrero
Santiago Gonzalez

CALL TO ORDER

Chairwoman Izaguirre called the meeting to order at 5:31 p.m.

CITIZENS PARTICIPATION

Chairwoman Izaguirre asked if there was any citizen's participation.

There was none.

APPROVAL OF MINUTES FOR DECEMBER 21, 2022

Chairwoman Izaguirre asked if there were any corrections to the minutes for December 21, 2022. Mrs. Garza moved to approve the minutes as presented. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:33 p.m.

Ended: 5:35 p.m.

Item #1.1

Election of Chairman & Vice-Chairman

Chairwoman Izaguirre asked if the board had any questions.

Mrs. Garza stated that the Chairwoman Izaguirre and Vice-Chairman have made a great job on the board.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to reappoint Diana Izaguirre as Chairwoman and Mr. Javier Barrera as Vice-Chairman. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:35 p.m.

Ended: 5:38 p.m.

Item #1.2

**Conditional Use Permit
& Site Plan Approval:**

**Drive-Thru Service Window – Starbucks Coffee
2315 N. Conway Avenue, Suite 10,
Lot 1, Shops at 495 Subdivision
C-3
Starbucks Coffee #71386**

Ms. De Luna went over write-up stating the subject site is located approximately 460' north of W. Griffin Parkway (FM 495) along the west side of Conway Avenue. The applicant has leased a 2,310 sq.ft. suite from a plaza that is under construction and is proposing a Starbucks Coffee Shop with a drive-thru service window. Access to the site is via 36' driveway along the south side of the property. The drive-thru lane will be accessible from the north side of the plaza via 12' access lane which will wrap around the building to the south. There is enough room for stacking up to 12 vehicles, however staff will be requiring a speed bump at the end of the drive-thru to slow down traffic before the crosswalk access.

- **Hours of Operation:** Monday through Sunday from 5:00 am to 9:00 pm.
- **Staff:** 10-15 employees in different shifts
- **Parking & Landscaping:** In reviewing the floor plan, there are a total of 53 seating spaces, which require 18 parking spaces (53 seats/1 space for every 3 seats =18). It is noted that there are 78 parking spaces being proposed that will be held in common with other businesses. Landscaping will be meeting code. The dumpster will be located on the northwest corner of the property.

REVIEW COMMENTS: Staff notes that the plaza is under construction and the applicant would like to start the process for the conditional use permit to expedite the process. Staff mailed out 12 notices to property owners within 200' radius and as of this writing, staff has not received any comments in favor or against this request.

- RECOMMENDATION:** Staff recommends approval for life of use subject to:
1. Compliance with all City Codes (Building, Fire, and Health Codes, etc.),
 2. CUP not transferable to others, and
 3. Acquire a Business License prior to business occupancy.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Barrera motioned to close the hearing. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Started: 5:35 p.m.

Ended: 5:38 p.m.

Item #1.3

Conditional Use Permit:

**Drive-Thru Service Window – Rocha’s Restaurant #2
1724 W. Griffin Parkway
Lots D & E, Girasol Estates Subdivision
C-3**

Ms. De Luna went over write-up stating the subject site is located 600' east of Inspiration Road on the north side of Griffin Parkway (F.M. 495). The applicant has re-opened the Rocha's Restaurant and wishes to utilize the existing drive-thru window. The last CUP for the drive-thru service window at this location was approved on January 5, 2011 for a period of 1 year. Access to the site is provided via a 30' access drive of Griffin Parkway. The existing drive-thru window is located on the east side of the building which allows service for only 1 vehicle at a time. These vehicles will then exit through the alley and onto Salinas Drive.

- **Hours of Operation:** Monday - Saturday from 7 am to 2 pm
- **Staff:** 6 Employees
- **Parking:** In viewing the floor plan, there are 72 total seating spaces, which require 24 parking spaces (72 total seating spaces/1 space for every 3 seats=24 parking spaces). There is a total of 34 parking spaces, exceeding code by 10.
- It is noted that there are some green areas but no landscaping, therefore additional landscaping would be required to meet code.
- Must repair or replace 6' solid buffer.
- Dumpster to remain closed at all times.
- Must continue to comply with all City codes (Fire, Building, and Health Codes, etc.)

REVIEW COMMENTS: This proposed CUP is for a family-oriented restaurant. There is no bar component. A total of 25 notices were sent out to property owners within 200' of the proposed restaurant. Staff has not received any calls or complaints in regards to the proposed business.

RECOMMENDATION: Staff recommends approval subject to:

- 1.) 1 year re-evaluation to assess this new operation,
- 2.) Must install additional landscaping,
- 3.) Repair or replace 6' solid buffer,
- 4.) Dumpster must be closed at all times,
- 5.) Must comply with all City Codes (Building, Fire, etc.),
- 6.) CUP not to be transferable to others, and
- 7.) Acquisition of a business license

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

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to approve the conditional use permit. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:38 p.m.

Ended: 5:40 p.m.

Item #1.4

Conditional Use Permit:

**Sale & On-Site Consumption of
Alcoholic Beverages – Winter Texan Fiesta
807 N. Conway Avenue**

(aka La Lomita Plaza & Rotary Park)

C-3

March 3, 2023

The Greater Mission Chamber of Commerce

Ms. De Luna went over write-up stating the subject site is located at the southwest corner of Conway Blvd. and Business Highway 83 at La Lomita Plaza (Leo Pena Park). The Greater Mission Chamber of Commerce is proposing to have their Winter Texan Fiesta on March 3, 2023 and will like to sale alcohol during the event. They are proposing to have 15 to 20 vendors on the northside of the park, live music and a bar on site. There will be constant trash pick-up throughout the event.

- **Hours of Operation:** 12 p.m. to 4 p.m.
- **Parking:** Parking for this event will be provided east and north of the Chamber of Commerce building and east of Planet Fitness.
- The Zoning code requires this type of events and the Sale & On-Site consumption of alcohol to be a minimum of 300' separation from residentially used property from lot line to lot line. There are several residential properties within this radius; thus a waiver of the separation requirement needs consideration.
- **Ch. 10 – Amusements and Entertainment:** Security will be evident as in past events via Mission PD officers (as hired by TGMCC). Restrooms will be available. All provisions of the Chapter 10 Mission Code of Ordinances – Amusements and Entertainment– will need to be complied with.

REVIEW COMMENTS: With sufficient professional security, barricades, lighting, & the Greater Mission Chamber of Commerce monitoring, this event will again be very successful and well attended. TGMCC has assured the City that all aspects of security will be taken care of.

RECOMMENDATION: Staff recommends approval subject to:

1. Waiver of the 300' separation requirements from residential neighborhoods,
2. Must comply with Health and Fire Codes, and
3. Must meet Noise, Amusement and Entertainment, and any other related codes.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mrs. Garza motioned to close the hearing. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Barrera move approve the conditional use permit. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:40 p.m.

Ended: 5:42 p.m.

Item #1.5

Conditional Use Permit:

**Sale & On-Site Consumption of Alcoholic Beverages – Carnes Asadas Nuevo Leon
2211 E. Griffin Parkway, Suite 180
Lot 1, Elizondo 495 Plaza
C-3
Los Primos De Villa, LLC
c/o Nataly D. Barrera**

Ms. De Luna went over write-up stating the site is located approximately 400' west of Citrus along the north side of Griffin Parkway (F.M. 495). The applicant has leased a 1,377 square feet suite for the carne asada restaurant and would like to offer Alcoholic Beverages in their menu. Access to the property is via 30' access drive of Griffin Parkway.

- **Hours of Operation:** Monday - Sunday from 11 am to 12 pm
- **Staff:** 5 Employees
- **Parking:** In viewing the floor plan, there are 48 total seating spaces, which require 16 parking spaces (48 total seating spaces/3 seats=16 parking spaces). It is noted that the parking is held in common (90 existing parking spaces) and are shared with all the businesses in this commercial plaza.
- Landscaping has been provided as a part of the overall commercial plaza.
- **Sale of Alcohol:** Such uses need to be 300' from residential uses. There are some residences within this radius); thus, a waiver of the separation requirement needs consideration.

REVIEW COMMENTS: This proposed CUP is for a family-oriented restaurant. There is no bar component. A total of 11 notices were sent out to property owners within 200' of the proposed restaurant. Staff has not received any calls or complaints in regards to the proposed business.

RECOMMENDATION: Staff recommends approval subject to:

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

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Hardison moved to approve the conditional use permit as per staff's recommendation. Mr. Barrera seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:42 p.m.

Ended: 5:45 p.m.

Item #1.6

**Conditional Use Permit: Sale & On-Site Consumption of
Alcoholic Beverages – 1942 Bar & Grill
4001 S. Shary Road, Suite 350,
Lot 1, Sharyland Plantation Grove Tech–Center #2
PUD
The Best Flavored Beer, LLC**

Ms. De Luna went over write-up stating the subject site is located on the SE corner of San Mateo and Shary Road. The applicant leased a 1,500 sq.ft. suite and is proposing to open a Bar & Grill. Access to the site can be from one primary driveway to Shary Road or from separate driveways from San Mateo or from San Gabriel. In the past this location has been used by several different operators the most recent being Tortas Del Jack closed in 2020. The last CUP approved for this location was on July 25, 2018 for a period of 2 years.

- **Hours of Operation:** Monday & Sunday from 3 p.m. – 12 a.m. and Tuesday – Saturday from 3 p.m. to 2 a.m.
- **Staff:** 7-10 employees
- **Parking:** In reviewing the floor plan, there are 65 total seating spaces, which require 22 parking spaces (65 total seating spaces/1 space for every 3 seats=22 parking spaces). It is noted that the parking area is held in common (180 existing parking spaces) and is shared with other businesses.
- **Sale of Alcohol:** The proposed restaurant does include a 'bar' component. Section 1.56 (3a) of the Zoning code requires a minimum separation of 300' from the *property line* of any churches, schools, publicly owned property, and residences. There is a single-family residential neighborhood located within the 300' radius; however, P&Z and the City Council waived this separation requirement in the CUP's previous approval.

REVIEW COMMENTS: In the past this site has been used for a restaurant but it has also been used primarily as a bar. The applicant proposes to have hamburgers, wings, hotdogs and salads in his menu aside from the alcohol. He is also proposing to have a DJ in his establishment. Staff does not object to a 2 year approval to see how this new operation will work.

RECOMMENDATION:

Staff recommends approval subject to:

1. Approval for 2 years at which time the CUP and TABC permit will need to be renewed;
2. Waiver of the 300' separation requirement from the residential home;
3. Must comply with all requirements from our City Codes (Noise, Fire, Health, etc.), and
4. Must obtain a business license prior to occupancy.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Hardison motioned to close the hearing. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Hardison moved to approve the conditional use permit. Mrs. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:45 p.m.

Ended: 5:47 p.m.

Item #1.7

Discussion and Action to amend Garage Sale Ordinance Amending Chapter 82 - Sales, Article II. – Garage, Porch, Yard, Clubhouse/Recreation Hall, Rummage, Tent, and Estate Sales, Section 82-36. Term of Garage Sale Permit, Section 82-37. Maximum Number of Garage Sales.

Several concerns have been voiced to the Planning Department staff in regards to the following:

of Tent Sale permits are allowed

of days Estates Sales are allowed

of days allowed for Clubhouse/Recreational Hall Park Sale

During a joint workshop held on October 17, 2022 by the Planning and Zoning Commission and the City Council the Sale Permits concerns were discussed. Staff proposes to amend the Garage, Porch, Yard, Clubhouse/Recreation Hall, Rummage, Tent, and Estate Sales permit as follows:

- Tent Sales to be allowed 1 every 3 months similar to a garage sale for 1 day, but not more than a 3-day sale
- Estate Sales to be allowed up to 4 days
- Clubhouse/Recreational Hall Park Sales to be allowed 1 day but no more than a 3-day sale

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mrs. Austin motioned to close the hearing. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Mr. Alaniz asked if this ordinance changed would apply to commercial use as well.

Ms. De Luna stated the tent sales would be for commercial.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Austin move approve the ordinance. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:47 p.m.

Ended: 5:51 p.m.

Item #1.8

Discussion and Action to Amend AO-P (Permanent Open Space District)

A concerned was voiced to Planning Department Staff in regards to the requirements when apply for a rezoning of a property that is zoned AO-P (Permanent Open Space District).

During a joint workshop held on October 17, 2022 by the Planning and Zoning Commission and the City Council the off-street parking concern was discussed. Staff proposes to amend the AO-P Permanent Open Space District

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

Chairwoman Izaguirre asked if this would be like that homestead exemption.

Ms. De Luna stated there would be several requirements they would have to meet since they are in a agricultural property. She added that the only thing that would not be required would be an in-depth drainage report for the lot. She mentioned this would apply to lot with one home or lots with less than 10,000 square feet.

Mrs. Austin stated it would only be for one home.

Ms. De Luna stated most applicants want to build one home.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Sanchez moved to approve the ordinance. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:51 p.m.

Ended: 5:55 p.m.

Item #1.9

Discussion and Action to Amend the Parking Requirements for Commercial Developments inside and outside the Central Business District

A concern has been voiced to the Planning Department staff regarding the minimum standard requirements for commercial buildings. Most of the existing commercial buildings have outgrown their parking. When most of these commercial establishments were originally presented to staff they were considered shell buildings for the majority of the time. The parking for a commercial building is based on square footage. It's not until the owner sells or rents the unit that staff has

an idea of the proposed use. Off-street parking is calculated based on the use and if the use is unknown then it is calculated based on square footage. The off-street parking requirements for commercial developments inside and outside the Central Business District has not been amended since September 14, 1981. Staff proposes to upgrade the parking requirements for commercial developments inside and outside the Central Business District to be amended as follows have 1 parking space for every 200 sq.ft. (after the 1st 200 s. ft. equates to 4).

During a joint workshop held on October 17, 2022 by the Planning and Zoning Commission and the City Council the off-street parking concern was discussed. Staff proposes to upgrade the parking requirements for commercial developments inside and outside the Central Business District to be amended as follows have 1 parking space for every 200 sq. ft. (after the 1st 200 sq. ft. equates to 4).

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

Ms. Garza asked Ms. De Luna had a map for the Central District Business Area.

Ms. De Luna stated this is mainly for the downtown area but also for any new commercial building. She added existing buildings have to grandfathered.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Hardison moved to approve the ordinance. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:55 p.m.

Ended: 6:00 p.m.

Item #2.0

Discussion and Action to Adopt the Special Use Permit

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

Mr. Sanchez asked if the list was an exclusive list or examples.

Ms. De Luna stated those were examples but its to focus on big events that are given to staff with a short notice. They would have to meet a certain criterion before the city manager approving the special use permit.

Mr. Sanchez asked who would determine if it's a special event.

Ms. De Luna stated it would be the City Manager

Mr. Victor Flores the City Attorney stated that in this case the City Manager would be able to since its in the code of ordinances.

Mrs. Austin asked if we have had difficulty with any of these events.

Ms. De Luna stated that for the most part its event were sometimes they have to change location or dates.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to approve the ordinance. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:00 p.m.

Ended: 6:01 p.m.

Item #3.0

Preliminary & Final

Plat Approval:

Amber Grove Subdivision

Being a subdivision of a tract of land containing 5.000 acres, being a part or portion out of Lot 42, Bell-Woods Co's Subdivision "C"

R-2

Developer: Real Estate Investments, LLC

Engineer: Melden & Hunt, Inc.

Mr. Ramirez went over write-up stating the proposed subdivision is located 1,857' north of the intersection of Mile 2 North Road & Trospen Road. The developer is proposing fourteen (14) four plex lots and 1 detention pond.

WATER

The developer shall connect to an existing 8" water line located along the east side of Trospen Rd. just south of this site and extend into the subdivision. The water line will be 8" located on the south side of the ROW to be looped providing water service for each lot. There are 2 proposed fire hydrants via direction of the Fire Marshal's office.

SEWER

Sanitary sewer service for this subdivision will tie into a proposed manhole located on the east side of Trospen Rd. The sewer line will extend into the subdivision along the north side of the ROW and collect from each lot thru a 6" stub out into the proposed 8" sewer main. The Capital Sewer Recovery Fee is required at \$200.00/Lot which equates to \$2,800.00 (\$200.00 x 14Lots).

STREETS & STORM DRAINAGE

The proposed internal street is a 40' back-to-back within a 60' Right of Way. Access will be from Trospen Rd. Proposed runoff after development is 25.56 cfs during the 50-yr storm frequency. Drainage shall consist of surface runoff from the lots into the proposed streets and collected by type "A" inlets. Pipe size diameter will be 24". The proposed storm system shall discharge into a proposed detention pond on the south side of the site which will then discharge into an existing City of Mission storm system network, located on the southwest corner of the site and on the west ROW of Trospen Rd. The City Engineer has reviewed and approved the drainage report.

OTHER COMMENTS

Water District Exclusion

Must comply with all other format findings

Installation of street lighting as per City Standards

RECOMMENDATION

Staff recommends approval subject to:

1. Payment of Capital Sewer Recovery Fees
2. Payment of Park Fees (\$500 x 14Lots = \$7,000.00)
3. Water District Exclusion
4. Compliance with all other format findings

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Austin moved to approve the subdivision. Mrs. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre left the meeting

Started: 6:01 p.m.

Ended: 6:03 p.m.

Item #3.1

Preliminary & Final

Plat Approval:

Las Misiones de San Jorge Subdivision

**Being a 48.744 acre tract of land, more or less,
out of Lots 9-5, 9-6, 10-6, and 10-5,**

West Addition to Sharyland

R-2

Developer: Cabe Investments, LP

Engineer: Izaguirre Engineering Group, LLC

Mr. Ramirez went over write-up stating This subdivision is located along the south side of Military Parkway, approximately 400 feet west of F.M. 1016 (Conway Ave.). The developer is proposing one hundred twenty-six (126) Duplex-Fourplex Residential lots.

WATER

The developer is proposing to connect from an existing 12" water line located along the south side of Military Pkwy and looped with a proposed 8" water line to service each lot. They are proposing 13 fire hydrants as via direction of the Fire Marshal's office.

SEWER

The developer is proposing an internal 8" sewer line system to provide sewer service to all the lots as it ties into an existing 15" sanitary sewer system located on the west side of Conway Ave. The Capital Sewer Recovery Fee will be calculated per Duplex - 2 x 175 gpd (\$330.00) and Fourplex - 4 x 175 gpd (\$670.00) / Lot.

STREETS & STORM DRAINAGE

The proposed internal streets will be 32' Back-to-Back within 50' Right of Ways. Access will be from Military Pkwy. Utilizing the 50-year frequency event, the surface storm water runoff of the proposed development site will be intercepted by proposed Type "A" inlets installed along the

OTHER COMMENTS

Water District Exclusion
Escrow Park fees (\$500.00 per dwelling unit)
Installation of Street Lighting as per City Standards
Must Comply with all other format findings.

RECOMMENDATION

Staff recommends approval subject to:

1. Payment of Capital Sewer Recovery Fee's and Park Fee's
2. Provide Water District Exclusion
3. Comply with all other format findings.

Vice Chairman Barrera asked if the board had any questions.

There was none.

There being no discussion, Vice Chairman Barrera entertained a motion. Mr. Sanchez moved to approve the subdivision. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #4.2**ADJOURNMENT**

There being no further items for discussion, Vice Chairman Barrera entertained a motion. Mr. Hardison moved to adjourn the meeting. Mr. Sanchez seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 6:03 p.m.

Javier Barrera, Vice Chairman
Planning and Zoning Commission



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: March 13, 2023
PRESENTED BY: Aida Lerma, Assistant City Manager
AGENDA ITEM: Approval of Resolution # _____ re-establishing the adoption of the Municipality of Rio Bravo, Tamaulipas, Mexico as Mission’s Sister City – A. Lerma

NATURE OF REQUEST:

Approval to re-establish the adoption of Rio Bravo, Tamaulipas, Mexico as a Sister City and authorizing Mayor Garza to act as the official representative of Mission to carry out this program. Honorable Mayor Profr. Teodoro Escalon Martinez is requesting to re-establish the Sister Cities with Mission.

The Sister City Concept was inaugurated by the President of the United States in 1956 to establish greater friendship and understanding between the people of the United States and other nations through the medium of direct personal contact. That the Council on behalf of the people of Mission accepts the people of Rio Bravo, Tamaulipas, Mexico participate with Mission as its Sister City for the purpose of creating greater mutual understanding between the peoples of our two great cities and nations.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION NO. _____

THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS RE-ESTABLISHES THE ADOPTION OF THE MUNICIPALITY OF RIO BRAVO, TAMAULIPAS, MEXICO AS A SISTER CITY.

WHEREAS, the Sister City Concept was inaugurated by the President of the United States in 1956 to establish greater friendship and understanding between the peoples of the United States and other nations through the medium of direct personal contact, and

WHEREAS, all succeeding U.S. Presidents have endorsed said program, to be conducted for the broad purposes of the exchange of ideas and people between the citizens of the United States of America and the peoples of other nations, and

WHEREAS, to implement this program the City of Mission and other communities in the United States have been requested by Sister Cities International to affiliate with cities in other nations of similar characteristics and mutual interest, and

WHEREAS, the City of Mission, through its council, does recognize and endorse this program with the hope that it will lead to a lasting friendship between the people of Mission and the Municipality of Rio Bravo, Tamaulipas, Mexico

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AS FOLLOWS

SECTION 1. That this Council on behalf of the people of Mission does accept the government and the people of Rio Bravo, Tamaulipas, Mexico participate with Mission as its Sister City for the purpose of creating greater mutual understanding between the peoples of our two great cities and nations.

SECTION 2. Mayor Norie Gonzalez Garza is hereby authorized to act as an official representative of Mission to carry out this program.

SECTION 3. That copies of this Resolution are to be presented to the Mayor and Council of de Rio Bravo, Tamaulipas, Mexico, sent to Sister Cities International in Washington, D.C., the Embassy of Mexico, and the U.S. Embassy in Mexico.

READ, CONSIDERED and APPROVED this the 13th day of March, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

Cd. Río Bravo, Tamaulipas, 16 de enero de 2023

PRESIDENCIA/0144/2023**NORIE GONZALEZ GARZA
MAYOR DE MISSION
PRESENTE. -**

Durante décadas, Río Bravo ha mantenido lazos para fomentar la colaboración y solidaridad mediante la firma de Acuerdos de Hermanamiento, los cuales, nos permiten intercambiar experiencias culturales, gubernamentales, comerciales, empresariales, entre otros temas de gran importancia.

Por su cercanía con nuestro municipio, la Ciudad de Mission representa una oportunidad para poder establecer Acuerdos, creando un mecanismo de cooperación entre ambas ciudades y continuar los lazos entre ambos países.

Por lo que sometemos a su consideración el establecer el Acuerdo de Hermandad entre la Ciudad de Mission y Río Bravo, en beneficio de la Cultura, el Turismo, el Comercio, la Educación y cualquier otra área que tengan efectiva incidencia en el avance económico y social de todos.

ATENTAMENTE
**PROFR. TEODORO ESCALÓN MARTINEZ
PRESIDENTE MUNICIPAL****PRESIDENCIA MUNICIPAL
CD. RÍO BRAVO, TAM.
2021-2024**



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023
PRESENTED BY: Aida Lerma, Assistant City Manager
AGENDA ITEM: Approval of Resolution # _____ declaring the adoption of the Municipality of Gustavo Diaz Ordaz, Tamaulipas, Mexico as Mission’s Sister City – A. Lerma

NATURE OF REQUEST:

Approval to declare the adoption of Gustavo Diaz Ordaz, Tamaulipas, Mexico as a Sister City and authorizing Mayor Garza to act as the official representative of Mission to carry out this program. Honorable Mayor Nataly Garcia Diaz is requesting to become Sister Cities with Mission.

The Sister City Concept was inaugurated by the President of the United States in 1956 to establish greater friendship and understanding between the people of the United States and other nations through the medium of direct personal contact. That the Council on behalf of the people of Mission accepts the people of Gustavo Diaz Ordaz, Tamaulipas, Mexico participate with Mission as its Sister City for the purpose of creating greater mutual understanding between the peoples of our two great cities and nations.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION NO. _____

THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS DECLARES THE ADOPTION OF THE MUNICIPALITY OF GUSTAVO DIAZ ORDAZ, TAMAULIPAS, MEXICO AS A SISTER CITY.

WHEREAS, the Sister City Concept was inaugurated by the President of the United States in 1956 to establish greater friendship and understanding between the peoples of the United States and other nations through the medium of direct personal contact, and

WHEREAS, all succeeding U.S. Presidents have endorsed said program, to be conducted for the broad purposes of the exchange of ideas and people between the citizens of the United States of America and the peoples of other nations, and

WHEREAS, to implement this program the City of Mission and other communities in the United States have been requested by Sister Cities International to affiliate with cities in other nations of similar characteristics and mutual interest, and

WHEREAS, the City of Mission, through its council, does recognize and endorse this program with the hope that it will lead to a lasting friendship between the people of Mission and the Municipality of Diaz Ordaz

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AS FOLLOWS

SECTION 1. That this Council on behalf of the people of Mission does accept the government and the people of Gustavo Diaz Ordaz, Tamaulipas, Mexico participate with Mission as its Sister City for the purpose of creating greater mutual understanding between the peoples of our two great cities and nations.

SECTION 2. Mayor Norie Gonzalez Garza is hereby authorized to act as an official representative of Mission to carry out this program.

SECTION 3. That copies of this Resolution are to be presented to the Mayor and Council of de Gustavo Diaz Ordaz, Tamaulipas, Mexico, sent to Sister Cities International in Washington, D.C., the Embassy of Mexico, and the U.S. Embassy in Mexico.

READ, CONSIDERED and APPROVED this the 13th day of March, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

DEPENDENCIA: PRESIDENCIA MUNICIPAL
EXPEDIENTE: 2021-2024
OFICIO NO: PM/03-007/2023
ASUNTO: EL QUE SE INDICA.

CD. GUSTAVO DÍAZ ORDAZ TAM., A 7 DE MARZO 2023

CITY OF MISSION TEXAS
NORIE GONZALEZ GARZA
MAYOR


P R E S E N T E.-

Anteponiendo mi más cordial saludo; aprovecho el medio y la ocasión para manifestar mi interés en que exista un acercamiento y mantener vigentes los canales de comunicación en relación al afecto y solidaridad que existen entre grupos de personas o pueblos y al valor que se le da a la hermandad como un lazo que se establece entre ciudadanos para fomentar el contacto humano y lograr un mayor entendimiento con los pueblos de diferentes zonas con bases en rasgos sociales y culturales en común, me dirijo a usted de manera respetuosa para solicitar dicha hermandad de nuestro municipio Gustavo Diaz Ordaz, Tamaulipas, México, con el Ciudad de Mission, Texas, EE.UU a quien usted dignamente representa, con el fin de tener buena comunicación y sin ningún dolo, conociendo su buena disposición para servir solicitar donaciones de equipo general de seguridad para trabajadores, maquinaria de trabajo equipo escolar, médico y de servicios de protección civil y bomberos que dispense.


Lo anterior con la finalidad de salvaguardar la integridad de los ciudadanos y ofrecer un mejor servicio en beneficio de los diferentes sectores de nuestra ciudadanía, por esta razón, sería de especial agrado contar con su apreciada colaboración.

Sin más que hacer referencia, me reitero a sus consideraciones agradeciendo de antemano su atención a la presente.


ATENTAMENTE



LIC. NATALY GARCÍA DÍAZ
PRESIDENTA MUNICIPAL
DE CIUDAD GUSTAVO DÍAZ ORDAZ



PRESIDENCIA MUNICIPAL
CD. GUSTAVO DÍAZ ORDAZ, TAM.
2021-2024



C.c.p. Archivo
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Ordaz, Tam.
Tel. 891 938 2144



Tamaulipas
Gobierno del Estado



2023
AÑO DE
Francisco
VILLA
EL REVOLUCIONARIO



CITY OF
MISSION

**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: March 13, 2023
PRESENTED BY: Cesar Torres, Chief of Police
AGENDA ITEM: Approval to accept the 2023 Southwest Border Rural Law Enforcement Assistance Program Grant funds from the Institute for Intergovernmental Research – Torres

NATURE OF REQUEST:

The grant will allow Mission Police to purchase surveillance gear, new radars for patrol units, and message board trailers. The total amount of this award is \$93,000.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Subaward Agreement
between the
City of Mission on Behalf of the Mission Police Department
and the
Institute for Intergovernmental Research (IIR)
in the
Southwest Border Rural Law Enforcement Assistance Program

This Subaward Agreement (*Agreement*) is entered into as of the 10th day of February, 2023, by and between the Institute for Intergovernmental Research (*IIR*) and the City of Mission on behalf of the Mission Police Department (*MPD*). Funds have been allocated to *IIR* under Catalog of Federal Domestic Assistance (CFDA) Number 16.738 (Edward Byrne Memorial Justice Assistance Grant Program) by the U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), in federal Cooperative Agreement Award Number 2019-MU-BX-K002, Southwest Border Rural (SWB) Law Enforcement Training and Technical Assistance, to provide needed resources to small, rural, and tribal law enforcement agencies in the Southwest Border region. The following terms and conditions govern this *Agreement*:

- a. The term of this *Agreement* is for the time period from February 1, 2023, to July 31, 2023. Either party may withdraw by delivering ten days' written notice to the other party of its intent to withdraw from this *Agreement*.
- b. *MPD* agrees to perform the tasks mutually agreed upon and identified in the Project Plan at Attachment A. *IIR* agrees to pay *MPD* on a reimbursement basis for actual costs incurred as described in the attached Project Plan, up to a total amount not to exceed \$93,000.00.
- c. All financial transactions conducted under this *Agreement* will be in compliance with applicable federal financial guidelines, rules, and regulations.
- d. *MPD* will invoice *IIR* for agreed-upon allowable costs incurred during the invoice period. Only costs incurred in the subaward period and applicable to the project as outlined in the Project Plan in Attachment A will be allowable. Any indirect costs charged must be consistent with either an Indirect Cost Negotiated Agreement with a federal agency or other indirect cost allocation plan/rate in accordance with 2 Code of Federal Regulations (CFR) Part 200. Invoices should include appropriate backup documentation and should be submitted no more frequently than monthly. Appropriate backup documentation includes all necessary documentation to support claims made on invoices. *IIR* shall pay *MPD*'s invoice within 30 days after submission and *IIR*'s review and approval. However, if *IIR* is unable to draw funds from BJA on the associated award due to issues beyond *IIR*'s control, invoice payment may exceed the 30 days.
- e. *MPD* must invoice *IIR* for allowable expenses incurred pursuant to this *Agreement* within 30 days of the expiration of this *Agreement*. Invoices submitted after 30 days of the expiration of this *Agreement* may not be paid, due to requirements associated with federal funding availability.

- f. If there are changes or delays in project implementation or scope, *MPD* will provide a status report to *IIR* summarizing the related issues and progress (activity) to date. *IIR* will submit any requests for a change in scope to BJA for consideration and approval. *IIR* may request additional activity/progress reports during the term of this *Agreement*.
- g. At project completion, *MPD* will complete and submit to *IIR* a post-implementation evaluation, provided by *IIR*. *IIR* may require additional information for the evaluation as may be necessary to allow *IIR* to fulfill its federal reporting requirements.
- h. *MPD* certifies that any services/activities funded through this subaward will be performed by qualified personnel in a workmanlike manner and in accordance with the requirements set forth in this *Agreement*. *MPD* certifies that it will use reasonable care and skill to efficiently and effectively perform the services required to complete the Project Plan.
- i. *MPD* certifies that all personnel participating in this program, such as those receiving and implementing equipment and/or utilizing resources acquired through this subaward, are United States citizens or are fully and legally authorized to work in the United States. *MPD*'s failure to comply with the foregoing is grounds for immediate termination of this *Agreement* by *IIR*.
- j. In executing this *Agreement*, *MPD* represents that it is fully capable of meeting the requirements of this *Agreement* and is not aware of any pending or potential restrictions that would make it unable to comply with those requirements.
- k. The following attachments/information are hereby incorporated by reference and made a part hereof:
- Attachment A – Project Plan
 - Attachment B – Additional Provisions
 - Attachment C – Breach of Personally Identifiable Information Procedures
 - Attachment D – Federal Funding Accountability and Transparency Act (FFATA) Subcontractor Reporting Data Sheet
 - Attachment E – Award Continuation Sheet (Special Conditions) to Cooperative Agreement 2019-MU-BX-K002
 - Attachment F – SWB Rural Law Enforcement Assistance Program Overview
 - *MPD*'s response to the solicitation

Remainder of this page intentionally left blank

2023-SWB-0069 Mission Police Department

Each individual signing this *Agreement* directly and expressly warrants that he/she has been given and has received and accepted authority to sign and execute the *Agreement* on behalf of the party for whom it is indicated he/she has signed, and further has been expressly given and received and accepted authority to enter into a binding agreement on behalf of such party with respect to the matters contained herein and as stated herein.

Accepted:



City of Mission
Mission Police Department

Jody Alan Miller
Printed Name and Title

Accepted:

Lee W. Miller III, President and CEO
Institute for Intergovernmental Research

2023-SWB-0069 MPD Subaward Agree feb2023.docx



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023

PRESENTED BY: Teclo J. Garcia, CEO

AGENDA ITEM: Authorization to purchase furniture from Texas Wilson via Buy Board Contract 667-22, Omnia Partners # 2019.001899 and Omnia Partners # 2019.001896 for the CEED Building - Garcia

NATURE OF REQUEST:

The CEED building needs to replace a few pieces of furniture in some areas of the building in order to better service its clients and tenants. An amount of up to \$60,000 is being requested.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: MEDC

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____



texaswilson.com
 6812 fairgrounds pkwy
 san antonio, texas 78238
 p: 210.647.8800
 f: 210.647.3110

Quotation 147975
Quote Date 03/08/23
Customer MISS30
Terms PER CUSTOMER PO
Account Representative GLORIA RIVAS

Item 17.

Quote To

TECLO GARCIA
 MISSION EDC
 801 N. BRYAN ROAD
 Mission TX 78572

Ship To

TECLO GARCIA
 MISSION EDC
 801 N. BRYAN ROAD
 Mission TX 78572


Phone +1 (956) 585-0040
Cell +1 (956) 929-1114
 TGARCIA@MISIONEDC.COM

Phone +1 (956) 585-0040
Cell +1 (956) 929-1114
 TGARCIA@MISIONEDC.COM

Mission CEED- Office 114

THE FOLLOWING CONTRACTS WERE USED IN THE PRICING OF THIS QUOTE:

- Steelcase -
Omnia Partners Contract #2019.001899
- Steelcase -
Buyboard contract number 667-22
- Kimball -
Omnia Partners Contract # 2019.001896

Description	Quantity	Unit Price	Extended Price
Office 114 New Product			
1 ACTVPRO90 - AMQ Activ Desk 90 Degree  Depth: 30.00000 Width: 70.00000 Return Depth: 24 Return Width: 36 Worksurface Finish: Laminate Base Finish: Paint F1 - Platinum Leg Type: T-Leg AMQ SOLUTI Tag For Office 114 New Product 30/70	4	1,148.90	4,595.60

I acknowledge that I have read and accepted this contract and the complete conditions of sale.

ACCEPTED BY

TITLE

DATE



texaswilson.com
 6812 fairgrounds pkwy
 san antonio, texas 78238
 p : 210 647 8800
 f : 210 647 3110

Quotation 147975
 Page 2 / 11 (cont'd)

Item 17.

Description	Quantity	Unit Price	Extended Price
2 AMQTSAE98669 - Base power in 3 circuit Wiring Option: Shared Powerway Wiring AMQ SOLUTI Tag For Office 114 New Product BPI	2	174.09	348.18
3 AMQTSAES - Receptacle 3 circuit Shared neutrals Line 3 15 amperage Package quantity 6 Harness Option: Shared Harness Receptacle Option: Line 1 AMQ SOLUTI Tag For Office 114 New Product	1	143.49	143.49
4 AMQTSAES - Receptacle 3 circuit Shared neutrals Line 3 15 amperage Package quantity 6 Harness Option: Shared Harness Receptacle Option: Line 2 AMQ SOLUTI Tag For Office 114 New Product	1	143.49	143.49
5 AMQTSAPBWS66 - Connector Panel Wallstart AMQ SOLUTI Tag For Office 114 New Product WS	2	20.57	41.14
6 AMQTSAPF - Panel Tackable Monolithic Width: 30.00000 Height: 66.00000 Trim Finish: Textured Paint 7243 - SEAGULL Surface 1 Finish: Alloy P533 - ELEMENT Surface 2 Finish: Alloy P533 - ELEMENT Top Cap Option: Low Fabric Direction: Horizontal Power Installation: Factory Installation Powerway Option: No Powerway AMQ SOLUTI Tag For Office 114 New Product 30/66m	4	300.02	1,200.08
7 AMQTSAPF - Panel Tackable Monolithic Width: 30.00000 Height: 66.00000 Trim Finish: Textured Paint 7243 - SEAGULL	2	386.31	772.62

I acknowledge that I have read and accepted this contract and the complete conditions of sale.

ACCEPTED BY

TITLE

DATE



texaswilson.com
 6812 fairgrounds plwy.
 san antonio, texas 78238
 p: 210.647.8800
 f: 210.647.3110

Quotation 147975
Page 3 / 11 (cont'd)

Item 17.

Description	Quantity	Unit Price	Extended Price
7 Surface 1 Finish: Alloy P533 - ELEMENT Surface 2 Finish: Alloy P533 - ELEMENT Top Cap Option: Low Fabric Direction: Horizontal Power Installation: Factory Installation Powerway Option: Shared Powerway AMQ SOLUTI Tag For Office 114 New Product 30/66m			
8 AMQTSAPF - Panel Tackable Monolithic Width: 42.00000 Height: 66.00000 Trim Finish: Textured Paint 7243 - SEAGULL Surface 1 Finish: Alloy P533 - ELEMENT Surface 2 Finish: Alloy P533 - ELEMENT Top Cap Option: Low Fabric Direction: Horizontal Power Installation: Factory Installation Powerway Option: Shared Powerway AMQ SOLUTI Tag For Office 114 New Product 42/66m	6	446.01	2,676.06
9 AMQTSAPTC - Trim Vertical Corner Height: 66.00000 Trim Finish: Textured Paint 7243 - SEAGULL End Cap Option: Low AMQ SOLUTI Tag For Office 114 New Product J66	2	49.67	99.34
10 AMQTSAPTE - Trim Vertical End of run Height: 66.00000 Trim Finish: Textured Paint 7243 - SEAGULL End Cap Option: Low AMQ SOLUTI Tag For Office 114 New Product E66	4	34.62	138.48

I acknowledge that I have read and accepted this contract and the complete conditions of sale.

ACCEPTED BY

TITLE

DATE



texaswilson.com
 6812 fairgrounds pkwy.
 san antonio, texas 78238
 p - 210 647 8800
 f - 210 647 3110

Description	Quantity	Unit Price	Extended Price
11 AMQTSASLCL - Shelf Common Laminate  Width: 30.00000 Shelf Finish: Solid LPL 2L83 - SEAGULL LPL Edge Finish: Plastic - PG1 6053 - SEAGULL Bracket Finish: Textured Paint 7243 - SEAGULL AMQ SOLUTI Tag For Office 114 New Product SH/30	4	80.27	321.08
12 AMQTSASLCL - Shelf Common Laminate  Width: 42.00000 Shelf Finish: Solid LPL 2L83 - SEAGULL LPL Edge Finish: Plastic - PG1 6053 - SEAGULL Bracket Finish: Textured Paint 7243 - SEAGULL AMQ SOLUTI Tag For Office 114 New Product SH/42	4	91.31	365.24
13 AMQCRC - Cushion-Top, Pedestal  Depth: 22.00000 Cushion Finish: Billiard 5H20 - PEWTER AMQ SOLUTI Tag For Office 114 New Product	4	192.76	771.04
14 AMQCRMP15H - Pedestal-1.5-High,Box/File, Mobile  Depth: 22.00000 Case Finish: Solid LPL 2L83 - SEAGULL LPL Headset Finish: Solid LPL 2L83 - SEAGULL LPL Top Surface Finish: Solid LPL 2L83 - SEAGULL LPL Edge Finish: Plastic - PG1 6053 - SEAGULL Pull Option: Ledge Pull Pull Finish: Smooth Metallic 4799 - PLATINUM METALLIC Counterweight: With Counterweight Keys: Standard Key Plug Lock Finish: Polished Chrome 9201 - POLISHED CHROME AMQ SOLUTI Tag For Office 114 New Product BF/22	4	409.06	1,636.24

I acknowledge that I have read and accepted this contract and the complete conditions of sale.

ACCEPTED BY

TITLE



DATE



texaswilson.com
 6812 Fairgrounds plwy
 san antonio, texas 78238
 p : 210.647.8800
 f :: 210.647.3110

Quotation 147975
 Page 5 / 11 (cont'd)

Item 17.

Description	Quantity	Unit Price	Extended Price
15 TS8RS - Bivi; Seat-Rumble  Width: 60.00000 Color Scheme: Non Contrasting Seat Finish: Customers Own Material 5999 - MISC FABRIC THE DESIGNTEX GROUP Purchaser: VENDOR Pattern: GAMUT -3468 Color: INK -408 Direction: HORIZONTAL Support: Freestanding Leg Leg Finish: Smooth Metallic 4799 - PLATINUM METALLIC Accessory Bracket: Hidden Accessory Bracket STEELCASE Tag For Office 114 New Product BIVI/60-FL	2	2,267.80	4,535.60
16 COM - GAMUT 3468 DESIGN	11	34.62	380.82
17 435A00 - Steelcase Series 1; Chair-Task  Back Finish: 3D Microknit 5T20 - NICKEL Back Color Scheme: Non-Contrasting Outer Back Outer Back Finish: Plastic - PG1 6249 - PLATINUM SOLID Seat Finish: Chainmail 5559 - LAGOON Headrest Option: No Headrest Coat Hanger: No Coat Hanger Frame Finish: Plastic - PG1 6053 - SEAGULL Color Scheme: Seagull Arm Type: Height,Width,Pivot,Depth Arm Cylinder Type: Standard Range Base Type: Plastic Base Base Finish: Textured Paint 7243 - SEAGULL Lumbar Option: Adjustable Lumbar Caster or Glide Type: Hard Casters Soil Retardant Option: No Soil Retardant Sewn Upholstery Type: Sewn STEELCASE	10	463.77	4,637.70

I acknowledge that I have read and accepted this contract and the complete conditions of sale.

ACCEPTED BY

TITLE




DATE



texaswilson.com
 6812 fairgrounds pkwy
 san antonio, texas 78238
 p : 210.647.8800
 f : 210.647.3110

Quotation 147975
 Page 6 / 11 (cont'd)

Item 17.

Description	Quantity	Unit Price	Extended Price
18 TS3HL - Campfire; Seating-Half lounge  UPHOLSTRY: 59DC GRADED IN PR. GRP. 3 THE DESIGNTEX GROUP Purchaser: VENDOR Pattern: GAMUT -3468 Color: SPRUCE -406 Direction: HORIZONTAL STEELCASE Tag For Office 114 New Product HL	2	1,115.96	2,231.92
19 TS31416H - Jenny; Table-Coffee, High pressure laminate  BASIC: 2LSW STORM WENGE (LPL) EDGE: 6704 STORM WENGE TOP-SURF: 2HSW STORM WENGE (HPL) LEG OPT: *OPT:LEG OPTIONS ALUMINUM: ALUMINUM LEGS STEELCASE Tag For Office 114 New Product JENNY	2	405.72	811.44
20 TS4TST - Campfire; Skate table, 18D x 22W x 24 7/8H  BASIC: 4799 PLATINUM METALLIC TOP OPT: *OPT:TOP SELECTION HPL TOP: HPL TOP TOP-SURF: TOP SURFACE LAMINATE: *TOP-SURF:LAMINATE FINISHES 2HSW: STORM WENGE (HPL) EDGE: EDGE PLASTIC: *EDGE:PLASTIC 6704: STORM WENGE STEELCASE Tag For Office 114 New Product 18/22	2	363.86	727.72
Sub Total			26,577.28
TEXAS NON-TAXABLE			0.00
Total			26,577.28
Beanbags & ottomans			
21 N10BBGRD42 - TOSS,42W,BEAN BAG,ROUND UPHOLSTERY GRADE:	2	701.50	1,403.00

I acknowledge that I have read and accepted this contract and the complete conditions of sale.

ACCEPTED BY

TITLE

DATE



texaswilson.com
 6817 fairgrounds pkwy
 san antonio, texas 78248
 p :: 210.647.8800
 f :: 210.647.3110

Quotation 147975
 Page 7 / 11 (cont'd)

Item 17.

Description	Quantity	Unit Price	Extended Price
21 1: GRADE 1 13127: ENTWINE HARBOR KIMBALL Tag For Office 114 New Product BBGRD42			
22 TS4PF - Campfire Pouf  Upholstery Finish: Bo Peep 5G79 - ARTICHOKE Handle Finish: Nylon 5JG0 - BLACK Contrasting Stitch: Non Contrasting Stitch STEELCASE Tag For Office 114 New Product POUF	3	346.84	1,040.52
Sub Total			2,443.52
TEXAS NON-TAXABLE			0.00
Total			2,443.52
23 INSTALLATION -	1	2,673.75	2,673.75

NEW PRODUCT:

Delivery and Installation is quoted to be done in one phase. Installation site is to be free and clear of debris and any trades. If site has a loading dock and/or freight elevator, customer shall provide exclusive access during unloading. Access to the building is to be no more than 40' from Texas Wilson's delivery truck. All cabling and electrical hook ups are to be provided by the customer. Anything outside the scope of work may result in additional labor fees. Labor to install product at customer's site. The following assumptions apply and anything outside of the standard scope may result in additional installation fees.

Assumptions: delivery and installation during normal business hours on non-holidays with no stair carries. Installation is to be completed in one phase. All cabling and electrical hookups are to be provided by the customer. Installation site shall be clear of all other trades. Customer to provide a product staging area. If customer site has loading dock and/or freight elevator, customer shall provide exclusive access during unloading. Anything out of the scope of installation will be considered a change order and is subject to additional charges.

TEXAS

Quotation Totals

I acknowledge that I have read and accepted this contract and the complete conditions of sale.

ACCEPTED BY

TITLE

DATE



texaswilson.com
6812 fairgrounds pkwy
san antonio, texas 78238
p : 210 647 8800
f : 210 647 3110

Quotation 147975
Page 8 / 11 (cont'd)

Item 17.

Sub Total	31,694.55
TEXAS NON-TAXABLE	0.00
Grand Total	31,694.55

Select Images are provided as a preliminary color and type representation and should not be used for final color and product selection. Due to individual computer/monitor/printer settings: color, texture, pattern, size and feature rendering may vary from the actual sample. For accuracy, order and view an actual sample.

End of Quotation








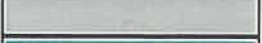








I acknowledge that I have read and accepted this contract and the complete conditions of sale.

ACCEPTED BY

TITLE

DATE

Finish Summary

Product Type	Finish Group Description	Finish Description	Finish
	Shelf Finish	2L83 - SEAGULL LPL	No Image Available
	Case Finish	2L83 - SEAGULL LPL	No Image Available
	Headset Finish	2L83 - SEAGULL LPL	No Image Available
	Top Surface Finish	2L83 - SEAGULL LPL	No Image Available
	Pull Finish	4799 - PLATINUM METALLIC	No Image Available
	Cushion Finish	5H20 - PEWTER	No Image Available
	Edge Finish	6053 - SEAGULL	No Image Available
	Trim Finish	7243 - SEAGULL	No Image Available
	Bracket Finish	7243 - SEAGULL	No Image Available
	Lock Finish	9201 - POLISHED CHROME	No Image Available
	Base Finish	F1 - Platinum	
	Surface 1 Finish	P533 - ELEMENT	No Image Available
	Surface 2 Finish	P533 - ELEMENT	No Image Available
	Worksurface Finish	W2.7 - Ash Wenge	No Image Available
	UPHOLSTERY GRADE	ENTWINE HARBOR	No Image Available
Table	TOP SURFACE	STORM WENGE (HPL)	
	BASIC (PRIMARY FINISH)	STORM WENGE (LPL)	
	BASIC (PRIMARY FINISH)	PLATINUM METALLIC	
	EDGE	STORM WENGE	
	TOP SURFACE	STORM WENGE (HPL)	
	EDGE	STORM WENGE	
Seating	Leg Finish	4799 - PLATINUM METALLIC	
	Seat Finish	5559 - LAGOON	
	Seat Finish	5999 - MISC FABRIC	No Image Available
	UPHOLSTERY	GRADED IN PR. G: 3468/406	
	Upholstery Finish	5G79 - ARTICHOKE	
	Handle Finish	5JG0 - BLACK	
	Back Finish	5T20 - NICKEL	
	Frame Finish	6053 - SEAGULL	
	Outer Back Finish	6249 - PLATINUM SOLID	
Base Finish	7243 - SEAGULL		

I acknowledge that I have read and accepted this contract and the complete conditions of sale.

ACCEPTED BY

TITLE

DATE



texaswilson.com
6812 fairgrounds pkwy
san antonio, texas 78238
p : 210 647 8800
f : 210 647 3110

Quotation 147975
Page 10 / 11 (cont'd)

Item 17.

Select Images are provided as a preliminary color and type representation and should not be used for final color and product selection. Due to individual computer/monitor/printer settings: color, texture, pattern, size and feature rendering may vary from the actual sample. For accuracy, order and view an actual sample.

I acknowledge that I have read and accepted this contract and the complete conditions of sale.

ACCEPTED BY _____

TITLE _____

DATE _____



texaswilson.com
6812 fairgrounds pkwy
san antonio, texas 78238
p : 210.647.8800
f : 210.647.3110

Quotation 147975
Page 11 / 11 (cont'd)

Item 17.

UNIFORM CONDITIONS OF SALE

05/01/19 #104A

1. Prices quoted are valid for a period of thirty days (30) unless otherwise indicated.
2. Payments are due upon receipt. Customer agrees to pay Texas Wilson in full for any portion of the merchandise Customer has received. Merchandise held in Texas Wilson's warehouse over 25 days will be invoiced to the Customer.
3. Texas Wilson has the ability to charge interest on any past due invoice amounts at the highest rate permitted by applicable law. In the event that Texas Wilson retains legal counsel to collect any past-due payments, customer agrees to pay reasonable legal or collection fees, plus court costs and other disbursements required for the collection of past-due debt of Customer.
4. A customer representative must be present at time of delivery of goods to sign for and acknowledge count and condition of the merchandise being delivered. After delivery of merchandise all risk of loss or damage shall pass to the customer, including, but not limited to any loss or damage by weather, other trades, other person, customer, fire or other elements. The customer agrees to hold Texas Wilson harmless from loss for any and all reasons.
5. Orders may not be canceled once the manufacturer receives the order unless said manufacturer(s) agrees in writing to accept the cancellation.
6. Texas Wilson continually expedites orders and has influence with manufacturers' delivery schedules, however, we shall not be responsible for manufacturers' lead-times or freight companies' delivery time and shall not be liable for any failure delay or interruption in performance caused by strikes, fires, shortages of labor or materials, or any other cause beyond our control. The Customer cannot cancel any order due to lead-time or delayed delivery unless we receive written authorization from the manufacturer.
7. Merchandise may not be returned for refund of purchase price, credit or replacement except upon the specific written approval of Texas Wilson.
8. Texas Wilson is not liable for any failure, delay or interruption in the performance of this contract, which may result due to causes beyond our control. Delays beyond our control shall not release the customer from their obligations to accept and pay for the merchandise.
9. Pricing for orders is based on shipping product direct to the location designated by the customer where it will be unloaded and installed by Texas Wilson, unless otherwise specified. If the product is diverted to Texas Wilson's warehouse, the cost of the additional handling may be passed on to the customer.
10. If a Customer is not ready to receive or accept the merchandise upon its arrival from the manufacturer, Texas Wilson will store it for a fee of 85 cents per square foot per month or portion thereof. The charge per square foot may be subject to change.
11. Installation, if applicable, will be performed during Texas Wilson's regular (non holiday) business hours and business days. If installation is required outside of these times, the Customer shall be required to pay Texas Wilson additional charges for this work.
12. Texas Wilson accepts no responsibility for the accuracy or practicality thereof, if the products and quantities are specified or inventoried by others.
13. All responsibilities involving medications of the building structure or electrical connection, which incorporates product specified herein, shall be borne by the Customer.
14. All new merchandise sold by Texas Wilson is warranted per manufacturer's stated warranty. If the merchandise is defective due to workmanship or material, Texas Wilson will either repair or replace the merchandise. The Customer must promptly notify Texas Wilson in writing of any claim with respect to defects in the merchandise by specifically noting the alleged defect in the merchandise and affording Texas Wilson and the manufacturer a reasonable opportunity to examine the merchandise and investigate the alleged defect. Under no circumstance shall Texas Wilson be liable for damage beyond the Purchase Price paid by Buyer for such defective merchandise.
15. Texas Wilson will warrant their shop services for a period of 12 months from date of delivery.
16. Texas Wilson carries all insurance coverage common to and considered necessary for the operation of a multi-line office furniture dealership. Certificates of Insurance will be provided upon request prior to contract. Should any additional insurance and / or bid bond coverage be required, cost of such coverage will be invoiced to the customer as a separate charge. Said cost of additional insurance is in no way included in the pricing on our proposals.
17. Title to and ownership of all merchandise is and shall remain in Texas Wilson's name, notwithstanding delivery or possession of the customer, until the entire invoice is paid in full.
18. This agreement shall be governed in accordance with the laws of the State of Texas.
19. This agreement contains all the forms, provisions, conditions and warranties of the purchase agreement and no extension, modification, amendment or assignment of this agreement shall be valid unless approved in writing by an officer of Texas Wilson.
20. The Uniform Conditions of Sale are subject to change at any time at the discretion of Texas Wilson Office Furniture & Services.
21. Credit card transactions will incur a 3% buyer convince fee.

This is to certify that I have read and hereby agree to the Uniform Condition of Sale as stated in this document.

SELLER: TEXAS WILSON

Signature: _____

BUYER: _____

(Please Print Name): _____

Date: _____

(Please Print Title): _____

I acknowledge that I have read and accepted this contract and the complete conditions of sale.

ACCEPTED BY

TITLE

DATE



texaswilson.com
 6812 fairgrounds pkwy
 san antonio, texas 78238
 p :: 210.647.8800
 f :: 210.647.3110

Quotation 148079
Quote Date 03/08/23
Customer MISS30
Terms PER CUSTOMER PO
Account Representative GLORIA RIVAS

Item 17.

Quote To

Tecló Garcia
 MISSION EDC
 801 N. BRYAN ROAD
 Mission TX 78572

Ship To

Tecló Garcia
 MISSION EDC
 801 N. BRYAN ROAD
 Mission TX 78572


Phone +1 (956) 585-0040
Fax +1 (956) 580-0470

Phone +1 (956) 585-0040

Series 1 task seating option

THE FOLLOWING CONTRACTS WERE USED IN THE PRICING OF THIS QUOTE:

Steelcase
Buyboard contract number 667-22

Description	Quantity	Unit Price	Extended Price
1 435A00 - Steelcase Series 1; Chair-Task  Back Finish: 3D Microknit 5T20 - NICKEL Back Color Scheme: Non-Contrasting Outer Back Outer Back Finish: Plastic - PG1 6249 - PLATINUM SOLID Seat Finish: Chainmail 5559 - LAGOON Headrest Option: No Headrest Coat Hanger: No Coat Hanger Frame Finish: Plastic - PG1 6053 - SEAGULL Color Scheme: Seagull Arm Type: Height,Width,Pivot,Depth Arm Cylinder Type: Standard Range Base Type: Plastic Base Base Finish: Textured Paint 7243 - SEAGULL Lumbar Option: Adjustable Lumbar Caster or Glide Type: Hard Casters Soil Retardant Option: No Soil Retardant Sewn Upholstery Type: Sewn STEELCASE	19	463.77	8,811.63
2 INSTALLATION -	1	380.00	380.00

I acknowledge that I have read and accepted this contract and the complete conditions of sale.

ACCEPTED BY

TITLE

DATE



texaswilson.com
 6812 fairgrounds pkwy.
 san antonio, texas 78238
 p.: 210.647.8800
 f.: 210.647.3110

Quotation 148079
Page 2 / 4 (cont'd)

Item 17.

Description	Quantity	Unit Price	Extended Price
-------------	----------	------------	----------------

2

NEW PRODUCT:

Delivery and Installation is quoted to be done in one phase. Installation site is to be free and clear of debris and any trades. If site has a loading dock and/or freight elevator, customer shall provide exclusive access during unloading. Access to the building is to be no more than 40' from Texas Wilson's delivery truck. All cabling and electrical hook ups are to be provided by the customer. Anything outside the scope of work may result in additional labor fees. Labor to install product at customer's site. The following assumptions apply and anything outside of the standard scope may result in additional installation fees. Assumptions: delivery and installation during normal business hours on non-holidays with no stair carries. Installation is to be completed in one phase. All cabling and electrical hookups are to be provided by the customer. Installation site shall be clear of all other trades. Customer to provide a product staging area. If customer site has loading dock and/or freight elevator, customer shall provide exclusive access during unloading. Anything out of the scope of installation will be considered a change order and is subject to additional charges.
 TEXAS

Quotation Totals	
Sub Total	9,191.63
TEXAS NON-TAXABLE	0.00
Grand Total	9,191.63

Select images are provided as a preliminary color and type representation and should not be used for final color and product selection. Due to individual computer/monitor/printer settings: color, texture, pattern, size and feature rendering may vary from the actual sample. For accuracy, order and view an actual sample.

End of Quotation

I acknowledge that I have read and accepted this contract and the complete conditions of sale.

ACCEPTED BY _____

TITLE _____

DATE _____








texaswilson.com
 6812 faitgrounds pkwy
 san antonio, texas 78238
 p: 210.647.8800
 f: 210.647.3110

Quotation 148079
Page 3 / 4 (cont'd)

Item 17.

Finish Summary

Product Type	Finish Group Description	Finish Description	Finish
Seating	Seat Finish	5559 - LAGOON	
	Back Finish	5T20 - NICKEL	
	Frame Finish	6053 - SEAGULL	
	Outer Back Finish	6249 - PLATINUM SOLID	
	Base Finish	7243 - SEAGULL	

Select Images are provided as a preliminary color and type representation and should not be used for final color and product selection. Due to individual computer/monitor/printer settings: color, texture, pattern, size and feature rendering may vary from the actual sample. For accuracy, order and view an actual sample.

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ACCEPTED BY

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6812 fairgrounds pkwy
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p : 210.647.8800
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Quotation 148079
Page 4 / 4 (cont'd)

Item 17.

UNIFORM CONDITIONS OF SALE

05/01/19 #104A

1. Prices quoted are valid for a period of thirty days (30) unless otherwise indicated.
2. Payments are due upon receipt. Customer agrees to pay Texas Wilson in full for any portion of the merchandise Customer has received. Merchandise held in Texas Wilson's warehouse over 25 days will be invoiced to the Customer.
3. Texas Wilson has the ability to charge interest on any past due invoice amounts at the highest rate permitted by applicable law. In the event that Texas Wilson retains legal counsel to collect any past-due payments, customer agrees to pay reasonable legal or collection fees, plus court costs and other disbursements required for the collection of past-due debt of Customer.
4. A customer representative must be present at time of delivery of goods to sign for and acknowledge count and condition of the merchandise being delivered. After delivery of merchandise all risk of loss or damage shall pass to the customer, including, but not limited to any loss or damage by weather, other trades, other person, customer, fire or other elements. The customer agrees to hold Texas Wilson harmless from loss for any and all reasons.
5. Orders may not be canceled once the manufacturer receives the order unless said manufacturer(s) agrees in writing to accept the cancellation.
6. Texas Wilson continually expedites orders and has influence with manufacturers' delivery schedules, however, we shall not be responsible for manufacturers' lead-times or freight companies' delivery time and shall not be liable for any failure delay or interruption in performance caused by strikes, fires, shortages of labor or materials, or any other cause beyond our control. The Customer cannot cancel any order due to lead-time or delayed delivery unless we receive written authorization from the manufacturer.
7. Merchandise may not be returned for refund of purchase price, credit or replacement except upon the specific written approval of Texas Wilson.
8. Texas Wilson is not liable for any failure, delay or interruption in the performance of this contract, which may result due to causes beyond our control. Delays beyond our control shall not release the customer from their obligations to accept and pay for the merchandise.
9. Pricing for orders is based on shipping product direct to the location designated by the customer where it will be unloaded and installed by Texas Wilson, unless otherwise specified. If the product is diverted to Texas Wilson's warehouse, the cost of the additional handling may be passed on to the customer.
10. If a Customer is not ready to receive or accept the merchandise upon its arrival from the manufacturer, Texas Wilson will store it for a fee of 85 cents per square foot per month or portion thereof. The charge per square foot may be subject to change.
11. Installation, if applicable, will be performed during Texas Wilson's regular (non holiday) business hours and business days. If installation is required outside of these times, the Customer shall be required to pay Texas Wilson additional charges for this work.
12. Texas Wilson accepts no responsibility for the accuracy or practicality thereof, if the products and quantities are specified or inventoried by others.
13. All responsibilities involving medications of the building structure or electrical connection, which incorporates product specified herein, shall be borne by the Customer.
14. All new merchandise sold by Texas Wilson is warranted per manufacturer's stated warranty. If the merchandise is defective due to workmanship or material, Texas Wilson will either repair or replace the merchandise. The Customer must promptly notify Texas Wilson in writing of any claim with respect to defects in the merchandise by specifically noting the alleged defect in the merchandise and affording Texas Wilson and the manufacturer a reasonable opportunity to examine the merchandise and investigate the alleged defect. Under no circumstance shall Texas Wilson be liable for damage beyond the Purchase Price paid by Buyer for such defective merchandise.
15. Texas Wilson will warrant their shop services for a period of 12 months from date of delivery.
16. Texas Wilson carries all insurance coverage common to and considered necessary for the operation of a multi-line office furniture dealership. Certificates of Insurance will be provided upon request prior to contract. Should any additional insurance and / or bid bond coverage be required, cost of such coverage will be invoiced to the customer as a separate charge. Said cost of additional insurance is in no way included in the pricing on our proposals.
17. Title to and ownership of all merchandise is and shall remain in Texas Wilson's name, notwithstanding delivery or possession of the customer, until the entire invoice is paid in full.
18. This agreement shall be governed in accordance with the laws of the State of Texas.
19. This agreement contains all the forms, provisions, conditions and warranties of the purchase agreement and no extension, modification, amendment or assignment of this agreement shall be valid unless approved in writing by an officer of Texas Wilson.
20. The Uniform Conditions of Sale are subject to change at any time at the discretion of Texas Wilson Office Furniture & Services.
21. Credit card transactions will incur a 3% buyer convince fee.

This is to certify that I have read and hereby agree to the Uniform Condition of Sale as stated in this document.

SELLER: TEXAS WILSON

Signature: _____

BUYER: _____

(Please Print Name): _____

Date: _____

(Please Print Title): _____

I acknowledge that I have read and accepted this contract and the complete conditions of sale.

ACCEPTED BY

TITLE

DATE

OMNIA[®]

PARTNERS



UC OFFICE FURNITURE AND RELATED SERVICES Executive Summary

Lead Agency: University of California

Solicitation: #001218

RFP Issued: July 8, 2019

Pre-Proposal Date: July 25, 2019

Response Due Date: August 21, 2019

Proposals Received: #11

Awarded to: Steelcase, Inc. – Purchasing Agreement #2019.001899 (*authorized subsidiary - AMQ*)

The University of California, Office of the President (UC) issued RFP #001218 on July 8, 2019 to select a supplier to support UC locations including campuses, medical centers, national laboratories, the Office of the President its affiliates and California State College (CSU) for office furniture and related services.

The Regents of the University of California partnered with OMNIA Partners to include a national cooperative purchasing opportunity:

The purpose of this Request for Proposal (the "RFP") is to invite qualified furniture manufacturers to prepare and submit proposals to the University of California ("UC") to provide Office Furniture ("Goods") and related services, either directly or through a subcontracted dealer network; such services to include (but are not limited to) design/consultation, delivery, and installation ("Services") (together, the "Goods and Services") all in accordance with Federal and State of California laws and the requirements of the UC as further detailed in this RFP. Potential proposers shall note, the UC has partnered with OMNIA Partners, Public Sector to make the resultant agreement a national cooperative agreement which public agencies, across the country, will be able to utilize.

Notice of the solicitation was sent to potential offerors, as well as advertised in the following:

- CalUSource website
- OMNIA Partners, Public Sector website
- USA Today, nationwide
- Arizona Business Gazette, AZ
- San Bernardino Sun, CA
- Honolulu Star-Advertiser, HI
- The Advocate – New Orleans, LA
- New Jersey Herald, NJ
- Times Union, NY
- Daily Journal of Commerce, OR
- The State, SC
- Houston Community Newspapers, Cy Creek Mirror, TX
- Deseret News, UT
- Richmond Times, VA
- Seattle Daily Journal of Commerce, WA
- Helena Independent Record, MT

On August 21, 2019 proposals were received from the following offerors:

- Allsteel Inc.
- The HON Company LLC
- Haworth
- Herman Miller, Inc.
- Irwin Seating Company
- Kimball Office, Inc.
- Knoll, Inc.
- Krueger International, Inc.
- Office Depot, Inc.
- Steelcase, Inc.
- Teknion LLC

The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee elected to award Kimball Office, Inc. Steelcase, Inc. and Herman Miller, Inc.

Contract includes:

- Systems Furniture, Freestanding, Storage, Seating, Tables, Architectural Elements, Accessories and Technology Support, Fixed Seating & Higher Education Classroom Furniture.
- Services for an additional fee: Design, Project Management, Asset Management, Demolition, Storage, Labor/Installation.

Term:

Initial five (5) year agreement from May 21, 2020 through April 30, 2024 with the option to renew for five (5) successive years (Renewal Terms), exercised individually, in combinations, and/or as a single block of 5 years through April 30, 2029.

Pricing/Discount: Discount off List.

OMNIA Partners, Public Sector Web Landing Pages:<https://www.omniapartners.com/publicsector/suppliers/steelcase/contract-documentation>

SMITH SYSTEM MANUFACTURING COMPANY	PLANO , Texas	00-625-0765
HEDBERG DATA SYSTEMS, INC.	EAST WINDSOR , Connecticut	02-513-0410
STEELCASE DEVELOPMENT CORPORATION	CALEDONIA , Michigan	03-983-0489
STOW DAVIS FURNITURE INCORPORATED	CALEDONIA , Michigan	04-154-0113
STEELCASE ASIA PACIFIC HOLDINGS LLC	GRAND RAPIDS , Michigan	11-088-1435
RED THREAD SPACES LLC	BOSTON , Massachusetts	15-726-2619
POLYVISION CORPORATION	JOHNS CREEK , Georgia	61-867-3073
STEELCASE FINANCIAL SERVICES INC.	GRAND RAPIDS , Michigan	79-080-8414
OFFICE PRODUCTS & SUPPLIES INC	GRAND RAPIDS , Michigan	79-211-7129
ANDERSON DESK, INC.	SAN DIEGO , California	80-834-2521
AMQ SOLUTIONS, LLC	SANTA CLARA , California	06-677-0505

SUBSIDIARIES (INTERNATIONAL)

Company	City , Country	D-U-N-S® NUMBER
Steelcase Canada Limited	TORONTO , CANADA	20-130-5638
ORANGEBOX GROUP LIMITED	CARDIFF , UNITED KINGDOM	22-029-8397
Steelcase NV	Antwerpen , BELGIUM	28-300-9181
STEELCASE INC	Istanbul (Europe) , TURKEY	36-672-1020
STEELCASE INC	BAKU , AZERBAIJAN	36-672-1145
STEELCASE HOLDING SAS	SCHILTIGHEIM , FRANCE	50-448-5256
STEELCASE JERAISSY L L C	RIYADH , SAUDI ARABIA	55-228-7963
STEELCASE SOUTH AFRICA (PTY) LTD	Johannesburg , SOUTH AFRICA	55-738-0600

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PARTNERS



UC OFFICE FURNITURE AND RELATED SERVICES Executive Summary

Lead Agency: University of California

Solicitation: #001218

RFP Issued: July 8, 2019

Pre-Proposal Date: July 25, 2019

Response Due Date: August 21, 2019

Proposals Received: #11

Awarded to: Kimball Office, Inc. – Purchasing Agreement #2019.001896

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- Arizona Business Gazette, AZ
- San Bernardino Sun, CA
- Honolulu Star-Advertiser, HI
- The Advocate – New Orleans, LA
- New Jersey Herald, NJ
- Times Union, NY
- Daily Journal of Commerce, OR
- The State, SC
- Houston Community Newspapers, Cy Creek Mirror, TX
- Deseret News, UT
- Richmond Times, VA
- Seattle Daily Journal of Commerce, WA
- Helena Independent Record, MT

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- Allsteel Inc.
- The HON Company LLC
- Haworth
- Herman Miller, Inc.
- Irwin Seating Company
- Kimball Office, Inc.
- Knoll, Inc.
- Krueger International, Inc.
- Office Depot, Inc.
- Steelcase, Inc.
- Teknion LLC

The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee elected to award Kimball Office, Inc. Steelcase, Inc. and Herman Miller, Inc.

Contract includes:

- Systems Furniture, Freestanding, Storage, Seating, Tables.
- Services for an additional fee: Design, Project Management, Demolition, Storage, Labor/Installation.

Term:

Initial five (5) year agreement from May 20, 2020 through April 30, 2024 with the option to renew for five (5) successive years (Renewal Terms), exercised individually, in combinations, and/or as a single block of 5 years through April 30, 2029.

Pricing/Discount: Discount off List.

OMNIA Partners, Public Sector Web Landing <https://www.omniapartners.com/publicsector/>

suppliers/kimball/contract-documentationPages:



Vendor Contract Information Summary

Vendor **Steelcase**
 Contact **Darrell Stanley**
 Phone **9793938392**
 Email **dstanle1@steelcase.com**
 Vendor Website **www.steelcase.com**
 TIN **38-0819050**
 Address Line 1 **3621 River Birch Circle**
 Vendor City **Bryan**
 Vendor Zip **77807**
 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 **No**
 National **Yes**
 No Foreign Terrorist Orgs **Yes**
 No Israel Boycott **Yes**
 MWBE **No**
 ESCs **All Texas Regions**
 States **Arkansas, Louisiana, Mississippi, Oklahoma, Tennessee, 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 **667-22**

3/6/2023 3:59 PM



12007 Research Boulevard • Austin, Texas 78759-2439 • PH: 800-695-2919 • FAX: 800-211-5454 • buyboard.com

LOCATION / AUTHORIZED SELLER LISTINGS

If you have more than one location/authorized seller that will service a Contract awarded under this Proposal Invitation, please list each location/authorized seller below. If additional sheets are required, please duplicate this form as necessary. NOTE: Awarded Vendors shall remain responsible for all aspects of the Contract, including processing of Purchase Orders, and shall be responsible for the performance of all locations and authorized sellers under and in accordance with the Contract. *If you are a product manufacturer and wish to designate Designated Dealers as defined in the General Terms and Conditions to receive Cooperative member Purchase Orders on your behalf, you must complete the Manufacturer Designated Dealer form.*

Location/Authorized Seller Name	Contact Person	Contact Information (Mailing Address, Phone, Fax, Email)
San Angelo / West Supply Company	Jay West	P.O. Box 1329 San Angelo, TX 76902 325-655-8181 jay@westofficetx.com
San Antonio / Texas Wilson	Tammy L. Poe	6812 Fairgrounds Pkwy San Antonio, TX 78238 210-647-8800 tpoe@texaswilson.com
Dallas Fort Worth / Tangram Interiors	Amber Jones	9755 Clifford Drive, Suite 100 Dallas, TX 75220 214-902-7200 ajones@tangraminteriors.com
Oklahoma / Scott Rice Oklahoma	Steve Morrow	6900 N. Bryant Ave. Oklahoma City, OK 73121 405-648-2224 steve.morrow@scottriceok.com
Arkansas & Memphis, TN / ImageWorks	Rhonda Bradley	4539 Distriplex Drive W Memphis, TN 901-679-9952
Abilene / Abilene Printing	Harlan Owen	1274 N. 2nd Street Abilene, TX 79601 325-677-2875 howen@abileneprinting.com
Blue Box	Reed Ruschhaupt	117 W Louisiana McKenney, TX 75069 872-562-6020
El Paso & New Mexico / New Mexico / Business Environments	Mike Kocurek	5531 Wilshire Blvd. NE Albuquerque, NM 87113 505-888-4400 mkocurek@businessenvironments.com
Dallas / Fort Worth / Business Interiors	Gaby Hernandez	1111 Valley View Lane Irving, TX 75061 817-858-2253 ghernandez@businessinteriors.com
Amarillo / General Office Supply	Tim Cox	1020 SW 8th Avenue Amarillo, TX 79101 806-373-2877 tim@general-officesupply.com
Huntsville / HBI Office Solutions	Susan Ellis	308 State Hwy 75 North Huntsville, TX 77320 800-871-5183 susan@hbi-inc.com
Houston / McCoy-Rockford Houston Austin / McCoy-Rockford Austin	Chris Erdeljac Gary Rust	6869 Old Katy Road Houston, TX 77024 713-862-4800 cerdeljac@mccoyrinc.com 211 E. Riverside Austin, TX 78704 512-418-4369 grust@mccoyrinc.com



Kimball[®]International

March 8, 2023

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

Re: City of Mission


To Whom It May Concern,

This letter serves as confirmation that Texas Wilson is an authorized dealer in good standing for the (Kimball, National, Interwoven, and Etc). brands by Kimball International Inc. By being in good standing, our authorized dealers have access to purchase on behalf of Members using Kimball Omnia Partners (#2019.001896) and National Office Furniture Omnia Partners (#R191811) contracts.

Texas Wilson
6812 Fairgrounds PKWY
San Antonio, TX 78238

If we can be of further assistance, please feel free to reach out.

Sincerely,



Haley Huther
Senior Sales Operations Manager
Kimball International Brands, Inc.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023
PRESENTED BY: Adrian Garcia, Fire Chief
AGENDA ITEM: Authorization to award bid for Fire Station Exercise Gym Equipment - Garcia

NATURE OF REQUEST:

The City of Mission has accepted and opened eight (8) Bid responses for fire station exercise gym equipment, treadmills and stair climbers for the Mission Fire Department. Staff recommends awarding bid to Promaxima who is the lowest responsible bidder meeting all specifications at a cost of \$45,990.00 ARPA funds will be used for this purchase.

BUGETED: Yes **FUND:** ARPA **ACCT. #:** 15-411-74950

BUDGET: \$65,400.00 **EST. COST:** \$45,990.00 **CURRENT BUDGET BALANCE:** \$

BID AMOUNT: \$

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: None

City Manager's Recommendation: Approval *RP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

BID NAME/NUMBER: 23-245-02-17 / Fire Station Exercise Gym Equipment

OPEN DATE: February 17, 2022 2:00 PM CST



Vendor Name:		Johnson Health Tech North America		Advanced HealthStyles Fitness Equipment, Inc.		Combat Brands LLC., Fitness First		
Street address:		1600 Landmark Dr.		861 SouthPark Dr. #100		15850 W. 108th. St.		
City, State:		Cottage Grove, WI 53527		Littleton, CO 80120		Lenexa, KS 66219		
Phone:		(714) 475-8368		(303) 996-0048		(913) 689-2300		
Fax:				(720) 407-4026		(913) 888-4274		
Contact:		Kent Stevens		Bruce Schlagel, VP		Randall Coburn		
Email:		imarquette@matrixfitness.com		bruce@advancedexercise.com		rcoburn@combatbrands.com		
DESCRIPTION:	Estimated Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Fire Station Exercise Gym Equipment								
1 Treadmill	6	EA	\$2,651.84	\$15,911.04	\$3,929.50	\$23,577.00	\$4,600.00	\$27,600.00
2 Stairmaster	6	EA	\$8,076.27	\$48,457.62	\$6,810.50	\$40,863.00	\$6,700.00	\$40,200.00
Total Amount (Line Items 1-2)				\$64,368.66		\$64,440.00		\$67,800.00
ADDENDUMS			None		None		None	
Number of Days to Complete Work			2-6 Weeks		50 Days		45-60 Days	
								45-60 Days
								\$73,127.88

Note: Lowest Responsible Bidder: Promaxima

BID NAME/NUMBER: 23-245-02-17 / Fire Station Exercise Gym Equipment

OPEN DATE: February 17, 2022 2:00 PM CST



Vendor Name:		AYC LLC, dba Hest Fitness Products		Team Marathon Fitness, Inc.		360 Sports, LLC.				
Street address:		3501 N. 10th.		P.O. Box 17705		116 S. Ware Rd.				
City, State:		McAllen, TX 78501		Sugar Land, TX 77496		McAllen, TX 78501				
Phone:		(210) 364-3354		(800) 391-9496		(956) 928-1777				
Fax:		(361) 814-4514		(888) 240-9360						
Contact:		Jose C. Partida		Paul Croegaert - VP		David A. Cantu				
Email:		jpartida@hestfitness.com		paul@marathonfitness.com		david@360sportsproducts.com				
DESCRIPTION:	Estimated Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price			
Fire Station Exercise Gym Equipment										
1 Treadmill	6	EA	\$3,182.50	\$19,095.00	\$2,450.00	\$14,700.00	\$6,774.00	\$40,644.00	\$4,950.00	\$29,700.00
2 Stairmaster	6	EA	\$4,482.50	\$26,895.00	\$5,700.00	\$34,200.00	\$7,404.00	\$44,424.00	\$6,550.00	\$39,300.00
Total Amount (Line Items 1-2)				\$45,990.00		\$48,900.00		\$85,068.00		\$69,000.00
ADDENDUMS			None		None		None		None	None
Number of Days to Complete Work			45 Days		14-21 Days		45 Days		30 Days	

Note:

BID NAME/NUMBER: 23-245-02-17 / Fire Station Exercise Gym Equipment

OPEN DATE: February 17, 2022 2:00 PM CST



Vendor Name:	BSN Sports, LLC.	Johnson Health Tech North	Advanced HealthStyles	Combat Brands LLC., Fitness
Street address:	14460 Varsity Brands Way	1600 Landmark Dr.	861 SouthPark Dr. #100	15850 W. 108th. St.
City, State:	Farmers Branch, TX 75244	Cottage Grove, WI 53527	Littleton, CO 80120	Lenexa, KS 66219
Phone:	8005277510 x.7324	(714) 475-8368	(303) 996-0048	(913) 689-2300
Fax:	(800) 365-7653		(720) 407-4026	(913) 888-4274
Contact:	Chris Bloomfield	Kent Stevens	Bruce Schlagel, VP	Randall Coburn
Email:	bsnbid@bsnsports.com	imarquette@matrixfitness.com	bruce@advancedexercise.com	rcoburn@combatbrands.com
DESCRIPTION of FORMS:				
Solicitation Signed	Yes	Yes	Yes	Yes
Terms & Conditions Included	Yes	Yes	Yes	Yes
Non-Collusive	Yes	Yes	Yes	Yes
Pricing Schedule	Yes	Yes	Yes	Yes
Addenda(s)	None	None	None	None
Gen. Business Questionare	Yes	Yes	Yes	Yes
References	Yes	Yes	Yes	Yes
CIQ				
Bid Bond				

BID NAME/NUMBER: 23-245-02-17 / Fire Station Exercise Gym Equipment

OPEN DATE: February 17, 2022 2:00 PM CST



Vendor Name:	Promaxima	AYC LLC. dba Hest Fitness	Team Marathon Fitness, Inc.	360 Sports, LLC.
Street address:	5310 Ashbrook Dr.	3501 N. 10th.	P.O. Box 17705	116 S. Ware Rd.
City, State:	Houston, TX 77081	McAllen, TX 78501	Sugar Land, TX 77496	McAllen, TX 78501
Phone:	(417) 406-2127	(210) 364-3354	(800) 391-9496	(956) 928-1777
Fax:		(361) 814-4514	(888) 240-9360	
Contact:	Barrett Collins	Jose C. Partida	Paul Croegaert - VP	David A. Cantu
Email:	bcollins@promaxima.com	jpartida@hestfitness.com	paul@marathonfitness.com	david@360sportsproducts.com
DESCRIPTION of FORMS:				
Solicitation Signed	Yes	Yes	Yes	Yes
Terms & Conditions Included	Yes	Yes	Yes	Yes
Non-Collusive	Yes	Yes	Yes	Yes
Pricing Schedule	Yes	Yes	Yes	Yes
Addenda(s)	None	None	None	None
Gen. Business Questionare	Yes	Yes	Yes	Yes
References	Yes	Yes	Yes	No
CIQ				
Bid Bond				



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023

PRESENTED BY: Michael Elizalde, Grants Administrator

AGENDA ITEM: Authorization to submit a grant application to the Texas State Library & Archives Commission for the Texas Reads Grant Program - Elizalde

NATURE OF REQUEST:

The Mission Speer Memorial Library is requesting authorization for the submission of a grant application to TSLAC for the Texas Reads Grant Program. The Library is seeking to purchase sensory books and activities that will engage participants in an inclusive reading program. The total project request is \$10,000 and requires no match.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023
PRESENTED BY: Abram Ramirez, Information Technology Director
AGENDA ITEM: Authorization to purchase docking stations and accessories via Buyboard Contract # 603-20- Ramirez

NATURE OF REQUEST:

Staff is seeking authorization to purchase 17 docking stations and accessories to outfit patrol units that will allow for upgrade of mobile devices and technology from Dana Safety Supply at a cost of \$47,432.13 via Buyboard Contract # 603-20.

BUDGETED: Yes **FUND:** ARPA **ACCT. #:** 15-411-74950

BUDGET: 47,432.18 **EST. COST:** \$47,432.13 **CURRENT BUDGET BALANCE:** 47,432.18

BID AMOUNT: \$47,432.13

STAFF RECOMMENDATION:

Approval

Departmental Approval: Purchasing, Finance

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

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

_____ AYES
 _____ NAYS
 _____ DISSENTING _____

Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	466505-D
Customer No.	MISSION PD

Bill To

MISSION POLICE DEPARTMENT
 O.I.C. ANZALDUAS POE
 1200 E 8TH STREET
 MISSION, TX 78572
 US

Ship To

MISSION POLICE DEPARTMENT
 O.I.C. ANZALDUAS POE
 1200 E 8TH STREET
 MISSION, TX 78572
 US

Contact: REYNALDO PEREZ
Telephone: 956-584-5177

E-mail: rperez@missionpolice.org

Contact: VICTOR SOLIS
Telephone: 956-584-5000 #5256

E-mail: vsolis0079@missionpolice.org

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
02/09/23	GROUND SHIPMENT	QUOTED FREIGHT		NET 30	
Entered By	Salesperson	Ordered By	Resale Number		
Maria Rivera	Maria Rivera - La Feria				
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	N	INFO BUY BOARD 603-20 Warehouse: LAFE Vin #:	0.0000	0.00
1	1	N	INFO DELL LATITUDE 7220 Warehouse: LAFE Vin #: 10- 2023 EXPLORER 5- 2022 TAHOE 2-2023- F-150	0.0000	0.00
17	17	Y	7300-0082 GJ Full Travel Keyboard with Attachment Versatility. Warehouse: LAFE Vin #: Full Travel Keyboard with Attachment Versatility 12 Function Keys, 88-Key Functionality, Integrated Backlighting, Integrated Touchpad, Mobile Mounting Holes, One-Touch Emergency Key.	554.2900	9,422.93
17	17	Y	7170-0894-01 GJ Mongoose 9" XLE TALL Tablet Display KIT. Combines Warehouse: LAFE Vin #:	580.5000	9,868.50
17	17	Y	DS-138 GJ LOWER TUBE MOUNT FOR FLAT VERTICAL SURFACES Warehouse: LAFE Vin #:	59.5900	1,013.03
17	17	Y	7160-0178 GJ 7 INCH CENTER UPPER POLE ASSEMBLY Warehouse: LAFE Vin #:	71.8700	1,221.79

Print Date	02/09/23
Print Time	06:41:11 PM
Page No.	1

Printed By: Maria Rivera

Continued on Next Page

Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	466505-D
Customer No.	MISSION PD

Bill To

MISSION POLICE DEPARTMENT
 O.I.C. ANZALDUAS POE
 1200 E 8TH STREET
 MISSION, TX 78572
 US

Ship To

MISSION POLICE DEPARTMENT
 O.I.C. ANZALDUAS POE
 1200 E 8TH STREET
 MISSION, TX 78572
 US

Contact: REYNALDO PEREZ
Telephone: 956-584-5177

E-mail: rperez@missionpolice.org

Contact: VICTOR SOLIS
Telephone: 956-584-5000 #5256

E-mail: vsolis0079@missionpolice.org

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
02/09/23	GROUND SHIPMENT	QUOTED FREIGHT		NET 30	
Entered By		Salesperson	Ordered By	Resale Number	
Maria Rivera		Maria Rivera - La Feria			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
17	17	Y	7160-0840-02 GJ Dell 12" DUAL RF Tablet vehicle docking station Warehouse: LAFE Vin #:	637.0700	10,830.19
17	17	Y	7300-0469 GAMBER LIND 90W POWER ADPT DELL 12" TAB DOCK Warehouse: LAFE Vin #:	198.5700	3,375.69
17	17	N	INSTALL DSS INSTALLATION OF EQUIPMENT Warehouse: LAFE Vin #:	600.0000	10,200.00

Approved By: _____

Approve All Items & Quantities

Quote Good for 30 Days

Print Date	02/09/23
Print Time	06:41:11 PM
Page No.	2

Subtotal	45,932.13
Freight	1,500.00
Order Total	47,432.13

Printed By: Maria Rivera



Vendor Contract Information Summary

Vendor Name	Dana Safety Supply
Contact	Darrin Hope
Phone Number	8133484866
Email	dhope@danasafetysupply.com
Website	www.danasafetysupply.com
Federal ID	27-1557226
Accepts RFQs	Yes
Address Line 1	6525 Goforth St.
Vendor City	Houston
Vendor Zip	77021
Vendor State	TX
Vendor Country	USA
Delivery Days	30
Freight Terms	FOB Destination
Payment Terms	Net 30 days
Shipping Terms	Common Carrier
Ship Via	Common Carrier
Is Designated Dealer	No
EDGAR Forms Received	Yes
Service-Disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
Is National	Yes
No Excluded Foreign Terrorist Orgs	Yes
No Israel Boycott Certificate	Yes
Is MWBE	No
Regions Served	All Texas Regions
States Served	All States
Contract Name	Public Safety and Firehouse Supplies and Equipment
Contract #	603-20
Effective Date	04/01/2020
Expiration Date	03/31/2023
Quote Reference Number	BBTX2019
Return Policy	We honor all the manufacturers warranties. Any Dana Safety Supply/Fleet Safety office can handle any warranty issues.
Additional Dealers	Dana Safety Supply, Saginaw TX; Fleet Safety, La Feria, TX



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023

PRESENTED BY: Anna Carrillo, City Secretary

AGENDA ITEM: Approval of Resolution # _____ of the City Council of the City of Mission, Texas supporting Legislation relating to the provision of Solid Waste Disposal Services by Hidalgo County - Carrillo

NATURE OF REQUEST:

Access to safe and reliable sanitation services is critical to public health and safety which is a serious growing public safety concern. Proposed legislation would allow Hidalgo County to:

1. Create a mandatory sanitation program in the unincorporated areas of the County.
2. Create a mandatory sanitation program in the unserved extraterritorial jurisdictions of municipalities located within the County.
3. Collect sanitation fees via utility billing
4. Collect sanitation fees via the annual statement of tax-assessor collector
5. Collect reasonable penalties that may not exceed 10% of the service fee

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION # ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS SUPPORTING LEGISLATION
RELATING TO THE PROVISION OF SOLID WASTE DISPOSAL SERVICES BY HIDALGO COUNTY

Whereas, access to safe and reliable sanitation services is critical to public health and safety; and

Whereas, the provision of sanitation services in rural, unincorporated and extraterritorial jurisdictions of Hidalgo County municipalities is a serious and growing public safety concern; and

Whereas, the current sanitation model available to Hidalgo County is ineffective in efficiently and effectively providing sanitation services to individuals residing outside of incorporated municipalities; and

Whereas, the current Hidalgo County sanitation model costs are expected to grow as development continues; and

Whereas, proposed legislation would allow Hidalgo County to:

1. Create a mandatory sanitation program in the unincorporated areas of the County.
2. Create a mandatory sanitation program in the unserved extraterritorial jurisdictions of municipalities located within the County.
3. Collect sanitation fees via utility billing
4. Collect sanitation fees via the annual statement of tax-assessor collector
5. Collect reasonable penalties that may not exceed 10% of the service fee

Now therefore, be it resolved that the City of Mission supports legislation relating to the provision of solid waste disposal services by Hidalgo County and urges the Texas Legislature to pass this bill into law and for the Governor of Texas to sign it into law.

Approved on this the 13th day of March, 2023.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Final Plat Approval: Tanglewood at Bentsen Palm Phase IV, Being a Resubdivision of 13.326 acres located in the south end of porciones 48, 49, 50, 51, and 52, out of Lot 14, Del Monte Irrigation & Construction Co., PUD, Developer: Mike Rhodes, Engineer: Melden & Hunt, Inc.- De Luna

NATURE OF REQUEST:

On October 25, 2021 the Mission City Council held a Public Hearing to consider the Preliminary Plat Approval for Tanglewood at Bentsen Palm Phase IV. The subject site is located approximately 450 feet north of Schuerbach Road and Military Parkway, east of Tanglewood Ph III with a continuation of Oriole Drive. There was no public opposition during the P&Z Meeting. The Board unanimously recommended approval

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Staff recommends approval subject to: 1) Payment of Capital Sewer Recovery Fees; 2) Provide Water District Exclusion; and 3) Comply with all other format findings.

Departmental Approval: Fire Marshal, Public Works Director, City Engineer

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Enter Recommendation

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ITEM # 5.0**PRELIMINARY & FINAL
PLAT APPROVAL:**

Tanglewood at Bentsen Palm Phase IV
Being Resubdivision of 13.326 acres
located in the south end of Porciones 48, 49, 50,
51, and 52, out of Lot 14, Del Monte Irrigation
& Construction Co.
PUD
Developer: Mike Rhodes
Engineer: Melden & Hunt, Inc.

REVIEW DATA**PLAT DATA**

The proposed subdivision located approx. 450 feet north of Schuerbach Road and Military Parkway, east of Tanglewood Ph III with a continuation of Oriole Dr. – see vicinity map. The developer is proposing (60) Sixty Single Family Residential lots – see plat for actual dimension, square footages, and land uses.

WATER

The developer shall connect to an existing 8” water line located along the north side of Oriole Dr. within Tanglewood Phase III and looped to an existing 8” water line along the west side of Schuerbach Road to provide water service to each lot. There are 2 existing fire hydrants and 1 proposed via direction of the Fire Marshal’s office. – see utility plan

SEWER

The developer is proposing an internal 8” sewer line system to provide sewer service to all the lots as it ties into an existing 8” sanitary sewer line along the south side of Kestrel Dr. The Capital Sewer Recovery Fee is required at \$200.00/Lot which equates to \$12,000.00 (\$200.00 x 60Lots).

STREETS & STORM DRAINAGE

The proposed internal street is a 32’ back-to-back within a 50’ Right of Way. Access will be from Oriole Dr. and/or Schuerbach Road. The proposed drainage system shall consist of 6 Inlets within the streets to collect surface runoff from the lots and streets. Storm Pipes ranges from 24” to 36” and will discharge into an existing Hidalgo County Drainage Irrigation District No. 18 Drain Ditch. Then to discharge into the Mission Pilot Channel of the Hidalgo County Drainage District #1. The City Engineer has reviewed and approved the drainage report.

OTHER COMMENTS

Water District Exclusion

No Park Fees – Mike Rhodes dedication of park land still stratifies the park Dedication Ord.

Must comply with all other format findings

Installation of street lighting as per City Standards

RECOMMENDATION

Staff recommends approval subject to:

1. Payment of Capital Sewer Recovery Fees
2. Provide Water District Exclusion
3. Comply with all other format findings

MUNICIPAL PARK

RIO GRANDE STATE VETERA

LOT 1

Item 23.

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



SITE LOCATION

IDEA PUBLIC SCHOOL

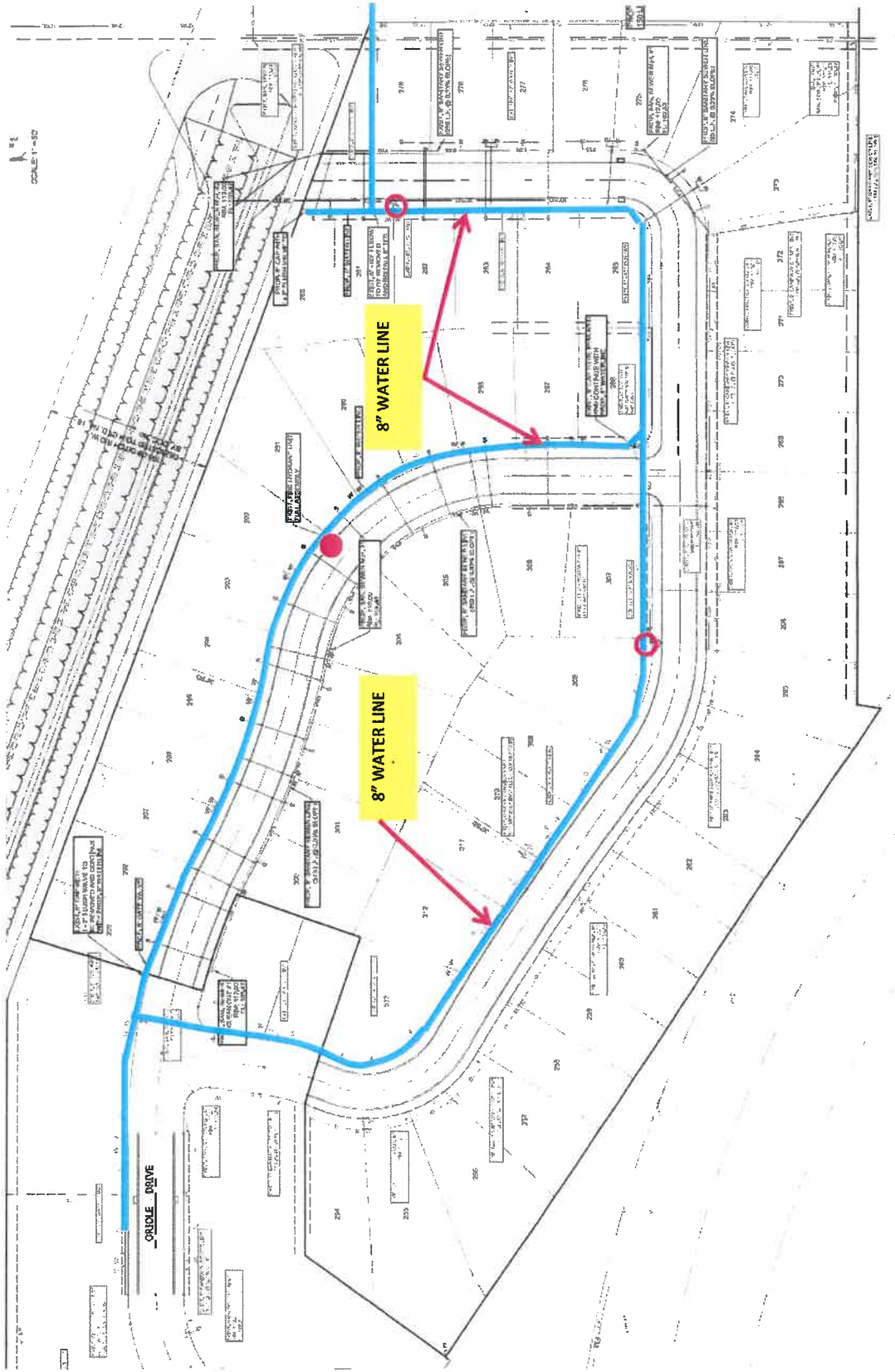
SCHUERBACH RD.

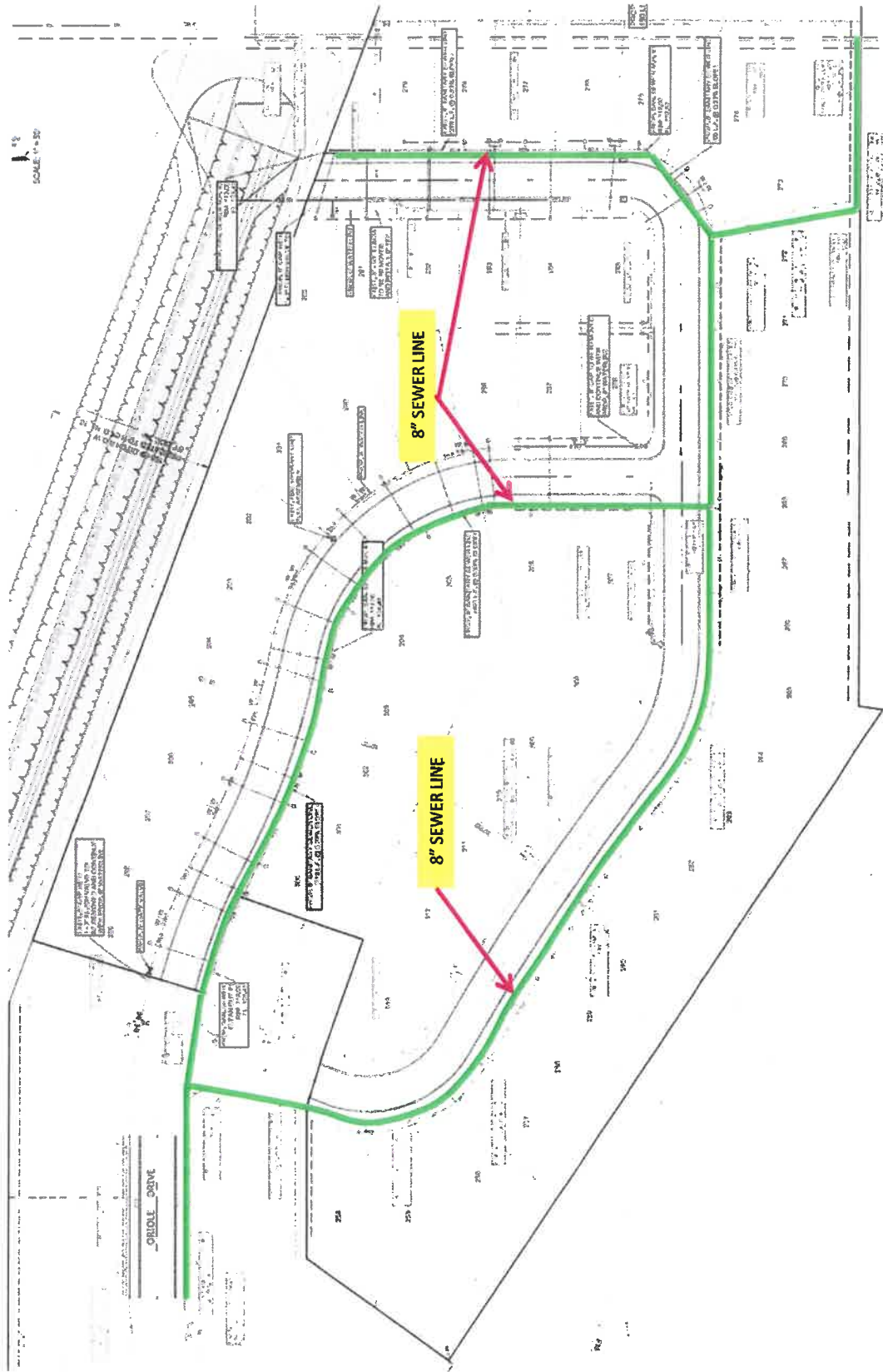
13

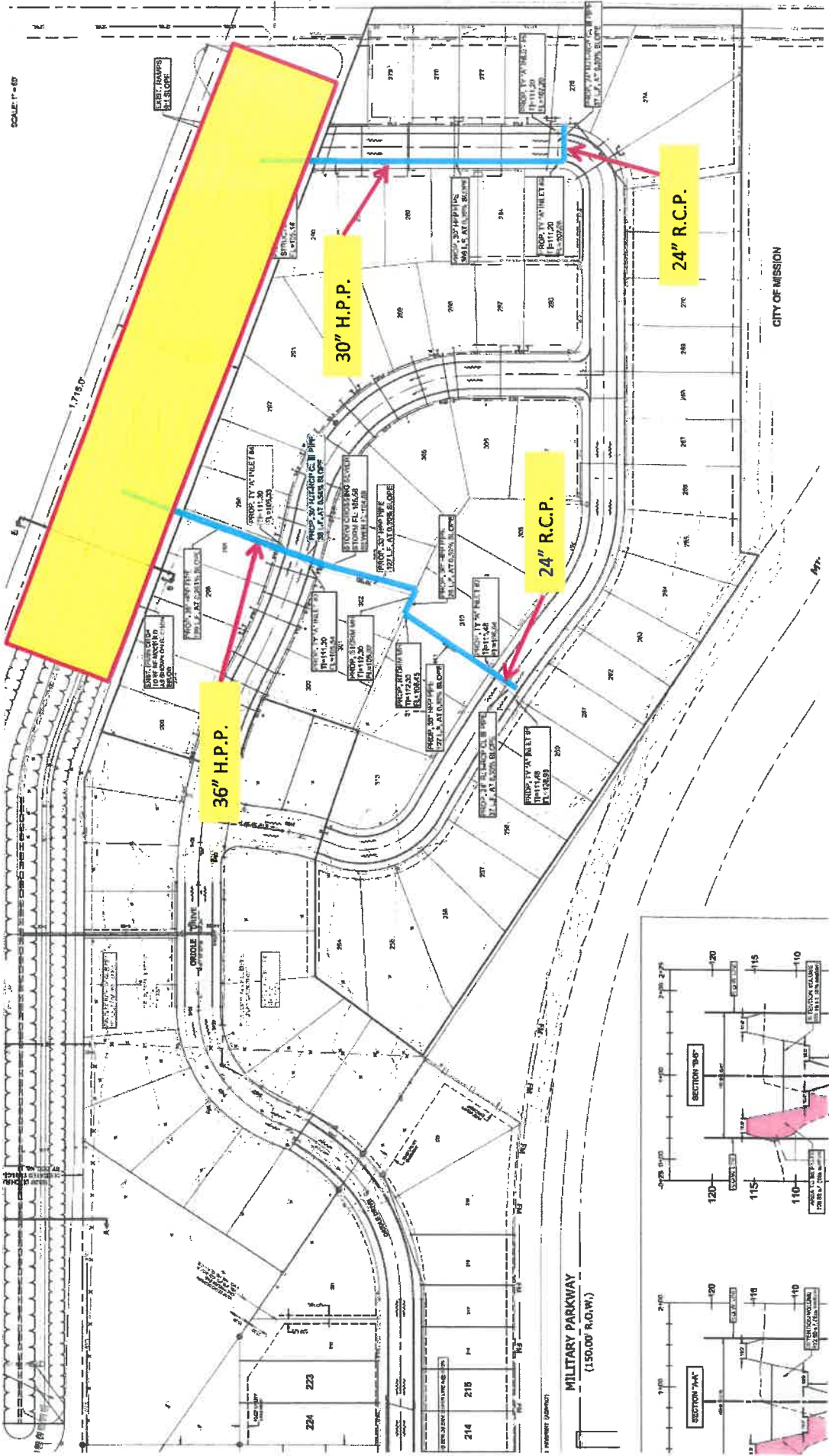
14

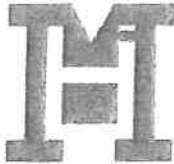
31











TBPELS Firm # F-1435
TBPELS # 10096900

MELDEN & HUNT INC.

CONSULTANTS • ENGINEERS • SURVEYORS

FRED L. KURTH • ALLAN F. BOOE • KELLEY A. HELLER-VELA • ROBERTO N. TAMEZ • MARIO A. REYNA • RUBEN JAMES DE JESUS

Drainage Statement Tanglewood At Bentsen Palm Phase IV Project #21050 Date: April 22, 2021; Revised: July 12, 2021

Tanglewood At Bentsen Palm Phase IV A tract of land containing 13.326 acres situated in the City of Mission, Hidalgo County, Texas, being a part or portion out of lot 14, Del Monte Irrigation Company Subdivision, which said 13.326 acres is out of a certain 2,556.824-acre tract of land out of the south end of Porciones 48, 49, 50, 51 and 52, Hidalgo County, Texas, conveyed to Bentsen Palm, Ltd., by virtue of warranty deed recorded under document number 715282, Hidalgo County Official Records. This subdivision lies in Zone "B", which is designated as areas between limits of the 100-year flood and 500-year flood; or certain areas subject to 100-year flooding with average depths less than one (1) foot or where the contributing drainage area is less than one square mile; or areas protected by levees from the base flood (medium shading). The property is located approximately 3,200 feet East of the intersection of Bentsen Palm Drive & Military Parkway. The property is currently open with a proposed use of 18 residential lots in the to City of Mission, Texas.

The soils in this area (7) Cameron silty clay, (55) Reynosa silty clay loam and (65) Runn silty clay, saline, which are in Hydrologic Group "C". These soils are moderately pervious and have a relatively low plasticity index. (See excerpts from "Soil Survey of Hidalgo County, Texas").

Existing runoff is in a northeasterly direction, with a runoff of 9.24 c.f.s. during the 10-year storm frequency as per the attached calculations. Proposed runoff after development is 40.78 c.f.s., during the 50-year storm frequency, per the attached calculation, which is an increase of 31.54 c.f.s.

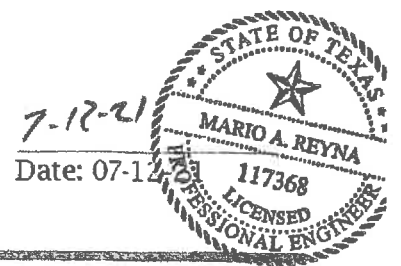
The proposed drainage for this subdivision shall consist of surface runoff from the lots into the proposed streets and collected by type "A" inlets located at key points within the subdivision. The pipe size diameters shall range from 24" to 36". The proposed storm system shall discharge into an existing H.C.I.D. No. 18 drain ditch, which was widened by phase III to accommodate future phases. The section of the H.C.I.D. No. 18 drain ditch, as included in Drainage Basins 38 and 43, discharges thru a 5'x5' box culvert under the Mission Main Canal, and has an ultimate outfall into the Mission Pilot Channel of the H.C.D.D. No. 1 System.

In accordance with the City of Mission drainage policy, the peak rate of runoff in this subdivision will not be increased during the 50-year rainfall event due to the building of this subdivision. Therefore, as per attached calculations, the required 116,576 cubic feet of detention was provided within the expansion of the H.C.I.D. 18 drainage ditch during phase III. the ditch was expanded to its full capacity and an additional 287,829 CF of detention was provided. The excess detention (273,798 CF) provided during phase III shall be credited to this Tanglewood Phase IV.

<input type="checkbox"/> REJECTED
<input checked="" type="checkbox"/> APPROVED FOR SUBMITTAL
<input type="checkbox"/> TO H.C. PLANNING DEPT.
<input checked="" type="checkbox"/> TO CITY
<input checked="" type="checkbox"/> DISCHARGE PERMIT REQUIRED
<input type="checkbox"/> DISTRICT FACILITY
<input type="checkbox"/> CITY FACILITY
<input checked="" type="checkbox"/> OTHER
HCID#18
Hector Garcia
H.C.D.D. NO. 1
7/26/21
DATE



Mario A. Reyna
Mario A. Reyna, P.E. #117368
Vice-President



• OFF: (956) 381-0981 • FAX: (956) 381-1839 • www.meldenandhunt.com



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Request by Robert L. Calvillo to have City Council Authorize City Manager to Issue Building Permits for Speedy Trails Subdivision (un-recorded) prior to Plat's Recordation, Being a 20.30 acres tract of land out of Lot 28-5, West Addition to Sharyland – De Luna

NATURE OF REQUEST:

Staff received an email from Affordable Housing Executive Director - Robert (Bobby) Calvillo stating that the U.S Treasury CDFI Department had some funds that they could access that would provide some good subsidy funding for future low-income homebuyers in the Speedy Trails Subdivision. They could assist up to 25 families with each up to \$20,000. These funds are easy to access, easy to utilize and are available now. The challenge is, the funds have to be fully expended by September 30th.

The request before the City Council is to allow the City Manager to issue building permits prior to the subdivision being recorded in order to reserve the funding from the Treasury. On November 22, 2021, the City Council approved the Preliminary Plat for Speedy Trails Subdivision, which is under construction. The development's utility extensions are underway but not yet complete.

The City of Mission has worked well with such residential developers and have done this successfully several times, example: Rhode Enterprises, and Hunt Valley Development.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

No objection subject to no occupancy prior to plat being recorded and approved utilities.

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Susie De Luna

From: Robert (Bobby) Calvillo <rcalvillo@ahsti.org>
Sent: Friday, February 3, 2023 9:37 AM
To: Randy Perez; Susie De Luna
Subject: Speedy Trails
Attachments: Hold Harmless Agreement - Building Permit.pdf

Good morning Mr. Perez and Ms. De Luna –

Just a quick update and a request.

Mr. Perez, we MAY have found funds we could utilize to replace the CDBG funding that we were hoping for. The U.S. Treasury CDFI department has some funds that we could access that would provide some good subsidy funding for future low income homebuyers in Speedy. We could perhaps assist up to 25 families with each up to \$20,000. The funds are easy to access, easy to utilize and are available now. The challenge is, the funds have to be fully expended by September 30th.

We have had some issues with Magic Valley removing three telephone poles but hopefully that will get taken care of next week and our contractor can finish his paving and wrap up the work.

We still need to set up inspections and finalize the development with the City before we can record the plat.

With that said, what is the possibility of securing building permits for these assisted units prior to recording of the plat so that we can reserve the funding from the Treasury?

I know it's a tricky situation but I just hate to let \$500k go to another area of the country or get returned to the Treasury when the funds are desperately needed here. I've attached a copy of the hold harmless agreement we've executed with the City of McAllen (and other communities) to do this.

Let me know if you'd like more information or if you'd prefer to discuss in person.

Also, Teclo and I are scheduled to meet next week to see if the EDC can provide any home buyer assistance funding as well.



ROBERT "BOBBY" CALVILLO
 Executive Director

1420 Erie Ave.
 McAllen, TX 78501

Ph: 956.687.6263
 Direct: 956.322.3359

NMLS # 346848  **MCALLEN SUBDIVISION NOW AVAILABLE
 WESLACO & MISSION COMING SOON!**

www.ahsti.org



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023
PRESENTED BY: Brad Bentsen, Director Parks and Recreation
AGENDA ITEM: Authorization to award bid for portable restrooms to Ready2Go Restroom Trailer Sales, LLC. - Bentsen

NATURE OF REQUEST:

Staff received four (4) competitive bids and is seeking approval to purchase two (2) portable restrooms from Ready2Go Restroom Trailer Sales, LLC. who was the lowest responsive and responsible bidder meeting all specifications. Portable restroom trailers to be purchased are one (1) ADA, single station trailer with hydraulic lowering device at a cost of \$41,857.00 and one (1) eight (8) station trailer consisting four (4) ladies toilets and two (2) men’s toilets and two (2) urinals at a cost of \$60,125.00 at a combined cost of \$101,982.00.

BUGETED: Yes **FUND:** ARPA **ACCT. #:** 15-411-74950
BUDGET: \$105,000 **EST. COST:** \$150,00.00 **CURRENT BUDGET BALANCE:** \$105,000

BID AMOUNT: \$101,982.00

STAFF RECOMMENDATION:

Approval

Departmental Approval: Purchasing, Finance

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

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

_____ AYES
_____ NAYS
_____ DISSENTING _____

BID NAME/NUMBER: 23-255-02-24 / Portable Restrooms for City Special Events

OPEN DATE: February 24, 2023 2:00 PM CST



Vendor Name:	National Restroom Trailers	Ready2Go Restroom Trailer Sales, LLC.	Met International Trading Company, Inc.	Chaves Brothers Management, LLC.
Street address:	64 Wedgewood Drive	1525 Park Manor Blvd., #300	922 Hill Road	300 SW 8th St. #17
City, State:	West Seneca, NY 14224	Pittsburgh, PA 15205	Houston, TX 77037	Boca Raton, FL 33432
Phone:	(877) 727-3621	(412) 498-2632	(214) 893-9011	(973) 224-9955
Fax:	(716) 276-0640			
Contact:	Tracey McCormick	Lee Currie	Leaveil A. Skinner	Tyler Chaves
Email:	tracey@nrtsales.com	currie@ready2gorestroomtrailers.com	leaveil@metcompany.net	sales@govprocurement.net

DESCRIPTION:	UOM	Qty.	Unit Price	Ext.	Unit Price	Ext.	Unit Price	Ext.	Unit Price	Ext.
Base Bid										
1 ADA single station with hydraulic lowering device	EA	1	\$43,900.000	\$43,900.00	\$41,857.0000	\$41,857.00	\$72,894.000	\$72,894.00	\$67,999.000	\$67,999.00
2 8 station – 4 lady's toilets / 2 men's toilets/2 urinals (will consider increase of station numbers as an alternative)	EA	1	\$63,525.000	\$63,525.00	\$60,125.0000	\$60,125.00	\$111,814.000	\$111,814.00	\$101,800.000	\$101,800.00
Total Base Bid (Items 1 & 2)				\$107,425.00		\$101,982.00		\$184,708.00		\$169,799.00
Alternate Bid										
3 11 station – 5 lady's toilets / 2 men's toilets/3 urinals / 1 ADA module	EA	1	\$92,990.000	\$92,990.00	\$100,255.0000	\$100,255.00	\$153,744.000	\$153,744.00	\$147,800.000	\$147,800.00
Total Alternate Bid				\$92,990.00		\$100,255.00		\$153,744.00		\$147,800.00
Addendums			Yes		Yes		No		Yes	
Number of Days to Deliver Portable Restrooms			80 Days		105 Days		60 Days		Est. 150 Days	

BID NAME/NUMBER: 23-255-02-24 / Portable Restrooms for City Special Events

OPEN DATE: February 24, 2023 2:00 PM CST



Vendor Name:	National Restroom Trailers	Ready2Go Restroom Trailer Sales, LLC.	Met International Trading Company, Inc.	Chaves Brothers Management, LLC.
Street address:	64 Wedgewood Drive	1525 Park Manor Blvd., #300	922 Hill Road	300 SW 8th St. #17
City, State:	West Seneca, NY 14224	Pittsburgh, PA 15205	Houston, TX 77037	Boca Raton, FL 33432
Phone:	(877) 727-3621	(412) 498-2632	(214) 893-9011	(973) 224-9955
Fax:	(716) 276-0640			
Contact:	Tracey McCormick	Lee Currie	Leavevil A. Skinner	Tyler Chaves
Email:	tracey@nrtsales.com	lcurre@ready2gorestroomtrailer.com	leavevil@metcompany.net	sales@govprocurement.net

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



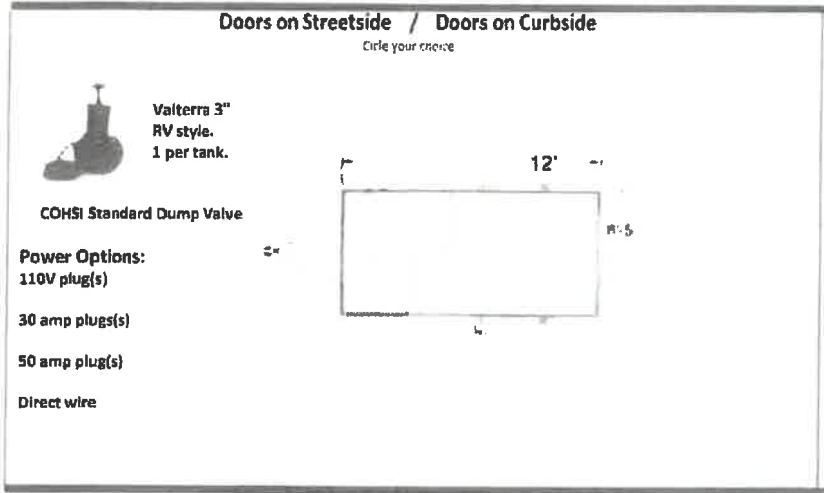
1525 Park Manor Blvd #300
Pittsburgh, PA 15205
Lee Currie

Specialty Trailer Sales

Quote is good for 30 days

Quotation #: LD3875 Prepared Date: 2/14/2023

1 Station 12' Handicap Accessible Lowering Restroom Trailer with 150 gallon waste tank



Standard Features

- All Steel frame and exterior wall framing
- E-Z lube wheel hubs with Electric brakes
- Exterior wall and roof insulation
- Keyed alike primary door locks
- 2 5/16" trailer Receiver
- Timed water saving sink faucets
- 12V LED interior and exterior lighting
- Aluminum steps (where applicable) and handrails
- Aluminum roof and exterior siding
- 16" Steel rim wheels
- Torsion axles (non-lowering trailers)
- Scissor Jack Stabilizers (non-lowering trailers)
- Roto-molded poly waste and fresh water tanks with waste tank sight gauge
- Vinyl sheet flooring
- 13,500 BTU AC

Layout is for reference only, and may not reflect the final product

Interior Color

Interior White Trim is Standard

Exterior Color

Price Summary and Terms

No specific certifications, stamps or seals are provided or implied with this trailer...
Such items may be made available from a third party, at an additional cost (must request prior to build)

R2G Standard Terms:

Competitive Exception: R2G Terms:

Trailer Base Price: \$26,757.00
Trailer Qty: 1
Total Base Selling price: \$26,757.00
Optional Items (page 2) \$11,175.00

\$37,932.00

Delivery	Miles:	1,570
	Rate:	\$2.50/mile
	Total:	\$3,925.00

\$
\$
NET Terms - Due NET 30 Upon Completion \$41,857.00

Notes
3" dump valves * waste tank sight gauge

Includes 24/7 technical assistance; cell phone number of Mark Rosen (President, Ready2Go Restroom Trailers) provided to every customer for use whenever a technical issue arises.

R2G Trailer name: City of Mission

Delivery Info
Street Address:
City, State, Zip:
Contact name / number:
Special Instructions:

Signature: _____

Date: _____

Print Name:



Quotation #: LD3875

OPTIONAL ITEMS

Qty			\$/ea.	Total \$		
12	Interior upgrade to Smooth White, Grey or Taupe FRP Panels with White Chair Rail (per Trailer foot)		\$40	\$480		
	Interior upgrade to Stainless Steel Subway Tile or ShipLay Accent Wall behind sink(s) - (per square foot)			\$0		
	Upgrade to High Privacy Metal Partitions from Standard Partitions - Increased Height w/ Privacy Door (per Stall)		\$60	\$0		
	Upgrade to Non Stock Partition Color (Stock Partition: Latte, Slate, Charcoal)		\$250	\$0		
	Upgrade to Panel Doors from Standard Partitions (per Door)		\$300	\$0		
	Generator Mount on Tongue of Trailer with Vinyl Cover		\$500	\$0		
	Remote Monitoring Application - includes Deep Cycle Battery		\$1,200	\$0		
	Single Solar Panel (includes Deep Cycle Battery)		\$850	\$0		
	Deep Cycle Battery			\$0		
1	Lowering Trailer with Fold up Ramp and Railing - (Wheelchair Access - Grinder Pump Toilet required)		\$8,500	\$8,500		
	Lowering Handicap Accessible Module with Fold up Ramp and Railing - Hydraulic Lowering - Wheelchair access - Grinder Pump Toilet required		\$10,500	\$0		
	Outreach Lift System - Handicap lift ramp, with additional steps attendant is required		\$7,500	\$0		
	Core Rubber Floor (per Trailer foot)		\$0	Standard Residential Toilet (upgrade)	\$250	\$0
	Aluminum Wheels (styles may vary)		\$0	Additional Urinals	\$450	\$0
	Powered Vent / Skylight with Vent Cover		\$0	Upgrade from Single Pedestal Sink to Single Cabinet Vanity	\$400	\$0
	Diamond Plate Rock Guard		\$0	Upgrade from Single Pedestal Sink to Double Skirted Sink (existing layout permitting)		\$0
	Spare Tire (mounted)		\$0	Single Framed Mirror	\$190	\$0
	Vacant / Occupied LED Indicator (operated by timer)		\$0	Double Framed Mirror	\$280	\$0
	Water tank / pump, 105 gallons		\$0	Fold Down Seat (15")	\$300	\$0
1	Water tank / pump, 149 gallons	\$900		Fold Down Seat (18")	\$350	\$0
	Water tank / pump, 225 gallons (215 gallons usable)	\$0		Misc Amp w/ 2 Speakers (Bluetooth & USB Card)	\$550	\$0
	Water tank / pump, 300 gallons (275 gallons usable)	\$0		Additional Speaker	\$150	\$0
	Water tank / pump, 400 gallons (275 gallons usable)	\$0		1 Battery Charging Station (vertical or horizontal)	\$400	\$400
	Hot Water Heater (Utility - Handwash)	\$0		12" x 4" Stainless Steel Shelf	\$65	\$0
	Replace LPG Tankless w/ Electric (includes Power Requirement)	\$0		Qty Accessories - not installed at factory	\$/ea.	Total \$
	Fiberglass Subfloor (per Trailer foot - included w/ Shower Trailers)	\$0		Double Roll Toilet Paper Dispenser	\$40	\$0
1	Wall Heater	\$245		Stainless Steel C-Fold Towel Dispenser	\$175	\$0
	Cold Weather Package (per Trailer foot)	\$0		Enmotion Hands Free Towel Dispenser	\$250	\$0
	Dual 40# Propane Tanks mounted on Tongue	\$0		Stainless Steel Garbage Can	\$350	\$0
	Dual 100# Propane Tanks mounted on Tongue	\$0		Foaming or Liquid Soap Dispenser	\$50	\$0
	Outlets - GFI protected	\$0		Stainless Steel Sanitary Napkin Disposal	\$70	\$0
1	Floor drains	\$50				
12	Wash down package	\$600				

OPTIONS PRICE
\$11,175.00



1525 Park Manor Blvd #300
Pittsburgh, PA 15205
Lee Currie

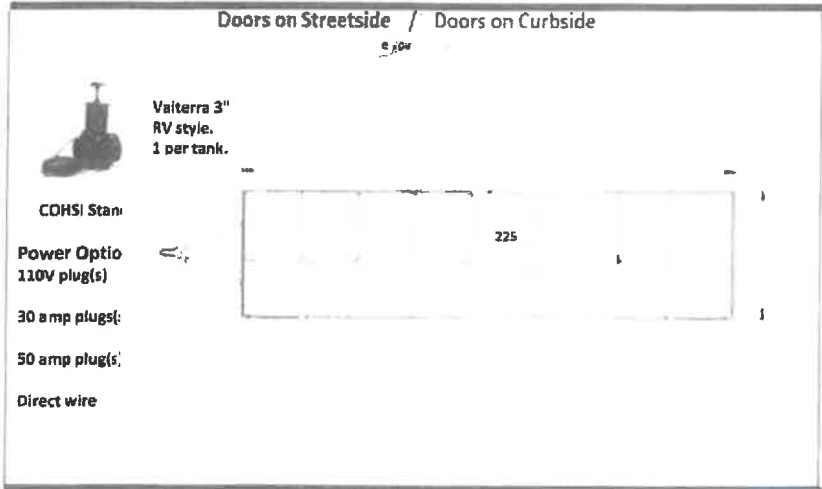
Specialty Trailer Sales

Quote is good for 30 days

Quotation #: LD3873

Prepared Date: 2/14/2023

8 Station 22' Restroom Trailer with 750 gallon waste tank



Layout is for reference only and may not reflect the final product

Standard Features

- All Steel frame and exterior wall framing
- E-Z lube wheel hubs with Electric brakes
- Exterior wall and roof insulation
- Keyed alike primary door locks
- 2 5/16" trailer Receiver
- Timed water saving sink faucets
- 12V LED interior and exterior lighting
- Aluminum steps (where applicable) and handrails
- Aluminum roof and exterior siding
- 16" Steel rim wheels
- Torsion axles (non-lowering trailers)
- Scissor Jack Stabilizers (non lowering trailers)
- Roto molded poly waste and fresh water tanks with waste tank sight gauge
- Vinyl sheet flooring
- 13,500 BTU AC

Interior Color

Interior White Trim is Standard

Exterior Color

Price Summary and Terms

No specific certifications, stamps or seals are provided or implied with this trailer ...
Such items may be made available from a third party, at an additional cost (must request prior to build)

R2G Standard Terms:

Competitive Exception: R2G Terms:

Trailer Base Price: \$52,580.00
Trailer Qty: 1
Total Base Selling price: \$52,580.00
Optional Items (page 2): \$3,620.00

Subtotal **\$56,200.00**

Delivery Miles: 1,570
Rate: \$2.50/mile
Total: \$3,925.00

\$
\$
NET Terms - Due NET 30 Upon Completion \$60,125.00

Notes

3" dump valves * waste tank sight gauge * Bull dog leveling jacks each corner * 10000# tongue jack

Includes 24/7 technical assistance; cell phone number of Mark Rosen (President, Ready2Go Restroom Trailers) provided to every customer for use whenever a technical issue arises.

R2G Trailer name:

City of Mission

Delivery Info

Street Address:

City, State, Zip:

Contact name / number:

Special Instructions:

Signature: _____

Date: _____

Print Name: _____



Quotation #: LD3873

OPTIONAL ITEMS

Qty		\$/ea	Total \$
22	Aluminum upgrade to Smokey Marble, Grey or Taupe FRP Panels with White Chair Rail (per Trailer foot)	\$40	\$880
	Interior upgrade to Stainless Steel Subway, Tile or Shiplap, Accent Wall behind sink(s) - (per square foot)		\$0
	Upgrade to High Privacy Metal Partitions from Standard Partitions - Increased Height w/ Privacy Door (per Stall)	\$60	\$0
	Upgrade to Non Stock Partition Color (Stock Partition: Latte, Slate, Charcoal)	\$250	\$0
	Upgrade to Panel Doors from Standard Partitions (per Door)	\$300	\$0
	Generator Mount on Tongue of Trailer with Vinyl Cover	\$500	\$0
	Remote Monitoring Application - includes Deep Cycle Battery		\$0
	Single Solar Panel (includes Deep Cycle Battery)		\$0
	Deep Cycle Battery	\$250	\$0
	Lowering Trailer with Fold up Ramp and Railing - (Wheelchair access, Grinder Pump Toilet required)		\$0
	Lowering Handicap Accessible Module with Fold up Ramp and Railing - (Hydraulic Lowering (Wheelchair access, Grinder Pump Toilet required))		\$0
	Outreach Lift System - Handicap lift ramp, with additional steps, attendant is required	\$7,500	\$0
	Coir Rubber Floor (per Trailer foot)	\$0	\$0
	Aluminum Wheels (styles may vary)	\$0	\$0
	Powered Vent / Skylight with Vent Cover	\$0	\$0
	Diamond Plate Rock Guard	\$0	\$0
	Spare Tire (mounted)	\$0	\$0
	Vacant / Occupied LED Indicator (operated by timer)	\$0	\$0
	Water tank / pump, 105 gallons	\$0	\$0
	Water tank / pump, 140 gallons	\$0	\$0
1	Water tank / pump, 225 gallons (215 gallons usable)	\$1,050	\$0
	Water tank / pump, 300 gallons (275 gallons usable)	\$0	\$0
	Water tank / pump, 400 gallons (275 gallons usable)	\$0	\$0
	Hot Water Heater (Utility - Handwash)	\$0	\$0
	Replace LPG Tankless w/ Electric (increases Power Requirement)	\$0	\$0
	Fiberglass Subfloor - per Trailer foot (included w/ Shower Trailers)	\$0	\$0
2	Wall Heater	\$490	\$0
	Cold Weather Package (per Trailer foot)	\$0	\$0
	Dual 40# Propane Tanks mounted on Tongue	\$0	\$0
	Dual 100# Propane Tanks mounted on Tongue	\$0	\$0
	Outlets - GFI protected	\$0	\$0
2	Floor drains	\$100	\$0
22	Wash down package	\$1,100	\$0
	Standard Residential Toilet (upgrade)	\$250	\$0
	Additional Urinals		\$0
	Upgrade from Single Pedestal Sink to Single Cabinet Vanity	\$400	\$0
	Upgrade from Single Pedestal Sink to Double Skirted Sink (existing layout permitting)		\$0
	Single Framed Mirror		\$0
	Double Framed Mirror		\$0
	Fold Down Seat (15")		\$0
	Fold Down Seat (18")	\$350	\$0
	Music Amp w/ 2 Speakers (Bluetooth & USB Card)	\$550	\$0
	Additional Speaker	\$150	\$0
	Baby Changing Station (vertical or horizontal)		\$0
	12" x 4" Stainless Steel Shelf		\$0
	Qty Accessories - not installed at factory	\$/ea	Total \$
	Double Roll Toilet Paper Dispenser	\$40	\$0
	Stainless Steel C-Fold Towel Dispenser	\$175	\$0
	Enmotion Hands Free Towel Dispenser	\$250	\$0
	Stainless Steel Garbage Can		\$0
	Foaming or Liquid Soap Dispenser	\$50	\$0
	Stainless Steel Sanitary Napkin Disposal	\$70	\$0

OPTIONS PRICE
\$3,820.00



CITY OF MISSION, TEXAS FINANCIAL SUMMARY REPORT as of December 31, 2022

Departments Funds	REVENUES			EXPENSES				
	Amended Budget	Actual Amount	YTD % Received	Amended Budget	Actual Amount	Encumb.	Actual w/Encumb.	YTD % Used
10-Legislative	-	-	0.00%	35,588	204	979	1,183	17.66%
11-Executive	-	-	0.00%	998,873	525,773	406	526,179	66.48%
12-Finance	446,000	1,301	1.64%	946,573	100,244	9,577	109,821	23.34%
13-Municipal Court	810,500	66,514	24.73%	741,491	54,006	1,980	55,986	20.50%
14-Planning	1,480,000	244,235	34.17% ¹	1,319,691	82,733	42,155	124,888	20.99%
15-Facilities Maint.	-	-	0.00%	1,210,369	79,790	73,375	153,165	23.04%
16-Fleet Maint.	-	-	0.00%	1,166,176	73,829	129,195	203,025	31.33% ¹
17-Organizational	46,388,000	12,282,976	30.89% ²	2,570,736	227,617	124,048	351,666	24.94%
18-Purchasing	-	-	0.00%	336,404	36,445	-	36,445	23.47%
19-City Secretary	213,200	11,691	14.97%	431,782	28,117	11,331	39,448	26.93%
22-Risk	25,000	9,187	62.79% ³	696,559	14,261	5,916	20,177	7.89%
24-Civil Service	-	-	0.00%	198,300	10,722	1,434	12,156	15.77%
25-Human Resources	-	-	0.00%	360,220	28,849	16	28,865	22.44%
26-Information Tech.	-	-	0.00%	1,138,944	46,885	59,274	106,159	26.73%
27-Media Relations	-	-	0.00%	324,098	25,847	409	26,256	22.53%
28-Legal	-	-	0.00%	561,239	41,278	855	42,133	18.33%
30-Police	1,417,518	3,757	0.82%	20,487,381	1,748,784	114,671	1,863,456	22.37%
31-Fire	45,000	20,790	194.78% ⁴	9,618,720	873,655	4,351,983	5,225,637	67.34% ²
32-Fire Prevention	-	-	0.00%	818,123	74,118	260	74,377	23.79%
40-Streets	-	-	0.00%	4,736,925	348,078	362,739	710,817	27.25%
43-Health Regulation & Inspection	89,500	6,386	14.44%	362,945	(14,575)	1,569	(13,006)	15.27%
44-Animal Welfare	-	-	0.00%	520,540	70,222	10,950	81,171	20.32%
51-Mission Historical Museum	-	-	0.00%	366,119	29,109	500	29,609	21.84%
60-Parks & Rec Administration	-	-	0.00%	271,590	22,172	420	22,592	21.91%
61-Parks	25,000	385	19.78%	2,934,585	194,716	84,067	278,783	20.25%
63-Recreation	46,500	1,735	16.08%	408,164	19,082	2,131	21,213	11.63%
64-Library	65,500	2,666	12.24%	1,489,140	107,085	55,422	162,507	23.36%
65-Bannworth Pool	45,000	2,585	5.74%	283,646	14,443	6,627	21,070	15.46%
67-Mayberry Pool	30,000	2,923	13.60%	339,212	17,721	5,381	23,102	13.74%
98-Transfers Out	2,783,707	-	0.00%	3,305,658	-	-	-	0.00%
GENERAL FUND	53,910,425	12,657,129	28.25%	58,979,791	4,881,207	5,457,670	10,338,877	29.46%
SPECIAL REVENUE FUNDS	35,723,355	279,743	2.54%	38,091,174	2,193,048	9,302,067	11,495,115	33.63%
CAPITAL PROJECTS FUNDS	8,069,332	41,611	4.47%	8,069,332	739,565	30,277,634	31,017,199	389.53%
DEBT SERVICE FUNDS	7,036,000	1,751,152	29.18%	6,162,067	-	-	-	0.01%
UTILITY FUND	25,970,339	2,054,218	16.52%	25,860,006	1,811,578	2,767,324	4,578,902	23.81%
GOLF COURSE FUND	975,000	105,732	28.92%	1,598,144	84,272	46,093	130,364	16.31%
SOLID WASTE FUND	12,118,871	683,308	12.40%	12,549,631	522,321	4,366,180	4,888,501	43.68%
EVENT CENTER FUND	860,100	79,092	11.61%	877,333	49,863	52,504	102,366	21.02%
INTERNAL SERVICE FUND	7,180,583	576,141	21.52%	6,831,277	611,108	205	611,313	14.86%
Grand Total	151,844,005	18,228,126		159,018,755	10,892,961	52,269,676	63,162,637	

Ist Quarter
All Exp < 25%

Unadjusted
FUND BALANCE
12/31/2022

7,482,753
(523,068)
21,578,133
2,576,528
3,387,943
(5,168,159)
5,174,387
(206,496)
362,226
34,564,246

¹ Received permit fees due to increase in development.

² Receive majority of property tax revenues in December & January.

³ Received insurance claims in October for PD Unit repair.

⁴ Received reimbursements for special state deployments.

¹ Encumbrances for fleet maintenance supplies opened for 1st and 2nd quarters.

² Fire Encumbrance for Enforcer Pumper results in increase of budget percentage.

**CITY OF MISSION, TEXAS
GENERAL FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/22**

	General Fund
Beginning Unadjusted Fund Balance	\$ (411,317.76)
Adjustment to Prior Year Fund Balance	118,148.52
Unadjusted Fund Balance	\$ (293,169.24)
Revenues:	
Property Taxes	10,738,506.90
Sales Taxes	1,399,388.60
Other Taxes	133,603.05
Licenses and permits	90,774.56
Intergovernmental Revenues	19,804.84
Charges for Services	189,303.22
Fines and Forfeits	69,180.79
Interest Earned	1,200.69
Miscellaneous	15,366.70
Total Revenues:	12,657,129.35
Transfers In:	-
Total Resources Available:	12,363,960.11
Expenditures:	
Legislative	203.63
Executive	525,772.95
Finance	100,243.61
Municipal Court	54,005.85
Planning	82,732.79
Facilities Maintenance	79,790.00
Fleet Maintenance	73,829.43
Organizational	227,617.04
Purchasing	36,444.63
City Secretary	28,116.81
Risk Management	14,261.40
Civil Service	10,722.06
Human Resources	28,848.66
Information Technology	46,885.26
Media Relations	25,846.74
Legal	41,278.12
Police	1,748,784.32
Fire	873,654.73
Fire Prevention	74,117.58
Streets	348,078.09
Health	(14,575.45)
Animal Welfare	70,221.59
Museum	29,108.94
Parks and Recreation	22,171.62
Parks	194,716.38
Recreation	19,081.91
Library	107,084.83
Banworth Pool	14,442.92
Mayberry Pool	17,720.71
Total Expenditures:	4,881,207.15
Transfers - Out:	-
Total Expenditures:	4,881,207.15
Ending Fund Balance: (unadjusted)	\$ 7,482,752.96

**CITY OF MISSION, TEXAS
GENERAL FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/22**

	General Fund
Assets:	
Cash:	3,612,353.75
Investments:	495,773.52
Prepaid items	130,933.74
Receivables:	
Taxes	(10,361,659.70)
Accounts	1,214,210.19
Less: allowance for uncollectibles	(1,920,860.00)
Accrued interest receivable	(2.73)
Due from other governments	295,490.91
Due from other funds	6,876,166.75
Long-term receivable	7,400.00
Inventory	24,879.13
Total Assets:	374,685.56
 Liabilities and Fund Balance:	
Accounts Payable	417,372.27
Other liabilities	933,645.04
Accrued payroll	(4,204.86)
Due to other funds	2,622,302.72
Deferred Revenue	(11,077,182.57)
Total Liabilities	(7,108,067.40)
 Net Assets:	
Nonspendable	163,212.87
Committed	8,382,617.13
Unassigned	(1,063,077.04)
Total Fund Balance	\$ 7,482,752.96

CITY OF MISSION, TEXAS
SPECIAL REVENUE BONDS
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/22

SPECIAL REVENUE PAGE 1

	Total	CDBG Fund 04	Police State Sharing Fund 10	Police Federal Sharing Fund 11	Municipal Court Tech Fund 14
Beginning Adjusted Fund Balance	\$ 1,508,338.13	\$ (44,870.68)	\$ 77,585.91	\$ 240,960.68	\$ 213,263.68
Adjustment to Prior Year Fund Balance	(118,100.05)	48.47	-	-	-
Adjusted Fund Balance	\$ 1,390,238.08	\$ (44,822.21)	\$ 77,585.91	\$ 240,960.68	\$ 213,263.68
Revenues:					
Intergovernmental Revenues	178,602.47	128,027.96	-	-	-
Charges for Services	10,930.23	-	-	-	4,660.27
Interest Earned	4,517.13	-	196.98	-	-
Special Assessments	85,692.79	-	-	-	-
Total Revenues:	279,742.62	128,027.96	196.98	-	4,660.27
Transfers In:	-	-	-	-	-
Total Resources Available:	1,669,980.70	83,205.75	77,782.89	240,960.68	217,923.95
Expenditures:					
Police	64,169.63	-	-	-	-
Organizational	855,324.53	-	-	-	-
City Secretary	136.46	-	-	-	-
Municipal Court	3,600.01	-	-	-	401.16
Fire	51,029.84	-	-	-	-
Drainage	981,243.06	-	-	-	-
Media	12,594.71	-	-	-	-
Boys & Girls Club	65,557.64	-	-	-	-
Veteran's Cemetery	57,914.71	-	-	-	-
CDBG	101,477.77	101,477.77	-	-	-
Total Expenditures:	2,193,048.36	101,477.77	-	-	401.16
Transfers - Out:	-	-	-	-	-
Ending Adjusted Fund Balance:	\$ (523,067.66)	\$ (18,272.02)	\$ 77,782.89	\$ 240,960.68	\$ 217,522.79
Assets:					
Cash:	4,904,300.76	3,583.80	46,980.74	201,532.28	217,723.37
Investments:	855,177.20	-	31,177.94	39,428.40	-
Receivables:					
Accounts	399,099.06	-	-	-	-
Less: allowance for uncollectibles	(17,525.45)	168.81	-	-	-
Accrued interest receivable	64.29	-	-	-	-
Due from other governments	172,883.92	-	-	-	-
Due from other funds	686,669.30	765.67	-	-	-
Total Assets	7,000,669.08	4,518.28	78,158.68	240,960.68	217,723.37
Liabilities and Fund Balance:					
Accounts Payable	1,257,483.67	4,739.22	-	-	200.58
Other liabilities	24,256.77	5,390.89	375.79	-	-
Due to other funds	962,188.94	12,660.19	-	-	-
Deferred Revenue	5,279,807.36	-	-	-	-
Total Liabilities	7,523,736.74	22,790.30	375.79	-	200.58
Net Assets					
Unreserved net assets (fund balance)	\$ (523,067.66)	\$ (18,272.02)	\$ 77,782.89	\$ 240,960.68	\$ 217,522.79

SPECIAL REVENUE PAGE 2

Designated Purpose (grants) Fund 15	Drainage Assessment Fund 16	Cemetery Trust Fund 17	Records Preservation Fund 20	Speer Memorial Macdonald Fund 22	Hotel/Motel Tax Fund 24	Municipal Court Bldg Security Fund 25
\$ (470,898.39)	\$ 1,535,813.94	\$ 20,252.91	\$ 10,380.02	\$ 27,476.62	\$ 579,526.92	\$ 157,306.07
-	-	-	-	-	-	-
\$ (470,898.39)	\$ 1,535,813.94	\$ 20,252.91	\$ 10,380.02	\$ 27,476.62	\$ 579,526.92	\$ 157,306.07
38,294.51	-	-	-	-	-	-
-	-	-	512.00	-	-	2,884.87
4,320.15	-	-	-	-	-	-
-	85,692.79	-	-	-	-	-
42,614.66	85,692.79	-	512.00	-	-	2,884.87
-	-	-	-	-	-	-
<u>(428,283.73)</u>	<u>1,621,506.73</u>	<u>20,252.91</u>	<u>10,892.02</u>	<u>27,476.62</u>	<u>579,526.92</u>	<u>160,190.94</u>
64,169.63	-	-	-	-	-	-
779,613.71	-	-	-	-	-	-
-	-	-	136.46	-	-	-
-	-	-	-	-	-	-
51,029.84	-	-	-	-	-	-
-	981,243.06	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
894,813.18	981,243.06	-	136.46	-	-	-
-	-	-	-	-	-	-
<u>\$ (1,323,096.91)</u>	<u>\$ 640,263.67</u>	<u>\$ 20,252.91</u>	<u>\$ 10,755.56</u>	<u>\$ 27,476.62</u>	<u>\$ 579,526.92</u>	<u>\$ 160,190.94</u>
2,745,921.36	86,668.86	20,252.91	10,755.56	27,476.62	219,442.55	120,762.54
-	472,738.95	-	-	-	65,487.10	39,428.40
306.99	103,729.68	-	-	-	294,597.27	-
-	(17,694.26)	-	-	-	-	-
-	-	-	-	-	-	-
172,883.92	-	-	-	-	-	-
575,505.93	57.92	-	-	-	-	-
<u>3,494,618.20</u>	<u>645,501.15</u>	<u>20,252.91</u>	<u>10,755.56</u>	<u>27,476.62</u>	<u>579,526.92</u>	<u>160,190.94</u>
57,828.62	1,627.88	-	-	-	-	-
10,753.50	127.94	-	-	-	-	-
9,611.08	3,481.66	-	-	-	-	-
4,739,521.91	-	-	-	-	-	-
<u>4,817,715.11</u>	<u>5,237.48</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>\$ (1,323,096.91)</u>	<u>\$ 640,263.67</u>	<u>\$ 20,252.91</u>	<u>\$ 10,755.56</u>	<u>\$ 27,476.62</u>	<u>\$ 579,526.92</u>	<u>\$ 160,190.94</u>

SPECIAL REVENUE PAGE 3

Speer Library Breyfogle Fund 26	Park Dedication Fund 27	Juevenile Case Manager Fund 28	Capital Asset Replacement Fund 29	PEG Capital Fund Fund 30	Boys & Girls Club Fund 32	Veteran's Cemetery Fund 35	Tax Increment Fund 81
\$ 6,811.75	\$ -	\$ 177,687.97	\$ (707,669.33)	\$ 690,043.40	\$ (1,022,656.25)	\$ 13,768.19 (118,148.52)	\$ 3,554.72
-	-	-	-	-	-	-	-
\$ 6,811.75	\$ -	\$ 177,687.97	\$ (707,669.33)	\$ 690,043.40	\$ (1,022,656.25)	\$ (104,380.33)	\$ 3,554.72
-	-	-	-	-	12,280.00	-	-
-	-	2,873.09	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	2,873.09	-	-	12,280.00	-	-
-	-	-	-	-	-	-	-
<u>6,811.75</u>	<u>-</u>	<u>180,561.06</u>	<u>(707,669.33)</u>	<u>690,043.40</u>	<u>(1,010,376.25)</u>	<u>(104,380.33)</u>	<u>3,554.72</u>
-	-	-	-	-	-	-	-
-	-	-	75,710.82	-	-	-	-
-	-	-	-	-	-	-	-
-	-	3,198.85	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	12,594.71	-	-	-
-	-	-	-	-	65,557.64	-	-
-	-	-	-	-	-	57,914.71	-
-	-	3,198.85	75,710.82	12,594.71	65,557.64	57,914.71	-
-	-	-	-	-	-	-	-
<u>\$ 6,811.75</u>	<u>\$ -</u>	<u>\$ 177,362.21</u>	<u>\$ (783,380.15)</u>	<u>\$ 677,448.69</u>	<u>\$ (1,075,933.89)</u>	<u>\$ (162,295.04)</u>	<u>\$ 3,554.72</u>
6,811.75	540,285.45	185,534.98	-	470,467.99	-	100.00	-
-	-	-	-	206,916.41	-	-	-
-	-	-	-	-	465.12	-	-
-	-	-	-	-	-	-	-
-	-	-	-	64.29	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	110,339.78
<u>6,811.75</u>	<u>540,285.45</u>	<u>185,534.98</u>	<u>-</u>	<u>677,448.69</u>	<u>465.12</u>	<u>100.00</u>	<u>110,339.78</u>
-	-	44.38	357,530.53	-	827,146.08	8,366.38	-
-	-	188.99	-	-	5,264.91	2,154.75	-
-	-	7,939.40	425,849.62	-	243,988.02	151,873.91	106,785.06
-	540,285.45	-	-	-	-	-	-
<u>-</u>	<u>540,285.45</u>	<u>8,172.77</u>	<u>783,380.15</u>	<u>-</u>	<u>1,076,399.01</u>	<u>162,395.04</u>	<u>106,785.06</u>
<u>\$ 6,811.75</u>	<u>\$ -</u>	<u>\$ 177,362.21</u>	<u>\$ (783,380.15)</u>	<u>\$ 677,448.69</u>	<u>\$ (1,075,933.89)</u>	<u>\$ (162,295.04)</u>	<u>\$ 3,554.72</u>

**CITY OF MISSION, TEXAS
CAPITAL PROJECTS FUNDS
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/22**

	Total	Capital Projects Fund 09	2018 CO Fund 75	2021 CO Fund 76
Beginning Unadjusted Fund Balance	\$ 22,250,072.25	\$ (3,338,108.38)	\$ 5,551,869.29	\$ 20,036,311.34
Revenues:				
Interest Earned	60,168.61	-	26,014.50	34,154.11
MRA Reimbursement	7,457.35	7,457.35	-	-
Total Revenues:	<u>67,625.96</u>	<u>7,457.35</u>	<u>26,014.50</u>	<u>34,154.11</u>
Transfers In:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Resources Available:	<u><u>22,317,698.21</u></u>	<u><u>(3,330,651.03)</u></u>	<u><u>5,577,883.79</u></u>	<u><u>20,070,465.45</u></u>
Expenditures:				
Facilities-Police/Fire Substation	575,699.44	575,699.44	-	-
Streets-Taylor Rd Project	40,201.35	40,201.35	-	-
Streets-Inspiration/Military Rd Project	89,529.62	89,529.62	-	-
Facilities-Food Pantry	6,980.00	-	6,980.00	-
Other Projects - Lions Park Project	27,155.00	-	-	27,155.00
Total Expenditures:	<u>739,565.41</u>	<u>705,430.41</u>	<u>6,980.00</u>	<u>27,155.00</u>
Transfers - Out:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Unadjusted Fund Balance:	<u><u>\$ 21,578,132.80</u></u>	<u><u>\$ (4,036,081.44)</u></u>	<u><u>\$ 5,570,903.79</u></u>	<u><u>\$ 20,043,310.45</u></u>
Assets:				
Cash:	11,079,072.97	-	1,514,176.44	9,564,896.53
Investments:	14,547,095.44	-	4,056,727.35	10,490,368.09
Receivables:				
Accrued interest receivable	779.08	-	-	779.08
Due from other governments	466,384.80	466,384.80	-	-
Total Assets	<u><u>26,093,332.29</u></u>	<u><u>466,384.80</u></u>	<u><u>5,570,903.79</u></u>	<u><u>20,056,043.70</u></u>
Liabilities and Fund Balance:				
Retainage Payable	149,209.63	136,476.38	-	12,733.25
Due to other funds	3,034,682.84	3,034,682.84	-	-
Deferred revenue	1,331,307.02	1,331,307.02	-	-
Total Liabilities	<u><u>4,515,199.49</u></u>	<u><u>4,502,466.24</u></u>	<u><u>-</u></u>	<u><u>12,733.25</u></u>
Net Assets				
Restricted Fund Balance	<u><u>\$ 21,578,132.80</u></u>	<u><u>\$ (4,036,081.44)</u></u>	<u><u>\$ 5,570,903.79</u></u>	<u><u>\$ 20,043,310.45</u></u>

CITY OF MISSION, TEXAS
DEBT SERVICE FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/22

	Debt Service Fund 08
Beginning Undjusted Fund Balance	\$ 825,376.01
Revenues:	
Property Taxes	1,751,151.52
Total Revenues:	<u>1,751,151.52</u>
Transfers In:	-
Total Resources Available:	<u><u>2,576,527.53</u></u>
Expenditures:	
Organizational Costs	-
Total Expenditures:	<u>-</u>
Transfers - Out:	-
Unadjusted Fund Balance:	<u><u>\$ 2,576,527.53</u></u>
Assets:	
Cash	2,385,269.27
Investments	235,424.52
Receivables:	
Taxes	(1,580,649.40)
Accrued interest receivable	41.95
Less: allowance for uncollectibles	(192,141.30)
Total Assets	<u><u>847,945.04</u></u>
Liabilities and Fund Balance:	
Due to other funds	44,208.21
Deferred Revenue	(1,772,790.70)
Total Liabilities	<u><u>(1,728,582.49)</u></u>
Net Assets:	
Restricted Fund Balance	<u><u>\$ 2,576,527.53</u></u>

CITY OF MISSION, TEXAS
UTILITY ENTERPRISE FUND
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/22
UNADJUSTED

	Total Utility Funds 02	Utility Fund	Utility Reserve & Ext Funds	Utility I&S Funds	Utility Capital Project Fund
Beginning Unadjusted Retain Earnings	\$ 2,898,302.52	\$ 628,784.47	\$ 501,185.12	\$ 1,597,507.85	\$ 170,825.08
Revenues:					
Charges for Services	1,523,576.27	1,523,576.27	-	-	-
Reimbursements	768,870.71	768,870.71	-	-	-
Interest Earned	3,135.14	1,210.95	623.78	1,256.84	43.57
Miscellaneous	366.00	366.00	-	-	-
Special Assessments	5,270.00	5,270.00	-	-	-
Total Revenues:	2,301,218.12	2,299,293.93	623.78	1,256.84	43.57
Transfers In:	-	-	-	-	-
Total Resources Available:	5,199,520.64	2,928,078.40	501,808.90	1,598,764.69	170,868.65
Expenditures:					
Administration	81,741.02	81,741.02	-	-	-
Water Distribution	233,558.52	233,558.52	-	-	-
Water Treatment	166,339.68	166,339.68	-	-	-
Wastewater Treatment	567,078.99	567,078.99	-	-	-
Industrial Pre-Treatment	13,335.35	13,335.35	-	-	-
Utility Billing and Collecting	41,124.20	41,124.20	-	-	-
Organizational Expense	45,179.74	45,179.74	-	-	-
Meter Readers	40,254.92	40,254.92	-	-	-
North Water Plant	622,965.24	622,965.24	-	-	-
Golf Course:					
Club House	-	-	-	-	-
Grounds	-	-	-	-	-
Restaurant	-	-	-	-	-
Organizational	-	-	-	-	-
Solid Waste	-	-	-	-	-
Event Center	-	-	-	-	-
Total Expenditures:	1,811,577.66	1,811,577.66	-	-	-
Transfers - Out:	-	-	-	-	-
Ending Retain Earnings: (unadjusted)	\$ 3,387,942.98	\$ 1,116,500.74	\$ 501,808.90	\$ 1,598,764.69	\$ 170,868.65
Assets:					
Cash:	9,329,400.32	9,329,400.32	-	-	-
Investments:	1,407,038.06	1,407,038.06	-	-	-
Prepaid items	6,100.00	6,100.00	-	-	-
Receivables:					
Accounts	1,734,993.75	1,734,993.75	-	-	-
Less: allowance for uncollectibles	(330,350.53)	(330,350.53)	-	-	-
Accrued interest receivable	1,152.11	1,152.11	-	-	-
Due from other funds	594,462.28	497,575.73	95,833.00	1,000.00	53.55
Inventory	186,866.82	186,866.82	-	-	-
Total Current Assets	12,929,662.81	12,832,776.26	95,833.00	1,000.00	53.55
Non-Current Assets					
Restricted Assets:					
Cash and cash equivalents	14,586,782.76	13,130,427.39	77,977.31	1,207,562.96	170,815.10
Investments	2,150,270.81	1,432,206.93	327,862.15	390,201.73	-
Accrued interest	204.39	67.95	136.44	-	-
Deferred charges	744,161.77	744,161.77	-	-	-
Capital Assets:					
Land, water rights, and construction in progress	34,010,574.65	34,010,574.65	-	-	-
Other capital assets, net of accumulated depreciation	60,934,248.69	60,934,248.69	-	-	-
Total Non-current assets	112,426,243.07	110,251,687.38	405,975.90	1,597,764.69	170,815.10
Total Assets:	125,355,905.88	123,084,463.64	501,808.90	1,598,764.69	170,868.65
Liabilities:					
Accounts Payable	(203,286.96)	(203,286.96)	-	-	-
Retainage payable	185,853.15	185,853.15	-	-	-
Accrued interest payable	252,199.90	252,199.90	-	-	-
Other liabilities	16,341.96	16,341.96	-	-	-
Compensated absences	174,111.23	174,111.23	-	-	-
Accrued payroll	15,310.83	15,310.83	-	-	-
Due to other funds	8,762,142.35	8,762,142.35	-	-	-
Customer deposits	2,802,264.74	2,802,264.74	-	-	-
Deferred Revenue	419,898.45	419,898.45	-	-	-
Current portion of long-term	408,873.89	408,873.89	-	-	-
Subdividers deposits	2,970,778.50	2,970,778.50	-	-	-
Capital Leases	822,656.68	822,656.68	-	-	-
Long-term obligations:	43,536,746.58	43,536,746.58	-	-	-
Total Liabilities	60,163,891.30	60,163,891.30	-	-	-
Net Assets:					
Nonspendable	61,804,071.60	61,804,071.60	-	-	-
Restricted	2,271,442.24	-	501,808.90	1,598,764.69	170,868.65
Assigned	790,633.32	790,633.32	-	-	-
Unassigned	1,116,500.74	1,116,500.74	-	-	-
	\$ 65,982,647.90	\$ 63,711,205.66	\$ 501,808.90	\$ 1,598,764.69	\$ 170,868.65

FINANCIAL STATEMENT
AS OF: DECEMBER 31, 2022

02 -UTILITY FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUM.	BUDGET BALANCE
REVENUE SUMMARY						
	25,970,339.00	2,301,218.12	4,290,994.12	16.52	0.00	21,679,344.88
*** TOTAL REVENUES ***	25,970,339.00	2,301,218.12	4,290,994.12	16.52	0.00	21,679,344.88
EXPENDITURE SUMMARY						
10-ADMINISTRATION	1,159,438.00	81,741.02	219,838.73	18.96	0.00	939,599.27
12-WATER DISTRIBUTION/SEW	4,801,072.00	233,558.52	450,260.45	33.59	1,162,559.33	3,188,252.22
13-SOUTH WATER PLANT	2,225,649.00	166,339.68	289,823.29	29.96	376,937.55	1,558,888.16
14-WASTEWATER TREATMENT	4,747,199.00	567,078.99	1,226,117.23	41.87	761,558.32	2,759,523.45
15-INDUSTRIAL PRE-TREATME	321,395.00	13,335.35	24,200.93	7.53	0.00	297,194.07
16-UTILITY BILLING AND CO	775,792.00	41,124.20	121,307.26	18.03	18,586.34	635,898.40
17-ORGANIZATIONAL EXPENSE	5,603,160.00	45,179.74	143,217.21	2.98	23,904.00	5,436,038.79
18-METER READERS	665,233.00	40,254.92	119,318.90	19.03	7,271.57	538,642.53
30-NORTH WATER PLANT	2,777,361.00	622,965.24	795,943.80	43.65	416,506.99	1,564,910.21
61-2015 TWDB BONDS	0.00	0.00	0.00	0.00	0.00	0.00
63-2021 PSI BOND	0.00	0.00	0.00	0.00	0.00	0.00
99-TRANSFERS OUT	2,783,707.00	0.00	0.00	0.00	0.00	2,783,707.00
98-CONTRA ACCOUNTS	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL EXPENDITURES ***	25,860,006.00	1,811,577.66	3,390,027.80	23.81	2,767,324.10	19,702,654.10

**CITY OF MISSION, TEXAS
ALL OTHER ENTERPRISE FUNDS
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/22
UNADJUSTED**

	Golf Course Fund 03	Solid Waste Fund 05	Event Center Fund 23
Beginning Unadjusted Retain Earnings	\$ (5,189,619.28)	\$ 5,013,400.30	\$ (235,726.00)
Revenues:			
Charges for Services	105,721.10	683,072.41	79,092.37
Reimbursements	-	-	-
Interest Earned	-	-	-
Miscellaneous	10.73	235.17	-
Special Assessments	-	-	-
Total Revenues:	<u>105,731.83</u>	<u>683,307.58</u>	<u>79,092.37</u>
Transfers In:	-	-	-
Total Resources Available:	<u>(5,083,887.45)</u>	<u>5,696,707.88</u>	<u>(156,633.63)</u>
Expenditures:			
Administration	-	-	-
Water Distribution	-	-	-
Water Treatment	-	-	-
Wastewater Treatment	-	-	-
Industrial Pre-Treatment	-	-	-
Utility Billing and Collecting	-	-	-
Organizational Expense	-	-	-
Meter Readers	-	-	-
North Water Plant	-	-	-
Golf Course:			
Club House	30,983.16	-	-
Grounds	44,246.54	-	-
Restaurant	6,925.58	-	-
Organizational	2,116.49	-	-
Solid Waste	-	522,320.59	-
Event Center	-	-	49,862.84
Total Expenditures:	<u>84,271.77</u>	<u>522,320.59</u>	<u>49,862.84</u>
Transfers - Out:	-	-	-
Ending Retain Earnings: (unadjusted)	<u>\$ (5,168,159.22)</u>	<u>\$ 5,174,387.29</u>	<u>\$ (206,496.47)</u>
Assets:			
Cash:	650.00	928,743.24	2,500.00
Investments:	-	477,150.50	-
Prepaid items	2,000.00	-	4,115.00
Receivables:	-	-	-
Accounts	12,652.87	859,351.07	3,759.17
Less: allowance for uncollectibles	-	(137,607.51)	-
Accrued interest receivable	-	356.72	-
Due from other funds	-	-	-
Inventory	44,737.92	-	17,713.00
Total Current Assets	<u>60,040.79</u>	<u>2,127,994.02</u>	<u>28,087.17</u>
Non-Current Assets			
Restricted Assets:			
Cash and cash equivalents	73,749.94	-	-
Investments	-	-	-
Accrued interest	-	-	-
Deferred charges	56,242.77	138,360.50	18,647.73
Capital Assets:			
Land, water rights, and construction in progress	1,642,918.52	-	-
Other capital assets, net of accumulated depreciation	1,677,682.69	3,899,295.41	97,526.74
Total Non-current assets	<u>3,450,593.92</u>	<u>4,037,655.91</u>	<u>116,174.47</u>
Total Assets:	<u>3,510,634.71</u>	<u>6,165,649.93</u>	<u>144,261.64</u>
Liabilities:			
Accounts Payable	7,839.33	41,802.65	1,621.51
Retainage payable	-	-	-
Accrued interest payable	159.07	1,135.26	-
Other liabilities	59,534.67	116,806.33	5,634.60
Compensated absences	12,345.44	14,610.92	-
Accrued payroll	1,066.11	2,070.49	-
Due to other funds	3,104,549.22	82,287.24	255,255.30
Customer deposits	-	-	-
Deferred Revenue	95,447.73	155,062.12	20,898.71
Current portion of long-term	26,737.35	8,238.96	-
Subdividers deposits	-	-	-
Capital Leases	112,087.99	39,136.88	-
Long-term obligations:	227,208.11	530,111.79	67,347.99
Total Liabilities	<u>3,646,975.02</u>	<u>991,262.64</u>	<u>350,758.11</u>
Net Assets:			
Nonspendable	5,035,419.86	3,352,482.00	-
Restricted	73,590.87	-	-
Assigned	-	817,798.01	-
Unassigned	(5,168,159.22)	1,004,107.28	(206,496.47)
	<u>\$ (59,148.49)</u>	<u>\$ 5,174,387.29</u>	<u>\$ (206,496.47)</u>

**CITY OF MISSION, TEXAS
INTERNAL SERVICE FUNDS
FINANCIAL STATEMENTS FOR THE MONTH ENDING 12/31/22**

	Total
Beginning Unadjusted Fund Balance	\$ 497,332.72
Adjustment to Prior Year Fund Balance	(100,140.60)
Unadjusted Fund Balance	\$ 397,192.12
Revenues:	
Charges for Services	483,214.53
Stop Loss & Other Rebates	92,898.35
Total Revenues:	576,141.13
Transfers In:	-
Total Resources Available:	973,333.25
Expenditures:	
Insurance claim drafts	447,206.91
Premium payments	94,936.02
Organizational Cost	68,964.58
Total Expenditures:	611,107.51
Transfers - Out:	-
Ending Unadjusted Fund Balance:	\$ 362,225.74
Assets:	
Cash:	77,353.56
Investments:	4,457.53
Receivables:	
Accounts	4,527.87
Due from other funds	1,862,348.09
Total Assets:	1,948,687.05
Liabilities:	
Accounts Payable	90,212.07
Due to other funds	1,496,249.24
Total Liabilities	\$ 1,586,461.31
Net Assets:	
Restricted Fund Balance	\$ 362,225.74



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023
PRESENTED BY: Angie Vela, Finance Director
AGENDA ITEM: January 2023 Tax Collection Report - Vela

NATURE OF REQUEST:

Acceptance of monthly property tax report for the month of January 2023.

The 2023 total adjusted tax levy for taxes was \$29,102,608.02 and the amount of the collections as of January 31, 2023 is \$24,294,666.91 which represents 83.48% of the total 2023 tax levy.

The total adjusted tax levy for delinquent taxes was \$2,373,433.13 and the amount of collections as of January 31, 2023 is \$198,671.73 which represents 8.37% of the total tax levies from previous years.

BUDGETED: N/A **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR
CITY OF MISSION TAXES COLLECTED FOR:
JANUARY 2023

COMPARATIVE RATE OF COLLECTIONS

CITY OF MISSION CMS (32)	ORIGINAL TAX LEVY	COLLECTED TO DATE	DROPPED YRS AFTER PURGE	MODIF. TO DATE	TAXES OUTSTANDING	PERCENT 2022/2023	COLLECTED 2021/2022
2022 TAX ROLL	28,910,952.02	24,294,666.91		191,656.00	4,807,941.11	83.48%	84.25%
2021 & PRIOR YRS ROLLBACK	2,417,440.91 2,677.08	198,671.73 438.67		(44,007.78) -	2,174,761.40 2,238.41	8.37% 16.39%	8.11% 36.73%
TOTALS	31,331,070.01	24,493,777.31	-	147,648.22	6,984,940.92		

BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF JANUARY 2023

	CITY OF MISSION	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	9,823,709.10	(88,667.78) CURRENT
CURRENT YEAR-P&I	-	
PRIOR YEARS-BASE TAX	56,234.77	(15,090.31) PRIOR
PRIOR YEARS-P&I	24,207.19	
ROLLBACK	-	- ROLLBACK
ROLLBACK P&I	-	
ATTORNEY FEES	12,126.69	- PURGED
TOTAL COLLECTIONS	9,916,277.75	(103,758.09)
LESS TRANSFERRED	5,054,297.35	
LESS IN TRANSIT	4,854,772.87	
LESS DUE TO HCAD COMM. FEE	507.53	
LESS DUE TO CO TREASURER	6,700.00	
BALANCE	-	

*****AFFIDAVIT*****

I, PABLO "PAUL" VILLARREAL JR., ASSESSOR-COLLECTOR OF TAXES FOR THE CITY OF MISSION, DO SOLEMNLY SWEAR THAT THE ABOVE STATEMENT OF TAXES COLLECTED BY ME FOR THE MONTH OF JANUARY 2023 IS CORRECT.

Pablo (Paul) Villarreal Jr.
ASSESSOR-COLLECTOR OF TAXES FOR CITY OF MISSION, TEXAS



SWORN AND SUBSCRIBED BEFORE ME THIS 17TH DAY OF FEBRUARY 2023 A.D.

Mark Martinez
NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



**PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR
CITY OF MISSION TAXES COLLECTED FOR:
JANUARY 2022**

COMPARATIVE RATE OF COLLECTIONS

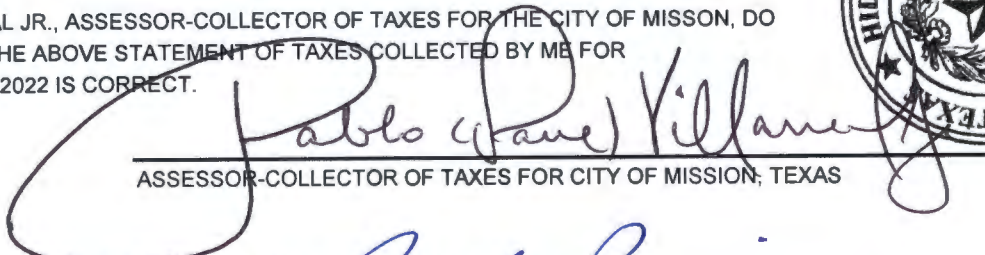
CITY OF MISSION CMS (32)	ORIGINAL TAX LEVY	COLLECTED TO DATE	DROPPED YRS AFTER PURGE	MODIF. TO DATE	TAXES OUTSTANDING	PERCENT 2021/2022	COLLECTED 2020/2021
2021 TAX ROLL	25,552,721.06	21,950,538.49		502,433.95	4,104,616.52	84.25%	85.12%
2020 & PRIOR YRS ROLLBACK	2,436,594.87 6,430.91	195,958.64 2,362.18		(19,084.22)	2,221,552.01 4,068.73	8.11% 36.73%	10.07% 43.58%
TOTALS	27,995,746.84	22,148,859.31	-	483,349.73	6,330,237.26		

BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF JANUARY 2022

	CITY OF MISSION	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	8,279,107.88	(24,767.47) CURRENT
CURRENT YEAR-P&I	-	
PRIOR YEARS-BASE TAX	51,095.83	(2,466.74) PRIOR
PRIOR YEARS-P&I	17,667.71	
ROLLBACK	-	- ROLLBACK
ROLLBACK P&I	-	
ATTORNEY FEES	9,506.89	PURGED
TOTAL COLLECTIONS	8,357,378.31	(27,234.21)
LESS TRANSFERRED	4,026,680.18	
LESS IN TRANSIT	4,324,095.58	
LESS DUE TO HCAD COMM. FEE	221.55	
LESS DUE TO CO TREASURER	6,381.00	
BALANCE	-	

*****AFFIDAVIT*****

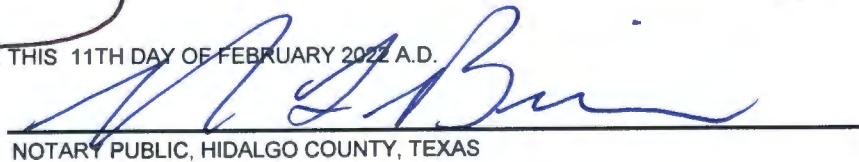
I, PABLO "PAUL" VILLARREAL JR., ASSESSOR-COLLECTOR OF TAXES FOR THE CITY OF MISSION, DO SOLEMNLY SWEAR THAT THE ABOVE STATEMENT OF TAXES COLLECTED BY ME FOR THE MONTH OF JANUARY 2022 IS CORRECT.



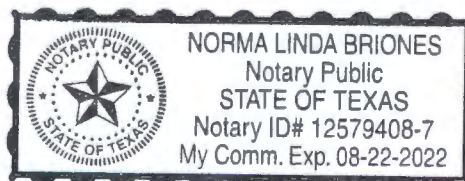
 ASSESSOR-COLLECTOR OF TAXES FOR CITY OF MISSION, TEXAS



SWORN AND SUBSCRIBED BEFORE ME THIS 11TH DAY OF FEBRUARY 2022 A.D.



 NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



City of Mission, Texas
Summary of Current Levy Tax Collections
As of January 31, 2023

2022 Tax Levy

	M&O	I&S	Total
Original	\$ 24,862,654.91	\$ 4,048,297.11	\$ 28,910,952.02
Adjustments	164,819.10	26,836.90	191,656.00
Adjusted Levy	<u>\$ 25,027,474.01</u>	<u>\$ 4,075,134.01</u>	<u>\$ 29,102,608.02</u>
Collections as of January 2023	<u>\$ 20,892,771.81</u>	<u>\$ 3,401,895.10</u>	<u>\$ 24,294,666.91</u>
Outstanding as of January 2023	<u>\$ 4,134,702.20</u>	<u>\$ 673,238.91</u>	<u>\$ 4,807,941.11</u>
Percentage of 2022 Levy Collected as of January 2023	83.48%	83.48%	83.48%

City of Mission, Texas
Summary of Delinquent Levy Tax Collections
As of January 31, 2023

Tax Levy

	<u>M&O</u>	<u>I&S</u>	<u>Total</u>
Original	\$ 1,981,213.09	\$ 436,227.83	\$ 2,417,440.91
Adjustments	(36,289.85)	(7,717.93)	(44,007.78)
Adjusted Levy	<u>\$ 1,944,923.24</u>	<u>\$ 428,509.90</u>	<u>\$ 2,373,433.13</u>

Collections as of January 2023	<u>\$ 163,803.81</u>	<u>\$ 34,867.92</u>	<u>\$ 198,671.73</u>
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Outstanding as of January 2023	<u>\$ 1,781,119.43</u>	<u>\$ 393,641.98</u>	<u>\$ 2,174,761.40</u>
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Percentage of 2022 Levy Collected

as of January 2023

8.42%

8.14%

8.37%

<u>Year</u>	<u>Beg O/S</u>	<u>Adjustments</u>	<u>Paid</u>	<u>Ending O/S</u>
2021	708,464.82	(35,377.19)	(104,652.35)	568,435.28
2020	357,078.13	(4,279.75)	(32,445.60)	320,352.78
2019	268,008.17	(1,653.54)	(22,557.59)	243,797.04
2018	167,024.96	(2,712.36)	(10,911.89)	153,400.71
2017	113,951.83	15.06	(6,333.31)	107,633.58
2016	95,926.05		(3,514.64)	92,411.41
2015	86,555.77	-	(2,645.63)	83,910.14
2014	73,527.03	-	(2,788.90)	70,738.13
2013	61,599.97	-	(1,684.18)	59,915.79
2012	55,263.76	-	(1,762.98)	53,500.78
2011	53,728.89	-	(2,329.54)	51,399.35
2010	54,963.69	-	(827.92)	54,135.77
2009	50,115.31	-	(1,165.67)	48,949.64
2008	47,738.36	-	(965.09)	46,773.27
2007	36,895.24	-	(1,187.19)	35,708.05
2006	30,170.29	-	(1,349.00)	28,821.29
2005	25,323.05	-	(630.43)	24,692.62
2004	23,774.09	-	(518.41)	23,255.68
2003	16,970.19	-	(164.02)	16,806.17
2002	16,306.82	-	(21.33)	16,285.49
2001	74,054.49	-	(216.06)	73,838.43
	2,417,440.91	(44,007.78)	(198,671.73)	2,174,761.40

**City of Mission, Texas
Combined Property Tax Reconciliation - Receivable Accounts
FY 2022-23**

As of September 30, 2023

	01/08-10900 Current Property Tax Receivable	01/08-11000 Delinquent Property Tax Receivable	combined Rollback Tax Receivable	01/08-11100 Allowance for Uncollectable Property tax	01/08-21900 Deferred Property Tax Revenue	Difference
Beginning Balance	-	2,417,440.91	2,677.08	1,051,274.01	1,374,740.20	(5,896.21)
Auditors Adjustments	-	-	-	-	-	-
Adjusted Beginning Balance	-	2,417,440.91	2,677.08	1,051,274.01	1,374,740.20	(5,896.21)
Plus Levy	28,910,952.02	-	-	-	28,910,952.02	-
Plus Rollback taxes	-	-	-	-	-	-
Less Collections	(24,294,666.91)	(198,671.73)	(438.67)	-	(24,493,777.31)	-
Less Special Inventory	-	-	-	-	-	-
Adjustments to tax roll	191,656.00	(44,007.78)	-	-	147,648.22	-
Ending Balance	4,807,941.11	2,174,761.40	2,238.41	1,051,274.01	5,939,563.13	(5,896.21)
Adjustments to allowance	-	-	-	-	0.00	-
Adjusted Ending Balance	4,807,941.11	2,174,761.40	2,238.41	1,051,274.01	5,939,563.13	(5,896.21)
Accrual for September (prior yr)	-	-	-	-	55,269.34	(55,269.34)
Posted to G/L at 9/30 (Oct 2021)	-	-	-	-	-	-
Propose audit adj.	-	-	-	-	-	-
Reconciled to Tax Office Report	4,807,941.11	2,174,761.40	2,238.41	1,051,274.01	5,994,832.47	(61,165.55)

	01/08-10900	01/08-11000	01/08-300-31200	01/08-300-31200	county of hidalgo
COLLECTIONS AGAINST RECEIVABLE					
collections up to 9/30/22	24,294,666.91	198,671.73	24,493,338.64	24,493,338.64	-
reverse prior year accrual	-	-	-	(55,269.34)	-
rollback taxes	-	438.67	438.67	438.67	-
motor vehicle taxes	-	-	-	-	-
accrual for Sept-coll in Oct	-	-	-	-	county of hidalgo
Total Collections	24,294,666.91	199,110.40	24,493,777.31	24,438,507.97	-
RECONCILIATION of RECEIVABLES					
Adjusted balance 9/30/22	-	2,420,117.99	2,420,117.99	-	october collections
Levy	28,910,952.02	-	28,910,952.02	-	-
adjustments to tax roll	191,656.00	(44,007.78)	147,648.22	-	-
Roll back taxes	-	-	-	-	-
Total tax collections	(24,294,666.91)	(199,110.40)	(24,493,777.31)	24,438,507.97	G/L at 9/30/23
Total outstanding taxes 9/30/23	4,807,941.11	2,176,999.81	6,984,940.92	-	audit adj.
RECONCILIATION:					adjusted total
rollback tax receivables	1,888.26	-	1,888.26	-	-
O/S taxes w/roll back	4,806,052.85	2,176,999.81	6,983,052.66	-	-
Total outstanding taxes 9/30/23	4,807,941.11	2,176,999.81	6,984,940.92	-	-

RECONCILIATION:	
rollback tax receivables	1,888.26
O/S taxes w/roll back	4,806,052.85
Total outstanding taxes 9/30/23	4,807,941.11

**CITY OF MISSION, TEXAS
COMBINED PROPERTY TAX COLLECTIONS, FY 22-23**

MONTH	CURRENT YEAR TAXES		PRIOR YEAR TAXES		TOTAL TAX COLLECTIONS	P & I General 01/08-300-31300	I & S COLLECTED 01-21880	LESS COMMISS. 01-417-34499	RENTITION PENALTIES 01-300-36150	TOTAL COLLECTIONS
	General 01/08-300-31000	I & S Rollback taxes	General 01/08-300-31200	I & S Rollback taxes						
October	181,775.15	-	-	-	264,054.10	19,362.59	11,294.07	6,381.00	11.78	292,568.38
November	1,578,928.08	-	33,837.10	-	1,877,072.72	17,529.84	9,943.38	6,381.00	59.95	1,902,034.13
December	10,683,938.51	-	40,224.15	438.67	12,472,706.62	13,981.33	8,601.20	7,338.00	106.72	12,490,814.90
January	8,448,130.07	-	46,415.24	-	9,879,943.87	19,930.33	12,126.69	6,700.00	507.53	9,909,070.22
February	-	-	-	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-	-
July	-	-	-	-	-	-	-	-	-	-
August	-	-	-	-	-	-	-	-	-	-
September	-	-	-	-	-	-	-	-	-	-
Total Collections	20,892,771.81	-	120,476.49	438.67	24,493,777.31	70,804.09	41,965.34	26,800.00	685.98	24,594,487.63
VEHICLES	-	-	-	-	-	-	-	-	-	-
total coll tax office	20,892,771.81	-	120,476.49	438.67	24,493,777.31	70,804.09	41,965.34	26,800.00	685.98	24,594,487.63
Less revenue recognized in prior FY	-	-	-	-	-	-	-	-	-	-
Total curr yr rev	20,892,771.81	-	120,476.49	438.67	24,493,777.31	70,804.09	41,965.34	26,800.00	685.98	24,594,487.63

**TAX COLLECTIONS
FOR THE MONTH OF JANUARY, 2023**

DATE	01-10900		01-11000		01-10900		01-21900		08-10900		08-10900		08-21900		P & I		Less		Total Collections
	Current 01-300-31000	Delinquent 01-300-31200	Rollback taxes	Total M&O	Current 08-300-31000	Delinquent 08-300-31200	Rollback taxes	Total I&S	Total Tax Collections	General 01-300-31300	I & S 08-300-31300	Attorney Fees 01-2188	Commission 01-417-34499	Penalty 01-300-36150	Commission 01-417-34499	Penalty 01-300-36150	Total Collections		
01/04/23	229,300.80	1,412.93	-	230,713.73	37,336.10	315.54	37,651.64	268,365.37	699.51	166.47	320.65	-	-	-	-	262,852.00			
01/05/23	328,928.05	943.28	-	329,871.33	53,558.14	210.38	53,768.52	383,639.85	621.49	144.12	134.19	-	-	-	-	384,539.65			
01/06/23	126,197.45	1,132.56	-	127,330.01	20,548.31	231.94	20,780.25	148,110.26	313.01	63.47	129.75	-	-	-	-	148,616.49			
01/07/23	(6,530.28)	(855.08)	-	(7,385.36)	(1,063.30)	(182.28)	(1,245.58)	(8,630.94)	-	-	-	-	-	-	-	(8,630.94)			
01/09/23	261,629.08	1,367.36	-	262,996.44	42,600.11	290.04	42,890.15	305,886.59	471.61	99.63	313.57	-	-	-	-	306,771.40			
01/10/23	374,423.77	1,653.15	-	376,076.92	60,966.03	352.49	61,318.52	437,395.44	449.86	95.13	357.50	-	-	-	-	438,297.93			
01/11/23	208,021.59	1,642.72	-	209,664.31	33,871.42	349.91	34,221.33	243,885.64	445.47	93.76	361.33	-	-	-	-	244,786.20			
01/12/23	165,894.96	1,736.61	-	167,631.57	27,012.10	374.21	27,386.31	195,017.88	427.17	92.00	364.74	-	-	-	-	195,901.79			
01/13/23	178,502.84	1,353.20	-	179,856.04	29,064.93	285.94	29,350.87	209,206.91	393.24	82.97	315.81	-	-	-	-	209,998.93			
01/17/23	429,642.47	2,195.34	-	431,837.81	69,957.25	469.88	70,427.13	502,264.94	511.37	108.96	434.87	-	-	-	-	503,320.14			
01/18/23	300,047.68	2,988.03	-	303,035.71	48,855.66	640.22	49,495.88	352,531.59	792.21	168.85	682.49	-	-	-	-	354,175.14			
01/19/23	333,411.86	4,998.73	-	338,410.59	54,288.23	1,068.21	55,356.44	393,767.03	2,129.00	483.00	1,095.86	-	-	-	-	397,474.89			
01/20/23	257,459.16	1,672.26	-	259,131.42	41,921.20	323.61	42,244.81	301,376.23	789.90	140.95	438.82	-	-	-	-	302,745.90			
01/23/23	271,222.92	2,352.97	-	273,575.89	44,162.33	489.68	44,652.01	318,227.90	282.73	57.89	109.78	-	-	-	-	318,678.30			
01/24/23	419,241.89	4,526.15	-	423,768.04	68,263.74	965.03	69,228.77	492,996.81	1,335.90	284.77	1,042.22	-	-	-	-	495,659.70			
01/25/23	424,745.47	2,813.51	-	427,558.98	69,159.79	612.75	69,772.54	497,331.52	1,028.88	232.68	516.75	-	-	-	-	499,109.83			
01/26/23	483,943.24	2,434.87	-	486,378.11	78,798.79	506.06	79,304.85	565,682.96	802.23	165.91	550.25	-	-	-	-	567,201.35			
01/27/23	403,810.36	1,362.94	-	405,173.30	65,751.06	290.35	66,041.41	471,214.71	431.31	91.35	311.65	-	-	-	-	472,049.02			
01/28/23	(5,072.84)	(9,569.17)	-	(14,642.01)	(825.98)	(2,060.01)	(2,885.99)	(17,528.00)	(17.64)	(3.73)	-	-	-	-	-	(17,549.37)			
01/30/23	630,285.08	2,603.96	-	632,889.04	102,627.08	572.90	103,199.98	736,089.02	1,090.25	241.78	396.78	-	-	-	-	737,817.83			
01/31/23	2,633,024.52	17,648.92	-	2,650,673.44	428,726.04	3,712.68	432,438.72	3,083,112.16	6,932.83	1,466.90	4,249.68	-	-	-	-	3,095,254.04			
Total	8,448,130.07	46,415.24	-	8,494,545.31	1,375,579.03	9,819.53	1,385,398.56	9,879,943.87	19,930.33	4,276.86	12,126.69	6,700.00	-	-	-	9,909,070.22			
JF#																			
Need to recd	8,448,130.07	46,415.24	-	8,494,545.31	1,375,579.03	9,819.53	1,385,398.56	9,879,943.87	19,930.33	4,276.86	12,126.69	6,700.00	-	-	-	9,909,070.22			

O/S 4,287,571.52

Item 27.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 13, 2023
PRESENTED BY: Angie Vela, Finance Director
AGENDA ITEM: Approval of Budget Amendment: Designated Purpose Fund - Vela

NATURE OF REQUEST:

Approval of the attached budget amendments:

Designated Purpose Fund – (\$93,000.00 Revenues/Expenditures)

BUGETED: N/A **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2022-2023
DATE: March 17, 2023
DEPARTMENT: Police
FUND: Designated Purpose

BA-23-05

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
15-300-33413	2023 Southwest Border Rural Law Enf. AP	-	93,000.00	93,000.00
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
TOTAL		-	93,000.00	93,000.00

JUSTIFICATION

To allocate funding for the 2023 Southwest Border Rural Law Enforcement Assistance Program Grant from the Institute for Intergovernmental Research for the Police Department. Funds will be used to purchase equipment.

Finance Director: 

Date: 3/9/2023

City Council Approved on: _____

Date Posted: _____

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2022-2023
DATE: March 17, 2023
DEPARTMENT: Police
FUND: Designated Purpose

BA-23-05

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
15-413-74950	Machinery and Equipment	-	93,000.00	93,000.00
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
TOTAL		-	93,000.00	93,000.00

JUSTIFICATION

To allocate funding for the 2023 Southwest Border Rural Law Enforcement Assistance Program Grant from the Institute for Intergovernmental Research for the Police Department. Funds will be used to purchase equipment.

Finance Director: 

Date: 3/9/2023

City Council Approved on: _____

Date Posted: _____

ARTICLE 5
HIRING, EMS & TCFP CERTIFICATION

SECTION 1. Age requirements for Entry-Level Fire Fighter. The parties recognize the need to increase the maximum age limit for an entry level position in order to improve the pool of potential candidates in the selection process. An applicant for entry-level firefighter must not have reached their forty-first (41st) birthday as of the date of the written **entrance** examination.

SECTION 2. The department head will have the discretion in accordance with TLGC 143 in selecting the qualified applicant to meet the needs of the fire department. The Fire Chief may give preference in filling the beginning positions in the Mission Fire Department to those that hold a certification as an EMT, AEMT, PARAMEDIC issued by the Texas Department of State Health Service.

SECTION 3. Entry level Firefighters **candidates** who do not hold a Texas Commission on Fire Protection certification for Structure Fire Suppression or Texas Department of State Health Services certification for EMT, AEMT, or Paramedic shall have up to twenty-four (24) months to obtain both certifications. If for any reason the department is unable to offer the training within the first 24 months of joining the fire department, the training will be required regardless of being beyond the initial 24 months of employment and beyond their 24 month probation period.

SECTION 4. Entry-level firefighter **candidates** that have an EMT, AEMT or PARAMEDIC certification issues by Texas Department of State Health Services will be required to complete a twenty-four (24) month probation period.

SECTION 5. Entry level Firefighters **who do not** hold a Texas Department of State Health Services certification for EMT, AEMT, or PARAMEDIC shall have up to twenty-four (24) months to obtain certification, this is provided that the department offers the certification opportunities with time enough to complete the required training and tests.

SECTION 6. Entry level Firefighters **who does** hold a Texas Department of State Health Services certification for EMT, AEMT or PARAMEDIC shall serve a probationary period of one year beginning on that person's date of employment as a firefighter.

SECTION 7. The City shall continue to commit to providing the necessary training and instruction to employees to achieve certifications for EMT, AEMT or PARAMEDIC issued by Texas Department of State Health Services and Structure Fire Suppression certification issued by Texas Commission on Fire Protection. If for any reason the department is unable to offer the training within the first 24 months of joining the fire department, the training will be required regardless of being beyond the initial 24 months of employment and beyond the probation period.

SECTION 8. Grandfathered firefighter personnel (those firefighters employed prior to EMS merger) who are unwilling or unable to meet the minimum standards of medical certification training shall not be subject to involuntary separation from employment.

SECTION 9. The City and the Union agree that it shall continue to be a condition of employment for fire fighter personnel hired after the merger of the EMS Division into the Fire Department, to have and maintain a State of Texas EMT, AEMT, or Paramedic certification. The City shall reimburse fire fighters for recertification fees.

SECTION 10. The City will only pay for the initial course exam and one (1) retest for the EMT, AEMT or Paramedic certification examination. However, the fire fighter may further retake the course at his/her own expense.

- (a) The City will pay the initial National Registry test examination fee, and up to one additional retest fees if done within the twelve (12) month period after initial paramedic training provided in Section 6. Above.
- (b) Upon passing of the National Registry exam, the City shall reimburse the firefighter for the state application fee to practice in Texas.
- (c) There shall be no civil service appeal or contract grievance by a fire fighter who is disqualified under this Article.

PROPOSAL NAME/NUMBER: 23-218-02-20 / Mission Lions Park Improvements



OPEN DATE: February 22, 2023 2:00 PM CST

Evaluator	Brad Bentsen	Abel Bocanegra	Edgar Gonzalez

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
Posillico Civil, Inc. 9811 S I-35 Building 6, Unit 100 Austin, TX 78744	Acceptable		Acceptable		Acceptable		
Sec. a. Experience (20 Total Maximum Points)	Acceptable	15	Acceptable	15	Acceptable	16	65
Sec. b. Work Performance (15 Total Maximum Points)	Acceptable	12	Acceptable	10	Acceptable	12	
Sec. c. Capacity to Perform (15 Maximum Points)	Acceptable	12	Acceptable	12	Acceptable	12	
Technical Proposal (60 Maximum Points)		39		37		40	
Price Proposal (50 Maximum Points)	Acceptable	30	Acceptable	30	Acceptable	20	
Final Determination of Review		69		67		60	

Notes:

Strengths: (BB) (AB) (EG)

Weaknesses: (BB) (AB) (EG)

Comments: (BB) (AB) (EG)

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
Gerlach Builders dba Wil-Con 918 Bid Horn Drive Edinburg, TX 78542	Acceptable		Acceptable		Acceptable		
Sec. a. Experience (20 Total Maximum Points)	Acceptable	18	Acceptable	16	Acceptable	15	80
Sec. b. Work Performance (15 Total Maximum Points)	Acceptable	15	Acceptable	14	Acceptable	10	
Sec. c. Capacity to Perform (15 Maximum Points)	Acceptable	15	Acceptable	14	Acceptable	13	
Technical Proposal (60 Maximum Points)		48		44		38	
Price Proposal (50 Maximum Points)	Acceptable	40	Acceptable	40	Acceptable	30	
Final Determination of Review		88		84		68	

Notes:

Strengths: (BB) (AB) (EG)

Weaknesses: (BB) (AB) (EG)

Comments: (BB) (AB) (EG)

PROPOSAL NAME/NUMBER: 23-218-02-20 / Mission Lions Park Improvements



OPEN DATE: February 22, 2023 2:00 PM CST

Evaluator	Brad Bentsen		Abel Bocanegra		Edgar Gonzalez	

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
Comments: (BB) (AB) (EG)							

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
Davila Construction, Inc. 2205 N. Jackson Rd. McAllen, TX 78501	Acceptable		Acceptable		Acceptable		88
Sec. a. Experience (20 Total Maximum Points)	Acceptable	20	Acceptable	18	Acceptable	20	
Sec. b. Work Performance (15 Total Maximum Points)	Acceptable	15	Acceptable	12	Acceptable	15	
Sec. c. Capacity to Perform (15 Maximum Points)	Acceptable	13	Acceptable	14	Acceptable	13	
Technical Proposal (60 Maximum Points)		48		44		48	
Price Proposal (50 Maximum Points)	Acceptable	42	Acceptable	42	Acceptable	40	
Final Determination of Review		90		86		88	

Notes:

Strengths: (BB) (AB) (EG)

Weaknesses: (BB) (AB) (EG)

Comments: (BB) (AB) (EG)

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
RG Enterprises, LLC., dba G&G Contractors 711 E. Wisconsin Rd. Edinburg, TX 78539	Acceptable		Acceptable		Acceptable		84
Sec. a. Experience (20 Total Maximum Points)	Acceptable	15	Acceptable	14	Acceptable	17	
Sec. b. Work Performance (15 Total Maximum Points)	Acceptable	12	Acceptable	12	Acceptable	8	
Sec. c. Capacity to Perform (15 Maximum Points)	Acceptable	10	Acceptable	13	Acceptable	12	
Technical Proposal (60 Maximum Points)		37		39		37	
Price Proposal (50 Maximum Points)	Acceptable	45	Acceptable	44	Acceptable	50	
Final Determination of Review		82		83		87	

Notes:

Strengths: (BB) (AB) (EG)

Weaknesses: (AB) (EG)

Comments: (BB) (AB) (EG)

PROPOSAL NAME/NUMBER: 23-218-02-20 / Mission Lions Park Improvements



OPEN DATE: February 22, 2023 2:00 PM CST

Evaluator	Brad Bentsen		Abel Bocanegra		Edgar Gonzalez	

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
Proposer	Rating	Points	Rating	Points	Rating	Points	Average
ECON Group, LLC. 3025 S. Sugar Rd. Edinburg, TX 78539	Potentially Acceptable		Acceptable		Unacceptable		
Sec. a. Experience (20 Total Maximum Points)	May be Acceptable	0	Acceptable	10	Acceptable	10	
Sec. b. Work Performance (15 Total Maximum Points)	May be Acceptable	5	Acceptable	12	Not Acceptable	0	
Sec. c. Capacity to Perform (15 Maximum Points)	May be Acceptable	5	Acceptable	12	Acceptable	10	
Technical Proposal (60 Maximum Points)		10		34		20	
Price Proposal (50 Maximum Points)	Not Acceptable	0	Acceptable	25	Acceptable	10	
Final Determination of Review		10		59		30	33

Notes:

Strengths: (BB) (AB) (EG)

Weaknesses:

Comments: (BB) (AB) (EG)

BID NAME/NUMBER: 23-218-02-20 / Lions Park Improvements

OPEN DATE: February 22, 2022 2:00 PM CST



No.	DESCRIPTION:	Qty	UOM	Vendor Name:		The Play Well Group, Inc.		Gerlach Builders dba Will-Con		Devila Construction, Inc.		RG Enterprises, LLC, dba G&G Contractors		ECON Group, LLC.	
				Charges	uom	Charges	uom	Charges	uom	Charges	uom	Charges	uom	Charges	uom
1	Base Proposal: Lions Park Improvements	1	LS	\$7,130,000.00		no bid		\$4,626,000.00		\$4,785,000.00		\$4,351,714.00		\$7,600,000.00	
	Allowance - Contingency	1	LS	\$100,000.00		\$100,000.00		\$100,000.00		\$100,000.00		\$100,000.00		\$100,000.00	
	Allowance - Landscape	1	LS	\$15,000.00		\$15,000.00		\$15,000.00		\$15,000.00		\$15,000.00		\$15,000.00	
	Allowance - Irrigation	1	LS	\$25,000.00		\$25,000.00		\$25,000.00		\$25,000.00		\$25,000.00		\$25,000.00	
	Allowance - Bankshot	1	LS	\$75,000.00		\$75,000.00		\$75,000.00		\$75,000.00		\$75,000.00		\$75,000.00	
	Total Base Proposal with Allowances:			\$7,345,000.00		\$215,000.00		\$4,841,000.00		\$5,000,000.00		\$4,566,714.00		\$7,815,000.00	
	Number of Calendar Days to Complete			245 Calendar Days		245 Calendar Days		245 Calendar Days		345 Calendar Days		360 Calendar Days		480 Calendar Days	
2	Alternate No. 1 Demolition of Existing Conditions (Decrease)	1	LS	\$40,000.00		no bid		-\$4,500.00		included in base		-\$48,000.00		-\$50,000.00	
	Number of Calendar Days to Complete (Decrease)			5 Days		0 Days		0 Days		included in base		15 Days		7 Days	
3	Alternate No. 2 All-Inclusive Play Areas (Increase)	1	LS	\$946,728.05		\$946,728.05		\$635,000.00		\$433,151.00		\$248,630.00		\$341,700.00	
	Alternate No. 2 All-Inclusive Play Areas (Equipment)	1	LS	\$515,000.00		\$215,363.14		\$635,000.00		\$433,151.00		\$248,630.00		\$341,700.00	
	Alternate No. 2 All-Inclusive Play Areas (Installation)	1	LS	\$515,000.00		\$1,162,091.19		\$635,000.00		\$433,151.00		\$248,630.00		\$341,700.00	
	Total Alternate No. 2 All-Inclusive Play Areas (Increase)			22 Days		180 Days		0 Days		included in base		30 Days		\$1,470,771.00	
	Number of Calendar Days to Complete (Increase)			22 Days		180 Days		0 Days		included in base		30 Days		N/A	
4	Alternate No. 3 Splash Pad (Increase)	1	LS	\$300,000.00		\$300,000.00		\$362,000.00		\$316,225.00		\$240,477.00		\$150,000.00	
	Alternate No. 3 Splash Pad (Equipment)	1	LS	\$300,000.00		\$300,000.00		\$362,000.00		\$316,225.00		\$240,477.00		\$150,000.00	
	Alternate No. 3 Splash Pad (Installation)	1	LS	\$300,000.00		\$300,000.00		\$362,000.00		\$316,225.00		\$240,477.00		\$150,000.00	
	Total Alternate No. 3 Splash Pad (Increase)			35 Days		N/A		0 Days		included in base		30 Days		\$597,000.00	
	Number of Calendar Days to Complete (Increase)			35 Days		N/A		0 Days		included in base		30 Days		N/A	
5	Alternate No. 4 Bankshot Play Area (Increase)	1	LS	\$220,000.00		\$220,000.00		\$178,000.00		\$128,061.00		\$67,000.00		\$200,000.00	
	Alternate No. 4 Bankshot Play Area (Equipment)	1	LS	\$220,000.00		\$220,000.00		\$178,000.00		\$128,061.00		\$67,000.00		\$200,000.00	
	Alternate No. 4 Bankshot Play Area (Installation)	1	LS	\$220,000.00		\$220,000.00		\$178,000.00		\$128,061.00		\$67,000.00		\$200,000.00	
	Total Alternate No. 4 Bankshot Play Area (Increase)			20 Days		0 Days		0 Days		included in base		30 Days		\$300,000.00	
	Number of Calendar Days to Complete (Increase)			20 Days		0 Days		0 Days		included in base		30 Days		N/A	
	Total Amount with Alternates (1-4)			\$8,340,000.00		#REF!		\$6,011,500.00		\$5,793,977.00		\$5,074,821.00		\$10,132,771.00	
	Attendums Included			Yes (3)		Yes (3)		Yes (3)		Yes (3)		Yes (3)		Yes (3)	
	Bid Bond Included?			Yes		Copy Submitted		Yes		Yes		Yes		Yes	

Please Note: The Play Well Group is found non-responsive. They failed to submit all required forms and provide price on all the items.

OPEN DATE: February 22, 2022 2:00 PM CST



DESCRIPTION OF FORMS:	Posillico Civil, Inc. 9811 S I-35 Building 6, Unit 100 Austin, TX 78744 (956) 352-6434	The Play Well Group 711 E. Wisconsin Rd. Edinburg, TX 78539 (956) 283-7040	Gerlach Builders dba Wil-Con 918 Bid Horn Drive Edinburg, TX 78542 (956) 781-9781	Davila Construction, Inc. 2205 N. Jackson Rd. McAllen, TX 78501 (956) 630-9433	RG Enterprises, LLC., dba G&G Contractors 711 E. Wisconsin Rd. Edinburg, TX 78539 (956) 283-7040	ECON Group, LLC. 3025 S. Sugar Rd. Edinburg, TX 78539 (956) 259-8005
Solicitation Signed	Yes	Yes	Yes	Yes	Yes	Yes
Terms & Conditions Included	Yes	Yes	Yes	Yes	Yes	Partial
1 original plus 5 copies submitted	Yes	No	Yes	Yes	Yes	Yes
Subfirm(s)/Subcontractor(s) Form	Yes	Yes	Yes	Yes	Yes	Yes
Non-Collusive	Yes	Yes	Yes	Yes	Yes	Yes
Addenda(s) (3)	Yes	Yes (3)	Yes	Acknowledged	Acknowledged	Acknowledged
Gen. Business Questionnaire	Yes	Yes	Yes	Yes	Yes	Yes
References	Yes	Yes	Yes	Yes	Yes	Yes
Financial Release				Yes	Yes	Yes
CIQ	Yes	No	Yes	Yes	Yes	Yes
Price Proposal	Yes	Yes	Yes	Yes	Yes	Yes
Bid Bond	Yes	Copy Submitted	Yes	Yes	Yes	Yes
Vendor Name: Posillico Civil, Inc. Street address: 9811 S I-35 Building 6, Unit 100 City, State: Austin, TX 78744 Phone: (956) 352-6434 Fax: Contact: Michael Trotta Email: caiksoy@posillicoinc.com						
Vendor Name: The Play Well Group Street address: 711 E. Wisconsin Rd. City, State: Edinburg, TX 78539 Phone: (956) 283-7040 Fax: (956) 259-8046 Contact: Rene Garza Email: rgarza26@yahoo.com						
Vendor Name: Gerlach Builders dba Wil-Con Street address: 918 Bid Horn Drive City, State: Edinburg, TX 78542 Phone: (956) 781-9781 Fax: (956) 290-8359 Contact: Shawn Gerlach Email: shawn@wil-con.com						
Vendor Name: Davila Construction, Inc. Street address: 2205 N. Jackson Rd. City, State: McAllen, TX 78501 Phone: (956) 630-9433 Fax: Contact: Anthony Vargas Email: tony.vargas@davilaconstruction.com						
Vendor Name: RG Enterprises, LLC., dba G&G Contractors Street address: 711 E. Wisconsin Rd. City, State: Edinburg, TX 78539 Phone: (956) 283-7040 Fax: (956) 259-8046 Contact: Rene Garza Email: rgarza26@yahoo.com						
Vendor Name: ECON Group, LLC. Street address: 3025 S. Sugar Rd. City, State: Edinburg, TX 78539 Phone: (956) 259-8005 Fax: Contact: Gilbert Enriquez						